Students who would like to make a long presentation (a technical or tutorial or workshop presentation) for a “special project” should provide a proposal that includes the following:

- Clearly and succinctly introduce and summarize the presentation topic.
- Clearly describe the relevance to the course (show how it relates to the course and how the students will benefit from your presentation).
- Clearly indicate how the topic will be organized in terms sections (e.g., objective, background, rationale, findings, future directions, conclusions, etc.).
- Clearly indicate whether the presentation is basic research (new and original ideas), or a research work in progress, or an overview or review of an important topic, a tutorial (a technical or practical learning session), a workshop (a technical or experiential session with audience participation), etc.
- Indicate the format of the presentation and any visual or audio or video files that will be used in the presentation.
- Indicate the expected length of the presentation (ideally 100–150 minutes). Indicate a time frame for making the presentation.
- Provide a list of resources used for the presentation; make sure they are from credible and prestigious, preferably peer-reviewed sources.

The proposal should be submitted no later than the third week of the semester.