

GUIDELINE TO SUCCESSFUL PRESENTATION

The presentation should be presented within **15 min**.

The presentation should be presented in a clear comprehensive manner, so, everyone can learn from it. The presenter should show understanding of the material covered. The presentation should describe the research background, goals, results, and conclusion in the form so the audience can learn about particular technique and apply the methods. All the resources need to be referenced on the particular slide.

Presentation should include:

- Background: the reason for presentation
- Goals/Problem targeted
- Approach or Objectives including basics of methods used
- Results
- Conclusion(s): critical evaluation of the results/future plans
- Acknowledgement
- References to the works by others (should be on relevant slides on at the end)

The evaluation criteria.

- 1) Was the title slide clear?
- 2) Was the goal of the presentation stated clearly and early enough?
- 3) Was the background sufficient, yet, not too general?
- 4) Was the background presented within reasonable amount of time (up to 4 min)?
- 5) Was the presentation comprehensive (organized in logical sequence)?
- 6) What was the delivery of the presentation (voice modulation, eye contact, reading of the presentation)?
- 7) What was the quality of slides (figures, clarity, transitions, numbering)?
- 8) Were the results presented clearly – explaining all charts axes, with reasonable datasets
- 9) Was the graphical presentation OK?
- 10) Was the text on slides limited?
- 11) Has attention been paid to a grammar and sentence structure? Were typographical and spelling errors minimized?
- 12) Were the references used appropriately?
- 13) Was the presentation presented within reasonable amount of time (15 min)?
- 14) Were the conclusions presented clearly?
- 15) Was the acknowledgement included?
- 16) Based on the discussion, did the presenter understand the topic of the presentation?