

Guidelines for Oral Presentation

Use the following guidelines when constructing and presenting your power point slides:

1. Your presentation time is 10 min, so try to use it wisely and efficiently. Try to do a rehearsal of your presentation before your actual presentation if you need so.
2. Start your presentation with a slide showing the title of the article you are critiquing and all relevant citation information such as the journal name and year of publication, etc..
3. Try first to present a summary for the article you are critiquing in about 5-6 min and then conduct your critique within the time left for you. The summary should briefly contain the objective(s) of the study, description of the methodology, the main findings (in text form tables or figures) and finishing the summary with the conclusion.
4. When constructing your slides, use outline or bullet form not paragraphs of text.
5. Make text BIG (20 point or larger), and do not overload a single slide with too many lines. Generally, do not use more than 12 lines in each slide including spaces in between your outlines.
6. Use a clear font like Arial, Times or similar ones. Avoid italic text unless necessary.
7. Use a dark color (black, navy, red or dark green,) for your text on a light background, or a light text color (white, bright yellow, etc..) on a dark background.
8. Don't use too much animation. Keep your presentation as simple as possible.
9. Don't use so many colors when preparing your slides. Remember that you are presenting scientific research findings.
10. Don't use too much information in one table. If you have to do so, divide such information in 2 tables.
11. Don't rush - allow the audience enough time to absorb the information in your slide.
12. Don't read all the times from your slides. Show others that you have command over your subject.
13. Avoid as much as possible standing with your back to the audience.
14. Avoid moving around too much during your presentation, since that disturbs your audience.
15. Avoid using laser pointer indiscriminately. Be precise in your usage.