



**Vilnius
University**

Problem-based Project

Presentation tips

September 29, 2022

Group name : Lifruk

Students : Dominyka Rimova, Nikita Liakhov, Valeriia Rudenko,
Fiona Pruvost

Supervisor : Linas Būtėnas

10-15 important things to remember and check each time we prepare a presentation

1. "Never increase, beyond what is necessary, the number of words required to explain anything" William of Ockham (1285-1349) -> which means, don't put too much text on a slide and don't explain something too much (that doesn't need explaining).
2. Slide should have from 3 to 7 items (5 is best).
3. The text should be readable (font size, font color, font family) and use font capabilities to get attention where you want
4. Put pictures that can help audience to understand us (like a diagram).
5. Background should be crystal clear for viewer to read the text.
6. Point out the essence of your presentation/work in the conclusion.
7. Slide is for 1-2 minutes of talking.
8. Add slide numbers, the date and our group name at the bottom.
9. We can make jokes (profesional level) to attract attention and listen.
10. Our eyes should flow through all audience.
11. Talk clearly, calmly, without "mmm", "eeee", "weeeeeelllll".
12. The presentation should be entertaining and memorable.
13. You as a presenter shouldn't be upset because of bored audience : anyone can be tired, not interested or have a headache.
14. Outline of content should be presented at the beginning of the presentation. However, it can be repeated during the presentation, emphasizing current status.
15. Do not display only Title for a long time.