

Written Outline for Presentation Exam

MSA 2025 / 26

Name: 1.

Class:

2.

Class:

3.

Class:

4.

Class:

Exam Subject:

Topic / Leading Question:

Picture with reference to the topic

Examining Board:

Sponsoring teacher: 1. _____

Other members of the examining board:

2. _____

3. _____

1. Bibliography

All sources* used (books, articles, web sites or other materials) must be indicated as follows:

- Books: Name, First Name: Title, Publisher, year of publication, page

Example: *Moore, M. Stupid White Men. London: Penguin. 2001, p58*

- Internet sites: Precise description of internet address with date of referring to the website

Example: *UN Millennium Development Goals. <http://www.un.org/millenniumgoals/> 13 Mar 2004*

- Please mark the sources used by the different group members by using different colors.

**References may be given in font size 8 and with line spacing 1.0.*

2. Outline of the Presentation

Approx. one DIN-A4 page

Overall, on one hand the “common thread” of the whole presentation ought to become visible, on the other the outline should also clearly indicate which parts of the presentation are covered by which member of the group.

Please mark the contributions of the different group members by using different colors.

3. Declaration of autonomy

We hereby affirm, that the submitted outline as well as the presentation about the topic

„ ... “

was created independently and that no other than the stated resources were used.

Those passages of the presentation which, according to wording, spirit or purpose were reclaimed from other works or the internet are indicated by specification of the respective reference.

Location, Date

Signatures of Students

Please note!!!

Formal and linguistic

requirements

- Font and font size:** Arial (11pt), Times New Roman (12pt), Cambria (12pt)
- Line spacing:** 1.5 lines
- Typeface:** Left-justified or justified
- Number of pages:** 3 to 5 pages (cover sheet and statement of independence are not counted)
- Margins:** Top and bottom 1.5 cm, left 2.2 cm, right 2.5 cm
- Page layout:** The first page is the cover sheet. After that, a new page does not have to be new bullet point does not have to be started on a new page.
- Linguistic correctness:** According to the rules of the English language; correct use of complex use of complex structures