Class Presentations

… or “How to give a bad talk”

Class Presentations

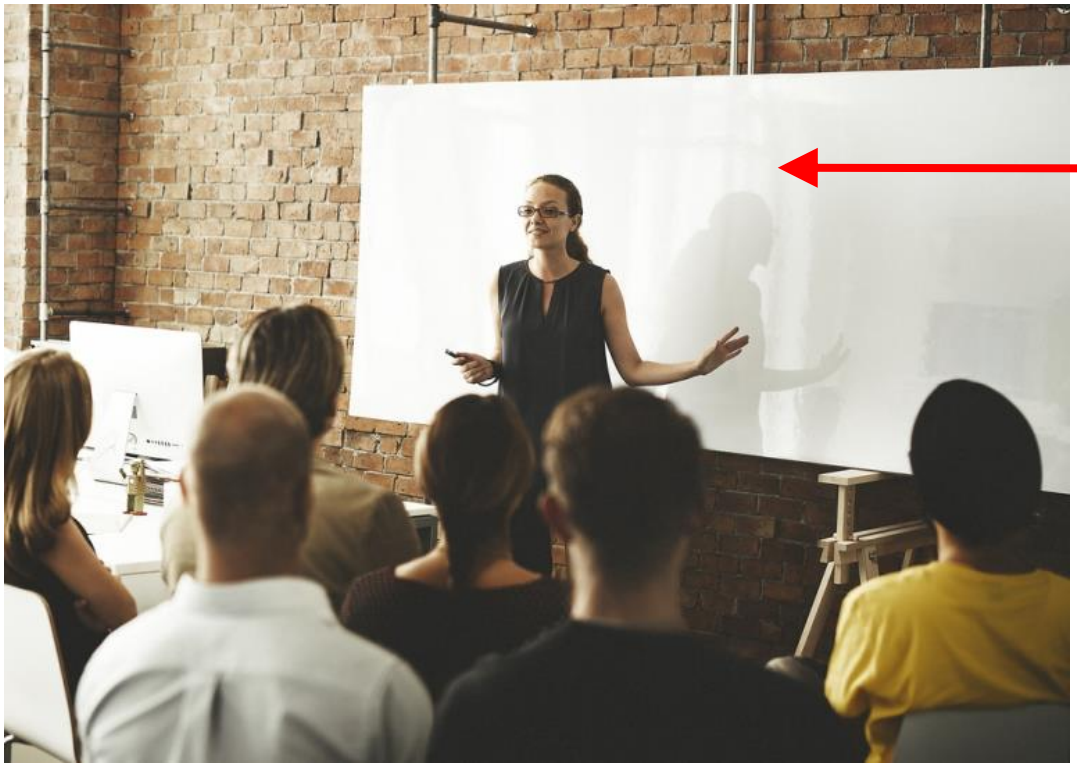
- Don't get too stressed out about presenting!
  - The objective of this course is for everyone to develop a better understanding of these topics
  - Some topics can be hard to digest, and different people will pick up on different things, so it helps to discuss them with a diverse group

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Class Presentations

- Use all available resources
  - Feel free to work with other presentations that you might find
  - BUT, do not rely on other people's work
    - Enhance with your own thoughts and ideas
    - Make sure you understand everything on all of your slides

Public speaking is critical to your career



I want this to be you!

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I don’t want this to be your audience!



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I don't want this to be your audience!



To keep them engaged, you need a story!

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How to Tell Your Story

Transitions between main points

Repetition of main ideas

Good aesthetics

Resonate with the audience

Consumable amount of content

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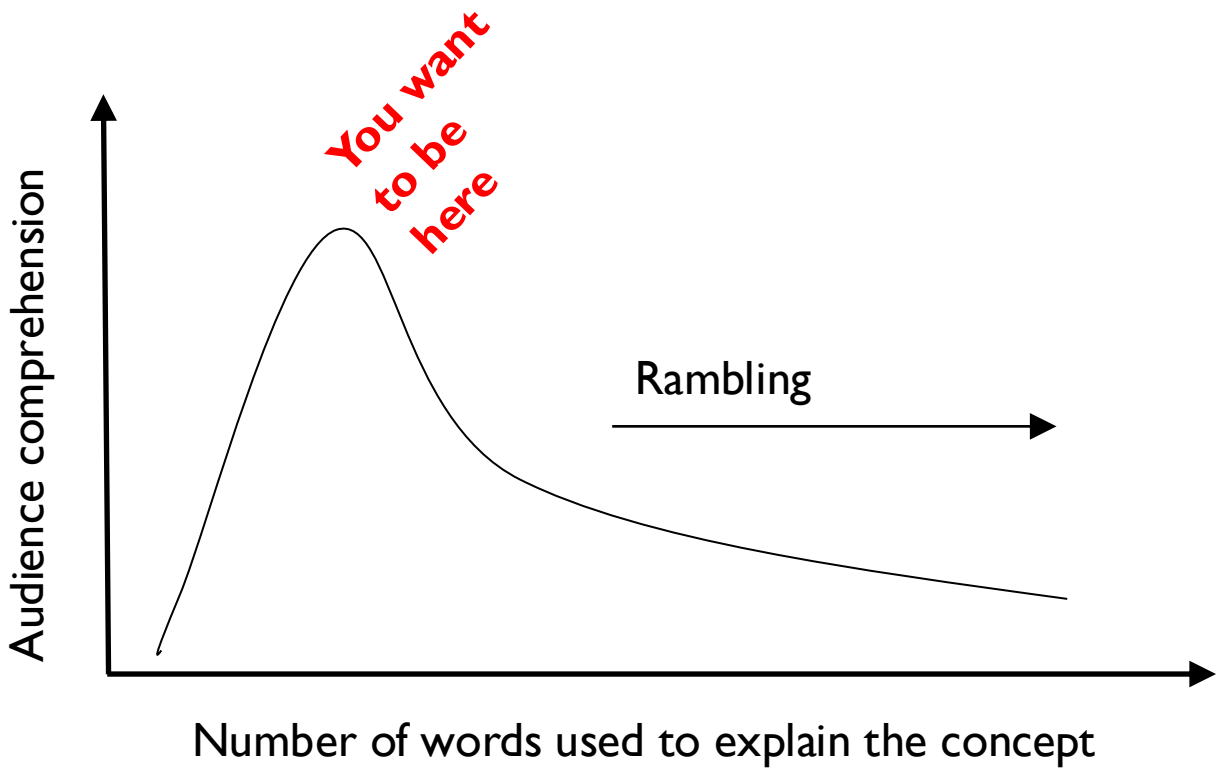
Consumable amount of content

"the speaker was too hard to follow"

"I wasn't sure how anything the speaker said related to anything else"

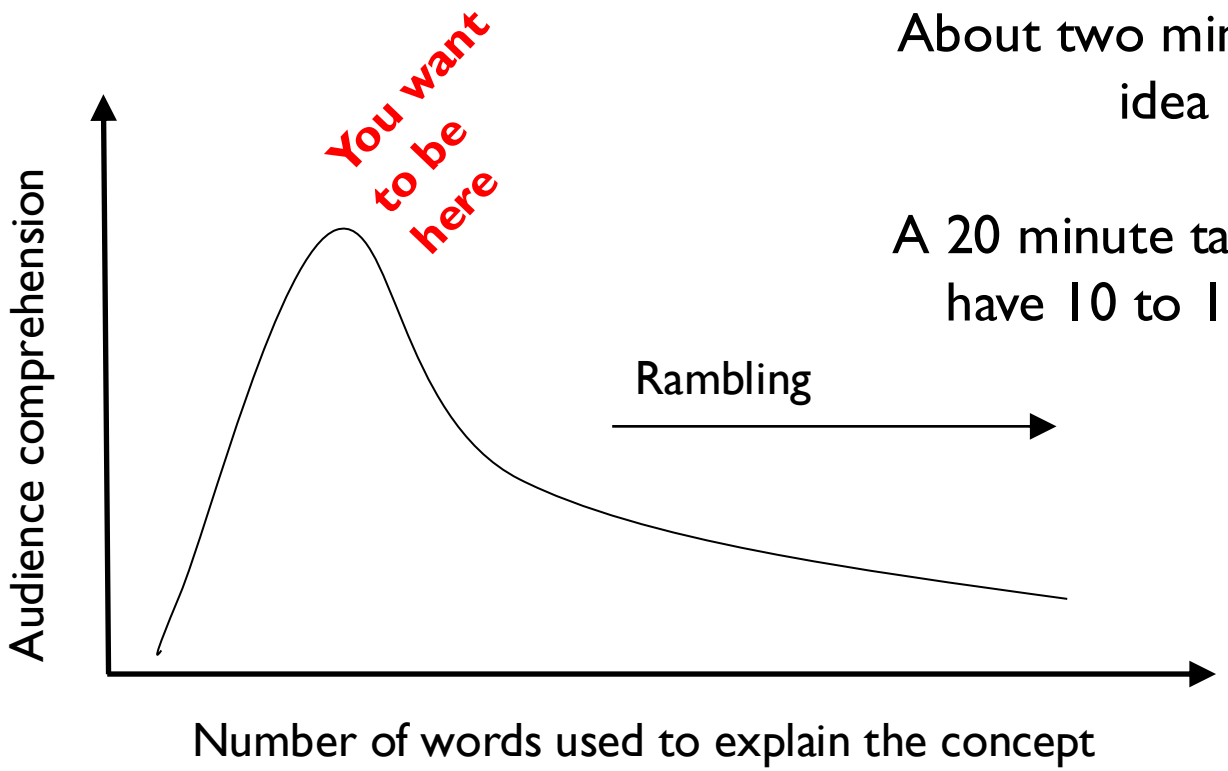
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Know Your Audience



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Know Your Audience



About two minutes per idea

A 20 minute talk should have 10 to 15 ideas

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What to Say and How to Say It

- Presentation styles
  - Read from notes
  - Speak from memory
  - Impromptu speaking
  - Extemporaneous speaking

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What to Say and How to Say It

- Presentation styles
  - Read from notes
  - Speak from memory
  - Impromptu speaking
  - Extemporaneous speaking
- Novice speakers tend to memorize or read notes
  - hard to memorize a long talk
  - the audience notices prolonged reading
  - if you lose your place, can lead to awkward pauses or worse

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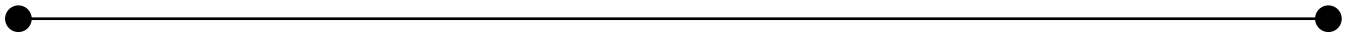
Can you hear me now?

- Volume
  - Speak loud enough so the furthest audience member can hear you
  - Should not speak so loudly that the audience is annoyed
  - Maintain volume level throughout your talk
  - Vary to emphasize certain points
- Tone
  - How do you actually sound to your audience?
    Ex: Do you care about your project? Professional? Too excited?

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Am I talking too fast?

Stay between these endpoints, but vary the pace for emphasis



Too slow. Audience becomes bored

Too fast. Audience cannot absorb content.

Novices tend to speak too fast due to anxiety

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Project Confidence!

- Good posture
  - Face the audience, shoulders back, hands out of pockets, and **smile**
- Eye Contact
  - Talk to the audience, and with the entire audience
  - Make eye contact for most of your presentation
- Gestures
  - Emphasize specific points
- Movement
  - Move around to help maintain audience interest

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Tips for Aesthetics

- Minimize the amount of content on each slide
  - Set font size to at least 18 points for text
  - Use at most three main bullets
  - List short phrases (start with verb)
- Give dominance to visual content, remove most text and speak it
- Refrain from extensive mathematical equations without support of good structure and definitions

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How to give a bad presentation …

(adapted from David Patterson's "How to give a bad talk")

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How to Give a Bad Talk

I. Never be prepared
   - Why waste research time preparing slides?
   - There are billions of people in the world. Who cares what 20 people think?

   - Caveat: Use someone else's slides
     - Your audience will never know!

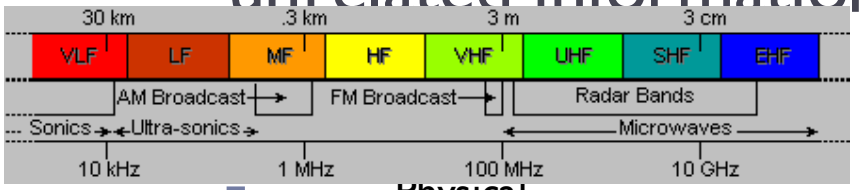
   - Caveat: Let AI make your slides
     - No one can tell the difference!

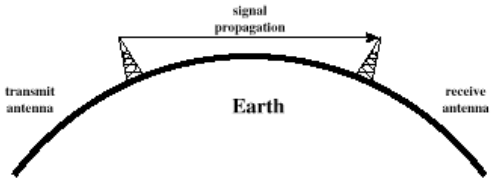
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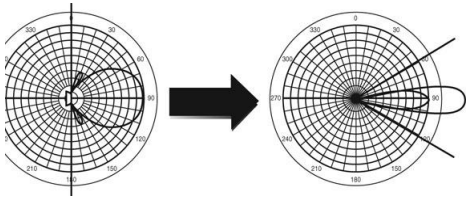
How to Give a Bad Talk

II. Never waste space

- No one likes white space
- Fill in any extra space you may have on a slide with unrelated information

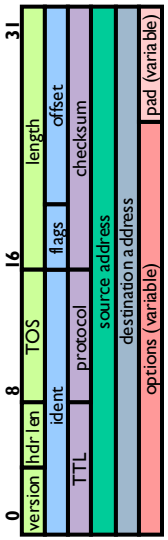


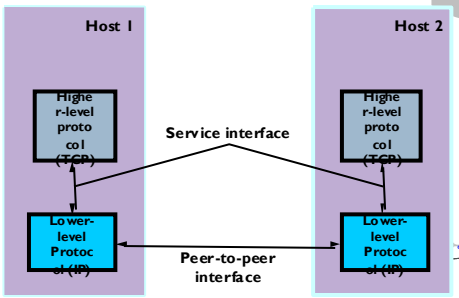


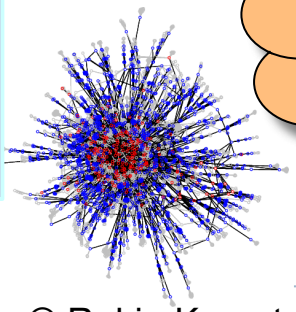


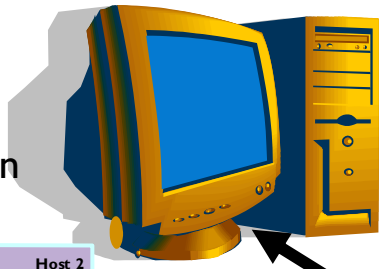
- Physical
- Data Link
- Network
- Transport
- Session
- Presentation
- Application

- How to transmit bits
- How to transmit frames
- How to route packets
- How to send packets
- How to group data
- How to format data
- Everything else!

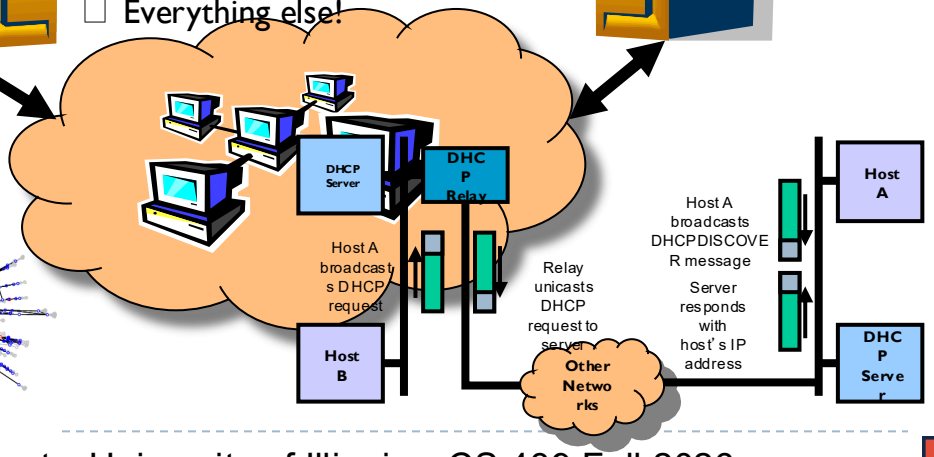












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How to Give a Bad Talk

III. Animate everything

- Have each bullet appear on a click
  - You need the suspense!
  - If they know the point before you make it
    - May think they could have figured it out themselves
- Caveat: Use annoying animations



PowerPoint is cool

Use it to its full potential!



- Caveat: Blind and nauseate your audience with a laser pointer

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How to Give a Bad Talk

IV. Take as much time as you want

- Read every word on your slides
- Use lots of text
  - The audience can just read your slides
- Always use complete sentences, never just key words
  - Sentence fragments make you look illiterate
- Caveat: Avoid moving content to "backup slides"
  - You probably won't get a chance to show them

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How to Give a Bad Talk

V. Use tiny fonts

- Be humble -- use a small font
- More stuff fits on your slides
- Important people sit in front
- Who cares about the riff-raff?

- Caveat:
- Only use one font size
- Different font sizes are unfair
- Every point deserves the same emphasis
- Your audience should be able to figure out what is important on their own

- Caveat:
- Never use sub-bullets
- Sub-bullets are unfair
- Every point deserves the same emphasis
- Your audience should be able to figure out what is important on their own

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How to Give a Bad Talk

VI. Never use color

- Flagrant use of color indicates uncareful research
- It's also unfair to emphasize some words over others

Caveat: Make up your own crazy color scheme

- Make every word a different color
- Use colors that can't be seen on the screen





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How to Give a Bad Talk

VII. Never use illustrations

- Confucius says "A picture = 10K words,"
- Dijkstra says "Pictures are a crutch for weak minds."
- If you must use illustrations, don't explain them.



- Caveat: Never draw on your slides
  - Slides are a work of art, do not deface them!

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How to Give a Bad Talk

VIII. Never check your work

- Ignores speling and grammmars
- Who needs a spellchecker
  - AI never make mistakes
- *Use illegible fonts*
  - *They look pretty and no one can tell that you made a mistake*

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How to Give a Bad Talk

IX. Never make eye contact

- You should avert eyes to show respect
- Blocking screen can also add mystery
- You should read from your computer
- You should turn your back on the audience

- Caveat: Always point to your computer
  - Everyone knows what you are pointing at

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How to Give a Bad Talk

X. Never skip slides in a long talk

- You prepared the slides; people came for your whole talk; so just talk faster
- Skip summary and conclusions if necessary

- Caveat: Never plan for Q&A
  - Don't repeat questions
  - Start talking quickly
  - Don't cut discussion short
  - When in doubt, bluff
  - Universal answer
    - Dismiss question as irrelevant/naïve

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How to Give a Bad Talk

XI. Never speak clearly nor loudly

- Important people sit in front
- Let the people in the back read the slides
- Don't use a microphone

- Caveat: Never distract your audience
  - Stand completely still
  - Keep voice level
  - Do not ask rhetorical questions
  - Do not use humor

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How to Give a Bad Talk

XII. Never practice!

- Why waste time practicing a talk?
- It could take several hours out of your semester
- How can you appear spontaneous if you practice?
- If you do practice, argue with any suggestions you get and make sure your talk is longer than the time you have to present it

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How to Give a Presentation: Structure

Bad Talk

- Launch into the material without stating goals or purpose
- End abruptly after your last point
- Throughout, keep your audience clueless about what you are doing and why

Good Talk

- Give your talk a beginning, a middle, and an end
- Summarize scope and goals
- Main concepts and conclusions
- Summarize points you would like to see the audience go away with
- Provide pointers to additional information

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How to Give a Presentation: Scope

Bad Talk

- Attempt to cover far more material than is practical
- End the talk abruptly halfway through your material
- Be really, really speedy to make sure every detail is covered

Good Talk

- Carefully scope what you can cover
- Allocate time for questions and discussion.
- One concept every 2 minutes is a reasonable rule of thumb.
- Motivate the audience to learn more about the topic on their own
  - Rather than attempting to teach them everything in the talk itself

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How to Give a Presentation: Audience

Bad Talk

- Ignore your audience
  - Target the talk to your knowledge, sophistication and interests, and ignore that of the audience
  - Either bore the audience to death, or impress them with a snow job
  - Don't be concerned whether the audience comes away with new knowledge or renewed interest or enthusiasm about anything you have said

Good Talk

- Know your audience
  - How much do they already know about the subject?
  - How much background do they have to understand the subject?
  - From their perspective, what are they likely to find interesting and exciting?
  - How much diversity is there in the audience?
  - Can you provide something of value for both the well-informed and the clueless?

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How to Give a Presentation: Visual Aides

Bad Talk

- Bombard your audience with lots of text on slides, so as to force them to choose between listening to you or reading
- Don't waste your time on pictures and figures

Good Talk

- The written word and the spoken word clash
  - Rely primarily on the spoken word (this is a talk, after all)
- The spoken word and images and pictures reinforce each other
  - Come up with a visual representation of your concepts to work your words around

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