


English Presentation Skills

Lecture 1
Preparing a Scientific Presentation.

Dr. Suyong Eum



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Course Outline

- ❖ Lecture program
- ❖ Assignments / Assessment
- ❖ Subject Webpage
- ❖ Contact detail

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Lecture Program (tentative)

- **Week1:** Preparing a Scientific Presentation
- **Week3:** Beginning of Your Presentation
- **Week5:** The Structure of a Scientific Presentation
- **Week7:** Effective Communication
- **Week9:** Delivery Skills
- **Week11:** Visual aids: Principles and Techniques
- **Week13:** Group or full version PT ???

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Assignments / Assessment

- ❖ There will be an assignment in every class except last one. Thus, there will be **6 assignments** during this semester.
 - ❖ 5 small assignments: $5 \times 14\% = 70\%$
 - ❖ 1 major assignment: 30%
- ❖ Individual students are expected to present the assignment every class.
- ❖ Your talk will be marked by me as well as your colleagues. (Evaluation sheet)
- ❖ Detail will be posted in the web.

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The Website


- ❖ Please visit this site regularly !!
- ❖ The latest lecture notes and information will be available prior to the lecture.
- ❖ Please go to:
 - www.suyongeum.com/ENGPT
 - **Please, check it at the end of this week.**

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Presentation Outline.

- ❖ **Why you and I here?**
- ❖ **Your goals for your conference talk?**
- ❖ **Commitment (誓約-せいやく)** as a presenter.
- ❖ **Some tips for preparing a presentation.**



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Why you and I here ?



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Your goals for your conference talk

- ❖ A clear take-home message.
- ❖ Let the audience to read your paper.



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Commitment (誓約-せいやく).

- ❖ Delivering in the most effective way possible.
- ❖ Giving a good talk is never effortless.



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Preparing a presentation – Tip 1.



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Preparing a presentation – Tip 2.

- ❖ Structure your material.
 - ❖ Outlining the talk.
 - ❖ Presentation in order.
 - ❖ Two or three well-constructed sentences.
 - ❖ Use related images or pictures.

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Example – Iron both.

Iron	Iron Ore Distribution
<ul style="list-style-type: none">• An abundant metal, makes up 5.6% of earth's crust• Properties:<ul style="list-style-type: none">– shaped, sharpened, welded– strong, durable• Accounts for >95% of metals used• Iron ores discovered in 1844 in Michigan's Upper Peninsula• Soon found other ores in upper Wisconsin and Minnesota	<p>Iron ores make up 5.6% of the earth's crust and account for 95% of the metals used</p> <p>Is strong and durable</p> <p>Can be shaped, sharpened, and welded</p>

Led to 59% recall

Led to 77% recall

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Preparing a presentation – Tip 3.



- ❖ Rehearse.
 - ❖ No matter how experienced you are.
 - ❖ Rehearse is a part of preparation.
 - ❖ Until fully satisfied with the final order.
 - ❖ Honest and perspective colleagues.
 - ❖ Excellent & Average

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Preparing a presentation – Tip 4.



- ❖ Dress properly.
 - ❖ Building trust and belief.
 - ❖ Showing your respect.

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Example – bad vs good dress.

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Example – Not with jacket.




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Preparing a presentation – Tip 5.



- ❖ Handle nervousness.
 - ❖ Make it you prepared.
 - ❖ Practice.
 - ❖ A complete written draft talk.
 - ❖ Visual form.




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Example – Uni.




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Preparing a presentation – Tip 6.

❖ Presentation is not reprint of your paper.




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Preparing a presentation – Tip 7.

❖ How many slides?



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Example 7 – all in one.



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Example - distributed.




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Preparing a presentation – Tip 8.

❖ Present all you prepared.



$$\begin{aligned}
 & \max_{x,y} f(x,y) = \max_{x,y} r_1 + r_2 + r_3 + r_4 + r_5 \\
 \text{s.t.} \quad & \sum_{j_k < 0} d_j y_j + \sum_{j_k < 0} f_{j_k} x_{j_k} \leq r_1 \\
 & y_j = 0 \forall j: x_j = 0, \quad x_j = 0 \forall j: y_j = 0 \\
 & 0 \leq r_1 \\
 & d = -h = y_1 \\
 & \sum_{j_k < 0} d_j y_j + \sum_{j_k < 0} h_j x_j \leq r_2 \\
 & d_j = 0 \forall j: x_j = 0, \quad h_j = 0 \forall j: y_j = 0 \\
 & 0 \leq r_2 \\
 & d = -h = -y_2 \\
 & d, h \geq 0 \\
 & \frac{1}{2} p x + \frac{1}{2} (p x + \sum_{j_k < 0} p_{j_k} x_{j_k}) \leq r_3 \\
 & \inf_{x,y} \frac{1}{2} \exp \left(\frac{p x + \sum_{j_k < 0} p_{j_k} x_{j_k}}{2} \right) \leq r_4 \\
 & y_j \geq p_j x_j \forall j: p_j < 0, \quad h_j \leq 0 \forall j: p_j = 0 \\
 & y_j \geq -p_j x_j \forall j: p_j < 0, \quad h_j \geq 0 \forall j: p_j = 0 \\
 & p x + \inf_{x,y} \sum_{j_k < 0} \exp \left(- \frac{p x + \sum_{j_k < 0} p_{j_k} x_{j_k}}{2} \right) \leq r_5 \\
 & y_j \geq p_j x_j \forall j: p_j < 0, \quad h_j \geq 0 \forall j: p_j = 0 \\
 & y_j \geq -p_j x_j \forall j: p_j < 0, \quad h_j \leq 0 \forall j: p_j = 0 \\
 & p x + p y + p x + p y = p^2 \\
 & p_1 + p_2 + p_3 + p_4 + p_5 = p \\
 & r_1, p_1 \in \mathbb{R}, p_2, p_3, p_4, p_5 \in \mathbb{R}^+; x_1, x_2, x_3, x_4 \in \mathbb{R}^+
 \end{aligned}$$

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Example – Keep it simple.



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Preparing a presentation – Tip 9.

- ❖ Typography
 - ❖ Use type size at least 24 points. (24 points Tahoma)
 - Can you read it? (32 points)
 - Can you read it? (28 points)
 - Can you read it? (24 points)
 - Can you read it? (20 points)
 - Can you read it? (18 points)
 - Can you read it? (16 points)
 - Can you read it? (14 points)

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Preparing a presentation – Tip 10.

- ❖ Avoid presenting text in all capital letters.
 - TYPE SET IN ALL CAPITALS IS READ SLOWLY BECAUSE EVERY LETTER MUST BE READ.
 - Type set in lowercase is read more quickly because words can be recognized by their shapes.

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Preparing a presentation – Tip 11.

- ❖ Color
 - ❖ Light type against a dark background or dark type against a light background.
 - ❖ Avoid red-green combination.



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Assignment

- ❖ Prepare a five minute talk using PPT on your current research topic including
 - ❖ Title page.
 - ❖ The introduction of yourself as you will do in the conference. Who is collaborating your research.
 - ❖ A small talk that makes the audience feel comfortable.
 - ❖ What is the aim of your research?
- ❖ Prepare handout – 1page only – it may include several slides (2, 3, 4, 6).
- ❖ With your student number and name on the handout.
- ❖ Your colleagues and I will mark your presentation.

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