



# Research Projects: Literature Reviews, Posters & Presentations

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# The obvious:

- **Look respectable:**
  - Dress as is if it were a job interview.
  - Don't chew gum
- **Courtesies to other speakers:**
  - Be on time
  - Pay attention
  - Come up with a question for each speaker

# Who is in your audience?

- **Who are they?**
  - Not everyone is an expert!
  - Don't underestimate
  - Google important people
- **How big is your room?**
- **What do you want them to do with your information?**
  - Learn + Entertained + Informed
- **What do they need to know?**
- **How will you relate it to them?**
- **How long do you have?**

# Slide 1:

- Your **name**
- Your **affiliation**
- The **title of your talk**
- Look like a boss: **date of presentation**
- Image/ graph that encompasses what you are going to talk about

# Structure

- Problem/hypothesis
- Introduction, Aims & Objectives
- Method
- Results
- Discussion
- Conclusion
- Acknowledgements
- Questions

# PowerPoint

- Prezzi looks jazzy but always messes up
- Same background
- No more than **2 fonts**
- Take USB stick in case
- **Embed videos** and store on USB
- Use photos rather than cartoons
- Referencing
- Estimate 1 slide/ minute

# Try to use no words:

- Pictures are better
- Recreate ones from internet/ text books
- Concise/ brief statements
- Animations & labelled diagrams
- Test on actual projector system
  - Resolution
  - Colour scheme
  - Edges of slides

# Making images/ diagrams

- Use **large letters** (no fonts smaller than 16 pts!!)
  - To see how your graphics will appear to the audience, printed slide on the floor - can you read it standing up?
- Try **illustrator**
- Ask your friends for advice
- Very simple equations.
- People are used to studying equations, not seeing them flashed on the screen for 2 minutes



# Speaking!

- Visualising & deep breathing
- Practise! Practise! Practise!
- Louder, clearer, with more enunciation
- Stand up straight!
- Move around the room
- Change your facial expressions and make gestures
- Identify the audience
- Choose the right pace and tone, pause

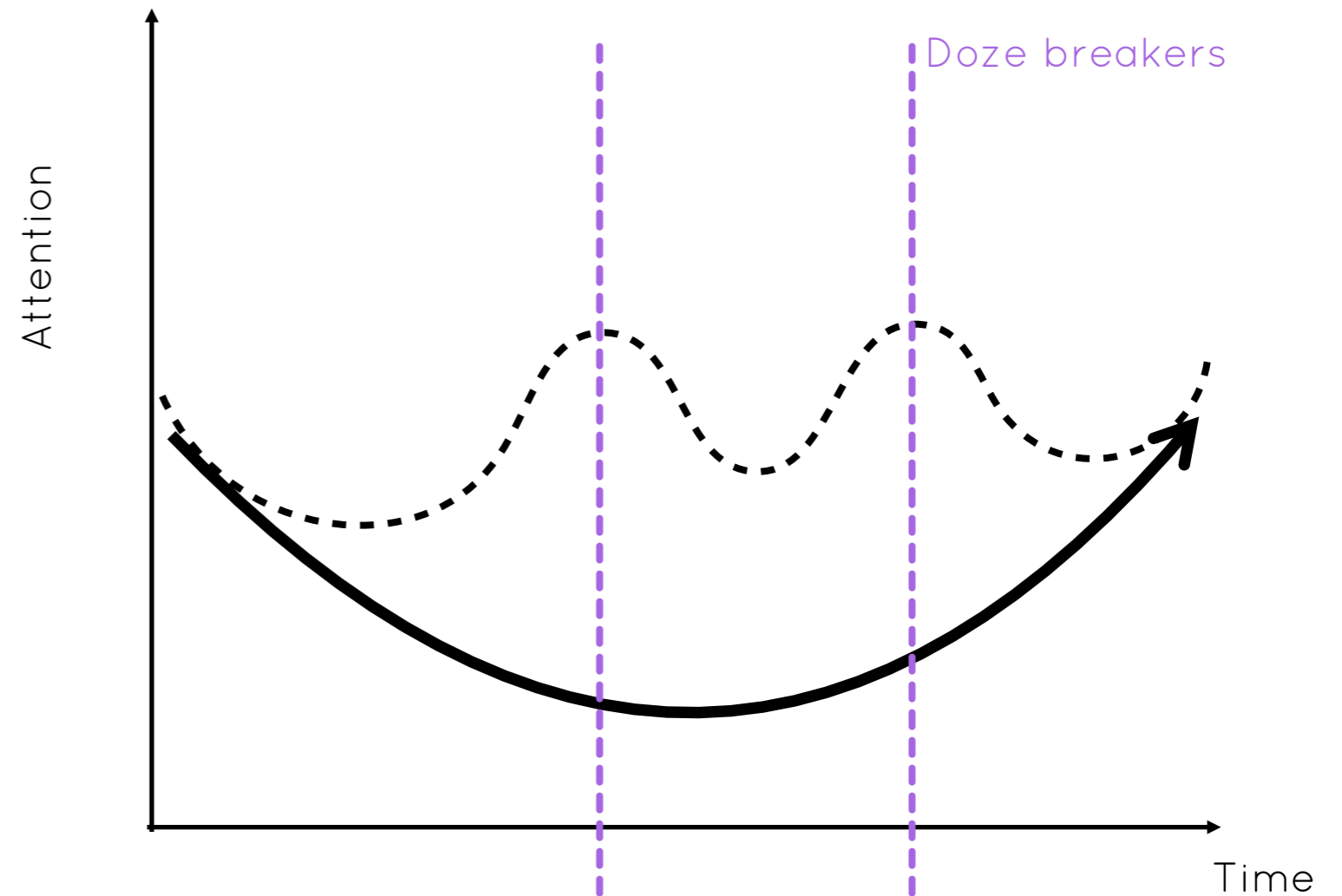
# Everyone gets nervous.

- Avoid making distracting sounds.
  - Avoid "Ummm" or "Ahhh"
  - Hands in your pockets? Take keys and money out
  - No 'like' or 'so...'
- Talk to the audience (not to the screen)
- Don't start talking right away when you transition to your next slide.
- Let your slide do the talking for you

# Delivery

- Do not read your **slide titles**
- Do not read your **slides**
- Try to flow:
  - Know what slide is coming up next, and be talking about it while the slide is changing
- Minimal words = memory cues
- Take home message per slide/ finding
- Jargon is **OKAY** if explained

# Audience Attention Span



## Doze Breakers:

- Invite (or pose your own) questions
- Get audience thinking
- Change your position / tone / style
- Provide signposting throughout the talk

# Delivery

- Link back to your hypothesis Write a conclusion/summary
- Show the best graph / result
- Future work
- Take home message
- Acknowledgements

# Questions

- Tell you what part of your talk the audience did not understand
- Help you focus your research or help you in writing up.
- Tricky Questions
  - Repeat the question.