Tips for Scientific Presentations

*Modified from original prepared by J. Finkelstein, MD*

1. **Posters**
	* Need to “grab” innocent passerby
	* Banner title, logo if possible
	* Lots of visuals (colors, a few big featuers)
	* Bullets, not prose
	* 4 or 5 Data Panels only
	* Have separate summary & conclusion panels
2. **PowerPoint Presentation (here, for 10-minute presentations)**
	* 10 to 14 slides
		+ 1 Title
		+ 1 or 2 Background
		+ 1 Aims
		+ 2 Methods
		+ 4 or 5 Data
		+ 1 Summary
		+ 1 Conclusions
	* Clean Font (e.g., Arial), Clean Style (e.g., bright colors, no fancy stuff)
	* 3 or 4 bullets (8 lines of text) per slide
	* Read every word in order
	* Read every number in tables
	* Keep figures simple
		+ No 3-D
		+ Take time to orient to figures (axes, colors, etc.)
		+ One point per figure
3. **Style**
	* Write it out
	* Check out the room the day before
	* No laser pointers
	* Check your microphone
	* Invite friends
	* Don’t cut it close (e.g., for a 10-minute presentation, aim for 9 minutes)
	* Don’t apologize
	* Anticipate questions & prepare your answers
	* Don’t be defensive. Rather, take the high road.
	* Practice, Practice, Practice