# A Couple Reminders

- LAST MCQ assignment due this Friday (4 Q&As)
- Extra credit assignments due May 15 midnight
- Post questions on Brightspace for the review session by Monday, May 12
- Sign up for the additional office hours on May 15
- End-of-Semester Gathering
- Work hard, but also take time to relax & rest :)

# How to Do a Presentation

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# Dos and Dont's of Presentation

(My very personal view)

Adapted from the workshop by Jonathan Mummolo (Princeton)

## Caveats

- These tips are based on what has/has not worked for *me*.

- There is no one correct way to do a presentation.

- BUT, I have reason for each recommendation. If you deviate, you should have a reason too.

- Most tips are for presenting research projects in political science. But I believe good presentations share some common features.

- This is not a presentation itself, so I will not follow all the rules.

## The First Question

What consists a presentation? (generally)

- The slides (shown on a screen)
- The talking (by the presenter)

Which is more important?

- What if you have to choose one from the two?

# The Talking

## Talking is Communication

- Why talking (live) at presentation?

- Communication

- Pace, tempo, rhythm

- *Interaction

- DON'T
  - Read from a script (paper note, your phone, laptop, etc.)
  - Just as you won't like a teacher who reads from the textbook

- DO
  - Practice, practice, practice
  - The more important the talk, the more practices

# Keep the Audience Engaged

- You want the audience to pay attention to your talk
- But the truth is they won't do that, at least not all the time
- What to do?
- There are many ways
- And one of them is....
- DRAMATIC PAUSE

# Elements of Effective Slides

## Presentation is About You Talking to the Audience

Slides are merely visual aids

- Things that hard to describe verbally
    - Figures, tables, complex structure
- Things that too important to be only conveyed verbally
    - Key argument, crucial quotes, etc.

## Don't Put the Cart Before the Horse

Don't include things in the slides if:

- You won't have time to go over
- You know the audience can't read
- *Anything that will distract the audience from your talk*

## You know the audience can't read

And you will probably say "(I'm sorry that) you probably cannot read this, but…"

## Figures and Tables

- Only include ONE figure / table per slide
  - Priority is that the audience that clearly read
  - Multiple figure/table usually distract and confuse people
- Unless absolutely necessary (e.g., for comparison)

## Slides (Only) As Visual Aids

- Audience needs to listen & read
- Make sure they are consistent, not conflict

## Slide Titles

- Very valuable real estate.

- Chance to remind people of your argument, claims.

- Avoid generic titles like "roadmap," "results," "implications."

- Instead, say something substantive in the title.

# Slides (Only) As Visual Aids

- Advantage of a talk: get audience to focus on exactly what you want.
- They should hang on your every word.
- As few words as possible on slides.
- If a picture will suffice, use that.

## Think Minimal

- Words on the screen generally distract from the speaker's voice.

- But sometimes we need words to:
  - Guide
  - Re-inforce
  - Structure
  - Memorize

- Don't include texts on the slide for its own sake.

## Think As the Audience

- Unveil one line of text at a time.

## Think As the Audience

- If you don't.
- There will suddenly be an entire screen of new information.
- Consists of multiple bullet points.
- And the audience will try to read them first.
- Then they will not listen to what you say.
- And this is not we want.

## Think As the Audience

- No walls of text.
- Unless absolutely necessary.
- And you must read them out loud.

## Walls of Text

Eleven years after it was abandoned, the so-called Indo-Pacific concept is back with a vengeance in regional security debates. At the 2017 Shangri-la Dialogue, there were only five mentions of the 'Indo-Pacific' at the annual defence ministerial forum. In the following year, the figure had jumped to 92. The Indo-Pacific Four countries promoting the 'free and open Indo-Pacific' (FOIP) concept share many principles, including freedom of navigation and overflight, connectivity and economic growth, and respect for the rule of law.

# Introduction

## Structure of a Talk

- A strong intro
  - The Hook
  - Summary of the talk
  - The plan of the rest presentation
- The main body
- Conclusion

## The Hook

- You have **two minutes** to get people interested in your project.

- Things that don't achieve this:

  - Broad background

  - Literature reviews

Example of the hook

- Almost every World Bank project proposal presented to the board is approved.
- Despite inconsequential, executive directors still cast non-affirmative votes.
- This is even true for the United States – country with the largest voting power.
- If votes on project proposals are nothing more than window dressing,
- Why does the United States choose to dress some windows, not others?

**World Bank votes as tacit signals of disapproval**

## Repetition, repetition

- Give the entire talk at the introduction.

- Act with assuming that people are only partially paying attention to you.

- Rather than saving key elements for the middle or end, **repeat them** (strategically).

- Your central claim should be repeated at **least three times** during the talk. The intro is the first place to do it.

- Just like a symphony, main themes should be recapitulated (enough to be memorable, not enough to be annoying).

- People should leave the seminar "humming the tune of your talk."

Example: The Whole Talk on One Slide

# The Whole Talk on One Slide

- Finding: US is **less likely** to support new World Bank projects proposals by **AIIB founders** since AIIB establishment in 2016
    - But only for countries that were closely aligned with the US
- Argument: **In-group punishment** from socio-psychology
    - Punishment for defiance is more likely for in-group members
- The effect is more prominent for non-infrastructure projects
    - Where even AIIB founders still rely on the World Bank
- Shed lights on understanding Sino-US competition in international economic governance (Broz et al. 2000; Qian et al. 2023)

# The Mindset

## Be Honest

- Your project won't be perfect
- There will be shortcomings
  - Do not try to hide them
  - Instead, frame the shortcomings
- Show you have thought deeply about them
- Discuss how you could do better, and why you haven't
  - Not feasible/possible to do so.
  - Constraints on time, resources, etc.

## Be Confident

Do not preemptively apologize.

- Apologies are fine if you make a mistake.
- *Preemptive apologies are not fine*.
- Nervous speakers often open their talk with some form of apology.
- If you don't believe your work is good, why should the audience?
- Why do you intentionally waste audience's time?

# A lesson from Conan

## Lesson: Avoid Self Sabotage

- Canon describing sabotage by a guest, but presenters do this to themselves!
- You want the audience to believe you are great.
- Project excellence, not insecurity.
- Be confident, not arrogant.