

How to Give Talks

Katharina Vollmayr-Lee
Bucknell University

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Mini-Project Talks (March 5): 3 min/person

Talks on Your Main Projects 8 min/person

Fr, March 21, 3-4pm: ???????

March 24: ?????

Please feel free to ask for help!

Goal:

convey ideas and concepts

→ be clear

→ get your audience interested

Preparation:

- ▶ know subject (main project: model & background)
- ▶ slides (see more below)
- ▶ demo (only if possible)
- ▶ write a script for what you will say
- ▶ practice (aloud, alone & for friend, time yourself)

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Oral Presentation:

- ▶ volume
- ▶ right pace
- ▶ conversational style (do not just read, but use scientific jargon
→ difficult → practice)
- ▶ vary intonation, stresses and pacing

Non-Verbal (Body):

- ▶ use pointer
- ▶ eye contact
- ▶ facial expressions, gestures
- ▶ posture, breathing

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Slides:

- ▶ tool of your choice (e.g. google slides, power point, Latex)
- ▶ main point?
- ▶ audience?
- ▶ large enough font
- ▶ use colors meaningful (e.g. no distracting background)
- ▶ content for
 - ▶ mini-project I: variation of your choice (more info later)
 - ▶ main project talks: outline, intro & background, model, (simulation methods), summary
- ▶ repeat main points
- ▶ clear transitions (**coherent thread**)