

# Presentation of the project

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Open Science (A.Y. 2020/2021)

Second Cycle Degree in Digital Humanities and Digital Knowledge

Alma Mater Studiorum - Università di Bologna



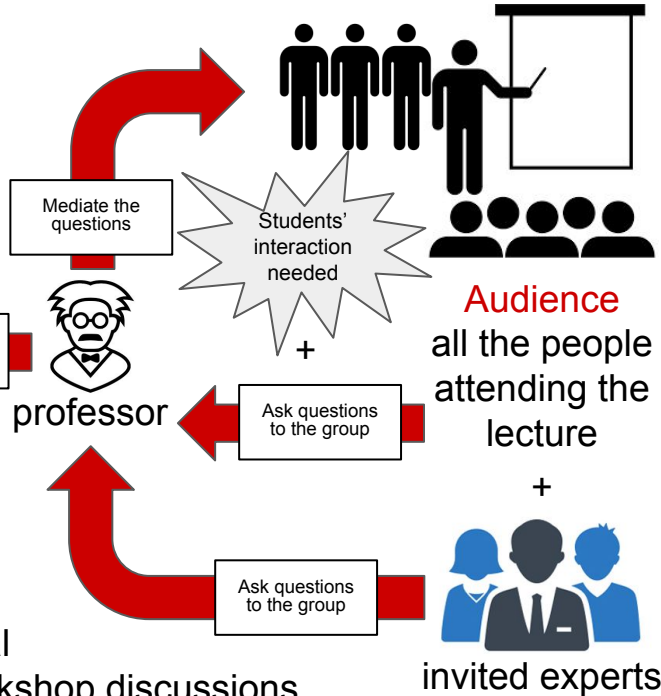
# How the workshop works

The professor will provide the final scores of the projects the following week(s)



Take notes of the discussion

The professor **may ask** to the group to improve the quality of any outcome according to personal assessment and workshop discussions



Each group has its own presentation slot, in which it has to present the work by using slides

Each presentation slot is of 45 minutes:

- 5 minutes set up
- 20 minutes presentation
- 20 minutes Q&A

All members of each group must present, thus split the presentation in a reasonable way (i.e. 5 minutes per each group member)

# Workshop day (5 May 2021): programme

13:00-13:15: welcoming and instructions

13:15-13:30: presentation of the invited experts

13:30-14:15: project presentation by The Leftovers 2.0

14:15-14:30: break

14:30-15:15: project presentation by The Grasshoppers

15:15-15:45: questionnaire about the Open Science course (only students)

# Preparing the slides for your presentation

In the title slide (the very first one) you must list all the members of the group, specifying which work each member did in the context of the project

**Action item:** please use the [CRedit – Contributor Roles Taxonomy](#) to express the roles (they can be shared, of course) each member has had within the group, and accompany each of the role with a brief description of what have been done – for instance:

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Conceptualisation – formulated the research questions

Resources – provided the initial data (invalid citations) for the research

# Tips for creating slides for presentations

**Ineffective slides are worse than nothing**, because they distract from what the presenter is saying – so, do your slides right

When well designed, slides are a powerful presentation **aid** (i.e. they are not the presentation, but can be used to support it)

Each slide get **one message** (i.e. the **so what**) across on their own, which is introduced in the title of the slide

Redundancy: if the audience misses the presenter's spoken point for any reason, the audience should be able to get such a point by taking one look at the screen and, conversely, if the audience misses the point on a slide, the audience should be able to get such a point by listening to the presenter

Instead, the body of the slide (i.e. the **what**) must be used to convey, support and develop the message expressed in the title – if you think you need both text items and a graph, make the graph central and remember that it is not the graph that illustrates the text but the vice versa, i.e. the text must be used to clarify the graph, as you would in a written document; instead, use the text to clarify the graph

In each slide, both the **what** and the **so what** must be clear

# Slides: basic structure

## PRESENT strategy:

- **P**lan from the start (place integral parts of the presentation in logical sequence)
- **R**educe the amount of text and visual aids to the bare minimum
- **E**lucidate (clarify) methods
- **S**ummarize results and key messages
- **E**ffectively deliver
- **N**ote all shortcomings
- **T**ransform your own and the current thinking of others

## Best features of effective presentations in workshops / conferences:

- Content: identifying a key concept, relevance
- Slides: clarity, graphics, readability of the text and font size
- Presentation style: clarity, pace, voice, engaging with the audience, addressing questions, eye contact

| Slide                | Comment  |
|----------------------|--|
| 1. Title slide       | List the full title of your project, last names and initials of all listed coauthors and affiliation(s).   |
| 2. Conflicts         | Most competitive conferences now require disclosure or conflicts such as unapproved/ off-label use and personal conflicts of interest in regards to the research subject – follow templates that organizers usually provide. |
| 3. Introduction      | Brief bullet points about background. State clearly the aim of the study or research question.   |
| 4. Methods           | One-line, brief bullet points. No more than 10 lines per slide (the fewer the better – this enlarges font size); add more slides if necessary.   |
| 5. Results           | Brief lines of numeric data. No more than 10 lines per slide. Use graphs or images with high resolution and large axis value/numbers; add more slides if necessary.  |
| 6. Study limitations | Mention these instead of a general 'Discussion' slide – most critical questions after the talk point to study limitations – so be open about them to avoid negative discussion after the presentation.                       |
| 7. Conclusions       | Brief statements outlining the most important key messages.  |
| 8. Acknowledgements  | Include this slide if you need to thank funding agencies and sources as well as people who were not listed as coauthors. If you wish to thank someone among coauthors, do so briefly while showing the title slide.          |

# Final suggestions and action items

Please, remind that the audience who is following your presentation may not have your skills and vocabulary, thus remember to clarify all the technical aspects that may not be clear to the general audience

**Action item:** submit your slides in Zenodo before the workshop

Beside the slides that will be shown for the very first time during the workshop, all the material you have to submit by 3 May 2021 will be send to the invited experts in advance

As a reminder, the material to submit by 3 May 2021 is:

- Data Management Plan
- Protocol introducing the methodology
- Software developed
- The data gathered while running the methodology
- Article written to present the research

**Action item:** in the space dedicated to your group in the repository of the course, create a `material.md` file where you list all the members of the group with all the roles they have had (using the CRediT taxonomy as suggested previously), and add a bibliographic reference in APA style for each of the material to submit mentioned above – that about the slides will be added on 5 May 2021

# End

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