



# HOW TO GIVE A GOOD PRESENTATION

# TYPES OF PRESENTATIONS

- Quick 1-minute “what I do” talk
- 10 minute conference paper presentation
- Project presentation
- Thesis defense
- Job talk

What they have in common:

- Never enough time to talk about everything
- All of them reflect on you & need practice/polish
- Focus on a clear goal and message.



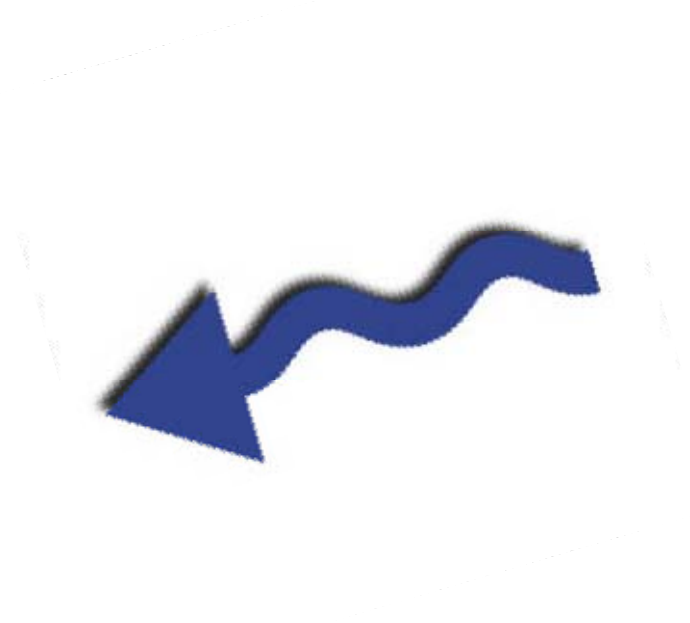
# TOP 10 POINTERS FOR A GOOD TALK

1. Be neat
2. Avoid trying to cram too much into one slide
  - Don't be a slave to your slides.
3. Be brief
  - use keywords rather than long sentences
4. Avoid covering up slides
5. Use a **large** font



# TOP 10 POINTERS FOR A GOOD TALK

6. Use **color** to emphasize
7. Use illustrations to get across key concepts
  - May include *limited* animation
8. Make eye contact
9. Be ready to skip slides if time is short
10. Practice !!



# A “TYPICAL” PROJECT TALK OUTLINE

- **Title/author/affiliation** (1 slide)

Who am I?

- **Forecast** (1 slide)

Give gist of problem attacked and insight found

What is the problem?

- **Outline** (1 slide)

- **Background**

- **Motivation and Problem Statement** (1-2 slides)

Why is it important?

- **Related Work** (0-1 slides)

What have others done?

- **Methods** (1-3 slides)

Explain your approach; illustrate algorithm

What is my approach?



# A “TYPICAL” PROJECT TALK OUTLINE

- **Results** (2-6 slides)

Present key results and key insights. This is main body of the talk, but don't try to show ALL results.

- **Summary** (1 slide)

3 Things to Remember!

- **Future Work** (0-1 slides)

- Backup Slides** (0-3 slides)

Optionally have a few slides ready to answer expected questions.

