Μηκέτι σου μηδείς ἀκούσῃ καταμεμφομένου . . .

Marcus Aurelius
Meditations 8.9
Contents and Aims

• Keep it **brief**.
• Keep it **focussed**.
• Keep it **clear**.
• Keep it **structured**.
Keeping it Brief

• If something **does not** have to be *explained*, don’t explain it.
• If something has **not** been *used*, don’t talk about it.
• If something has **not happened**, don’t say it has.
Keeping it Focussed

• Discuss **only issues** regarding your **presentation topic**.
• That is: the aim, initial design thoughts, implementation, evaluation.
• Not: “**what I did on my holidays**”; “**why I am here**”, “**my supervisor doesn’t understand me**”.
Keeping it Clear

• Avoid cluttering slides with as many *different font styles* and *colours* as you can find.
• Try to keep to 4 or 5 *bullet points* per slide.
• Use a *readable font* (Calibri is good).
• Use simple language. For example, do not say “in-depth consideration of the most efficacious solution very transparently posited the utilisation of an expeditious aleatory state-of-the art method”.
• Say: “I have decided to use a fast randomised algorithm”
Keeping it Structured

• **Beginning**: Project title, supervisor, who you are, aims.
• **Middle**: Progress so far, design approach, evaluation.
• **End**: Next steps, timeline (e.g., GANNT chart, etc.)
Presentation Hints (recording)

• Speak **slowly** and **clearly**: your recording, your pace.
• Do **not** try to be **fluent** and **precise**: it is not worth re-recording even a single slide because of a hesitation.
• Do **not** worry about “*err…*” and “*umm…*” and **verbal tics** such as repeating “*basically*” or “*okay*” or “*all right, next*”
• Do **NOT** worry about **having a “strong accent”** (I haven’t been bothered by mine in 40 years and have no intention of changing now).
• Listen to a few pre-recorded (module) lectures to hear just how many of these occur.