**Assignment and Presentation**

The students are expected to complete their assignment of this course individually. The assignment of this course is to prepare an order sheet considering that the student is customer of a specific garments. An assignment is expected to ***answer all the questions*** that a garment producer may require.

The topic of the assignment is fixed for all, Students have to prepare the assignment at home and will submit on or before the due date. No late submission of assignments will be accepted. Students will have to do the presentation on the assignment they prepared. The details of assignment and presentation is given below-

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| --- | --- | --- | --- | --- |
| **Sl. No.** | **Type of Assignment and Presentation** | **Submission Date** | **Contents of Assignment** | **Contents of Presentation** |
| **1.** | Create an order sheet for a specific garments | Before 15 days of final examination | Name of Customer, Style number/P.O. number/ Item number, Season and year, Details of designer, Order quantity, Size range of the product, Size and Color Break Down, Packing Type and ratio, Fabric details (GSM and types in knit garment and construction and type for woven garment), Measurement sheet with pictorial description, Stitching detail, [Accessories](https://elearn.daffodilvarsity.edu.bd/mod/resource/view.php?id=47024) details, Details of samples and their destination, Packing details and Quantity per carton, Details of Shipping Marks and Carton Marks, Warehouse address/Details of Destinations, Details of folding, Details of printing, Details of washing, Details of Freight forwarder and freight payment terms, Details of Lab test requirement and testing Organization, Details of Inspection and Quality level (AQL), etc. | **Duration:** 3-7 minutes  **a) PPT slides**  **Contents:** Introduction slides, Max. 2 Slides from Chapter 1, Max 5 slides from chapter 2, 1 slide from Chapter 3, 1 slide from Chapter 4.  2. Do not use any paragraph, use only points with minimum words  3. Diagram, video, image: no need to add description writing for them, you will present them |

**Rubrics of Assignment:**

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| ***Criteria & Marks (05)*** | ***Excellent*** | ***Good*** | ***Fair*** | ***Poor*** | ***Fail*** |
| ***Idea with Focus (1)*** | *Purpose is clear. Clearly presents a main idea and supports it throughout the paper.* | *Shows awareness of purpose. There is a main idea supported throughout most of the paper* | *Shows limited awareness of purpose. Vague sense of a main idea, weakly supported throughout the*  *paper.* | *No awareness No main idea* | *No submission/No effort exhibited* |
| ***Organization***  *(1)* | *Well-planned and well-thought out. Includes title, introduction, statement of main idea, transitions and*  *conclusion.* | *Good overall organization, includes the main organizational tools.* | *There is a sense of organization, although some of the organizational tools are used weakly or missing* | *No sense of organization* | *No submission/No effort exhibited* |
| ***Content (2)*** | *Exceptionally* | *Well-presented* | *Content is sound* | *Content is* | *No* |
|  | *well-presented* | *and argued;* | *and solid; ideas* | *not sound* | *submission/No* |
|  | *and argued;* | *ideas are* | *are present but* |  | *effort* |
|  | *ideas are* | *detailed,* | *not particularly* |  | *exhibited* |
|  | *detailed, well-* | *developed and* | *developed or* |  |  |
|  | *developed,* | *supported with* | *supported; some* |  |  |
|  | *supported with* | *evidence and* | *evidence, but* |  |  |
|  | *specific evidence* | *details, mostly* | *usually of a* |  |  |
|  | *& facts, as well* | *specific.* | *generalized* |  |  |
|  | *as examples and* |  | *nature.* |  |  |
|  | *specific details.* |  |  |  |  |
| ***Time*** | *Assignment is* | *Assignment is* | *Assignment is* | *Assignment* | *No* |
| ***Management*** | *within the* | *within 1 day +/-* | *within 2 days +/-* | *is within 1* | *submission/No* |
| ***(1)*** | *allotted time* | *of the allotted* | *of the allotted* | *week+/- of* | *effort* |
|  | *limit.* | *time limit.* | *time limit* | *the allotted* | *exhibited* |
|  |  |  |  | *time limit.* |  |

ORAL PRESENTATION RUBRIC

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| ***Criteria & Marks (08)*** | ***Excellent*** | ***Good*** | ***Fair*** | ***Poor*** | ***Fail*** |
| ***1. Content & Design (2)*** | *An abundance of material clearly related to topic; points are clearly made and all evidence supports topic; varied use of materials* | *Sufficient information that relates to topic; many good points made but there is an uneven balance and little variation.* | *There is a great deal of information that is not clearly connected to the topic.* | *Topic is not clear; information included that does not support topic in any way.* | *Not attended/ No effort exhibited* |
| ***2. Knowledg e & Interactio n (2)*** | *Strong and engaging introduction provides overview of presentation; presentation supports introduction; conclusion reinforces main points in*  *memorable fashion.* | *Introduction provides overview of presentation; presentation supports introduction and ends with appropriate conclusion.* | *Some overview is given; connection between introduction and presentation is sometimes unclear; conclusion is limited.* | *Introduction does not give overview; organization is unclear, or presentation ends without conclusion.* | *Not attended/ No effort exhibited* |
| ***3. Body language & Attire (1)*** | *Facial expressions and body language generate a strong interest and enthusiasm about the topic in others. Always has eye contact with audience.* | *Facial expressions and body language sometimes generate a strong interest and enthusiasm about the topic in others. Most of the time has eye contact with the*  *audience* | *Facial expressions and body language are used to try to generate enthusiasm, but seem somewhat faked.*  *Sometimes has eye contact with the audience* | *Very little use of facial expressions or body language. Did not generate much interest in topic being presented*  *. Does not have eye contact with the audience.* | *Not attended/ No effort exhibited* |
| ***4. Fluency (2)*** | *The delivery is spontaneous – fluent, clear articulation / pronunciation; Right speaking rate and pauses. Native*  *accent.* | *Clear pronunciation but not as polished; speaking rate, and pauses mostly appropriate. No*  *problem in accent.* | *Some mumbling; uneven speaking rate and pauses. Non-native tone in the accent.* | *Unclear pronunciation, very fast/slow speaking rate. Has problem in accent.* | *Not attended/ No effort exhibited* |
| ***5. Time Management (1)*** | *Presentation is within the allotted time limit.* | *Presentation is within 1 minute*  *+/- of the allotted time limit.* | *Presentation within 2 minutes*  *+/- of the allotted time limit* | *Presentation is too long or too short.* | *Not attended/ No effort exhibited* |