

*Presentation Guidelines
&
Suggestions*

Progress Report Guidelines

- PowerPoint Presentation
- 6 minutes long
- Talk about your project in 3-6 slides
- Research Questions and Hypotheses
- Each person should have a turn to speak

Slide #1 | Overview

- Introduction --
 - What is my project?
 - Why is it hard?
 - Why should you care?
 - How is it connected to CENS research?

Slide #2 - 4 | *Progress Update*

- Details about project to date --
 - What have I done so far?
 - What have I learned?

Slide #2 - 4 | *Future Work*

- Planned next steps --
 - What will I do next?
 - How will this help me to reach my goal (to answer my research questions)?
 - Questions for your audience

Suggestions for a Good Presentation

- Talk about what you know
- Keep it simple and organized
- Tell a story with pictures, graphs, data, etc.
- Practice

Things to avoid #1

- One of the things that you want to avoid in your presentation is typing all of the words that you want to say and then reading the text on the slide.
- When you do this, people watch the slides and are not able to follow you.

Things to avoid #2

- Too many complex details
- Too long
- Too confusing
- Too unfocused
- Too boring

Things to avoid #3



- Don't make it hard for your audience to follow along
 - Slides – color & contrast
 - Presentation
 - **Font size, *Font Style***



Audience Participation

- These events will be more beneficial & fun if our audience participates.
- Take notes & think of questions/ solutions for our presenter.
- Be prepared for Q & A following each presentation

More Resources

- <http://www.presentationzen.com/>
- <http://www.presentationhelper.co.uk/>
- <http://www.rpi.edu/web/writingcenter/presentation.html>
- <http://www.ted.com/>

Presentation Schedule

Group **A**: July 9 & 23 (High School Students)

July 10 & 24 (Undergraduates)

Group **B**: July 16 & July 30 (High School Students)

July 17 & 31 (Undergraduates)