TIPS ON MAKING GOOD PRESENTATIONS

By

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Presentation Outline

- Slide Structure
- Fonts
- Backgrounds and colour
- Images
- Spell checking and grammar
- Conclusion
- Question

Slide structure

- Avoid "wordiness", i.e. filling your slides with too many words

- Highlight main points only

- Use a simple sentence per point

Slide structure

- An example of wordiness:

- # BlackBerry Link for Windows Installation Readme File

- The first time you connect a BlackBerry device running BlackBerry 10 OS to your computer, you are prompted to install either BlackBerry Link or just the device drivers that enable your computer to communicate with your device. In both instances, the BlackBerry Device Manager is installed on your computer to connect your device to your computer.

- The next time you connect your device to your computer, you can use Windows Explorer to access your media files and documents.

Slide structure

- An example of a good slide

1. Provide a power consumption model of a GSM/LTE/Wi-MAX system

2. To study and assess proposed methods of energy conservation from literature

3. To propose a sustainable and promising solution for optimising energy efficiency

Slide structure

- Leave adequate spaces between points

- Let your slides "breathe"

- I suggest a font size of 18 for points and 20-24 for titles

- This last suggestion is in case you have a lot of points to pass across

Fonts

- Use standard readable fonts e.g. Times New Roman or Arial

- Use a font colour that stands out sharply from the background

Fonts

- Example of a bad font:
- *Provide a power consumption model of a GSM/LTE/Wi-MAX system*

- *Highlight the power consumption of main components.*

- *To study and assess proposed methods of energy conservation from literature in detail across the time, frequency and spatial domains.*

Backgrounds and colour

- Be consistent with your background

- Have a general background theme to your presentations

- Every slide should have a title header on each page

- Page numbering might also be necessary

Images

- Images or graphs must always be titled except when it's explaining a line or group of text

- Images should not be blurred

Images
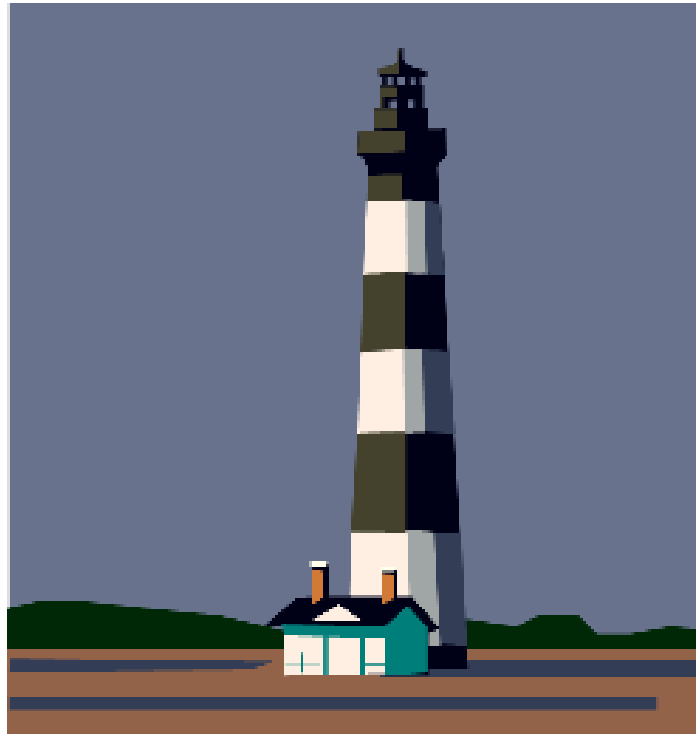
Base station transceiver mast

The scope of this study is limited to energy saving techniques used to improve specifically BS efficiency

This is mainly applied to a single system.

Images

Base station transceiver mast

Spell checking and grammar

- Always spell check your work

- Avoid grammatical errors and repetitions

Conclusion

- Always have a conclusion slide

- A THANK YOU slide is usually appropriate after

Question

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