Lightning/Ignite Talk Guidelines

At the end of the semester, your team will have the opportunity to present your Final Project to your classmates by giving a **6 minute** in-class presentation.

What is an Ignite Presentation and why are we doing this?

A lightning talk is a very short presentation lasting only a few minutes. The goal of lightning talks is to articulate a topic in a quick, insightful, and clear manner. These concise and efficient talks are intended to grab the attention of the audience, convey key information, and allow for several presenters to share their ideas in a brief period of time (*source:Wikipedia*)

We will use the **Ignite** speedy presentation method. Presenters make 16 slides, which automatically advance every 15 seconds. The result is a fast and fun presentation. For more details and examples visit http://www.ignitetalks.io/.

NOTE: For *your* 6 min presentation feel free to either increase the number of slides or the time each slide is displayed. As you can see, the product "number of slides" x "duration of each slide in sec" should equal 360 seconds! The number of slides should not be more than 16.

Presenting your work in front of others is a valuable experience that will prepare you for what is a common practice in the professional and academic world. The fast-paced Ignite talk is an excellent way to make sure your talk stays on time. Perfect for a class of more than 150 students!

We prepared an example by using a student presentation from the Capstone class (used with permission) and adding the automatically advancing slides to show you the concept.

Where are these talks taking place and when?

During the Final project presentations. You will be assigned to a half-hour time slot to present on either May 13 or May 14. More details on this assignment are forthcoming.

Who should give the talks?

All students in your team should have a chance to participate. It's like a relay race!

How do I prepare?

Here are some good practices for an Ignite talk:

- Find **3-4 main points**. You want to convey a clear message that will make it easy for your audience to follow along. What are the main takeaways you want them to remember after the end of the talk? Those are your points.
- Practice by iterating through your chosen points before you make a single slide. Sharpening your narrative will help you choose the right points.
- Once you have 3-4 points, start working on the slides by including images and a few words. Do not overload your presentation with text or you might end up in the unfortunate situation of *chasing the slides in your talk*. Use images and simple words. Keep your fonts large!
- Breathe and pause between points. Do not assume that you need to speak constantly during the 6 min. Speak clearly and give your audience a chance to digest each point.
- Prepare to continue even if a slide advances on you. *Practice how to recover from runaway slides.*
- Practice, practice, and practice! Use a timer.

Finally, how do I make the presentation?

- Create a Google Slides presentation with a maximum of 16 slides (**note**: not Powerpoint or Keynote or pdf).
- Use "File -> Publish to the Web" and then choose Auto-advance Slides every x seconds, where x is the duration in sec of each of your slides.
- Copy and paste the link into the final project submission (a.k.a., Milestone #3).

Good Luck!