Presentations





Do as I say and not as I do!

Why Present?

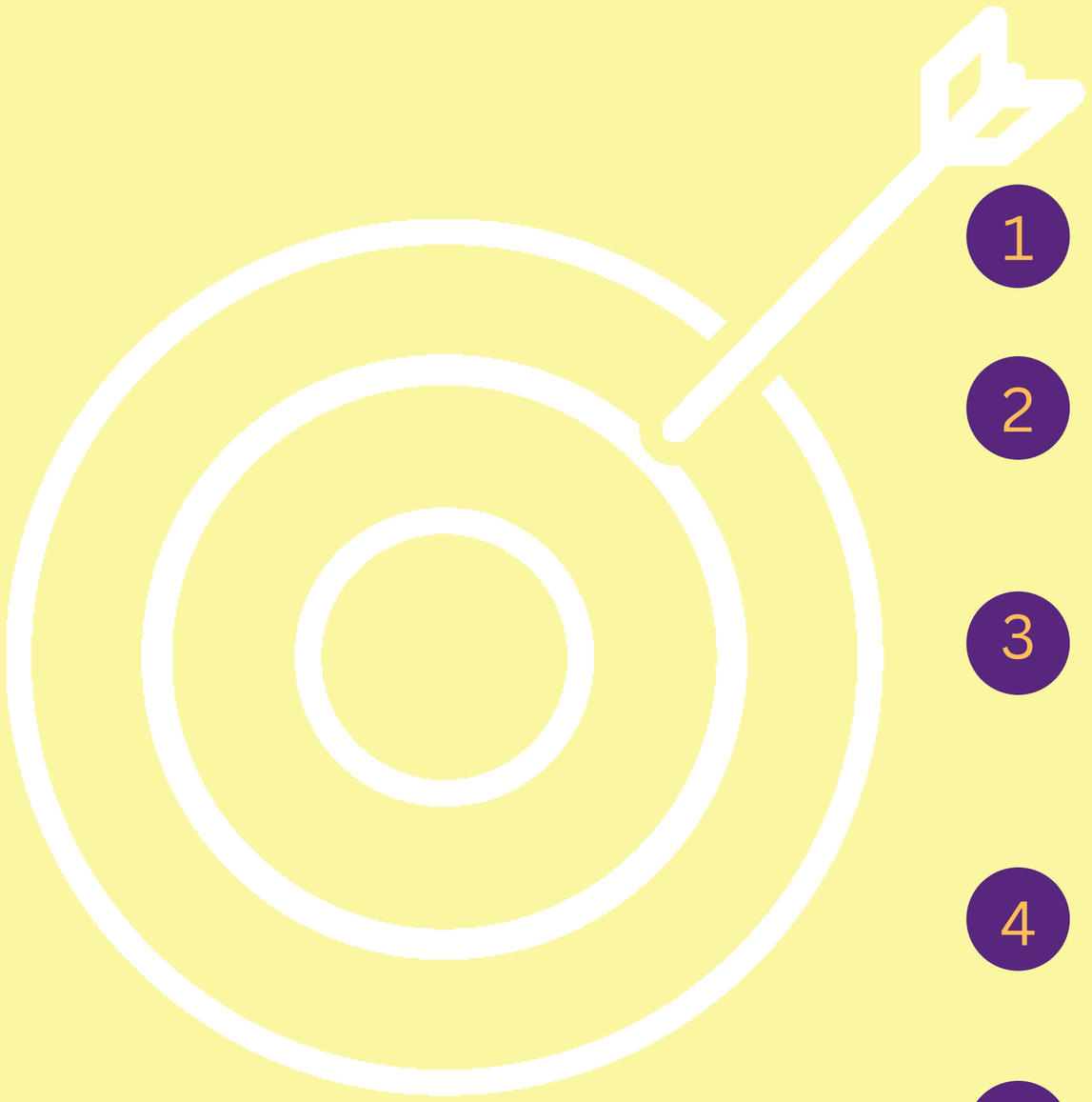
When using research, delivering presentations can be an interesting and engaging way to get information accross

Presentations assess knowledge, skills and confidence in both an educational and work setting

The ability to deliver presentations is a skill required in many occupations

Some students present themselves more effectively verbally, than on paper

AIMS



1. Convey Information
2. Engage with the audience
3. Leave your audience more knowledgeable
4. Evidence presentation and communication skills
5. Evidence level of presentation

What is an Academic Presentation?

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Formal talk of a set length, on a set topic, to a set audience!

(Burns & Sinefeld, 2020)

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DEATH BY POWERPOINT






Don McMillan: Life After Death by PowerPoint
Share
Effectiveness Vs. Data
Watch on YouTube

PRESENTATIONS

Excellent practice for future public speaking requirements

Very common form of assessing performance

Nerve Wracking

Involve several skills: planning, preperation and communication

Improves working with others skill.

Improves IT skills

Assess How you handle the pressure

STUDENT ACTIVITY



LIST WHAT YOU FEEL ARE GOOD PRACTICES FOR A PRESENTATION

LIST WHAT YOU FEEL ARE BAD PRACTICES FOR A PRESENTATION

BE AWARE OF THE EXPECTATIONS OR MARKING CRITERIA.

Step by step...



Step by step...

Research information



Step by step...

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make notes and note the reference of the sources



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Produce your prezi / powerpoint / canva / sway presentation



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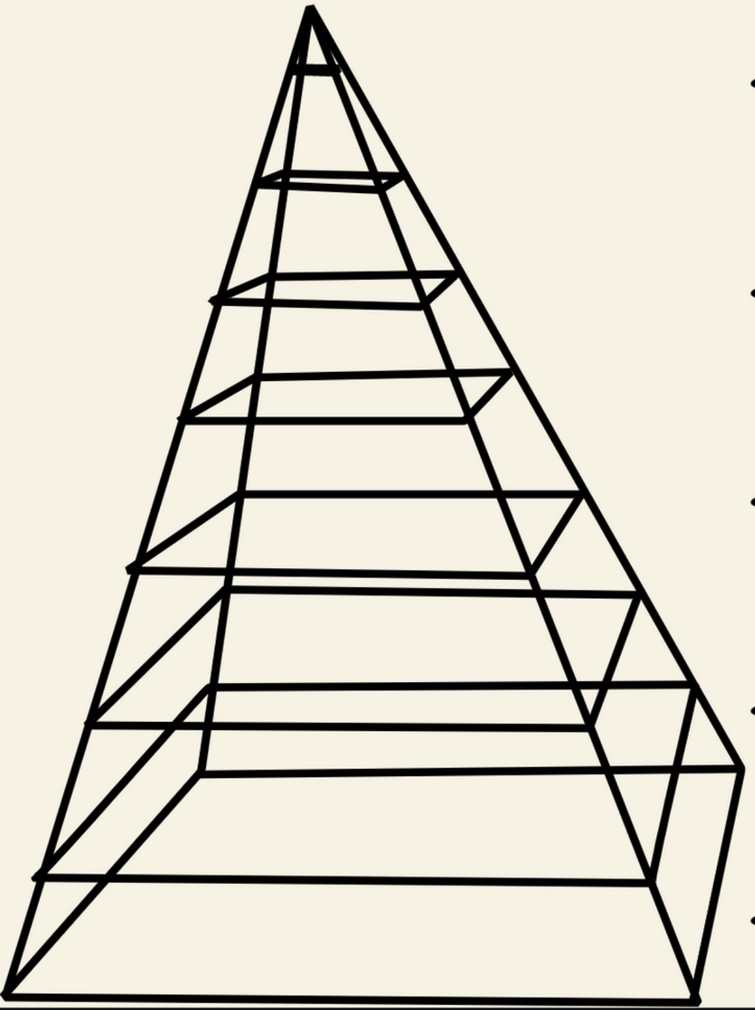
Check spelling grammar & references




Practice

FAIL TO
PREPARE...
PREPARE TO
FAIL

Structure



- INTRODUCTION, AIMS AND OBJECTIVES
- MAIN BODY
- CONCLUSION
- QUESTIONS AND ANSWERS
- REFERENCE LIST

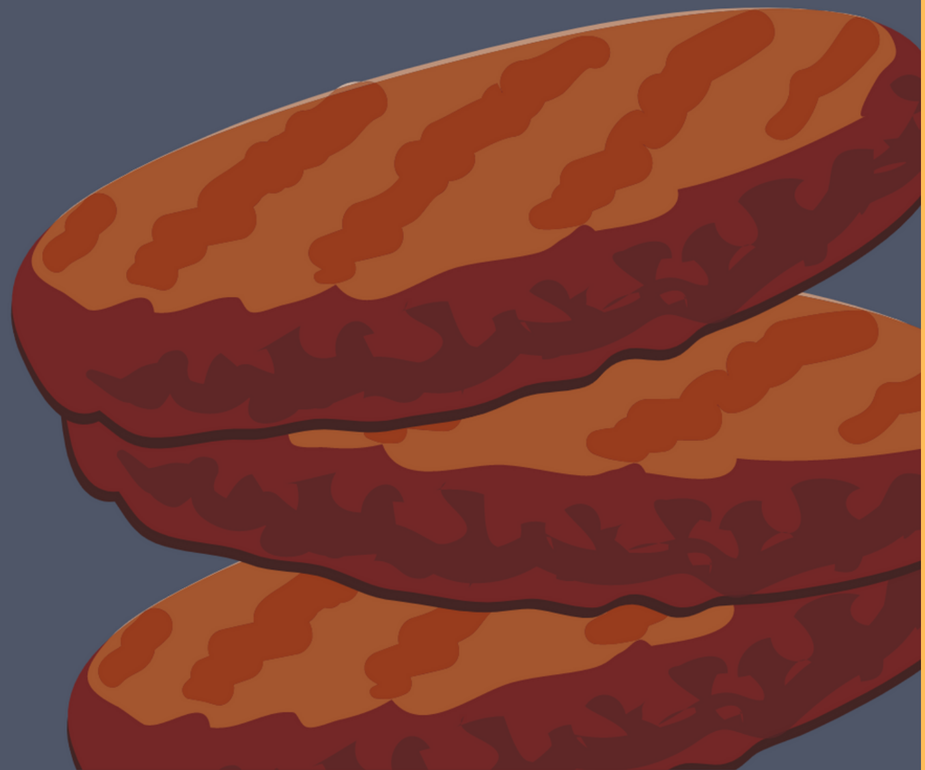
Introduction

- Introduce yourself
- Give the topic title
- Give the agenda or brief outline of the aims/purpose/content /subject of the presentation



- THIS IS WHERE YOU ANSWER THE QUESTION SET.
- PRESENT EACH SECTION IN A LOGICAL ORDER
- THINK ABOUT WHAT EACH SECTION IS ABOUT.
- PROVIDE ADDITIONAL INFORMATION.
- PROVIDE EVIDENCE TO SUPPORT YOUR POINTS/ARGUMENTS (I.E. REFERENCES).
- YOU CAN SOMETIMES USE A QUOTE, EXAMPLE, PICTURE OR PHYSICAL OBJECT TO ILLUSTRATE YOUR POINT.

Main Body



Conclusion

This is where y ou draw the presentation together.

- Revisit your main arguments.
- Re-emphasise your key points.
- Use key words from the question to show that you have met the task set.



Questions & Answers

Thank the audience for listening and invite them to ask questions



Tips

- Re-phrase difficult questions - check that you've understood
- Keep answers short, but avoid one word answers - this is a chance for you to show wider knowledge of the subject
- Keep answers 'good natured' - avoid confrontation with any audience

REFERENCES

MAKE SURE YOU HAVE A FULL REFERENCE LIST AT THE END OF YOUR PRESENTATION.



CITE AT THE BOTTOM OF YOUR PAGE

(JONES, 2021)

The Do's and Dont's of presenting

Do's

Include an introduction, main body & conclusion

Structure your presentation to progress logically

Speak clearly

Be positive & confident

Use images or other visual aids to enhance the content of the material

Dont's

read the presentation word for word

Avoid eye contact

Forget to reference using the HRS

Forget to summarise

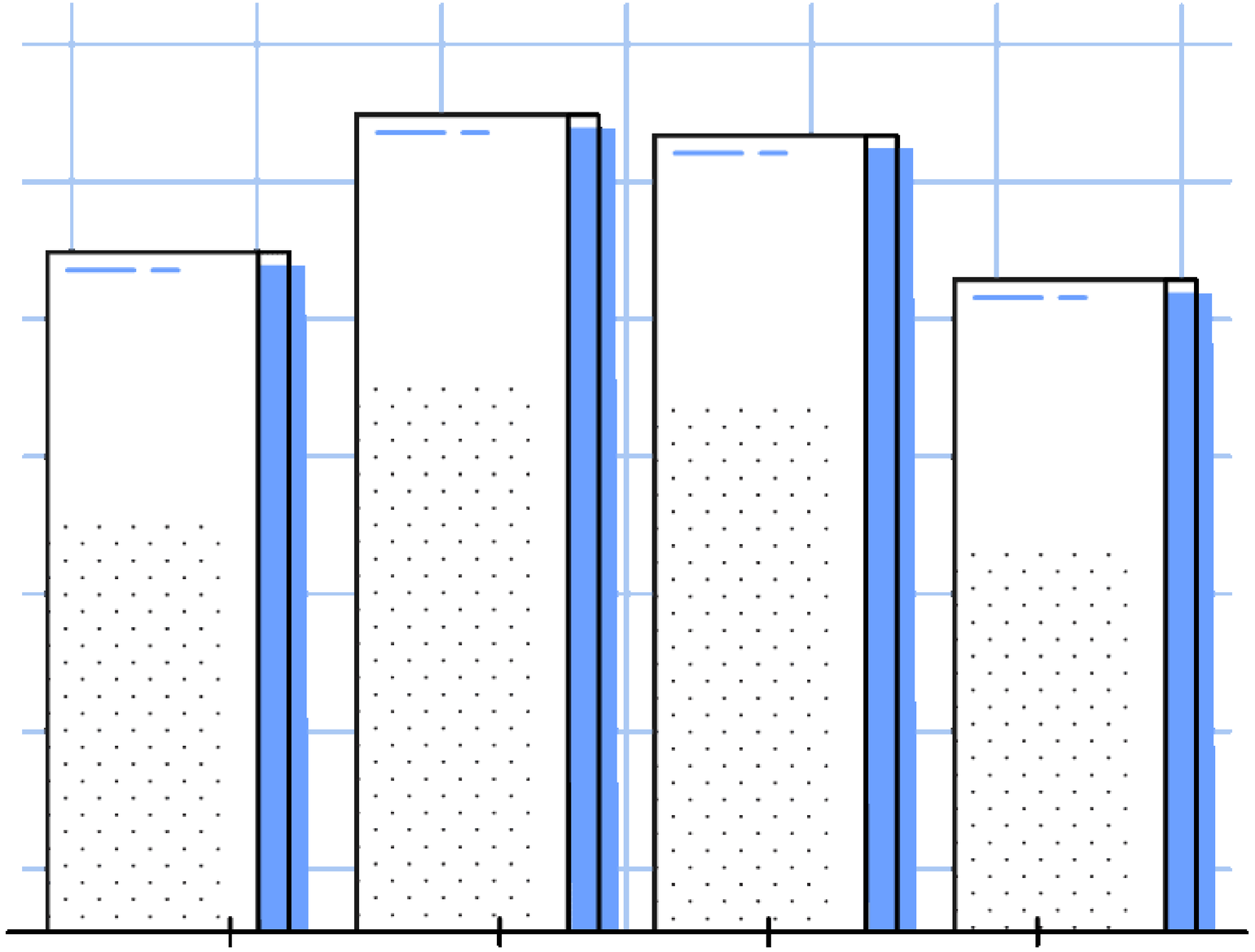
Forget to end on a high note


Let's Take
A COFFEE
Break

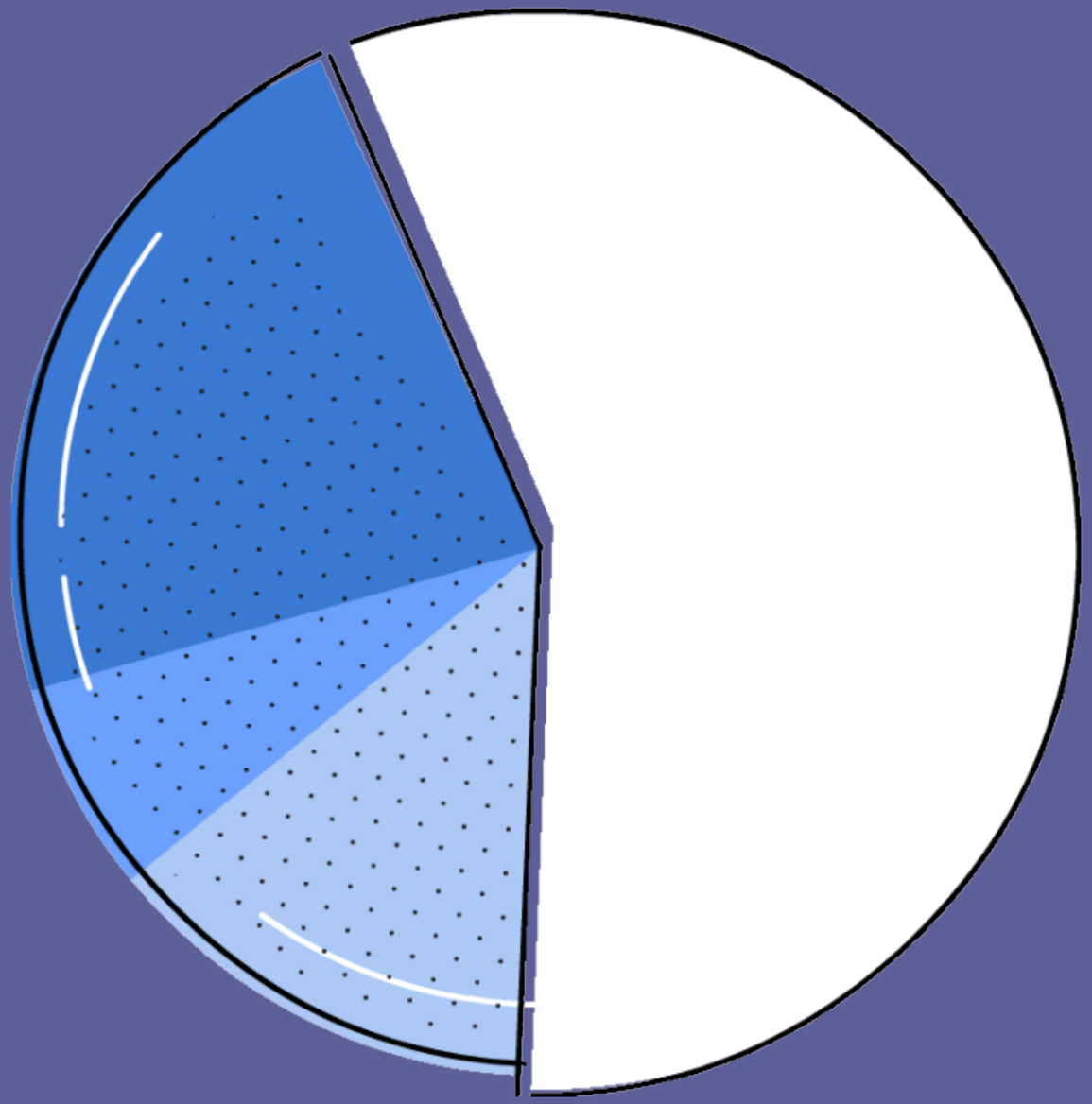


Use visual imagery in your presentation to engage with students

Tables

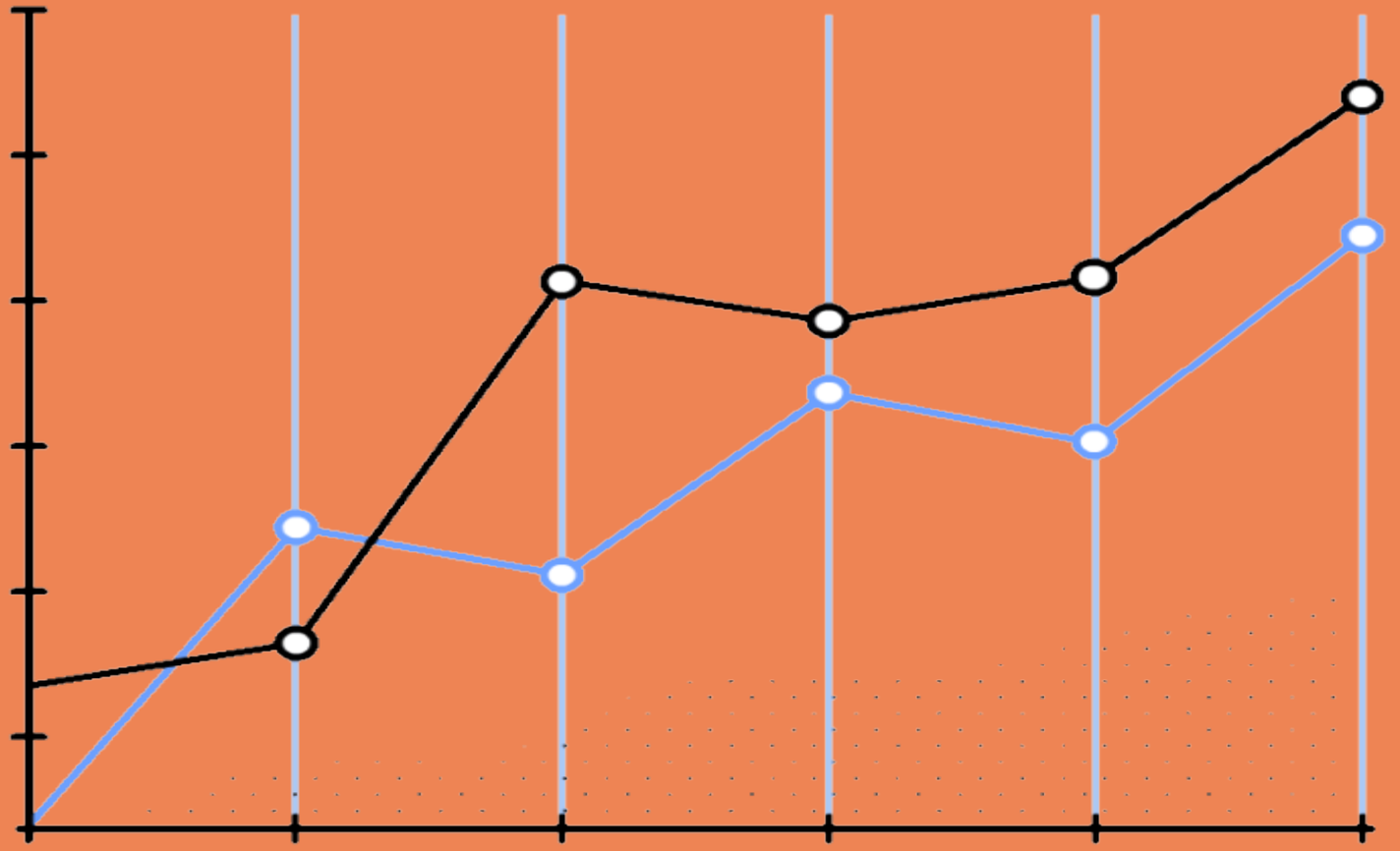


Your paragraph text



Charts

Graphs



Photos

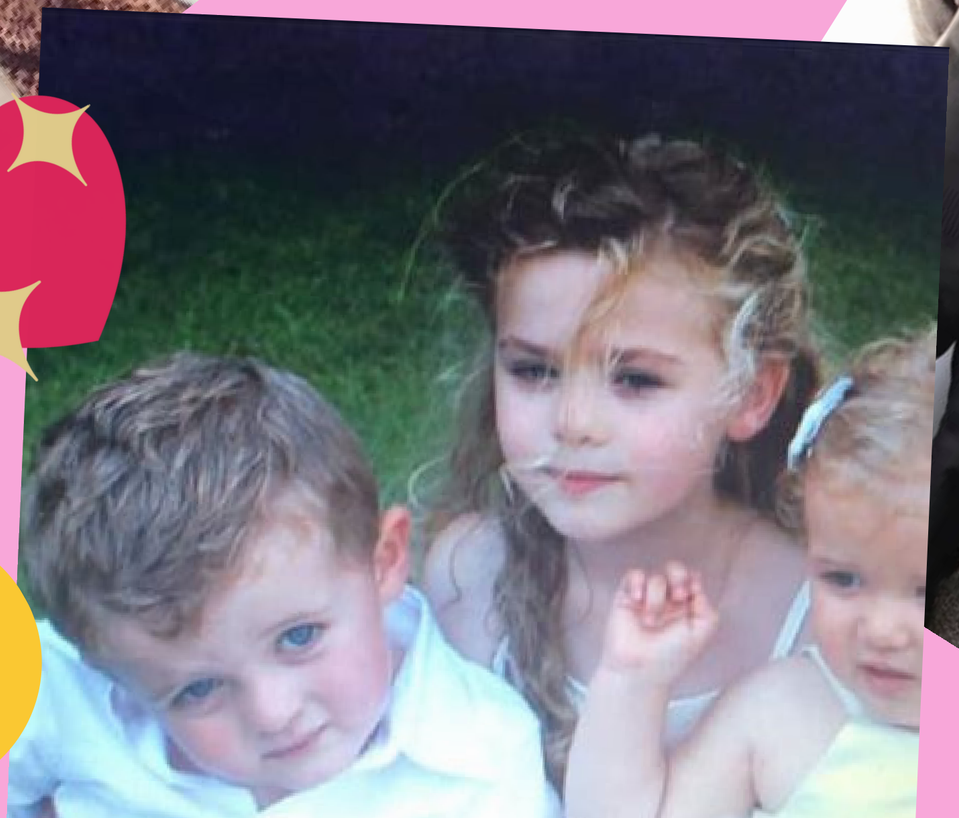






Photos & Emojis







Different font Styles & Colours

Different Font Styles & Colours

DIFFERENT

FONT

STYLES &

COLOURS

DIFFERENT FONT STYLES & COLOURS

Animations
&
Transitions

Animations
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Transitions

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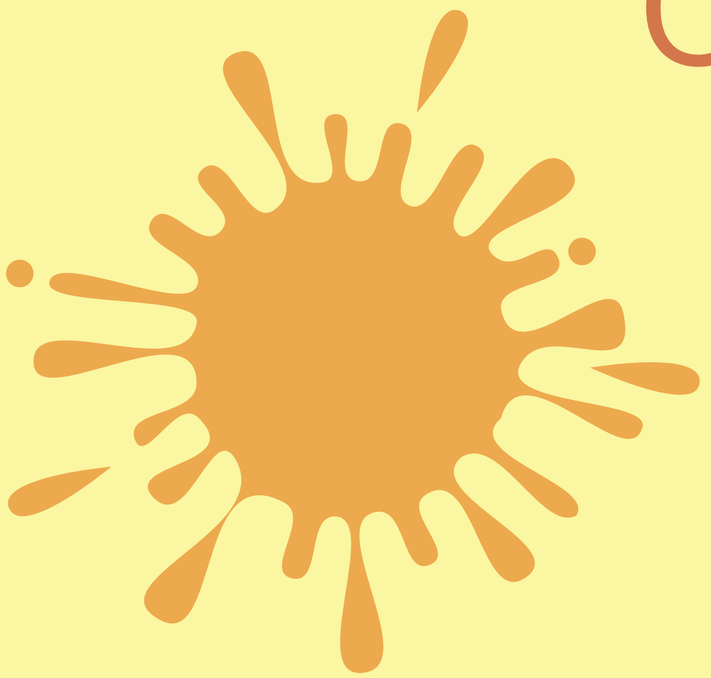
Animations
&
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Be Creative But Clear



USE COLOURS THAT COMPLIMENT!

USE COLOURS THAT COMPLIMENT!



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What makes a bad presentation?



Bad techniques?



Bad techniques?

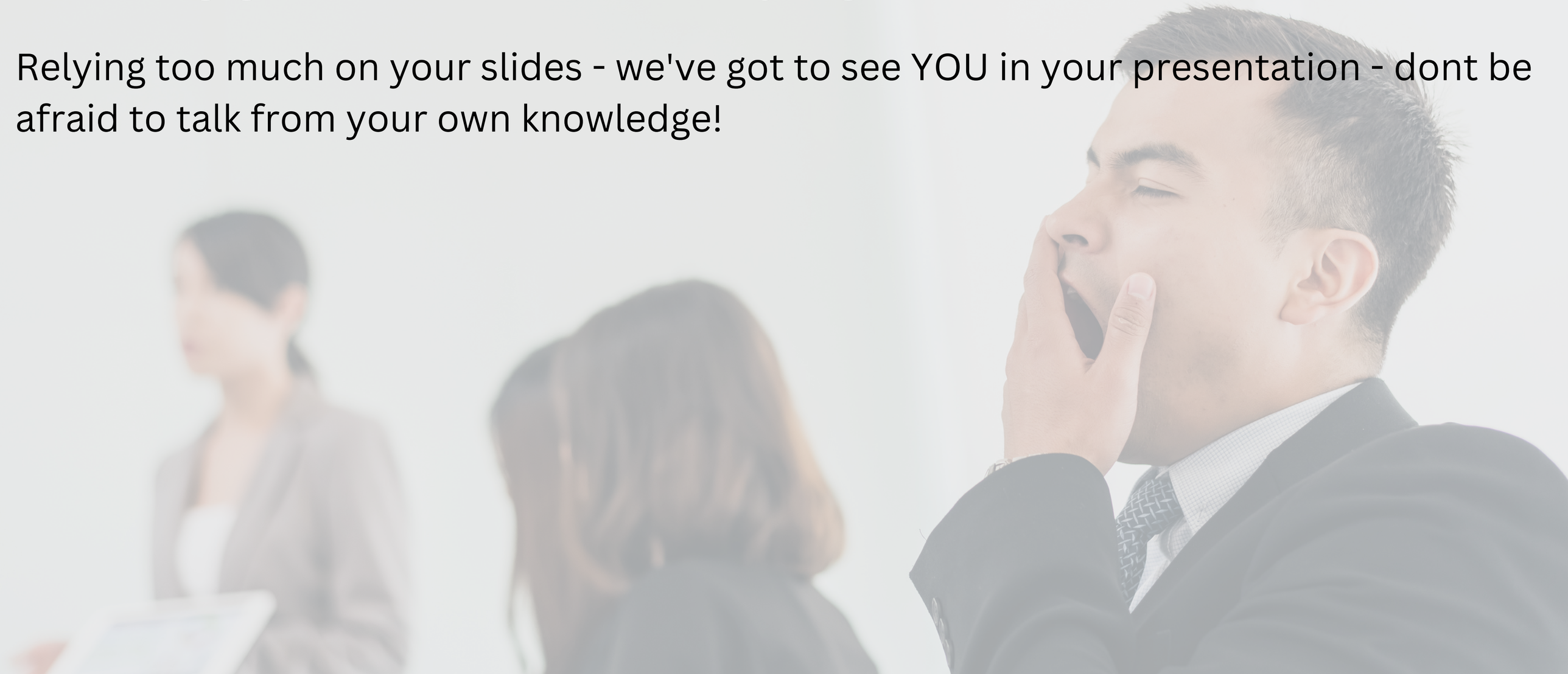
Lack of engagement with the audience - try to get them involved



Bad techniques?

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Relying too much on your slides - we've got to see YOU in your presentation - dont be afraid to talk from your own knowledge!



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Jargon - be sure you are using terms that your audience can understand



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Speaking quietly



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Lack of confidence



YOUR PRESENTATION IS MORE THAN YOUR SLIDES!

PERSONAL TOUCH CAN MAKE YOUR PRESENTATION STAND OUT

BODY LANGUAGE

- 85% OF THE MESSAGE IS CONVEYED BY NON-VERBAL CUES – E.G. BODY LANGUAGE, TONE OF VOICE, GESTURES, ETC.
- EYES: USE THEM POSITIVELY
- BODY SPACE: DO NOT INVADE
- TOUCH: DON'T!
- EXASPERATION: KEEP YOUR COOL!
- MOUTH: DO NOT HIDE IT WHEN YOU SPEAK
- POSTURE AND BODY MOVEMENT: UPRIGHT BUT RELAXED
- SMILES: USE THEM!






SMILE!
SMILE!
SMILE!
SMILE!
SMILE!
SMILE!
SMILE!
SMILE!





DRESS CODE

STAY CALM, CONFIDENT AND IN CONTROL

DRESS FOR SUCCESS BUT ENSURE YOU ARE COMFORTABLE.



AVOID BLOCKS OF TEXT USE LITTLE SENTENCES WITHIN THE PRESENTATION TO JOG YOUR MEMORY...

WHAT MAKES A PRESENTATION WORTH WATCHING?

- Make you're point worth listening to e.g. try to make a story, personal examples?
- Plan! - Plan how you will deliver your point to the learner
- Don't overload your presentation, ration the information you want to give

WHY ARE APPEALING PRESENTATIONS EFFECTIVE?



- They keep the viewer engaged and interested
- Visual aids can emphasise the point your making
- It may help to pace the presentation e.g. not too wordy

HOW DO I MAKE MY PRESENTATION MORE EYE CATCHING?

METHODS

Games

Personal Experience

Colour Scheme

Stories

Videos/ Pictures

Themes

METHODS

Title

TITLE

Main body text and subheadings

MAIN BODY TEXT AND SUBHEADINGS

MAIN HEADING



RESOURCES

Slideshow

Pictures/Videos

Colours/Themes

Canva

Pexels

Adobe Color CC

Snappea

coolors

RESOURCES

Illustrations

Open Peeps



DrawKit

Other...

Let's Enhance .io

AutoDraw

DRONE STOCK

SUMMARY

- BE PREPARED.

THE 'BOY SCOUTS' MOTTO 'BEING PREPARED' WILL REALLY MAKE YOU MORE FOCUSED IN YOUR PRESENTATION AND CALM DOWN THE NERVES. PLAN YOUR PRESENTATION IN STAGES AND PRODUCE YOUR WORK IN A CLEAR AND SIMPLE MANNER.

- PRACTICE

ONCE YOU HAVE PLANNED YOUR PRESENTATION, PRACTICE YOUR PRESENTATION OUT LOUD. TALK TO YOURSELF IN A MIRROR OR DELIVER YOUR PRESENTATION TO YOUR PET DOG. YOU WILL SOON BE ABLE TO SEE WHAT WORKS AND DOESN'T IN YOUR TALK.

- FEEL COMFORTABLE USING YOUR SUPPORTING MATERIAL

WHEN YOU PRACTICE YOUR PRESENTATION, DO A DRESS REHEARSAL USING THE SUPPORTING MATERIALS YOU HAVE CREATED. THIS WAY, YOUR PRESENTATION WILL FLOW MORE EASILY ON THE DAY.

- PROJECT YOUR VOICE

REMEMBER TO PROJECT YOUR VOICE WHEN YOU ARE MAKING YOUR PRESENTATION SO EVERYONE IN THE CLASS CAN HEAR YOU. HAVE FLUIDS, SUCH AS WATER HANDY ON THE DAY IN ORDER TO LOOK AFTER YOUR VOICE.

- RESPOND TO QUESTIONS AND COMMENTS POLITELY AND SENSITIVELY

AFTER YOUR PRESENTATION, USE YOUR LISTENING SKILLS TO UNDERSTAND INDIVIDUAL QUESTIONS AND COMMENTS AND RESPOND IN AN APPROPRIATE MANNER.

- HAVE FUN!

REMEMBER THAT THIS EXPERIENCE IS NOT MEANT TO BE TERRIFYING BUT EXCITING! ENJOY THE EXPERIENCE OF BEING ABLE TO SHARE YOUR FINDINGS ABOUT A SPECIFIC TOPIC WITH YOUR AUDIENCE AND MOST IMPORTANTLY, HAVE FUN!

Helpful Videos Are On Moodle!

POWER

P FOR PREPARE

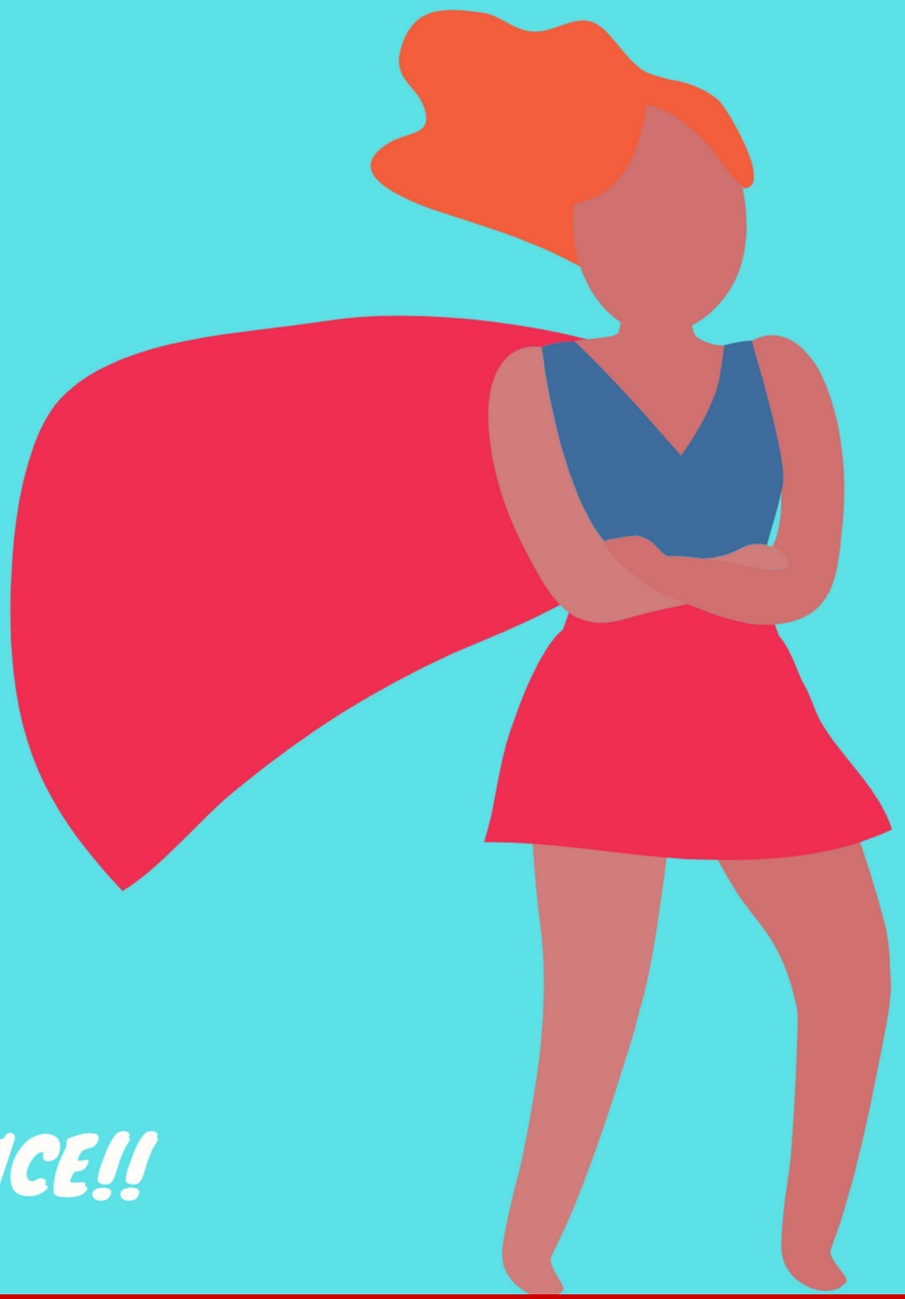
O FOR ORGANISE

W FOR WRITE

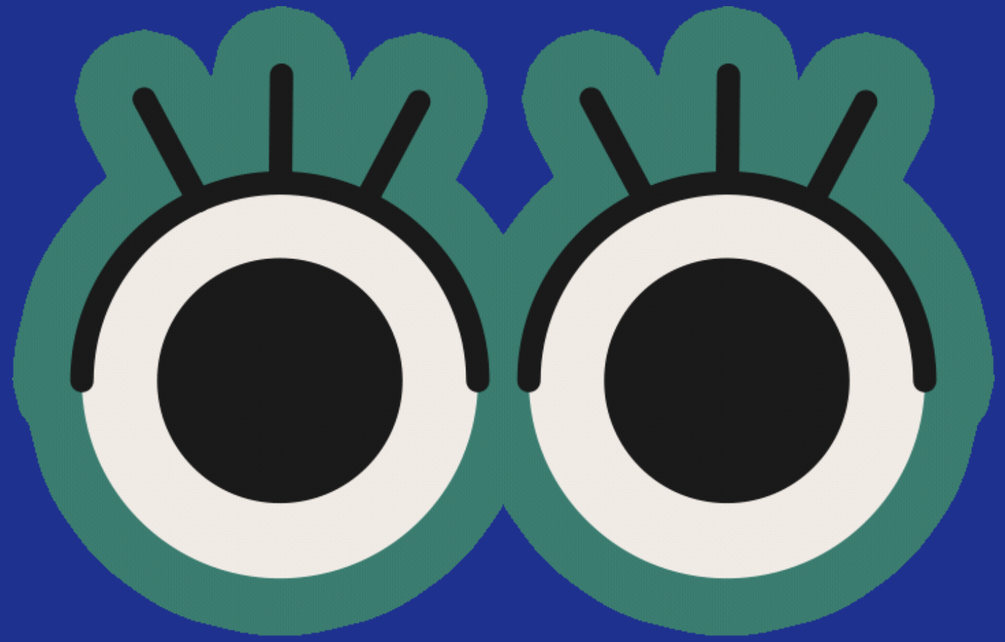
E FOR EDIT

R FOR REFINE

AND THEN, PRACTICE, PRACTICE, PRACTICE!!



DID ANYTHING IN THIS PRESENTATION GRAB YOUR ATTENTION?




The end