



ELECTRIC DREAMS

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Macquarie University, Sydney

How to Give a Good Conference Presentation

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How to Give a Good Conference Presentation

- Conference Presentation formats
- Tips for a good presentation
- Questions



Conference Presentation formats

- Full Paper – 20 minutes + 5 minutes for questions
- Concise Paper – 12 minutes + 3 minutes for questions
- **5 MINUTES FOR TRANSITION BETWEEN SPEAKERS**
- <http://www.ascilite.org.au/conferences/sydney13/presenters/chairpersons.php>

- Digital Poster – 2 minutes each in a 30 minute session
- <http://www.ascilite.org.au/conferences/sydney13/presenters/posterinstructions.php>

- Symposium – 40 to 55 minutes. Check the program



Conference Presentation formats - Digital Posters



Active Learning Space has 10 x 42" full HD screens (1920px x 1080px; 16:9, landscape)



Conference Presentation formats

- Digital Posters

- Should be able to be viewed online through a browser; the aim is to share the posters beyond the presentation session.
- Should be 'stand-alone' in that they can be run locally: the room has good wifi, but we do not want to rely on it.
- Convey main points within 5 minutes of reading or playing, so if slide-based, use 15 slides or less
- Should work for small and large screens (text above 24pt)
- Overall file size limit per presentation of 60MB
- Include authors' names, contact details and any references, twitter hashtag or author ID for comments and questions
- Should have copyright permission for all content



Tips for a good presentation

1. Stick to time – don't have too many slides
2. Time for questions is important – cue the chair
3. What is your main point?
4. Consider important facts first, then elaborate
5. Avoid self-talk
6. Understand your audience
7. Tell stories
8. Think about presentations you liked and consider why?
9. Do a dry run

Further ideas -

<http://www.searchenginejournal.com/how-to-be-a-successful-speaker-at-a-conference-advice-from-the-experts/46620/>



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Questions

Please ask any questions about the different formats or tips for a good presentations

– do you have any tips to offer?

– what presentations have you liked and why?

You can either *type your question* in the chat box or press the *talk button* to ask your question.