

A presentation on how to present

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WHY ?



Why are you giving the presentation?

What do you want to get out of it???

- Get a job
- Let people know about your work
- Look for collaborations
- Pass a course
- ...

(1) Aim your talk to your goal



WHO
is my audience ?

Different goals, different audiences...

Why?	Audience
Get a job	<ul style="list-style-type: none">• Departmental faculty• University leadership
Let people know about your work	<ul style="list-style-type: none">• Researchers in your field• Researchers in outside your field
Look for collaborations	<ul style="list-style-type: none">• Researchers in your field
Pass a course	<ul style="list-style-type: none">• Professors• Students
...	...

(2) Aim your talk to your audience



WHAT
should I present ?

Ideas and concepts, not details

- **Science is about IDEAS**
 - They are remembered
 - Others will build on them
- Don't aim at presenting ALL your work
- Skip the proofs, please...

But make sure you show you know your stuff...

(3) make sure everyone gets something 😊



HOW
should I present ?

Tips for the slides

- **Don't overload your slides**
 - Either I listen to you or I read the slide
 - Control the attention of the audience
- **Know your tools**
 - Animations
 - Images
 - Notes for yourself
 - **Make your slides look good** 😊
- **Plan your time**
- **Choose your words**

Tips for the talk

- Introduce main points at the beginning
- Summarize them at the end

structure

- Awake the attention of the audience
- Jokes
- Pauses
- Surprise slides (e.g. empty)
- Communicate your excitement!

attention

(4) Make sure the audience is with you!

Rehearsal your talk !