

Presentation Skills & Tips

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HELLAS

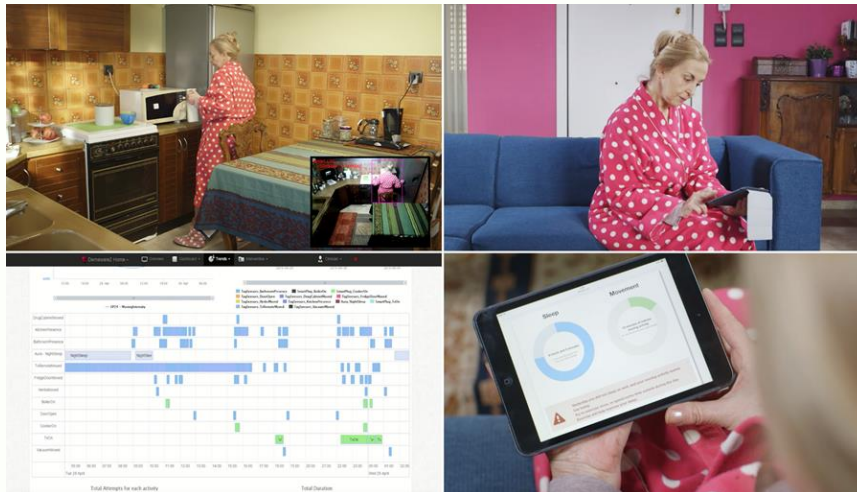


**Information
Technologies
Institute**

Online Event
Monday 21 December 2020

About Me

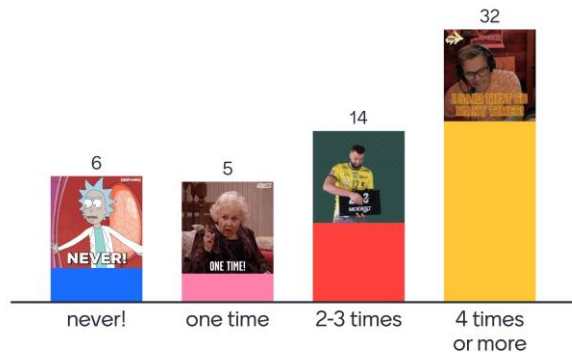
- Technology at CERTH-ITI
 - Internet of Things (IoT) and Semantic Web
 - eHealth applications in Alzheimer's, MS etc.
- Physical & Mental Health at Buddha Libre Yoga Studio
- Combined applications in Greece and EU



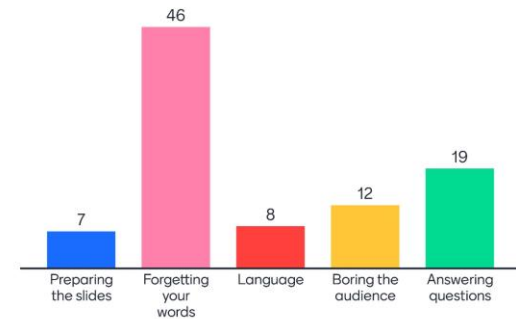
About You!

- Go to menti.com
- enter the voting code **81 45 16 5**

How many times have you presented?



What is your greatest fear about presentations?



Why Prepare a Presentation

- A well-structured presentation keeps you organized
 - Helps stress/forgetting things
- A visually effective presentation helps with audience
 - Attention
 - Understanding
- Can add more value to your work
- May be the only way to show your work



A Solution: A Reliable Outline - Structure

Divide & Conquer

- Don't go slide by slide
- Start with an Outline
- like a scientific paper or essay
- less creativity but reliable
- Even followed in this presentation!



Example Outline

- Who?
 - You and your Team
- Why?
 - Introduction to the Problem / Area / Topic or Motivation
 - Related work in the area / Competition
- What?
 - Overview of the Solution / Idea / Pitch
- How?
 - Method followed by the solution / Architecture / Blueprint
 - Implementation – How
- What came out of it?
 - Results – Evaluation – Statistics – Added Value
 - Conclusion and Take Away Message
 - Next Steps and Future work

The Visuals

What is wrong with the following slide?

The mission and the vision of the RADAR-AD Project



In this project, we aim to investigate how mobile technologies can improve our understanding of Alzheimer's Disease. For example, these techniques might help to detect AD earlier in people with cognitive decline. Mobile technology also allows for a more personalized approach to AD treatment and care, so that people with this disease can live independently for longer. In addition, we also aim to identify "digital biomarkers" (electronic signals that give information about a person's health status) for AD. This creates new perspectives for the development of treatments against this progressive and debilitating condition.

The RADAR-AD Project

<https://www.radar-ad.org/>



Mission and Vision

- Mobile technologies to provide “digital biomarkers” for AD
 - improve our understanding of AD
 - detect AD earlier
 - personalized approach to AD treatment and care
- People with AD can live independently for longer

The Solution: (again) some guidelines

DOs

- Use proper software
 - MS Office, Google Slides, Prezi (can be tricky!)
- Use a clean and simple template
 - Simple fonts
 - Simple and few colors
 - Maybe the simplest template on your software with a theme change
 - <https://colors.co/>, <https://www.behance.net/>
- Use high quality pictures / graphs / charts
 - Beware of copyrights/watermarks
 - Search google images “free to use” or unsplash.com
- Align objects correctly – Use/Reapply fixed layouts
- Spell-check for typos/grammar/syntax



More guidelines

- DONTs
 - Heavy graphics and colors
 - Transitions and animations if not necessary
 - Large sentences
 - Avoid full syntax (articles etc.)
 - Don't integrate full text
 - Except for a few quotes maybe
 - Don't forget your references and clickable links



Text Examples

- *This font is hard to read*
- **Size** changes only according to the template
- **COLOR CHANGE LIKEWISE**

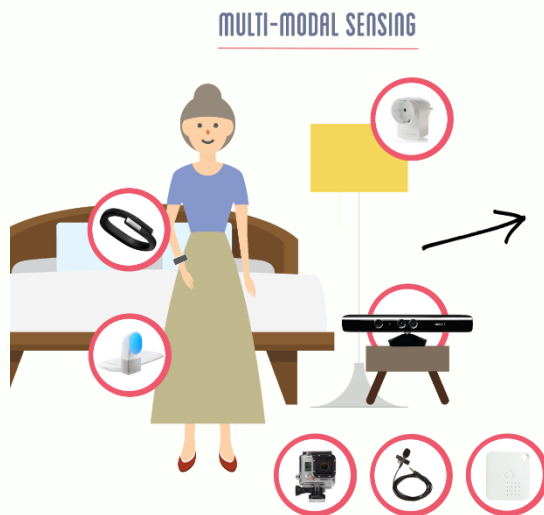


- Clear font choice
 - Color and size change with indentation
 - Templates rule!



Use of Image or Graph

- In a way that fits and helps understanding
 - Add arrows
- Text always readable



Use of Video

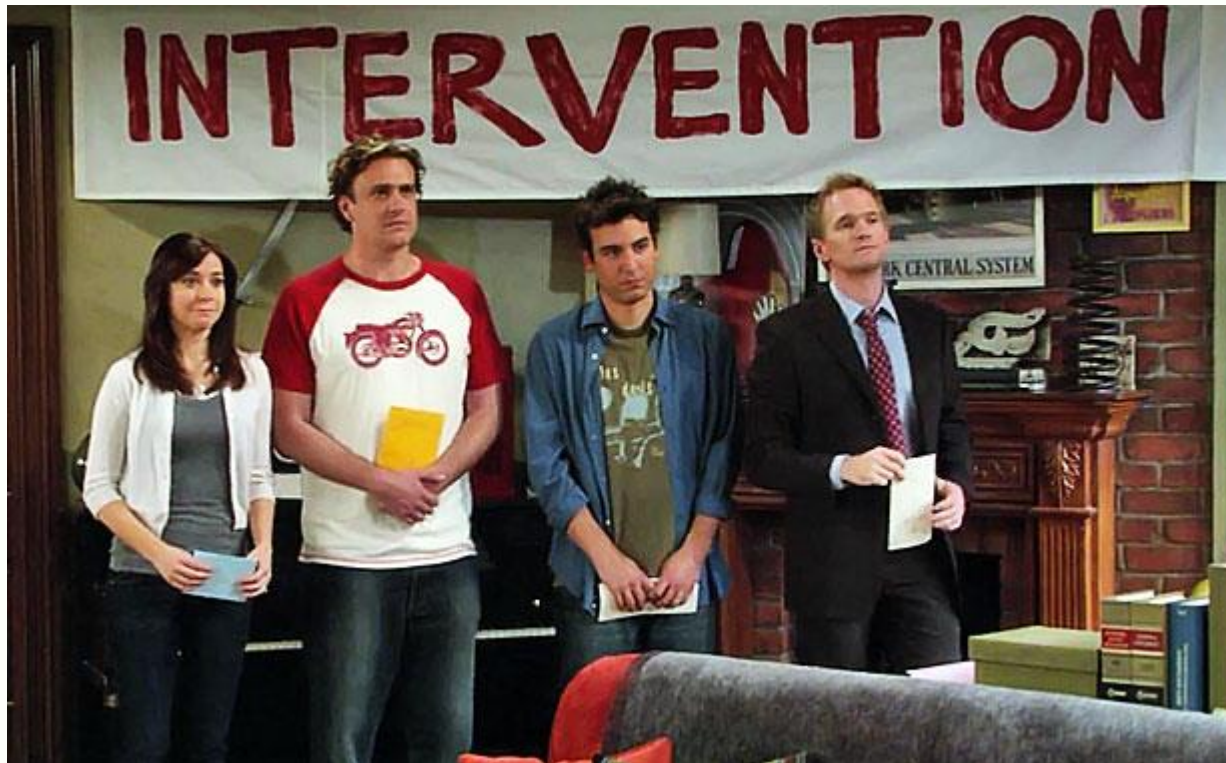
In the slide or outside the slide

Tip: mute the video and describe it yourself for engagement

<https://www.youtube.com/watch?v=0JNlaM6BpMA>

Jokes and Humor allowed

- With moderation - Can explain even serious/scientific concepts
- E.g., Intervention = psychological/behavioral changes, exercises etc.



Time to Present

- Before your presentation
 - Rehearse
 - But not over-rehearse!
 - Should sound natural
 - Time yourself
 - Should always be below limit
 - A guideline is 1' / slide
 - More than that means less slides
 - Get some honest feedback
 - Even from yourself



During Presentation

- Try to relax and have fun
 - “conditioning”-experience will bring more comfort
- Never (fully) read slides
- Speak and articulate clearly
- Spend maximum 1’ per slide
- Few jokes are allowed!



Take Away

- The presentation is 90% of the work
- Easy to get carried away but ...
- Thankfully there are guidelines/templates to address
 - Start with the Outline – Structure
 - Visual choices - Templates
- 1' per slide rule
 - When preparing and presenting
- Use clear visuals (only) when they help attention or understanding
- Rehearse for time but not over-rehearse words
- Be more creative with structure/timing/visuals with experience

Good Luck!

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