



The Presentations

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Overview

1. Allocating the remaining session slots
2. The presentation — some important points
3. General notes on giving talks
4. Preparing your presentation

Allocation

Available Slots are:

1. **May 18th**
2. **May 25th**
3. **June 1st**
4. **June 8th**
5. **June 15th**

The Presentation

- **Administrative**

- Each student gives a 25 minute presentation
- Followed by a short Q&A part
- Counts for 40% of overall grade
- Attendance and participation obligatory (its only fair)

- **Content**

- Introduction to topic
- Main content (techniques, results)
- Critique — your own opinion

Some Points on Giving Talks

Research Talk versus Research Paper

- **Keep it narrative** — talks are not research papers
- **Be selective** — single out one or two main concepts of the paper
- **Stay high-level** — don't overwhelm the audience with too much detail

The Content

Tell'em what you are going to tell'em. Tell'em. Then tell'em what you told'em

1. **Introduction** — Convince audience that your ideas are important
2. **Methods** — Outline the techniques used in this paper (use graphics)
3. **Results** — Present only most salient points
4. **Conclusion** — Connect back to introduction

Audience Matters

- What audience are you talking to?
 - What are they here for?
 - What knowledge prerequisites do they have?
- Talk **to** the audience, not **at** the audience
- Make sure they follow your train of thoughts

Layout Rules

- Bullet point style
- $5x5$ rule (reading distracts from listening)
- Use clear fonts, max. two sizes
- One message per slide
- Presentable in 3 minutes

Using Graphics

- Excellent means of presenting
- **Simple** graphics to abstract ideas
- Take enough time explaining them
- Using good graphics in your presentations gives extra points

Timing

- Right timing is essential (and very hard)
- Truncate talk if time gets critical
- Going on is *counter-productive* (audience gets restrictive)
- Practice your presentation with friends!

Talk the Talk...

- Speak loud and clear
- Speak slowly — take short breaks every once in a while
- Use simple language — explain technical words if necessary
- Keep your hands free
- Look at the audience

The Awakening

- Be enthusiastic!
- Put creative elements into presentation (carefully)
- Make yourself seen (gestures, moving around)
- Eye-contact crucial

The Jelly Effect

- Can't breath, stand, function
- Find some distraction:
 - Physical: move around (not too much though)
 - Think of something pleasant (lunch)
 - Solve some irrelevant problem (e.g. *the P versus NP problem*)
- **Everyone** suffers from it!!!

Preparing Your Presentation

Humble Beginnings

- Read the paper!
- Identify **ONE** key idea → **Goal** of your presentation
- Write down the most important concepts
- Organize into rough outline
- Fill sections one by one

Introduction

- Give a short, high-level introduction to your specific topic
- Remember fellow student's backgrounds
 - if you didn't know it, they probably don't either
- Possibly give an example as motivation for the work of your paper

Main Content

- Ruthlessly prune material irrelevant to goal
- Make up your own graphics to explain
- Give examples where possible
- Omit technical details (e.g. mathematical formulas)

Criticism Wanted

- Find loopholes, omissions, doubtful statements
- Keep objective towards work presented
- Have a final slide with critique

Be Ready

- Know the order and outline of your slides
 - Lets you make smooth transitions between slides
 - Presentation sounds coherent
 - No reading off from the slides!
- Write slides the night before presentation
 - Ideas are fresh in your head
- Prepare for questions

Watch and Learn

- You hear many presentations and lectures
- Pick up ideas you liked, avoid what you didn't
- Learn from own experiences (feedback)

Questions

