**Benni De Jagere**

# HOW TO WRITE A SESSION ABSTRACT, TO GET CHOSEN TO SPEAK
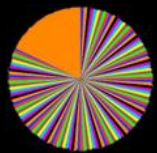
# WHO AM I

Power BI CAT

.be Member

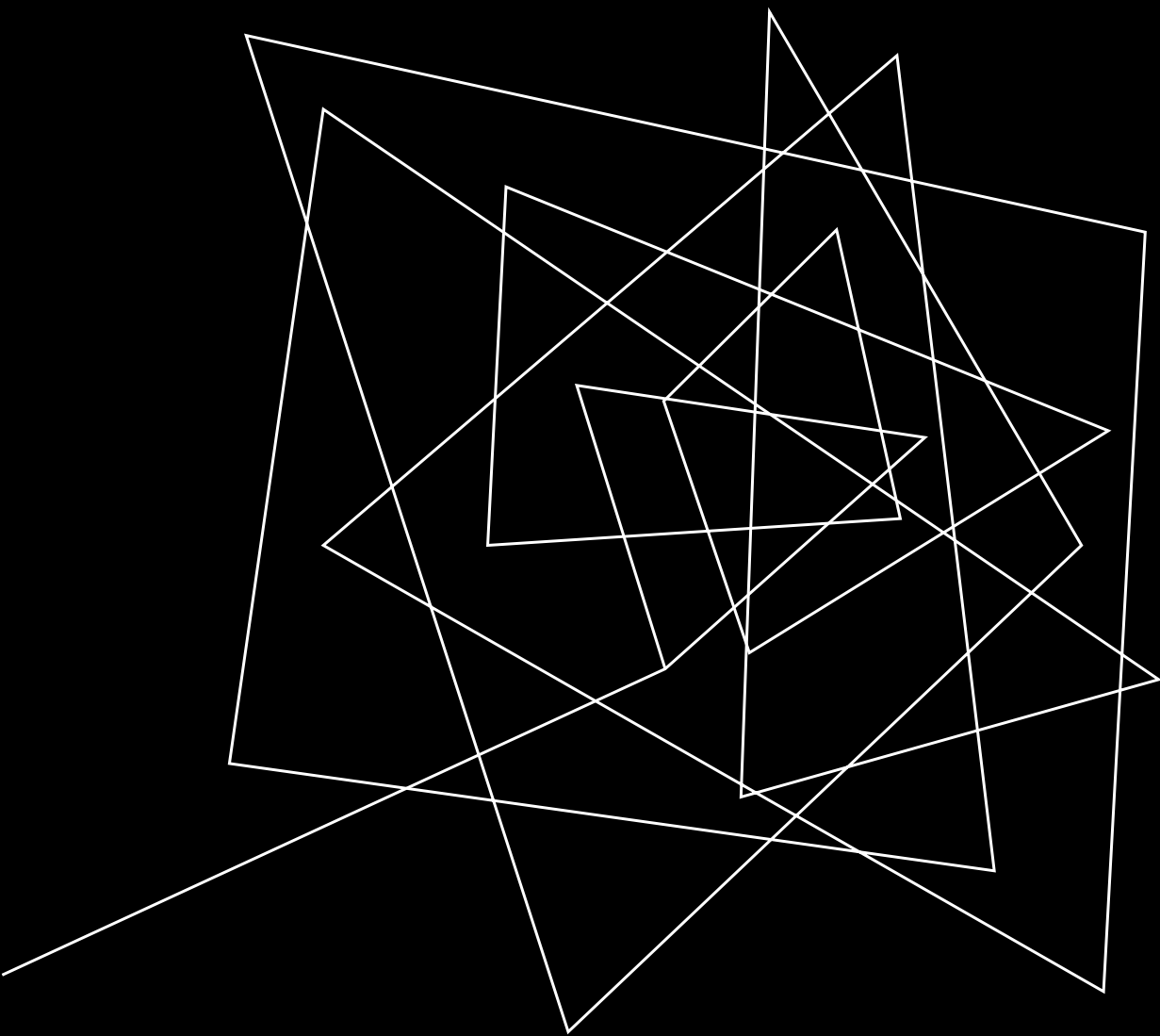@BenniDeJagere

/bennidejagere

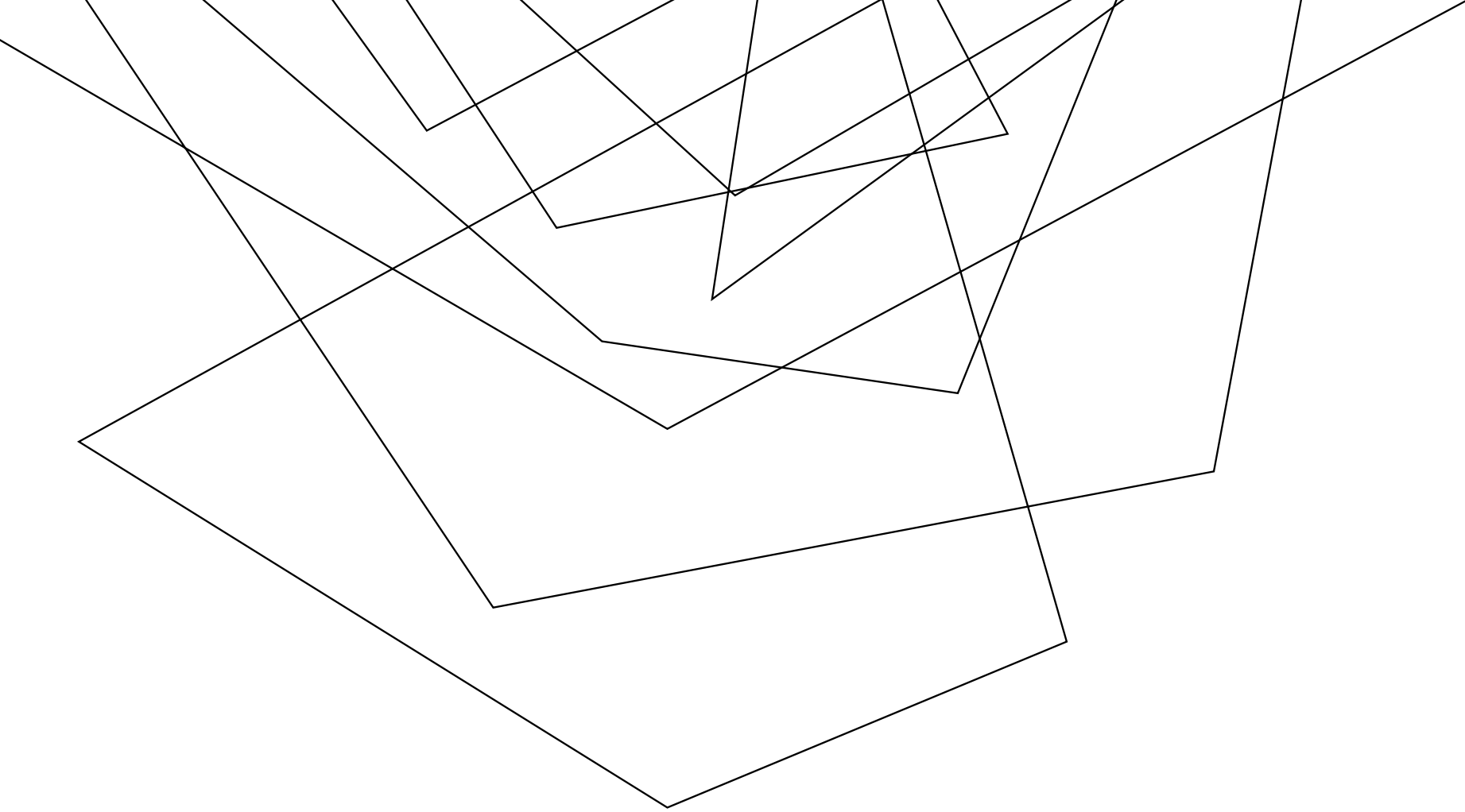/bennidejagere

#SayNoToPieCharts

# DISCLAIMER

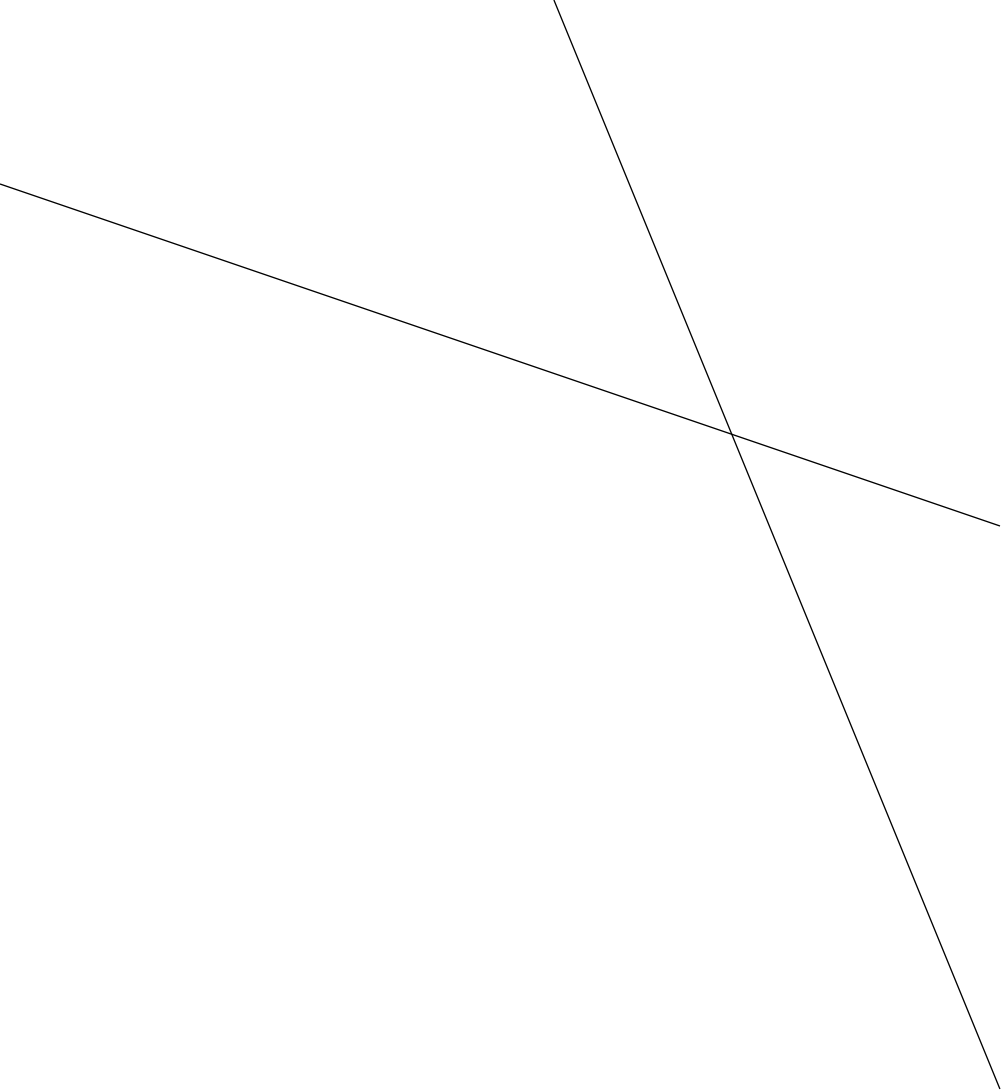Based on my own experiences

Hence, very subjective
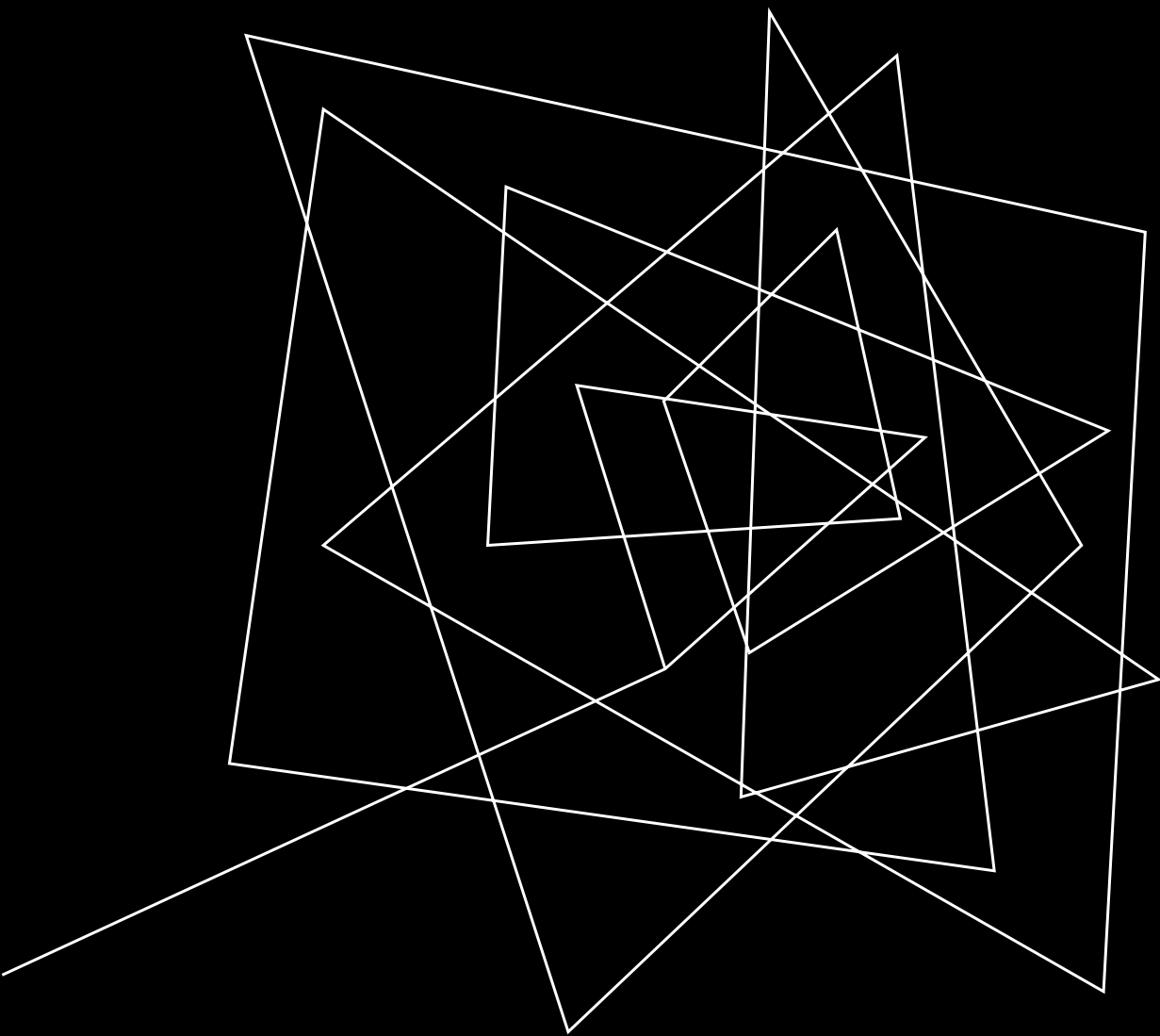
In the end, all organisations
have their own subtleties

BEFORE WE START

# WHY DO YOU WANT TO PRESENT?
## (WHEN WILL YOU BE PLEASED?)

# WHERE ARE YOU APPLYING TO SPEAK?

**SESSION ABSTRACT (WHY BOTHER?)**

# WHO NEEDS THIS?

## YOU

Define specifics

Scope session

## ORGANISER

Assess
compatibility

## ATTENDEE

Is this right for me?

What will I learn?

# TO DEFINE (X4)

## AUDIENCE

Who should attend your session?

Devs, Analysts, Admins, Business, Finance, ..

## LEVEL

Typically done by levels 100 – 500+
Scales from absolute basics, to mind melting stuff

## PREREQUISITES

Do you expect your attendees to have prior knowledge before walking in?

## OBJECTIVES

When leaving, what should they have learned?

# COMMON STRUCTURE

**TITLE**
1 sentence, used in schedule

**ABSTRACT (BODY)**
Synopsis of your session

**NOTES**
Private to you and organiser

**BIO**
Personal presentation

# TITLE

## SHORT, SWEET, FANTASTIC

Include the problem, technology, component, ..

Based on the audience, humour may work

Avoid overly long titles, think TL;DR;

# ABSTRACT

## THE MEAT 'N POTATOES

Differentiate with Title

'To Do' is not allowed ☺

Start with problem/introduction, define situation

Include audience, prerequisite, learning objectives

Ideally, 2 – 4 paragraphs of text

Check for grammar and spelling mistakes

# NOTES

## INSERT BRIBES HERE

Your chance to provide extra context to organiser

Include prior runs of this session, or feedback you have received

It can make sense to include a statement you can change content, complexity, .. to tailor to their needs
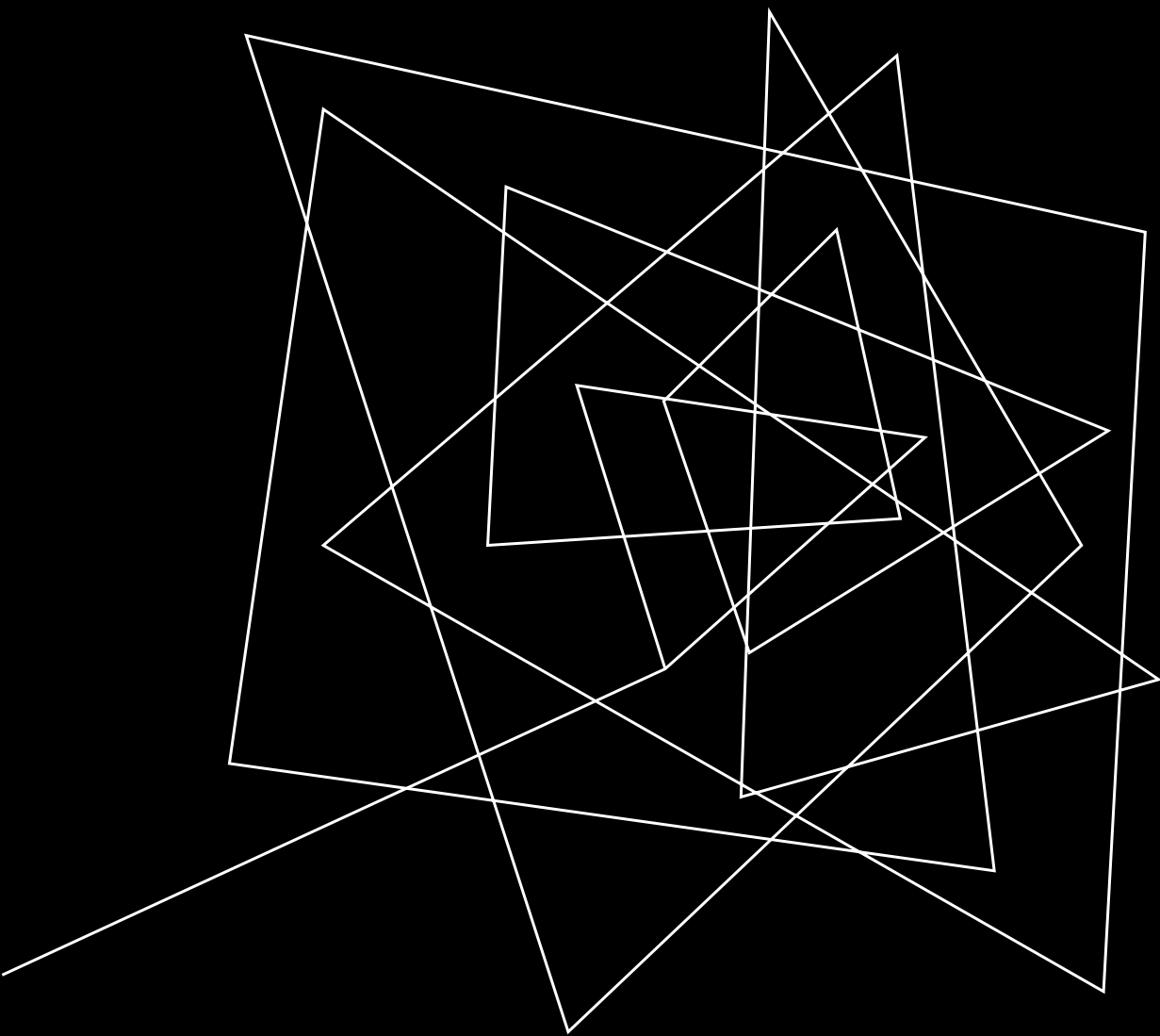
# BIO

## ABOUT YOURSELF

Include relevant and updated information

Keep it (semi) professional

Include links to your online portfolio

Which photo are you using?

OH SNAP,
DID I HIT SEND?

## GET EXTERNAL INPUT

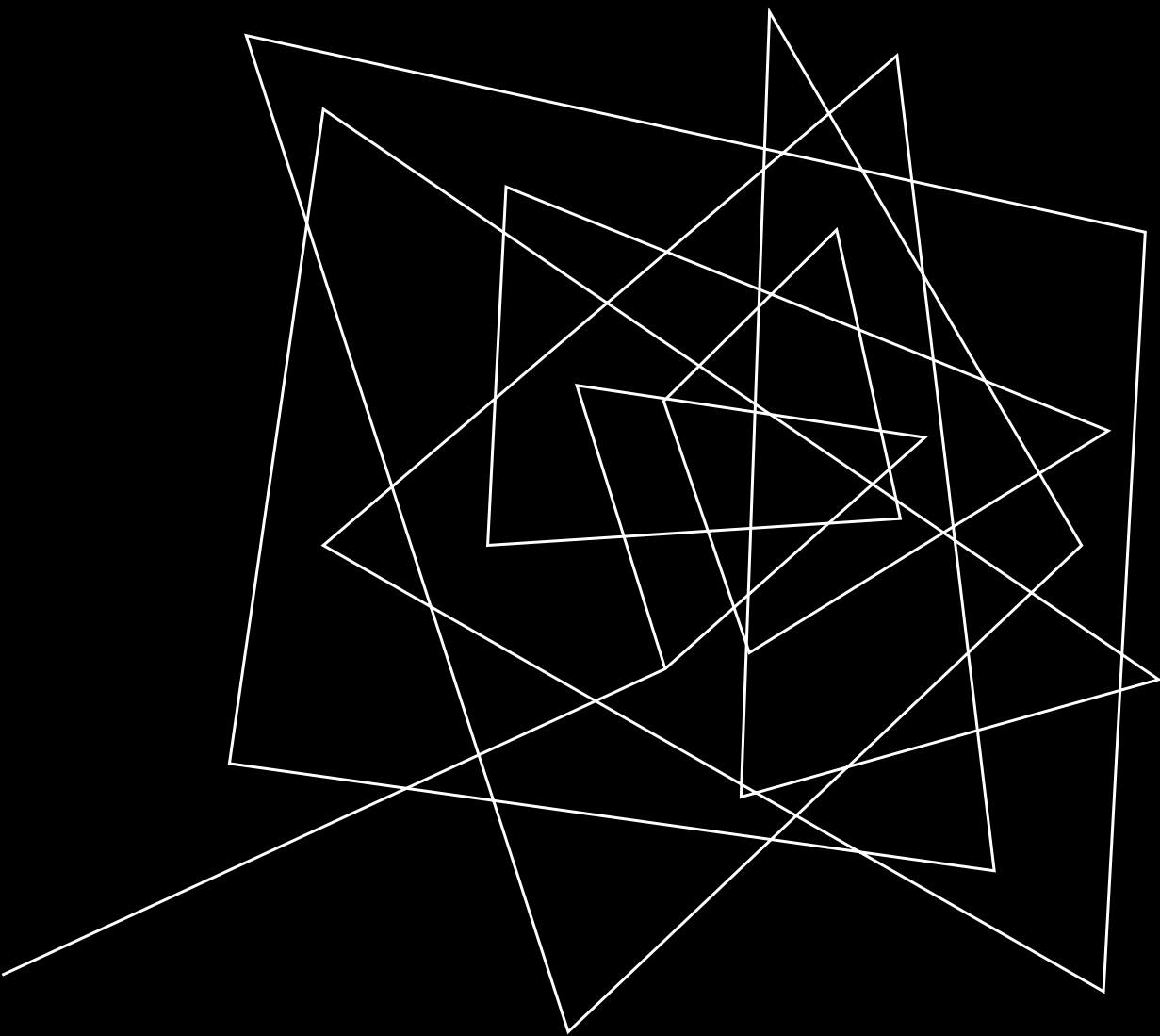Ask someone you know to proofread

Have them answer these questions:

Who

What

Why

Consider reaching out to other speakers, organisers, ..

# PRESS F1
## (GET HELP!)

FLY MY PRETTIES, FLYYYYYY!

# THANK YOU!