

## **Presentation Guidelines**

We recommend that you also bring with you a copy of the presentation on a data stick or other portable memory device. You will either need to upload your presentation from a data stick to the conference computer, or you can download it from your online email account.

You will not generally be able to plug your own laptop into the conference projection system.

## **Guidelines for Academic Presentations**

The time allocated for a presentation is 15 minutes, with a further 5 minutes allowed for discussion. Think in terms of the following slides:

- A title slide – Name, Title and what the paper is about
- One slide with the hypothesis you want to investigate
- 2 or 3 slides covering your current research plan
- You should not require any more than an absolute maximum of 8 slides – this would mean talking to each slide for only two minutes.
- It is generally distracting to the audience to have too many slides in a short presentation
- Do not put too much text on a slide – you want the audience to listen to you and not to be reading your slides!

## **Guidelines for PhD Presentations**

The PhD sessions will be grouped into 4 or 5 papers. Each presenter is given 10 minutes to present their work.

The session chairs will have read your paper, but the other members of the group will not. You need to keep the number of slides in your presentation to 5. You should cover the following:

1. Title slide – Name, Title and what the paper is about
2. One slide with the research question and any hypothesis you are investigating
3. 2 or 3 slides covering your research plan
4. A concluding slide – a summary of what you have said and your next steps.