

DataHour Guidebook

Dear Speaker, welcome to Analytics Vidhya's DataHour!

We are delighted to onboard you as our esteemed speaker and can't wait to see you with us - in our forthcoming DataHour session. This guidebook provides you with a set of tools and best practices you may follow, in order to deliver an enriching session for our larger Analytics Vidhya community:

- 1. DataHour Presentation Template:** We have prepared standard presentation templates for both: Microsoft Powerpoint and Google Slides. Here's the [download link](#). We recommend you make use of these standard templates. In case you are using your own template, ensure you have an aspect ratio set to 16:9, i.e., widescreen.
- 2. Do keep a slide 'About You':** Yes, our community loves to know their speaker and an introduction slide does help. On this slide, you may keep a picture of yourself, along with your current work profile, area of expertise, hobbies, etc.
- 3. During the call:** Our DataHour Moderator shall make a quick ~5 mins introduction to the audience, and then handover the virtual stage to you by making you the Zoom meeting co-host. With this, you will be able to share your computer screen and get started.
- 4. Present in full screen:** Remember to put your presentation in full screen / slideshow for the audience's best viewing experience
- 5. Here's a guideline video:** Refer to [this short video](#) for quick tips on: choosing a quiet place, having an undistracted Webcam Feed, Lighting, Headphones, Microphone, etc.

See you soon.. :)