

Oral Presentations

Graduate student presenters have 10 minutes to speak from organized talking points or read from a polished paper about their scholarly project. They will have access to a computer, PowerPoint, projection and Internet capabilities and be placed on panels of three or four presenters around common themes and disciplines. This is followed by 5 minutes of Q&A

Panel chairs will introduce presenters, ensure they do not exceed their allotted speaking time, and facilitate audience questions and discussion after the presentations.

Preparing Presentations

- Prepare and practice your presentation so that it is concise, clear, evidenced and effectively delivered.
 - Your presentation must be no more than 15 minutes, to include Q&A.
 - Your topic, thesis and/or methodology should be accessible to your audience, which may include people who are not specialists in your field.
 - Effective delivery includes good pace; appropriate volume; inviting posture, smile and eye contact; straightforward organization; and effective use of PowerPoint and handouts (beware of too many or too few PowerPoint slides!).
- Seek editorial assistance and a practice audience from peers and/or faculty advisor(s).

PowerPoint Presentations

- Please review the link “Tips on PowerPoint Slideshows.”

Day of the Conference

- Know the scheduled time and location of your presentation. Arrive early; locate your presentation room; arrive to your panel session at least 10 minutes early; if relevant, load your PowerPoint presentation on the room computer.
- Introduce yourself to the panel chair. S/he is there to support you; provide info so that s/he can introduce you before your presentation.
- Bring presentation materials: notes; essay/talking points; visual aids, handouts and/or PowerPoint (on a thumb drive).
- Present yourself well: dress professionally, wear your nametag, turn off cell phone or personal computer (or turn off volume).
- Be prepared to learn: this is an opportunity to confidently share your hard work and to humbly look forward to respectful questions and constructive feedback.
- Good news: being nervous does not hurt your credibility or authority.
- Have fun and enjoy!

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