

Delivering Effective Research Presentations

a.k.a.,

Avoiding *Death by PowerPoint*

Overview

- Rules for using technology
- Best practices to follow
- A few things you might not want to do . . .

Rule #1

Don't Give the *Technology Center Stage*.

- PowerPoint is a tool designed to *augment* a presentation not *be* the presentation.
- You are the presenter. You are the focus. Not your slides.

Rule #2

Make it readable and clear

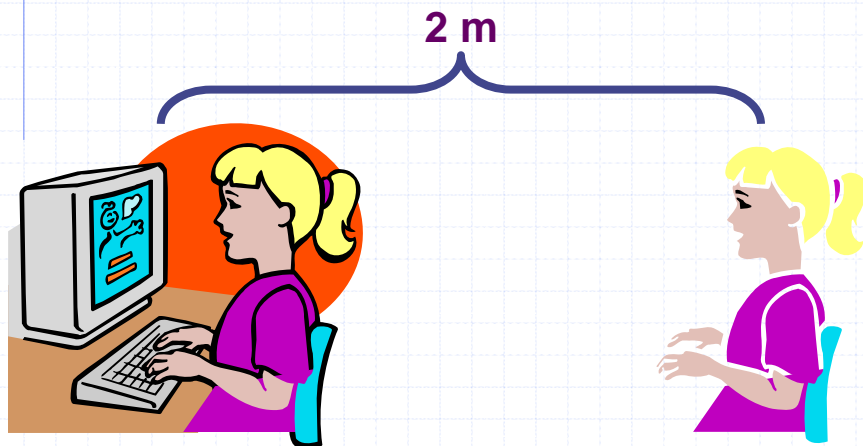
- Use large fonts that are easy to read.
- AVOID ALL CAPS.
- Keep graphics from being too cluttered.
- Have a logical flow to your presentation.

Make it Big (Text)

- This is Arial 12
- This is Arial 18
- This is Arial 24
- This is Arial 32
- This is Arial 36
- This is Arial 44

Make It Big (How to Estimate)

- Look at it from 2 meters away



Number of Observations



Rule #3

Remember, less is more

- Keep things simple
- One key point per slide
- Avoid "Death by PowerPoint"
 - ◆ Too much per slide
 - ◆ Too many distractions

Keep It Simple (Text)

- Too many colors
- Too Many Fonts and Styles
- The 6 x 7 rule
 - No more than 6 lines per slide
 - No more than 7 words per line

Keep It Simple (Text)

Instructional Technology:

A complex integrated process involving people, procedures, ideas, devices, and organization, for analyzing problems and determining solutions, evaluating, and managing the process of solving problems in situations in which learning is purposive and controlled (HMRS 5th ed.)

Too detailed !

Keep It Simple (Transition)

- This transition is annoying, not enhancing
- "Appear" and "Disappear" are better

Some things to do . . .

General Considerations

- Allocate about one minute per uncluttered, readable slide.
- Allow more time for conceptually important slides.
- Incorporate a mix of bulleted items, equations, and figures.
- Face the audience, not the slides.

Use Technology to Your Advantage

- A graphic is worth a 1000 words . . .
- Employ some redundancy in illustrating important concepts
 - Enhance comprehension
 - Help audience to recall and remember
- Practice, Practice, Practice . . .
- Practice delivering aloud

Most Common PowerPoint Miscues

- Scanned images with unreadable features
- Graphs with unreadable axes
- No headings on slides
- Long sentences - use keywords and bullets
- Too much information on one slide - break into several slides
- Unusual colors
- Unnecessary or too many animations

Questions?

Path Forward

Some things not to do . . .

- Talk to the blackboard/screen
- Mumble
- Apologize all the time
- Read your talk
- Sit down while talking
- Talk in a monotone voice
- Say "um" or "uh" repetitively
- Discuss things you don't understand