TIPS FOR STUDENT PRESENTERS

The key to any successful presentation is preparation. Planning ahead can help you work out problems and ease any tension or anxiety you might be feeling. Remember: Everyone gets nervous. Even your professors still get nervous when talking in front of groups.

How to Dress

For student conferences, business casual dress is acceptable:

- dress pants or business-length skirts (to the knee)
- blouse or button-down shirt (with or without a tie)
- matching or coordinating jacket (optional)
- **comfortable** dress shoes

Presenting a Paper

Presenting a paper before an audience can be intimidating. Public speaking can be one of the most fear-inducing activities a college student will go through. Here a few tips to help:

- Know your paper well enough that you can talk about it. Don't try to read it.
- Prepare by talking about your paper with friends and family members.
- Use a PowerPoint if you'd like, but don't read from it.
- Keep your presentation to 10 minutes. You're giving a snapshot of your work. You'll need to leave time for everyone to answer questions.

Presenting a PowerPoint

PowerPoint is a useful tool to help with presentations, but it can be distracting if there are too many words or images. Here are a few tips:

- Load your PowerPoint before the session starts.
- Keep the number of words on each slide to a minimum.
- Don't read from your PowerPoint.
- Use visual enhancers (charts, photos, etc) when you can, but stick to one or two images per slide.
- Avoid flashing, distracting additions that don't increase the audience's understanding.
- Put your contact information on the last slide in case audience members want to talk to you about your research.

Presenting a Poster

If you're presenting a poster, you will stand next to your display and greet visitors as they come to you. It's less formal than a paper presentation, but it can also be more hectic. You'll be explaining your research several times as visitors come up in waves. Here are a few tips to help:

- Use a poster template to design your poster. PowerPoint templates are available online.
- Make your font neutral and large enough to read from a distance.
- Don't try to put everything on your poster. Include the highlights.
- Bring handouts that can help your viewers remember your work. Put your email contact information on the handouts in case people want to ask you questions after the conference.

MOST IMPORTANTLY, RELAX! You're among friends. No one is judging you at this conference. We're all here to help. Enjoy yourself and be open to learning new things.