

I would like to welcome you to the first ERU lecture given by Dr. Dorothea Dette-Hagenmeyer and prof.dr. Rens van de Schoot. We will be talking about How to prepare and give a good talk on a scientific conference. The lecture is structured as follows. There are two parts. First we discuss preparing a talk. The topics are parts of the talk (intro-example/problem, theory, method, results/solution, discussion, conclusion) & how much/how long. Also, "telling a story" and usage of technical terms. Furthermore, how to use graphs: common mistakes in creating graphs and figures. We then discuss common mistakes in creating slides (font size, color, elements, pictures, number of slides...). Moreover we discuss technical gadgets (pointers, speakers, animations in power point). Also, don't forget the acknowledgements: references, your supervisor's and co-worker's names, supporting institution(s), grant(s). The second part of the lecture is about giving a talk. For example preparing the verbal part (rehearsing, timing) voice/ rate of speech, but also interaction with the audience. Body language/what to do with your hands. Also important is dressing up. But first, we will discuss how to start a presentation and you have to admit that my introduction is terrifying, don't you agree?



ERU

Early Researchers Union

How to prepare and give a good talk on a scientific conference

Dr. Dorothea Dette-Hagenmeyer
&
Prof.dr. Rens van de Schoot

16th European Conference on Developmental Psychology, Lausanne, 2013

**The first 5 seconds
of your presentation
are most important**

!!!!!!!

Overview

(1) Preparing a talk

(2) Giving a talk

(1) Preparing a Talk

- (1) Parts of a Talk
- (2) “Telling a Story”
- (3) Using Technical Terms
- (4) Figures
- (5) Slides
- (6) Acknowledgements

(2) Giving a talk

- (1) timing and rehearsing
- (2) interaction with the audience
- (3) voice/rate of speech
- (4) body language
- (5) dressing up
- (6) technical gadgets

(1) Preparing a talk

Parts of a Talk

- Introduction
- Methods
- Results
- Discussion
- Conclusion

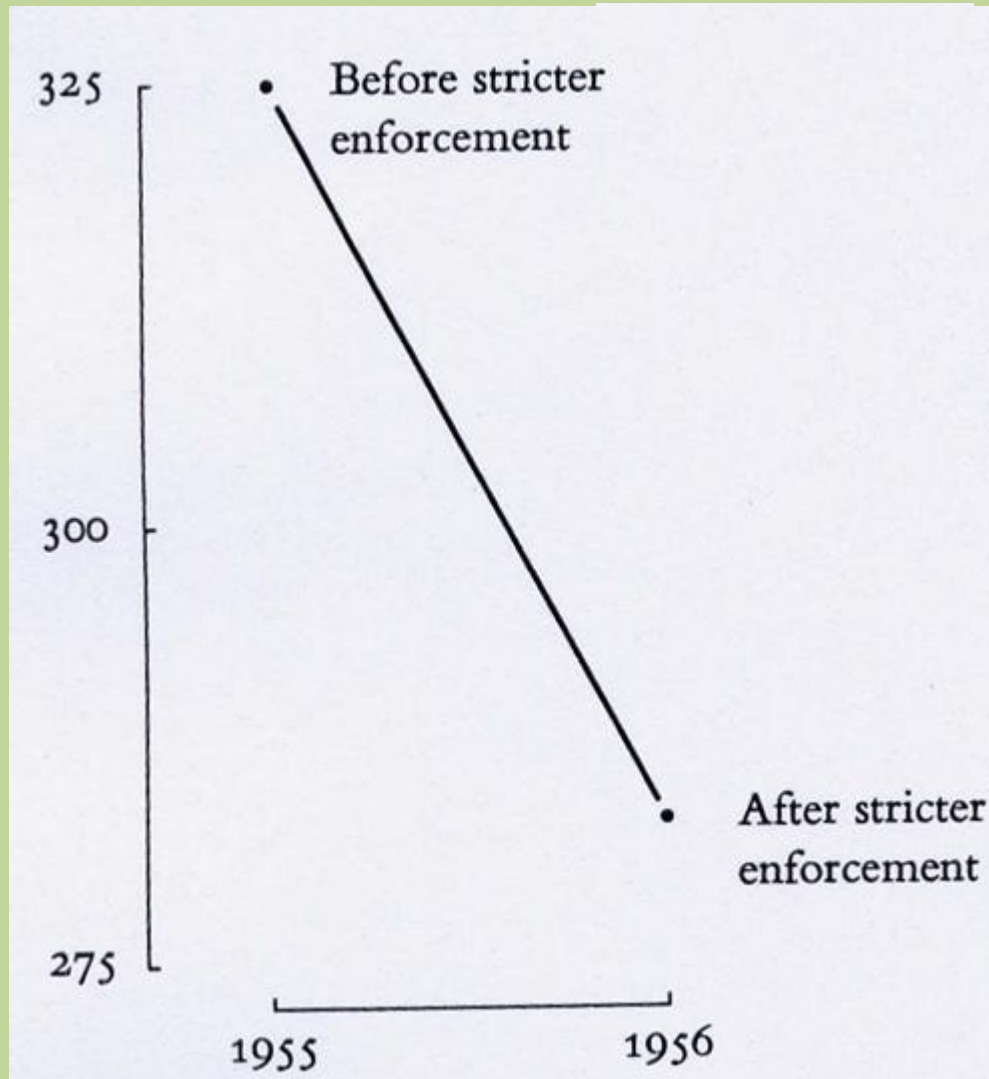
Tell a story!

Use technical terms sparingly

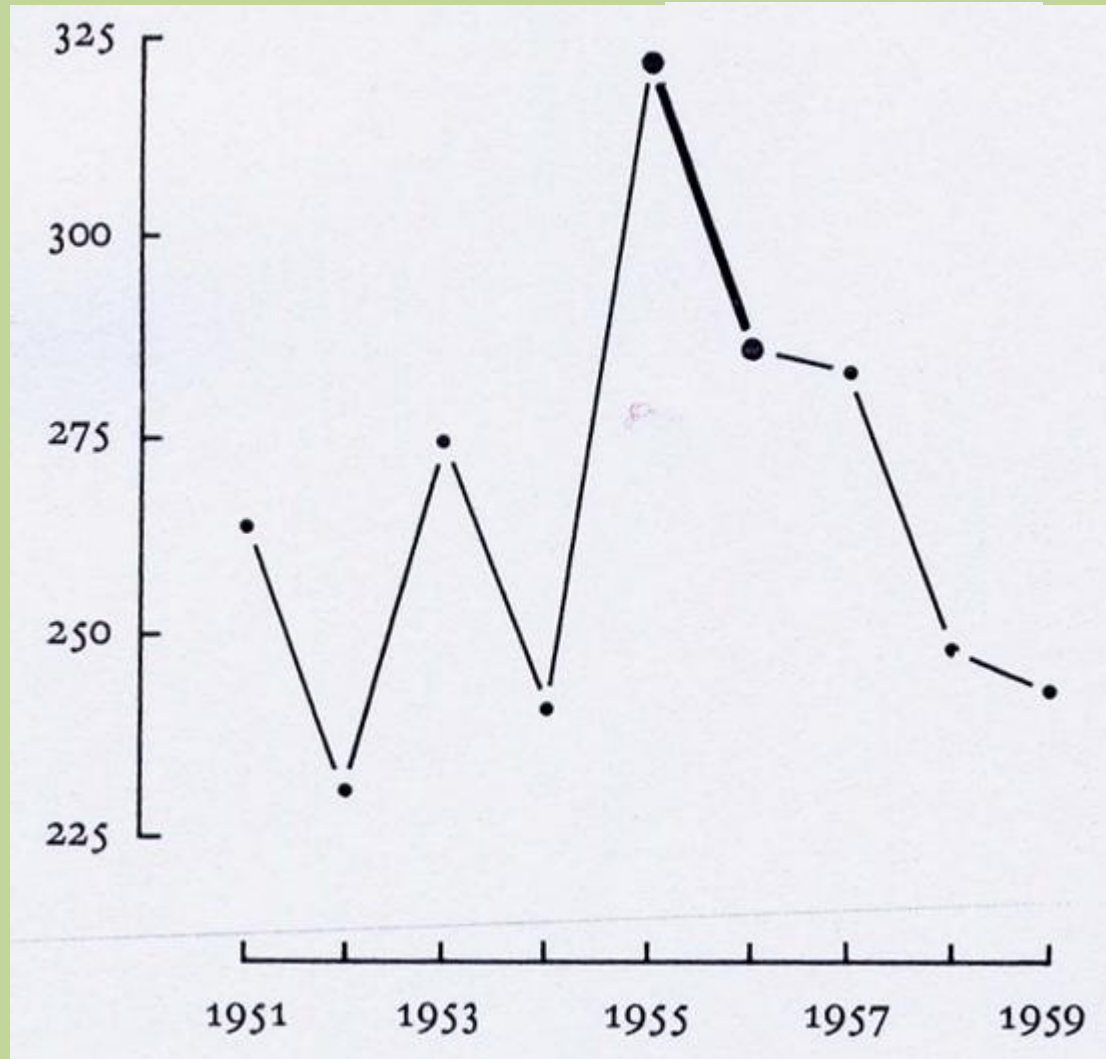
- Reduce to a minimum!
- Define new terms upon first usage
- Avoid abbreviations where possible

Figures

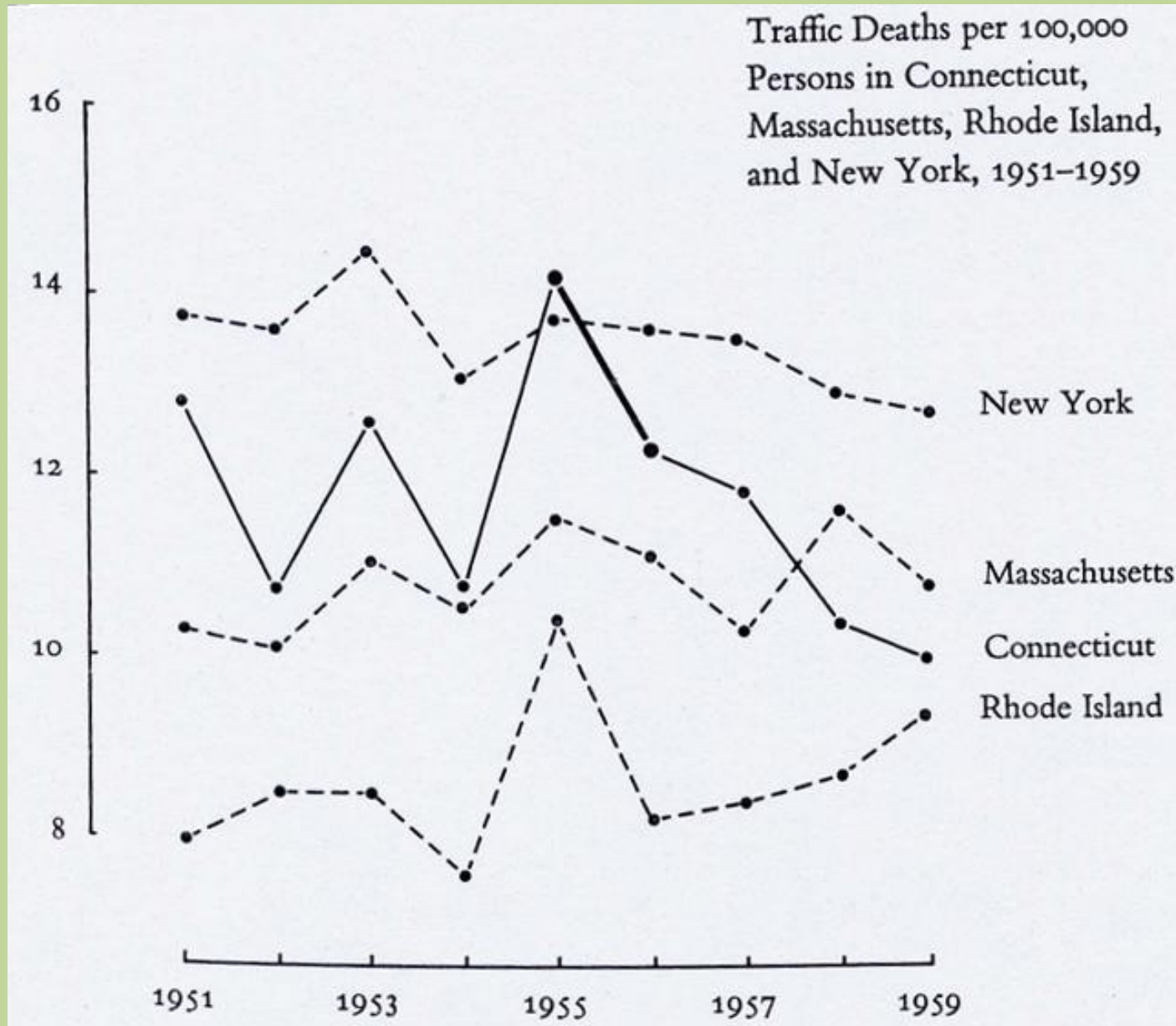
Scale?



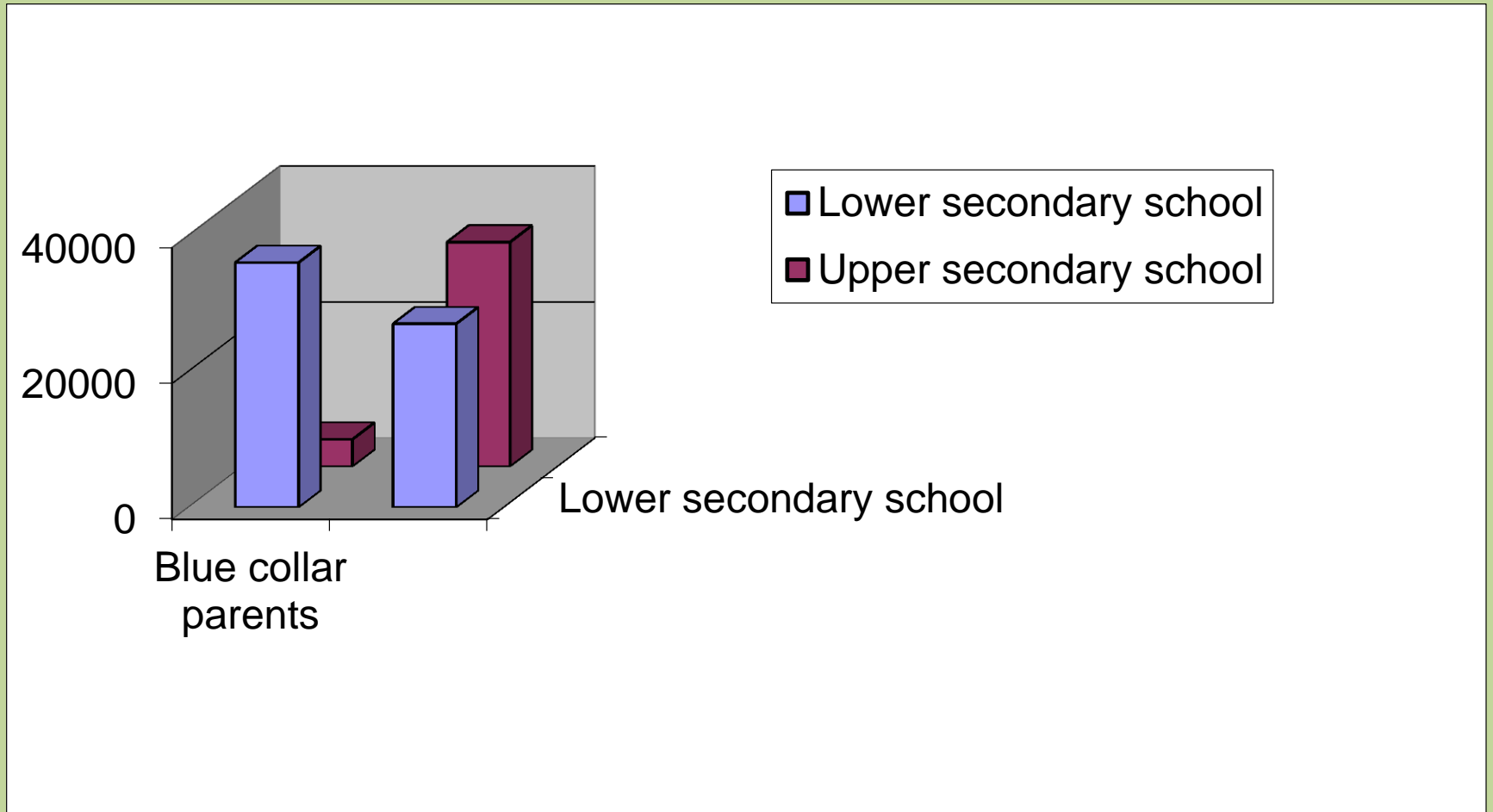
Scale! – Context?



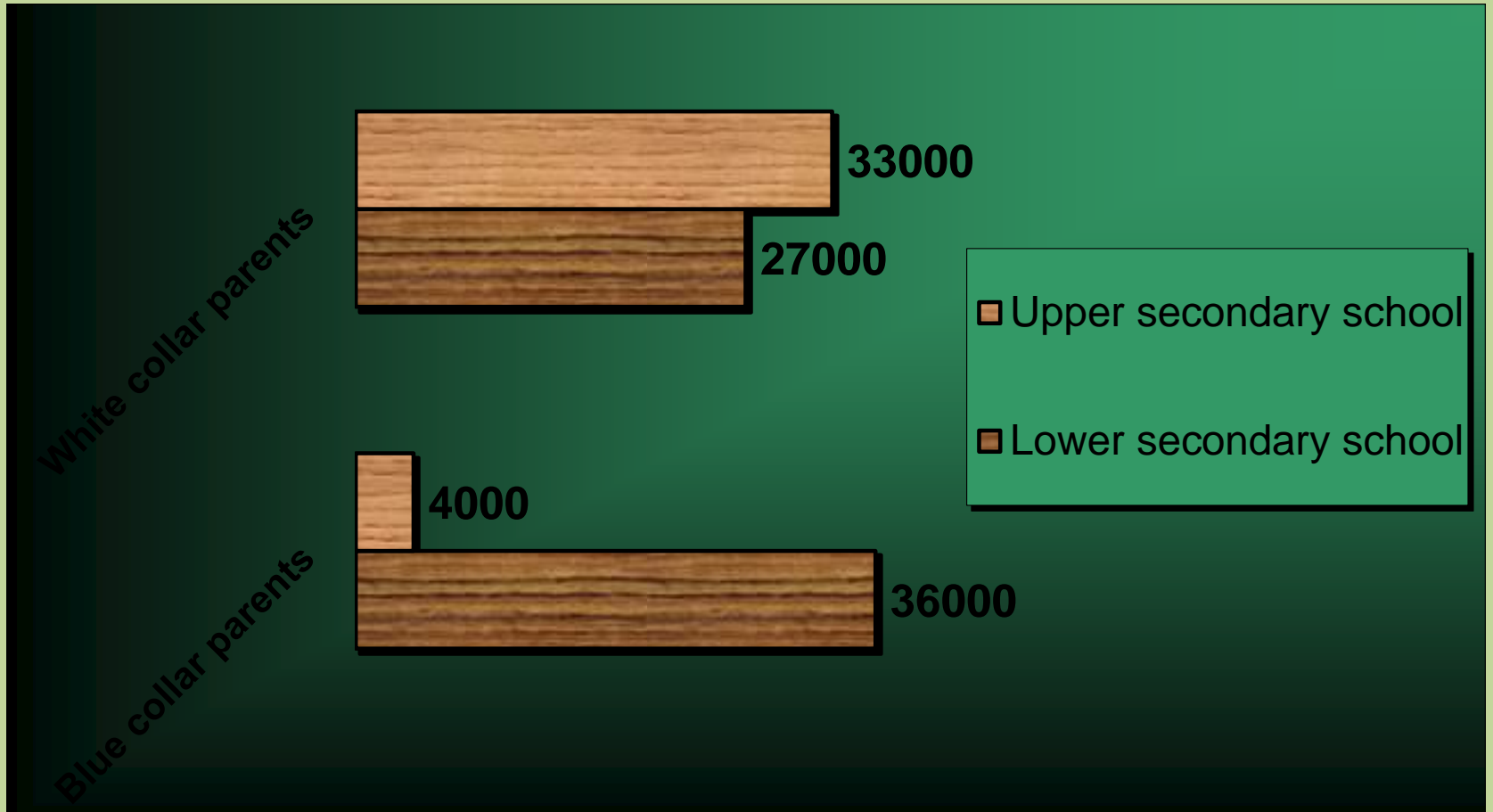
Scale and context!



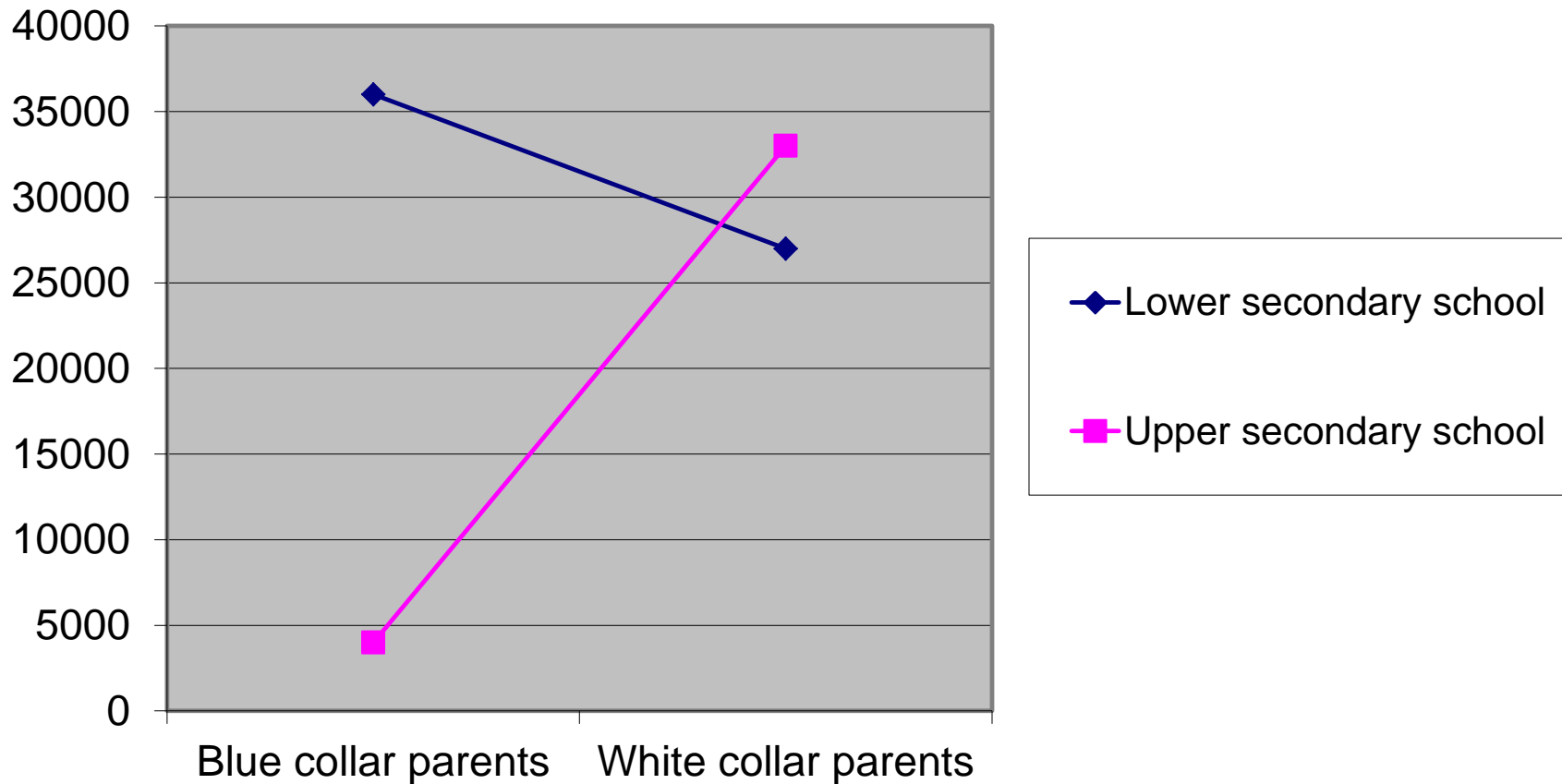
Bad Figure



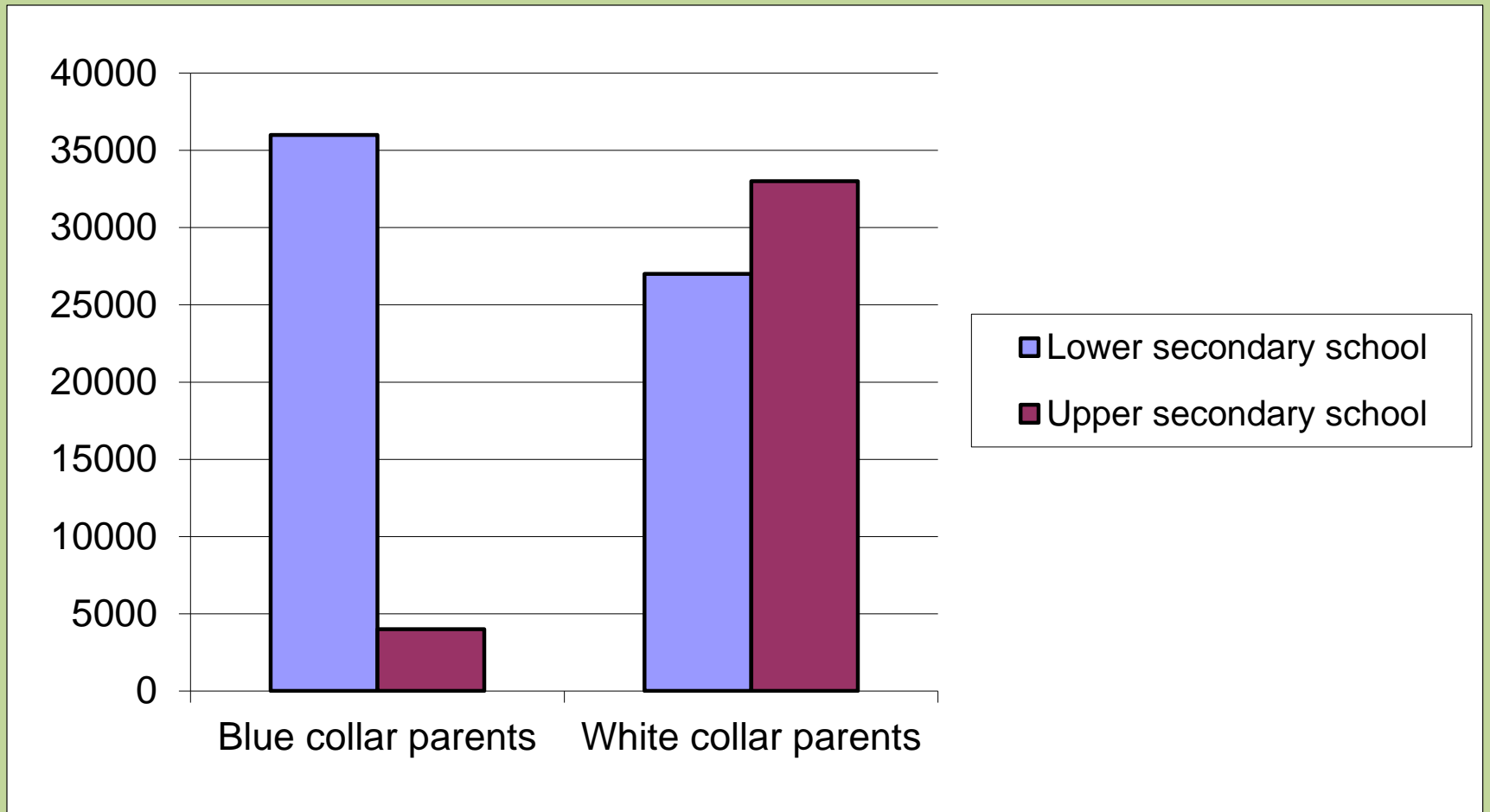
Bad Figure



Bad Figure

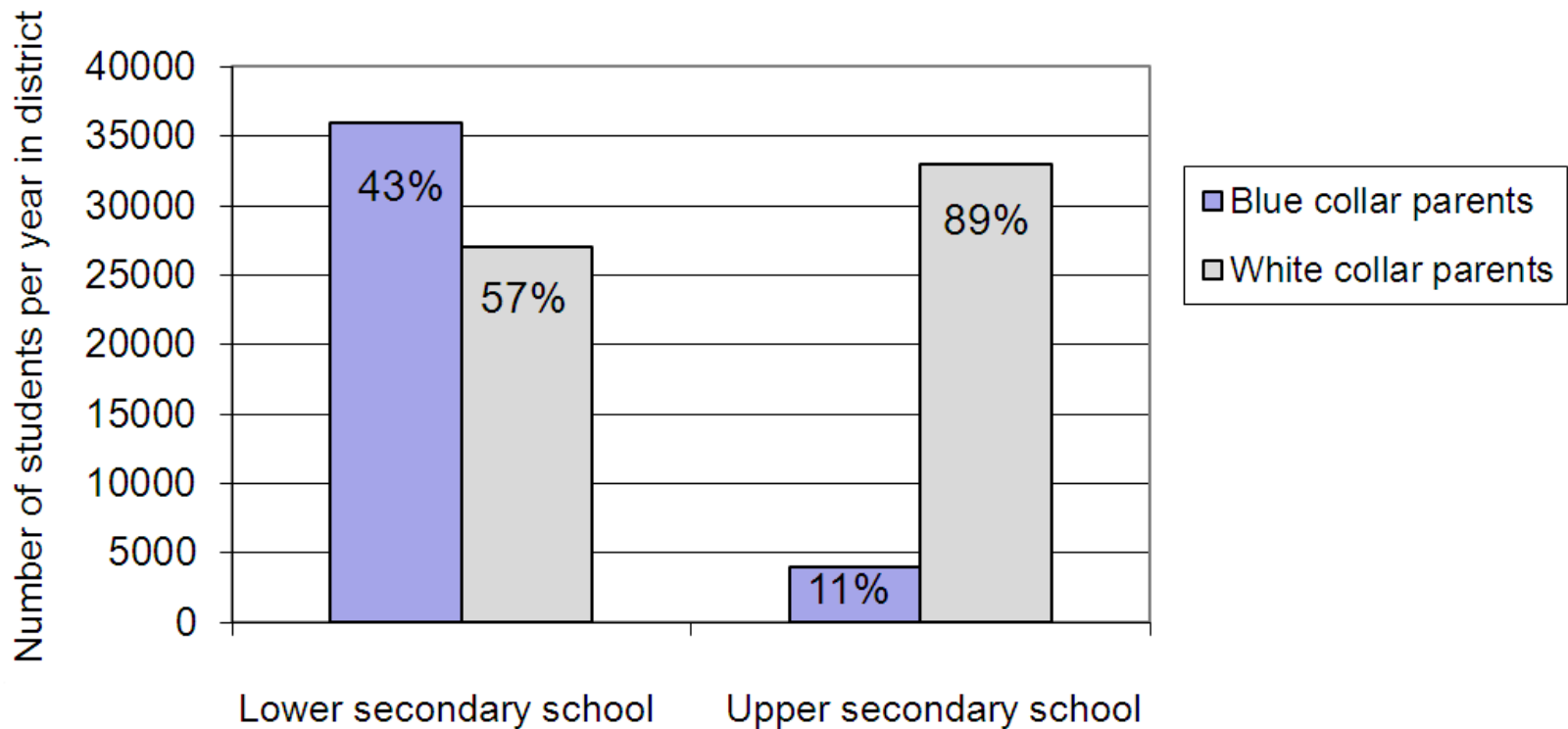


Better Figure



Good Figure

Number of students per year and school type in district



The best figures are self-explanatory!

- Put a good title.
- Choose correct graph type and scale.
- Label axes and colors.
- Round numbers appropriately.
- Use colors, patterns, animations with care!

Figures should *help*, not confuse

- And certainly not disguise!
- Put everything that is necessary, but *only* what is necessary.
- Walk your audience through the figure.

Slides

Bad color choice

- Not better with other font colors
- Not better with other font colors
- Not better with other font colors

- Font too small and way too much text in one line; people try to read it all and do not follow the spoken word
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Another bad color choice

- Not better with other font colors
- Nor weird animations
- Nor other weird animations
- Nor still other weird animations

What is good for a child

Opportunities for learning and

- People to engage with
- A safe environment
- ...

Too much information!

...ate times

...urbed

to res



Slides

- Contrast text and background
- Text: KISS - Keep it short and simple!
- Use color consistently
- Use animations sparingly
- Use good font sizes (from 20 pts up!)

Slides

- First slide: Title, your name and institution, date and occasion, acknowledgements
- Last slide: Take home message and thanks to the audience

Acknowledgements

Mention

- Supervisors
- Co-workers
- Funding
- Grants

Thank them
at the beginning!

(2) Giving a talk

Time your talk

- 1 slide per minute, NOT MORE
- Reserve time for questions

- Practice!
- Practice!
- Practice in front of an audience!

Interact with the audience

- Look people in the eyes
- Pause
- Invite questions
- Anticipate questions
- Repeat the questions before answering
- Use humor ***IF*** you feel comfortable with it

Speak up

- Warm up your voice
- Speak towards the audience (not the screen)
- Use a micro if provided

- Talk slowly
- Avoid fillers (uhh, ah, em, er, like, you know)

Use your body

- Stand (no sitting!)
- Move
- Use gestures sparingly

- DO NOT hide behind the lectern
- DO NOT play with objects in your hands

Dress up!

- Find out about the dress code
- Balance „formal“ and „comfortable“
- Dressing up shows respect to your audience

Use technical gadgets

- Laptop
- Projector and slides
- USB flash drive

- Microphone
- Pointer
- Speakers
- Whiteboard

Use technical gadgets

- Test all gadgets well in advance!
- If you don't master it, don't use it!

Questions? Comments?

Thank you for your attention!