How to hold Presentations

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Problem

• Students
  – have to present in seminars
  – have to present their final thesis
  – lack background information
  – lack scientific background
Agenda

- Presentation Goals
- Presentation Structure
- Slide Structure
- Correct Facts
- References
- Plagiarism
- Conclusion
Presentation Goals

• Grow Curiosity in the Audience
  – Give basic understanding
• Motivate and Explain the Problem
• Explain the Solution
  – What is special compared to other solutions?
• Do not give every detail!
• Details are in the paper or the references!
Slide Structure

• Content (What should be in, what should not)
• Slides in General
  – Headlines, Footlines, Date
  – Page Numbering
  – Formulas
  – Pictures
  – Tables
  – Use Bullet Points!
Presentation Structure

• Motivation (Why do you work on this?)
• Introduction (What background is needed?)
• Methods (How do we solve it?)
• Evaluation (How to verify our solutions?)
• Results (Show, Explain and Interpret)
• Conclusions (Relate solutions to problem)
• Future Work (What are open questions?)
Correct Facts

• Check your facts!
• Mind the audience
  – give background information first

• as much as needed
• as few as possible
References

• For people interested in details
• For yourself (you are not expert in everything)
• Give credit to original authors

• Include all used references!
  – If you have many: mark appropriate
Plagiarism

• What is it?
  – Not-crediting the original authors e.g. in
    • pictures
    • slides
    • ideas

• Can ruin your career (or at least your grade)!
Conclusion (also for the paper)

• Get early feedback from others
• When in doubt: Ask your advisor

• Verify: Your grandma must get the basic idea!