

How to Give Talks

Katharina Vollmayr-Lee
Bucknell University

Febr. 21, 2012

Mini-Project Talks (Feb. 23): 6 min/person

Talks on Your Main Projects: 12 min/person

Febr. 28: ???????

March 1: ???????

Please feel free to ask for help!

Goal:

convey ideas and concepts

→ be clear

→ get your audience interested

Preparation:

- ▶ know subject (content same as first paper)
- ▶ slides (see more below)
- ▶ demo (if possible)
- ▶ practice (aloud, alone & for friend, time yourself)

Goal:

convey ideas and concepts

→ be clear

→ get your audience interested

Oral Presentation:

- ▶ volume
- ▶ right pace
- ▶ conversational style (do not just read, but use scientific jargon
→ difficult → practice)
- ▶ vary intonation, stresses and pacing

Non-Verbal (Body):

- ▶ use pointer
- ▶ eye contact
- ▶ facial expressions, gestures
- ▶ posture, breathing

Goal:

convey ideas and concepts

→ be clear

→ get your audience interested

Slides:

- ▶ latex beamer (intro today) (or similar tool e.g. powerpoint)
- ▶ main point?
- ▶ audience?
- ▶ large enough font
- ▶ use colors meaningful (e.g. no distracting background)
- ▶ content same as first paper: outline, intro & background, model, (simulation methods), summary
- ▶ repeat main points
- ▶ clear transitions (coherent thread)