

Practice of Basic Informatics

[Week 09 Mini Lecture]

-Part 1: Oral Presentation-

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A part of the slides are referred from Lucia Dettori.

These slides may only be used with class enrollees. Distribution of these slides is prohibited. ILAS, Kyoto University

Purpose of an academic presentation

Is **not** to

- Impress the audience
- Tell them all you know about a subject
- Present every little detail of your work

Is to

- Give the audience a sense of what your idea/work is
- Make them want to read your paper
- Get feedback on your work

Know your audience

- Who would be there?
 - Scientists expert in your field
 - Scientists not expert in your field
 - Students
 - Non experts
 - Who knows?

Most likely a mix so have something for all

Know your audience

- Keep in mind
 - They might be tired
 - They can read 😊
 - They are thinking “Why should I listen?”
 - Non-experts will tune off within 2 minutes
 - Experts after 5 minutes
- What can you do?

What can you do?

- **Early motivation** - at the beginning of your talk motivate your research with easy to understand examples
- **Spoil the punch line** - State your results early and in simple terms
- **Visuals** – Illustrate your idea with images and diagrams

Leave them with these thoughts

- I understood **what** the problem was and **why** it was **important**
- I have an idea of **what her solution** was and how it was **different/better than others**
- She **knows the literature** (i.e. quoted my work 😊) and we **might collaborate** on this aspect of her research

Use examples

Examples are your weapon to

- Motivate your work
- Illustrate the basic intuition
- Show your solution in action
- Highlight extreme cases or shortcomings

If you are running out of time cut the general case not the example

Where were you

1. **Preprocessing**
2. 1. Preprocessing
3. **2. Filtering**
4. 3. Texture Extraction
5. 4. Decision Trees
5. 5. Classification

- People **will get lost** during your talk, even those who are listening
 - have a **running outline** of the main steps of your idea (more than the talk itself)
 - use **visual clue** to highlight where you are in the process
 - present it at the beginning of each step

Related work

- Be familiar with all related work
- Don't list each paper you read
- Mainly talk about results that are immediately related to what you did
- References at the end of the talk or better in the paper itself
- Acknowledge co-authors (title slide)

Technical details: in or out?

A fine line

- Present specific aspect that show the “meat” of your work
- Leave the rest out. If you were convincing they will read your paper
- Don’t fill up your slides with lots of equations
- Prepare back-up slides to answer questions. Leave them at the end of the presentation

The skeleton

- What is the problem
- Motivation and goals
- Relevant state of the art
- What is your key idea/contribution
- Why is your approach good/better
- What I just said and what I want to do next

Preparing the presentation

- Less is more. Fill in with narration not words
- Use animation sparingly
- Use color to emphasize some points but limit to 2 or 3
- Be consistent! In the choice and use of color font size/type etc.

Slide layout - Bad

- This page contains too many words for a presentation slide. It is not written in point form, making it difficult both for your audience to read and for you to present each point. Although there are exactly the same number of points on this slide as the previous slide, it looks much more complicated. In short, your audience will spend too much time trying to read this paragraph instead of listening to you.

Slide layout – Good

- Show one point at a time:
 - Will help audience concentrate on what you are saying
 - Will prevent audience from reading ahead
 - Will help you keep your presentation focused

Fonts - Good

- Use a decent font size
- Use different size fonts for main points and secondary points
 - this font is 24-point, the main point font is 32-point, and the title font is 44-point
- Use a standard font like Times New Roman or Arial

Fonts - Bad

- If you use a small font, your audience won't be able to read what you have written
- CAPITALIZE ONLY WHEN NECESSARY. IT IS DIFFICULT TO READ
- **Don't use a complicated font**

Color - Good

- Use font color that contrasts sharply with the background
 - Blue font on white background
- Use color to reinforce the logic of your structure
 - Ex: light blue title and dark blue text
- Use color to emphasize a point
 - But only use this occasionally

Color - Bad

- Using a font color that does not contrast with the background color is hard to read
- Using color for decoration is **distracting** and **annoying**.
- Using a different color for each point is unnecessary
 - Same for secondary points
- **Trying to be creative can also be bad**

Slide background - Good

- Use no background such as this one or that are attractive but simple
- Use backgrounds which are light
- Use the same background consistently throughout your presentation

Background – Bad

- Avoid backgrounds that are distracting or difficult to read from
- Always be consistent with the background that you use



Graphs - Good

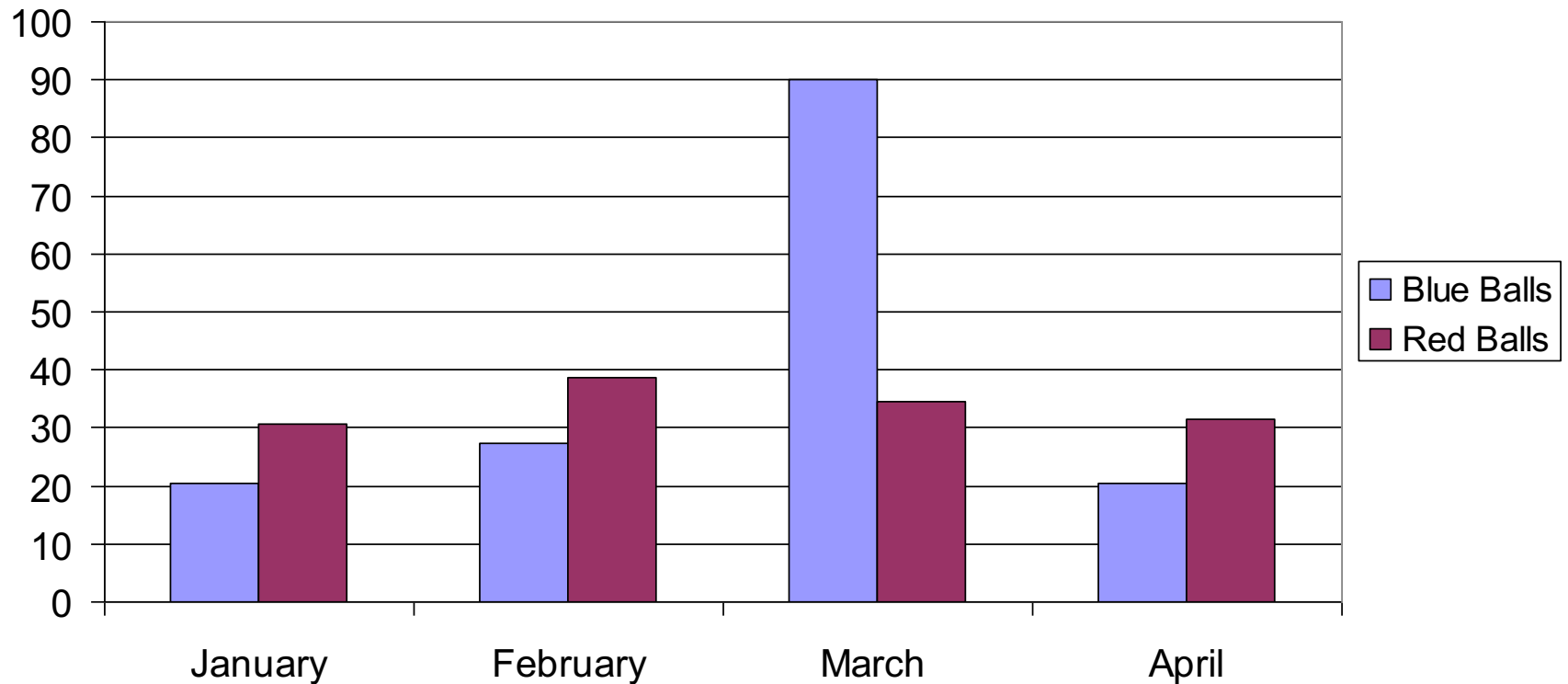
- Use graphs rather than just charts and words
 - Data in graphs is easier to comprehend & retain than is raw data
 - Trends are easier to visualize in graph form
- Always title your graphs

Graphs - Bad

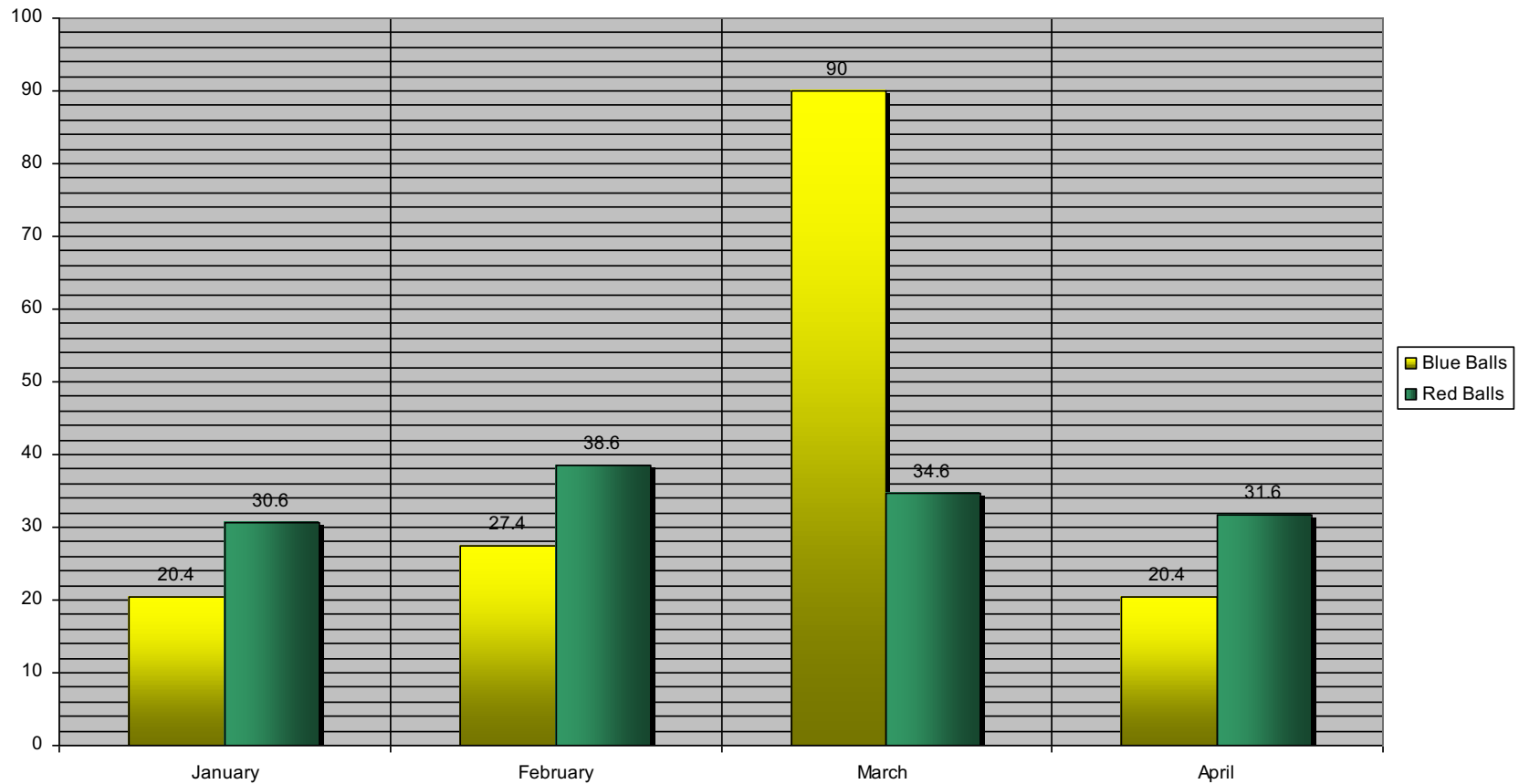
	January	February	March	April
Blue Balls	20.4	27.4	90	20.4
Red Balls	30.6	38.6	34.6	31.6

Graphs - Good

Items Sold in First Quarter of 2002



Graphs - Bad



Graphs - Bad

- Minor gridlines are unnecessary
- Font is too small
- Colors are illogical
- Title is missing
- Shading is distracting

Preparing the presentation

- Prepare the slides in advance
- Show them to friends
- When you think you are done read them again
- Check all animations with the sound on 😊

Preparing the presentation

- Practice, practice, practice
 - Give a practice talk to a general audience
 - Give a practice talk to an audience of expert
 - Time your presentation (allow for speed up effect caused by nervousness)
- Always assume technology will fail you. Have backups.

Delivering the talk

- Be enthusiastic! If you aren't why should the audience be?
- Make eye contact with the audience
- Identify a few “nodders” and speak to them
- Watch for questions. Be prepare to digress or brush off when irrelevant

Delivering the talk

- Point at the screen not the computer
- Do not read directly from the PPT or your notes
- Create the notes for the first couple of slides in case you go blank
- Finish in time

Handling questions

- Different types – handle accordingly
 - Need clarification
 - Suggest something helpful
 - Want to engage in research dialog
 - Show that he/she is better than you
- Anticipate questions (additional slides)
- Don't let them hijack the talk (postpone)

How can I get better?

- Practice every chance you can
- Observe others
 - Steal good presentation ideas
 - Notice all the things that turned you off
- Seek comments from friends and mentors

Some resources

- http://wit.tuwien.ac.at/research/tips/good_research_talk_slides.pdf
- <http://research.microsoft.com/~simonpj/papers/giving-a-talk/giving-a-talk-html.html>
- http://www.cse.buffalo.edu/~rapaport/howto_write.html
- <http://www.iasted.org/conferences/formattin g/Presentations-Tips.ppt>

Practice of Basic Informatics

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-Part 2: Poster Presentation-

A part of the slides are referred from Kathy Hackett.

Organizing the content

- How to set up your poster:
 - ❑ Columns should flow left to right
 - ❑ Use headings and subheadings
 - ❑ Use arrows or numbers to direct flow where necessary
 - ❑ Use white space creatively
 - ❑ Use color if its in your budget

Components for Research Poster

- Title
 - Make it simple but attractive to the readers
 - Include authors below the title
 - Add a footnote for affiliations of the authors
- Abstract
 - Summarize the research project
 - Include the study's objective(s), design, results and conclusion(s)

Components for Research Poster

- Introduction
 - Include the rationale and importance of study
 - State the hypothesis or research question that was tested
- Methods
 - Provide sufficient information to judge the validity of the study
 - Include sample size, study design, data collection and analytic methods, outcome and exposure measures

Components for Research Poster

- Results
 - Present your key findings using mainly tables and figures
 - Keep the results as simple as possible
- Conclusion
 - Interpret your results in the context of your study as well as the literature
 - Provide readers with what is new from your study

Technical considerations

- Poster should be easily seen from at least 3 feet
- Use fonts that are easy to read and use no more than two fonts
 - Headings → Arial
 - Text → Times
- Keep the color scheme simple and consistent throughout

PowerPoint Specifics for Single Sheet Posters

- Maximum dimension 56"
- Up to 56" wide (e.g., A0-size)
 - Create actual size
 - Text 24 point
- Over 56" wide
 - Create at half-size
 - Text 12 point
 - Print at 200%

Recommended font sizes

- Title → at least 72 point
- Headings → 36-48 point
- Text → at least 24 point
- Chart labels → 24 point

Practical Tips for Posters

- Keep it Simple
- Remember to Spell Check
- Don't use ALL CAPITALS
- **Bold** is used for **emphasis**
- *Italics de-emphasize*
- Use active verbs
- Use color

Pre-Poster Presentation Tips

- Arrive early at the poster display site
- Hang poster neatly
- Prepare miniature versions of the poster to handout

Presenting the Poster

- Use the poster as a visual aid
 - Refrain from reading it
- Use the graphics to support your points when telling your story
- Prepare a 2 and 5 minute tour of the poster

Poster Templates

Please note that these templates are not of A0 size (1189mm*841mm or 841mm*1189mm).

Search Google images: Poster Presentation



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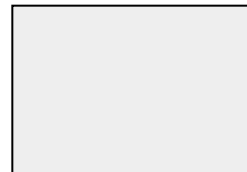
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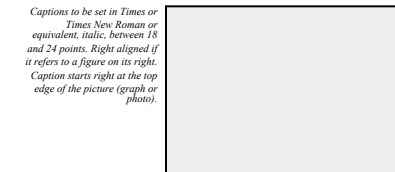
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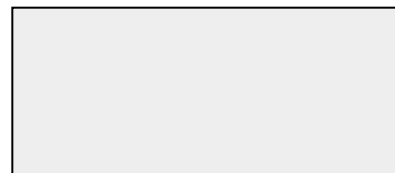
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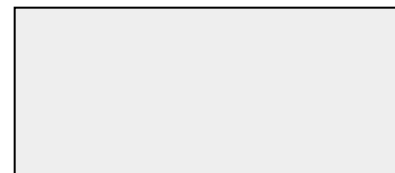
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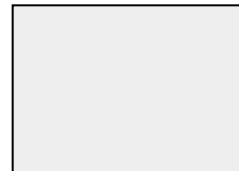
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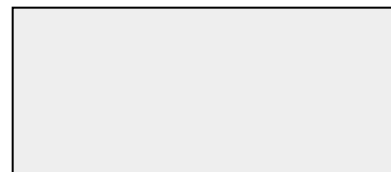
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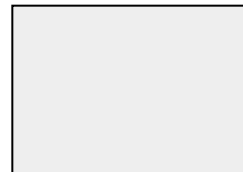
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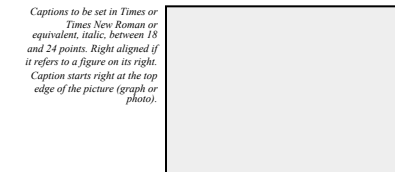
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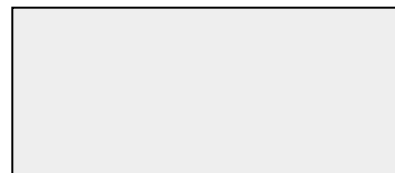
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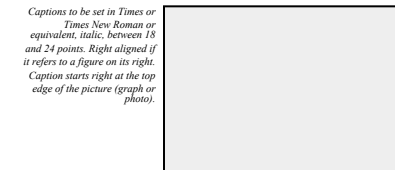
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Keep body text left-aligned, do **not** justify text.

The colour of the text, title and poster background can be changed to the colour of your choice.



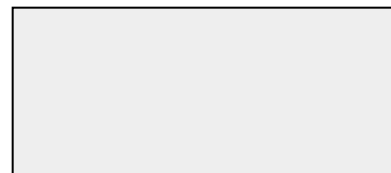
Captions to be set in Times or Times New Roman or equivalent, italic, between 18 and 24 points. Right aligned if it refers to a figure on its right. Caption starts right at the top edge of the picture (graph or photo).



Captions to be set in Times or Times New Roman or equivalent, italic, 18 to 24 points, to the length of the column in case a figure takes more than 2/3 of column width.



Captions to be set in Times or Times New Roman or equivalent, italic, between 18 and 24 points. Left aligned if it refers to a figure on its left. Caption starts right at the top edge of the picture (graph or photo).



Captions to be set in Times or Times New Roman or equivalent, italic, 18 to 24 points, to the length of the column in case a figure takes more than 2/3 of column width.

Conclusion

For more information on:

Poster Design, Scanning and Digital Photography, and Image / file size.

Contact:

Medical Illustration Unit
Prince of Wales Hospital

Ph: 9382 2800

Email: miunsw@unsw.edu.au

Web: <http://miu.med.unsw.edu.au>

Acknowledgements

Just highlight this text and replace with your own text.
Replace this with your text.

This means only the "T" in "title" gets capitalized.

Maintain a good amount of space between your columns. Although you could squeeze them right up against each other, the poster's aesthetics would suffer.

This is a **header**. If you make the font size large, and then add bolding...there is no need to also apply underlining or italicization.

The first sentence of the first paragraph does not need to be indented.

Your main text is easier to read if you use a “serif” font such as Palatino or Times (i.e., people have done experiments and found this to be the case). Use a non-serif font for your title and section headings.

Blah, blah, blah. Blah, blah, blah. Blah, blah, blah.
Blah, blah, blah. Blah, blah, blah. Blah, blah, blah.

“Blah, blah, blah” space
that adds tremendously to
the readability of your poster.
Resist the urge to fill it with
text. Yea, this means you.

Same for this space.

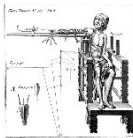
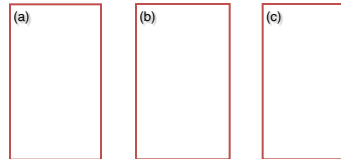


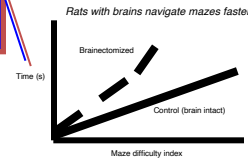
Figure 2. Illustration of important pieces of equipment, or perhaps a flow chart summarizing experimental design. Scanned, hand-drawn illustrations are usually preferable to computer-generated ones.

If you can orient your label horizontally, viewers with fused neck musculature are more likely to read it.

- 9 out of 12 brainectomized rats survived
- Control rats completed maze faster, on average, than rats without brains (**Fig. 3b**) ($t = 9.84$, $df = 21$, $p = 0.032$)

[illegible]

Make sure the edges of your columns are aligned with adjacent columns. Don't trust your eyes: select the columns, then "Align" with the proper tool



Figures are preferred but tables are sometimes unavoidable. A table looks best when it is first composed within Microsoft Word, then "Inserted" as an "Object." If you can add small drawings or icons to your tables, do so!

Source	df	Mean square	F-value	p-value
Water treatment	2	23.305	215.96	0.000
Parasite treatment	1	0.049	0.455	0.501
Nettle initial height	1	0.769	7.129	0.008
Parasite treatment * nettle initial height	1	0.489	4.532	0.034
Residual	163	0.108		

Put a figure here that explores a statistical result



Blah, blah, blah. Blah, blah, blah. However, blah, blah, blah.

Blah, blah, blah. Blah, blah, blah. Blah, blah, blah. Blah,
blah, blah. Blah, blah, blah. Blah, blah, blah. Blah, blah,
blah. Blah, blah, blah.

Remember: no period after journal name.

Bender, D.J., E.E. Bayne, and R.M. Brigham. 1996. Lunar condition influences coyote (*Canis latrans*) howling. *American Midland Naturalist* 136:413-417.

Brooks, L.D. 1988. The evolution of recombination rates. Pages 87-105 in *The Evolution of Sex*, edited by R.E. Michod and B.R. Levin. Sinauer, Sunderland, MA.

Scott, E.C. 2005. *Evolution vs. Creationism: an Introduction*. University of California Press, Berkeley.

Society for the Study of Evolution. 2005. Statement on teaching evolution. <<http://www.evolutionarysociety.org/statements.html>>. Accessed 2005 Aug. 9.

Abutting these last sections can save you a little space, and subtly indicates to viewers that the contents are not as important to read.

We thank I. Güör for laboratory assistance, Mary Juana for seeds, Hiro Isside for applying the greenhouse stress treatment, and M.I. Menter for statistical advice and scintillating discussions. Funding for this project was provided by the Swarthmore College Department of Biology, a Merck summer stipend, and my mom. [Note that people's titles are omitted.]

If you just *must* include a pretentious logo, hide it down here. But don't include a pretentious logo. Use the space for something else.



Your Name, Title, Affiliation

Your Name, Title, Affiliation

Introduction and Objectives

Lay in your introduction

[illegible]

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

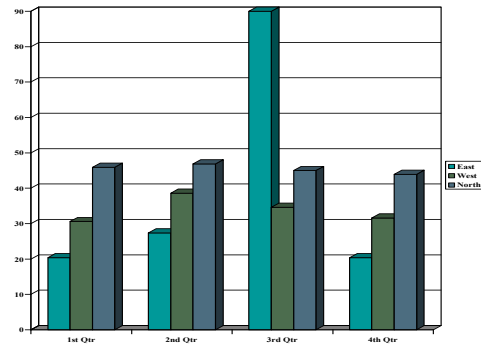
Population Studied	<p>1. <i>Patients with a confirmed diagnosis of schizophrenia, who were referred to the Department of Psychiatry, University of Toronto, for a comprehensive psychiatric evaluation.</i></p> <p>2. <i>Patients with a confirmed diagnosis of schizophrenia, who were referred to the Department of Psychiatry, University of Toronto, for a comprehensive psychiatric evaluation.</i></p>
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[illegible]

XXXXXXXXXX

Methodology

X

[illegible]

Discussions

XXXXXX

Study conclusions and ideas for new research

Funding Source

Resources

- Shelledy DC. How to Make an Effective Poster, Respiratory Care, October 2004, 49(10):1213-1216
- Hess G., Tosney K., Liegel L. Creating Effective Poster Presentations. <http://www.ncsu.edu/project/posters>
- Additional material was adapted from K. Hackett. Creating Poster Presentations.
- Additional Resources:
 - <http://www.training.nih.gov/careers/careercenter/publish.html>
 - <http://writing.colostate.edu/guides/speaking/poster/index.cfm>
- Poster Templates:
 - <http://www.swarthmore.edu/NatSci/cpurrrin1/posteradvice.htm>
 - <http://depts.washington.edu/mphpract/ppposter.html>
 - <http://miu.med.unsw.edu.au/downloads.htm#Scientific%20poster%20templates>