Outline

• Title Slide
• Introduction
• Outline
• Meat of my presentation
• Results
• Conclusions
Outline

• Just start the presentation!
• Everyone knows what ends up in a presentation
  – You don’t have to remind us
• Surprising the audience is not a bad thing
Bad Presentations

- Audience won’t see your work is great
- Will make fun of you from back row

Those are some NASTY colors…

Hey – it matches my tie.

What does that slide say?

Dunno, I’m playing minesweeper

Please let it be OVER…

zzz
Good Presentations

- Interesting topic, explained at the right level
- Slides are understandable and easy to see

I wonder if this technique would work for my problem

I never thought of that!

Let's talk to them at the break

Interesting

I understood this one!

Well, you do have a PhD...

It's a bit outside my area
Know Your Topic

• Be prepared to get questions!
• Know WHEN to say “I don’t know”
• Know HOW to say “I don’t know”
• Don’t just stand there uncomfortably
• Be able to recover from interruptions
• Know what to skip if you’re running late
  – Don’t just talk faster!
Know Your Audience

- Do they have a background like yours?
- How much hand-holding?
- Can you jump right in to specifics?
- How much motivation for your work?
- How detailed should you get?
Know Your Location

• Need to bring a laptop?
• Need to bring a CD, or email a PPT in advance?
• Need to print transparencies? How far is audience from screen?
• Can you point with your hand, or do you need a laser pointer?
Attitude. (Yours)

• Are you INTERESTED in your topic?
  – If no, get a different one!
  – If yes, ACT LIKE IT.

• If YOU aren’t excited…
  – Can’t expect OTHER people to be!

• Don’t talk down to audience
  – You know more than them about THIS…
  – They know more than you about other stuff
Dead Man Talking

• Are you hiding behind the podium?
• Are you engaging your audience?
• Are you staring at your advisor/boss?
• Are you staring at your laptop?
• Are you staring at the screen?
• Is your back to the audience?
I took some Meth this morning

• Calm down. E-nun-see-ate.
• It’s not a race
• Take a bottle of water up to the podium with you
  - Bottles if you can work a cap (better for spillage)
  - Glass if you don’t have a free hand
I’ve got two turntables and a microphone

• Feedback kills people

• Most PA systems are tuned so that the microphone can be down in the middle of your chest
  – Not 2mm from your mouth

• Modulate your voice evenly
Where are your hands?

• You have a set of “moves” that you will repeat
• Make sure they aren’t silly looking
• Don’t point with your middle finger

• Record your presentation if possible
• Practice in front of mean friends
Look Ma, I have a L-A-S-E-R!

- If necessary, get a laser pointer
- Get it a few weeks before your talk
  - Get all the silly laser-pointer play time out of your system now
- Get a second one for backup
Common Laser Pointer Moves

• The circle
• The underline
• The back-handed flick
• The epileptic-seizure inducer

• DO NOT POINT AT EVERYTHING
Right Here. See?

- Don’t point at your laptop screen
Ummmm, yeah

• Practice makes perfect
• Do not read your slides like a script
• You lose 20 IQ points in front of an audience
Time Check!

• Keep track of the time
• Learn to adjust your pace to accommodate questions (and answers)
• Make your talk fit into the allotted time
  – Don’t assume your 45 minute talk will “just work” in a 15 minute time slot
  – It won’t -- customize it!
• Know where you can trim to save time
  – Don’t make haste, don’t trim the “meat”
This is not pretty

- Everyone uses PowerPoint
- Don’t drive home the point by using the stock templates
- Spend 5 minutes and make your own
- Please don’t use this one
This is a really long title for this single slide, I should have just summarized

• Most people don’t read the title
• Do not attempt to put all the text, code, or explanation of what you are talking about directly onto the slide, especially if it consists of full, long sentences
• If you do that, you will have too much stuff to read on the slide, which isn’t always a good thing.
• Like the previous slide, people do not really read all the stuff on the slides.
  – That’s why it’s called a “presentation” and not “a reading” of your work
• Practice makes perfect, which is what gets you away from having to have all of your “notes” in textual form on the screen in front of you.
• Utilize the Notes function of PowerPoint, have them printed out for your reference.
  – The audience doesn’t need to hear the exact same thing that they can read themselves.
  – The bullet points are simply talking points and should attempt to summarize the big ideas that you are trying to convey
• If you’ve reached anything less than 18 point font, for Pete’s sake, please:
  – Remove some of the text
  – Split up the text and put it on separate slides
  – Perhaps you are trying to do much in this one slide?
• Reading a slide is annoying. We can do that (even if we don’t).
• Pictures are worth a thousand words.
  – Do not attempt to make up for your lack of pictures by putting, oh, say 500–750 words on a single slide
• If your audience is squinting, something is wrong.
Font Size

- You are close to your monitor
- Your audience is far from the screen

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Slide Numbers Are Your Friend

See this thing down here?
Number your slides!
Know Slide Boundaries

- People can’t read text that runs off the side of the slide.
Speelchick

- You sohluud selpl cechk yuor decuomnt to aovid spuidtd eorrrs
- Raed yuor dnmeucot aluod in oerdr to cehck ervey sgninle wrod
- Aoccdrnig to rscheearch at an Elingsh uinervtisy, it deosn't mttaer in waht oredr the ltteers in a wrod are, olny taht the frist and lsat ltteres are at the rghit pcleas. The rset can be a toatl mses and you can sitll raed it wouthit a porbelm. Tihs is bcuseae we do not raed ervey lteter by ilstef, but the wrod as a wlohe.
Line ‘em Up

• This is a bad drawing
• Put in some effort

FPGA

CPU
HOWTO: Mind Control Implants

Cognitive Science
- Smart machines
- Tiny robots
- Swarm machine

Psychology
- Understanding mind, brain
- Brain prosthesis
- True AI Improved decision making
- Man/Machine simulation

Nanotech
- Future: Implantable, self-replicating mind control devices in every American
- Tiny computers
- Smart chips everywhere
- Eyes and ears everywhere
- Implantable monitors

Future:
- Implantable, self-replicating mind control devices in every American

TOP SECRET - Pentagon “Mind’s Eye” Briefing - Dec ‘03
Oops, wrong presentation

• Be careful with cut and paste
• Best case: you look dumb
• Worst case: international crisis

• Don’t get caught hacking together your slides!
• Each talk is unique, and the audience deserves your best
The Art of Suspense
The Art of Suspense

• Don’t
The Art of Suspense

• Don’t
• Be
The Art of Suspense

• Don’t
• Be
• A
The Art of Suspense

• Don’t
• Be
• A
• Tease
Anticipatory Lecturing

• Don’t Be A Tease

• Rarely, does it accomplish anything

• Let the audience think at their own pace
You are not Pixar Studios

Animation Can Be Very Distracting

Use it sparingly
Mommy, my eyes are burning!

- Can you look at this for 45 minutes?
- Colors look different on every LCD projector
- Colors look different between transparencies and projector
Formulae

\[ X' = A \ast B \]
\[ = (A - (2^p - 1)) \ast (B - (2^q - 1)) \]
\[ = AB - B(2^p - 1) - A(2^q - 1) + (2^p - 1)(2^q - 1) \]

\[ X'' = (A - E_p)(B + E_q) \]
\[ = AB + AE_q - BE_p - E_p E_q \]
\[ = AB + AE_q - (BE_p + E_p E_q) \]
\[ = AB + AE_q - \frac{E_p E_q}{2} - \left( BE_p + \frac{E_p E_q}{2} \right) \]

\[ f(X', X'') = \frac{\Gamma}{2} \sum \frac{X' \delta \alpha \max(\phi^2)}{X'' \Gamma^{3/2}} \sum \epsilon \sqrt{AB + AE_q - \frac{E_p E_q}{2}} - \left( BE_p + \frac{E_p E_q}{2} \right) \]

\[ \int_R \phi \rho f(\vec{X}|S_k) \frac{1}{(2\pi)^d/2 \sigma^d} \ast \frac{1}{P_k} \sum_{i=1}^{P_k} \exp \left[ -\frac{(\vec{X} - \vec{W}_{ki})^T(\vec{X} - \vec{W}_{ki})}{2\sigma^2} \right] \]

- WTF?
Results
Interstitial Slides

• They are very segregating and distracting
• Use sparingly
Use Simple Examples

• This isn’t one. It doesn’t help.
### Results

- **We get it**
- **You have lots of cool results**
- **No one can read this**
- **Show us!**

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Highlights

• Highlighting your results makes it easier to be impressed

• Often, graphs are your best option

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| 4.36409202 | 23.1865219 | 29.2919699 | 2.202943 | 14.7994288 | 4.50076883 |
| 12.6337109 | 40.4767489 | 8.25438514 | 16.9601922 | 5.38867507 | 23.154421 |
| 17.3206238 | 7.39357952 | 66.532393 | 4.02339615 | 34.1870781 | 79.4368245 |
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| 62.5784199 | 45.6252101 | 32.3404227 | 22.5733739 | 21.8935899 | 50.555963 |
| 6.36593733 | 12.073007 | 49.3388859 | 35.8450393 | 51.4804579 | 3.21274552 |
| 16.9911371 | 3.07952636 | 11.3247178 | 43.3672456 | 75.2594966 | 6.04850166 |
| 24.9665649 | 0.92379575 | 58.6321224 | 1.19400588 | 3.54769092 | 16.803247 |
| 5.08353392 | 27.0772659 | 0.69555404 | 67.006539 | 0.96251877 | 4.54337429 |
| 34.7695403 | 20.846281 | 14.0607432 | 2.44235265 | 0.74203596 | 12.4017077 |
Pick a Line, Any Line

![Graph with two series (Series1 and Series2)]
Simplify Your Life

Performance

- Give us the “big picture”
- Thicker lines
- Speak the axis labels and legend
Ummm...That’s All I Have

• You’ve come this far, go the distance!
• Don’t just fizzle out in the end
• SUMMARIZE! Give us the big finish!
• 30x speedup / 10% area penalty
Conclusion

• A little prep goes a long way
• Your audience:
  - Is smarter than you think
  - Gets bored easily
  - Will ask questions
  - Deserves your best effort
• Make it easy for them to understand your work!