

ASSIGNMENT 1: AN INDIVIDUAL PRESENTATION (8-10 MINUTES MAXIMUM PLUS TIME FOR QUESTIONS).

- ❑ It should be a presentation of your choosing (PowerPoint presentation, 8-15 pages) using relevant media that should be well structured, fluent and there should be good timing involved.
- ❑ It must be presented in a clear and appropriate structure.
- ❑ There must be a good fit for the message, method, and format.
- ❑ The presentation should always maintain the audience's attention.
- ❑ You need to ensure an appropriate time limit for the message, impact, and format.
- ❑ You must be completely familiar with the presentation content, visual aids, and transitions between sections.

Well Begun is Half Done! Aristotle

Select an organisation with which you are familiar and assume that you are the nominated change agent of the organisation. Your organisation is considering launching a change initiative, and you must deliver a presentation to the board.

- Front Cover Page
- Table of Content
- 1. Introduction
- 2. Highlight the Background of the Organisation
- 3. Analyse the Environmental Factors that Influence Change in Organisation
- 4. Evaluate Why the Organisational Change
- 5. Recommend Appropriate Type of Organisational Change
- 6. Conclusion/Recommendation
- 7. Appendix (Additional Information about the Organisation)
- 8. Reference (15-20 References)