

## Expectations for Graph Theory Project Presentations

- (1) Format Specifications
  - (a) Timeframe: 8–10 minutes. You will need to practice multiple times to make sure your presentation is not too long or too short. You will have a few minutes after your presentation for questions from the audience.
  - (b) Medium: Many presentations will be made using powerpoint or similar slide-based system; however, the use of a computer is not required.
- (2) Content
  - (a) The presentation should be self-contained. The audience is expected to have no previous knowledge of your topic.
  - (b) Think about the “take-away message(s)” that you would want your classmates to understand after your presentation. Make sure that your presentation conveys them clearly.
  - (c) This presentation is a great place to include interesting, exciting, or scandalous tidbits that you could not include in your project writeup. Convey your enthusiasm for your subject.
  - (d) Make sure to touch upon some history, some math, and placing the mathematician/topic in historical content.
- (3) Suggestions for using Powerpoint
  - (a) Do not try to fit too much text or information on any one slide; each slide should focus on only one topic.
  - (b) Feel free to include graphics to illustrate your results.
  - (c) Do not add distracting slide transitions to your presentation.
  - (d) More: [http://www.ehow.com/how\\_5059758\\_good-powerpoint-presentation.html](http://www.ehow.com/how_5059758_good-powerpoint-presentation.html)
- (4) Know your audience
  - (a) You wouldn’t want to sit through a presentation that is only words. Or where the presenters read the slides word for word. Don’t do that.
  - (b) Find a way to keep your audience’s attention. What was interesting to you about your project will likely be for them too.
  - (c) Don’t make the presentation too simplistic or too technical.

*Your presentation will be graded on content and form:*

**Content:** Was the focus clear, concise, and obvious? Was the information presented in a logical order? Was the introduction interesting? Was the conclusion interesting? Was the presentation informative and appropriate for the audience?

**Form:** Did the speakers make eye contact with the audience? Speak clearly? Too fast or too slow? At the right volume? Refrain from using fillers (like, ah, um)? Enthusiastic and interested in topic? Able to get and keep attention?