

Introduction for Creating an Effective 15 Minute Presentation

- Background

- A detailed study of a 6 – 10 page research paper : requires 2 – 3 hours

- The Presentation

- A 15 minute presentation of this paper: requires careful preparation
- This leaves 5 minutes for questions

Consider Your Audience

- ~ 10% really interested: will listen closely
- ~ 25% familiar with the subject: may be attentive
- ~ 35% have a general interest: need to keep their attention
- ~ 30% little interest: entice them to listen

Purpose of the Presentation

- 1) To briefly cover the paper's major points in 15 minutes leaving 5 minutes for questions:
 - a) Purpose
 - b) Experiment or Analysis
 - c) Results
 - d) Discussion & Conclusions
- 2) Encourage audience to actually read the paper
- 3) NOT to present every last detail in the paper! That is NOT possible in 15 minutes!
- 4) This leaves 5 minutes for questions which is one of the major advantages of a Conference presentation

Power-Point Slides for a 15 Minute Conference Presentation

- Title
- **10 – 12 Power Point Slides Maximum**
 - Allows 1.5 – 1.25 minutes per slide
 - Limit each slide to only the essential information
 - Maximum 12 lines of written material on each slide in addition to the slide's title
 - Large font on Figure labels
 - DO NOT overload slide with information
 - KISS : Keep It Simple, Scientist!