

Final Presentation

Preparation

- ◆ Discuss with supervisor
- ◆ Prepare 20 minutes seminar
 - Divide time equally among members
 - There will be additional times for individual interviews
- ◆ Use PowerPoint + possible Demo
- ◆ Show draft to supervisor
- ◆ Rehearse seminar

Organization of Presentation

- ◆ Title, Names, Supervisor
- ◆ Objectives of project
- ◆ Brief background on subject
- ◆ Discussion of your project
 - Design & implementation
 - Emphasize major features of system
 - Demo or testing using snapshots
- ◆ Conclusion - achievements, limitations, future work

Hints for Slides

- ◆ Text must be clear
 - Title (42 pt), 1st level (32), 2nd (28), 3rd (24)
- ◆ Display headings and short sentences
- ◆ Use sketches, diagrams, images
- ◆ Use dark text/light background
- ◆ Avoid extensive cartoons and music
- ◆ Avoid using detailed equations, software code

Hints for Giving Presentation

- ◆ Avoid reading out an essay
- ◆ Vary tone of your voice
- ◆ Avoid speaking too quickly
- ◆ Maintain eye contact
- ◆ Be mobile
 - but not too much and not too quickly
- ◆ Avoid distracting audience
- ◆ Be confident, enthusiastic, and friendly