THINGS TO CONSIDER FOR PRESENTATIONS
By @OpenAcademics

THE STORY.
• Tell a story, not “everything we did”.
• The story should be logically presented.
• Give sufficient background information.
• Put your research into context, which should be tailored to the audience.
• Present a concise hypothesis (or multiple ones).
• Show only key experiments.

THE SLIDES.
• Think accessibility – Colors, fonts, size of content, etc.
• Pictures > words (if the picture is easy to understand).
• Less is more, and keep the content structured.
• One or two key messages per slide.
• Make sure your slides can be presented even if animations don’t work (i.e. no overlapping images).
• Simplify, simplify, simplify.

PREPARATION.
• Who is your audience? Set the level accordingly.
• Give yourself enough time to make the slides, adapt figures, and rehearse.
• Write down key-points and learn the flow.
• Write down your talk to practice if necessary.

GENERAL NOTES.
• The title should accurately reflect the content, but also catch the attention of the audience.
• Do not exceed the allocated time!
• Allow enough time for Q&A.
• Prepare back-up slides to use during Q&A.