Preparing a flagship review:

A guideline for teams

Duration: 5 mins delivery (plus prep time prior to the session)
Format: 'In the round' presentation to cohort
Materials: Projector and 3 large presentation boards (to pin materials to) will be provided on the day

STATES OF CHANGE

Building the next generation of public innovation

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What's the activity for?

The overall objective of the Trial & Error week is to support your projects to become as strategic as possible in the 6-8 months that you have left as a cohort to deliver. As a result the week will have a focus on presentation and iteration supporting the refinement and development of the project narrative and focus.

In the Trial & Error week your team will be asked to present your flagship projects to a 'jury' (consisting of the facilitation team) for feedback and critical dialogue. The reviews are an opportunity to take stock of where your project is, help further define it, and help work through "next steps".

Teams will be asked to present their projects in a rapid-fire pitch on Monday morning (2 mins) and in two project reviews during the afternoon on Monday and Tuesday, where two flagship teams will present at the same time in different spaces. The reviews will happen in the round, with other teams watching and participating as audience members.

Each flagship team will have up to 5 minutes to present the overall project followed by jury comments and discussion. Teams need not use all of their allotted time.

What does the presentation need to cover?

Projects should be presented coherently and comprehensively in both their objectives, overall approach, and current progress. The presentation needs to be introductory in nature and touch on the 3 points below.

1. Making the Case
Your team should present a clear, concise and compelling proposal pitch.
What do you know about the problem:; what is the working hypothesis; how does it differ from or challenge business as usual?

2. Project Delivery Timeline
Your team will need to present a clear and comprehensive project delivery timeline that outlines not only the projected start and end dates of the project but also the concrete phases of the project and how they relate to one another. The project delivery timeline should be a medium to help you help articulate your chosen delivery strategy and stand as a project delivery planning tool. The diagram can differentiate between what you know (milestone dates etc.) and what you are projecting or planning to do.

3. What Does Success Look Like?
In your presentation, your team should articulate in a clear way what success looks like for your project. Imagine the day the project is over and asking yourselves what would you need to have accomplished as an absolute minimum to be able to say "that was a success".

What do we need to do to prepare for the presentation?

Team material should be presented visually, in a format that is easily accessible in a review setting. Teams will have three large boards to pin up their material as well as a projector at their disposal.

Ahead of the session you should agree who in your team will present. Rehearse your presentation and get candid feedback: what is clear, what is not? What is missing? Is the project-case ambitious enough; compelling enough?

Be prepared to share facts, evidence, anecdotes to substantiate your proposal and progress.
Be prepared to share your team's key questions.

How will the flagship review sessions unfold?

The sessions will have two halves:

1. The first half is a presentation followed by a discussion, with other project members engaging and the wider cohort. This will take approximately 40-50 minutes including the team's 5 minute presentation.
2. In the second half, the jury will work with the team in a design session to help refine the project and positioning it for success. This will take approximately 90 minutes and will be less structured than the first half.

We will take a break somewhere in there.

I'm still a bit unclear, what should I do?

-   Talk to your teammates first – can you find clarity?
-   Remember our last States of Change review sessions where teams were asked to pitch their proposals? This is similar: the format is the same, except there is more expectation on the quality and depth of your presentations (as well as progress).
-   Still at a loss? Contact *Marco at marco@snowcone. fi or Elena at elena.oyon@nesta.org.uk*