The Abstract
(the outline)

Have one key message or concept

Put the why before the what

Specify the takeaways, learning outcomes

Show your interest, excitement, and passion about the topic

Use inclusive and positive language

My notes

The Talk
(the delivery)

Put the important things first

Know your ideas, not your exact words

Stay on topic

Show, don't tell: be specific and use concrete examples

Lay out the next step(s) for the audience

My notes

The Slides
(the visuals)

Do the outline first, do the design later

Use presenter notes for reminders

Make it readable by using large text

Use code snippets carefully

Invest time or money into quality images

My notes

ctfeds.org/speakup