

# How to Give an Effective Research Presentation



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with grateful acknowledgment for  
handouts and ideas from  
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## Thanks Drs. Peczuh and Bruckner



**REU Program**  
**Department of Chemistry**

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## Before the Seminar

- **find out about your audience**
- **prepare your slides, your notes, carefully**
- **practice**
  - by yourself / with friends
- **visit the seminar room to check:**
  - your slides
  - lighting, projector, computer equipment,
  - make sure everyone can see (walk to back)

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## **Before the Seminar - the Slides**

- **no more than 9 text lines per slide**
- **simple, clear diagrams**
- **label experimental conditions, axes**
- **be consistent in colors and style**
- **use text, graphs, drawings, photos, movies**
- **check your spelling!!**
- **text should be readable from a distance**
- **handouts might be useful (web address?)**

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## **Common Errors**

- **scanned images with unreadable axes, labels, no headings - must relabel**
- **no introduction or conclusion**
- **long sentences - use keywords only**
- **too much information - breakdown into several slides**
- **too many images on one slide**
- **unnecessary background colors**
- **unnecessary, or too many, animations**

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## **During the Seminar**

- **think about your audience**
- **have a plan of action**
  - **tell it to the audience**
- **start at the beginning - review**
- **be enthusiastic**
  - **a talk is a privilege and an opportunity**
  - **you are in command, act like it, enjoy it!**
- **repetition doesn't hurt**

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## **Don't!!**

- **mumble**
- **talk to the blackboard/screen**
- **apologize all the time**
- **read your talk (unless it is a speech)**
- **sit down while talking**
- **talk in a monotone**
- **have a poor attitude**
- **say “um” repetitively**
- **discuss things you don't understand**

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## **Do's**

- **arrive on time**
  - **plan ahead**
  - **the fog at the airport, really, was YOUR fault**
- **dress appropriately - any doubt, dress smartly**
- **thank your host**
- **quell repetitive, annoying, mannerisms**
- **move around, but not too much**

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## **At the End**

- **absolutely make sure you end on time**
  - **one minute per slide, two minutes per movie clip!**
- **give Credit/Acknowledgments**
  - **funding, coworkers, home institution**
  - **thank your host at the beginning**
- **listen to the Questions**
- **answer the questions**
  - **don't be flippant, sarcastic, indolent**

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## **Presentations - Review a Paper**

- **Read around the subject**
- **Don't copy whole sentences from paper**
- **Don't write science you don't understand**
- **Find focus in the paper**
  - focus on **one or two** issues
  - **don't need to cover whole paper**
- **Simplify figs - big enough to read**
- **simplicity/clarity not comprehensive/ detailed**

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## **Overall**

- **listen to the talks of others - and learn**
- **presentations are fun - enjoy it!**
  - lose no opportunity to give a talk
  - go to conferences
  - give seminars to your peers
- **respect your audience**
- **plan, plan, plan**

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## **Credits**

- **all my audiences, including students**
  - for their endurance and politeness
  - for letting me practice on them
- **my colleagues**
  - for their examples, excellent and not so..
  - for asking me tough questions

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## Thanks for funding

- **Foundation**
- **Agency**
- **Company**
- **University**

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**This presentation can be found at:**

[http://rgmlab.chem.uconn.edu/  
presentations/Effective\\_Presentation.pdf](http://rgmlab.chem.uconn.edu/presentations/Effective_Presentation.pdf)

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