- 1. [Title] PRESENT AN AWARD/TRIBUTE
- 2. [Text] REVIEW THE AWARD
  - a. Name the award.
  - b. State the award's significance.
- 3. [Bullet] REVIEW THE ACCOMPLISHMENTS OF THE AWARD RECIPIENT
  - a. List the recipient's accomplishments .
- 4. [Combo] PRESENT THE AWARD
  - a. Show a background slide of the award recipient.
- 5. [Text] CONCLUDE
  - a. List the title of the award.
  - b. List the name of the award recipient.