

# Project Presentations

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Adapted from Chapter 15 of “*Industrial Mathematics.  
Modeling in Industry, Science, and Government*”  
by Craig Gunn and Charles R. MacCluer.

## Outline of this Presentation

1. Do's and Don'ts of general slide presentations:
  - (a) Why using slides?
  - (b) What are good slides?
  - (c) How to present slides well?
2. Essentials of a good project presentation:
  - (a) accessible to your peers
  - (b) reflects content of your technical report
  - (c) some practical details

## 1.1 Why using slides?

- Secure structure: good slides guide the presenter and prevent omission of important aspects.
- While not so good for mathematical derivations, it is suitable for listing topics and presentation of facts.
- Precise presentation of data, like pictures and tables.

## 1.2 What are good slides?

- Do not include entire paragraphs, except for quotes.
- Do not overload slides: at most 10 lines per slide.
- Your audience has a limited attention span, so make the slides self-contained.

Do not assume your audience will remember details on previous slides.

## 1.3 How to present slides well?

- Do not read the slides, but tell a story.  
Long lists of items on slides tends to be boring.
- Keep eye contact with your audience.  
Try to tune the pace of your talk to your audience.  
Make your point, slides can *glide* away unnoticed.
- Be mobile and flexible.  
Provide transition sentences between slides.

## 2.1 What is a good project presentation?

- Know your audience.

Your talk must be accessible to your peers

- The presentation is independent from the technical report, because your peers have not read the report.

- It is similar to the “executive summary”,

How would you tell the boss about your work in 10 minutes?

## 2.2 The content of the presentation

- Problem statement and motivation. Be precise.
- What did you do? Why did you do it this way?
- Summary of the data: tables and pictures.
- Results and conclusions.

## 2.3 Some practical details

- $\text{\LaTeX}$  or PowerPoint provide uniformity.
- Handwritten slides are flexible.
- Duration: 10 to 15 minutes.
- No more than 8 slides.
- Rehearse with your team members.