IMGD 2905

In-class Presentations

Why Give a Presentation?

- People fear public speaking
- But you *will* speak
  - For class, job interviews, work, …
- Another skill to learn
  - Like designing game, coding, art …
- A critical part of analytics
- Enjoy!

http://www.eadcolma.org/images/Presentation-de-la-Cigarette-Electronique.jpg

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Overview

- Presentation consists of 3 parts:

1. In-class presentation
2. Peer-critique
3. Reflection

http://www.presentation-process.com/wp-content/uploads/apply-quick-style-to-pyramid-shape.jpg

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Details – In-Class Presentation

- Done 5 at a time (chosen at random)
- 6 minutes long
  - Slot is 8 minutes, so ~2 minutes for oral critique +
- Content drawn from *projects* (e.g., Project 1)

http://www.lakecountyohio.gov/portals/41/presentations.jpg
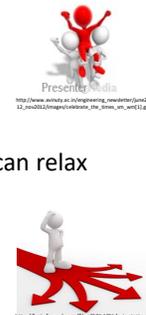

Talk Tips: Giving a Talk is Like ...

- Stuff you already know… planning, program design, writing, studying, learning …
- Can read books
  - "How to Deliver a TED Talk" by Sinek
  - "Presentation Zen" by Reynolds
  - "The Art of the Explanation" by LeFever
- Watch Videos
  - "How to Give a TED Talk" by Smith
- Have some skills (e.g., can speak)
  - But need to refine and develop new skills
- Practice (this class)!

https://goo.gl/yHxRY6

Talk Tips : Common Mistake - Tension

- Audience is on your side
  - They want you to succeed
  - Look at them during talk
- Butterflies are normal and good
- Plan, prune and practice so you can relax
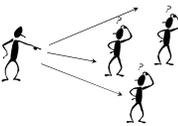- Messages
  - Focus on audience not you

http://www.avinuty.ac.in/engineering_newsletter/june2012_nov2012/images/celebrate_the_times_sm_wm[1].gif

http://hr.info.yorku.ca/files/2014/01/orientation.jpg

Talk Tips: Slides (1 of 3)

- Informs audience and focuses you
- *Use* slides
  - Support messages, say why there
- Not "busy"
  - • Size
- Don't write what you will say
- Transitions
  - Physical movement of slides
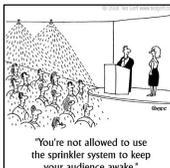 - Know what you will say

Talk Tips: Slides (2 of 3)

- Charts not tables
  - Complex figures are ok, but explain
  - Spend time
  - Describe axes, then trendlines, then results
  - Point to spots
- Tell them what to get from the figure!

http://i9.picdn.net/shutterstock/videos/9389132/thumb/1.jpg

Talk Tips: Slides (3 of 3)

- Good
  - terse
  - phrases
  - bullets
  - highlight key points
  - graphs
  - pictures

- Bad
  - verbose
  - compound sentences
  - paragraphs
  - unlabeled graphs
  - tables of numbers

- Revise, revise, revise!

"You're not allowed to use the sprinkler system to keep your audience awake."

Talk Tips: Common Mistake - Timing

- Set pace for audience not you
- First few minutes
  - Why should they listen?
  - Why should they believe you?
- Finish
  - Impress main messages
  - Don't gasp or get tossed off stage
- *Practice*, *practice*, *practice*

http://fcprprofessor.com/wp-content/uploads/2015/10/Timing.jpg

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Details – Peer-Critique

- Oral - open-faced "sandwich"
  - Something you liked
  - Question (optional)
  - Suggestion for improvement
- Written
  - Content: Excellent, Good, Needs Improvement
  - Delivery: Excellent, Good, Needs Improvement
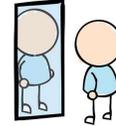 - Did well?
  - Can improve?

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Details – Reflection (1 of 2)

- Think about your talk preparation
- Read comments from peers
- Reflect on what happened during delivery

- "How did I prepare?"
- "What went well?"
- "What did not go well?"
- "What can I do differently next time?"

Details – Reflection (2 of 2)

- Written – due within 3 days after presentation!
  - Gather thoughts while fresh
- Short – about one page
  - Can organize with questions from previous slide
- Use insights gained to inform planning of subsequent presentations!

http://www.seobook.com/images/writingguy.jpg

Grading

- Presentation   80%
- Peer-reviews   10%
- Self-reflection   10%