# Giving a talk

*Simon D. Angus*
Department of Economics
Monash University

simon.angus@monash.edu

# Overview

**The long road of Presentation Skills**

**Before the day**

- Slides + Materials, Software
- Content - esp. Figures
- Structure

**Delivery**

- Body language, Movement
- Voice, Speed

**Case studies for discussion**

# Overview

**The long road of Presentation Skills**

**Before the day**

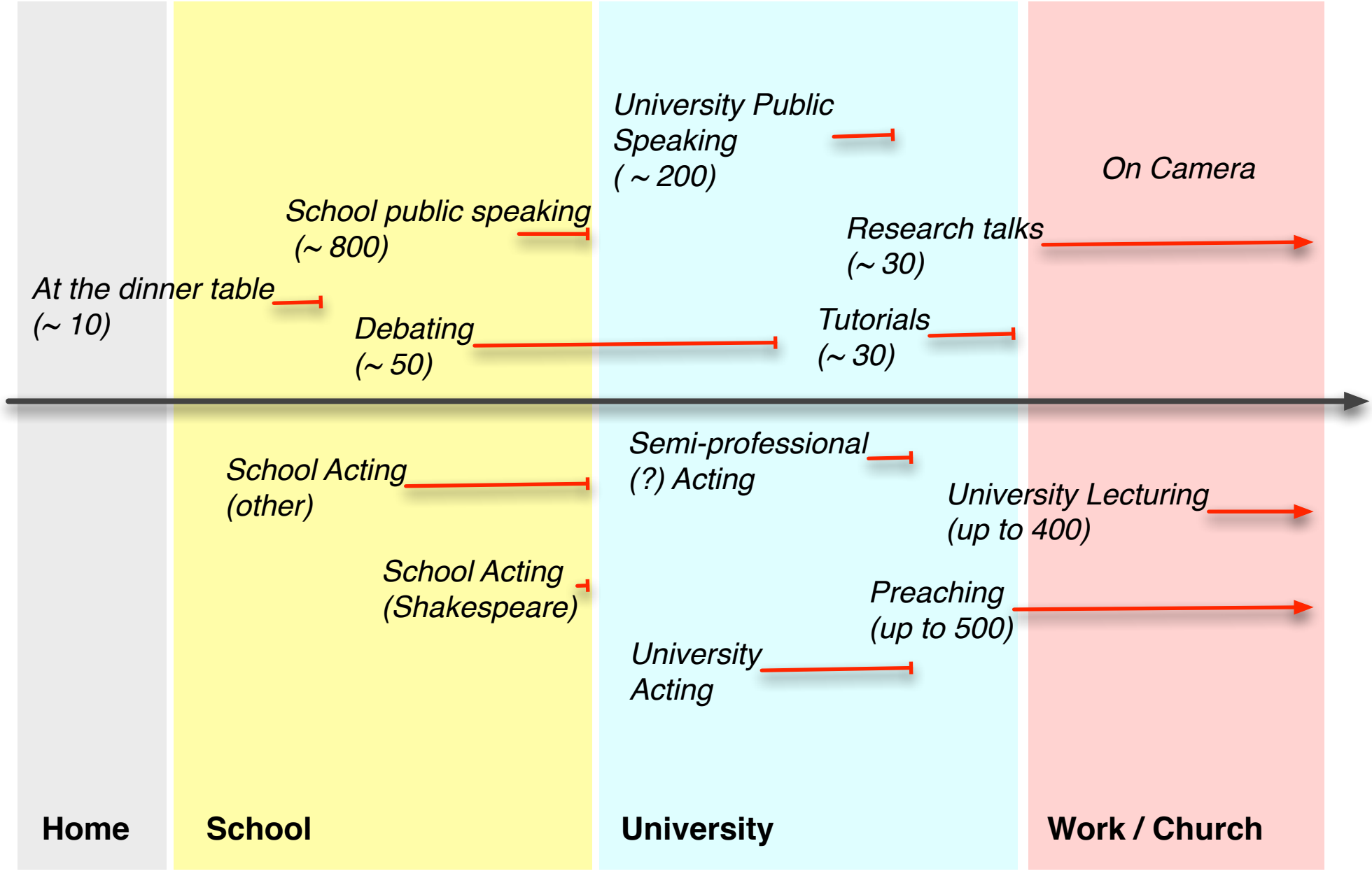
- Slides + Materials, Software
- Content - esp. Figures
- Structure

**Delivery**

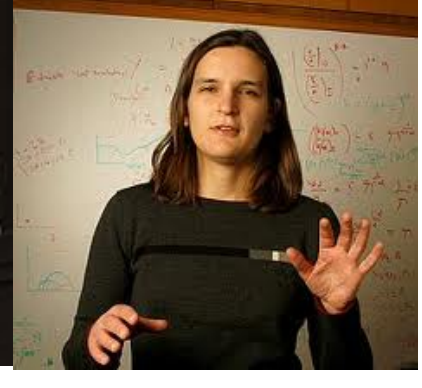
- Body language, Movement
- Voice, Speed

**Case studies for discussion**

# The long road ...



# The school of presentations ...



# Overview

**The long road of Presentation Skills**

**Before the day**

- Slides + Materials, Software
- Content - esp. Figures
- Structure

**Delivery**

- Body language, Movement
- Voice, Speed

**Case studies for discussion**

# Before the day ...

**Audience | who are they?**

- Level of interest?
- Technical ability?
- Reason they will be attending?
- Opportunity for other contact/communication (pre- / post-)?
- Diversity …

# Before the day ...

## Materials | do you need them?

- Powerpoint ------- Chalk + Talk
- Hand-outs?
- Read, Remember, Elaborate or 'Wing-it'

**PowerPoint** — **PowerPoint w Transitions** — **Tablet PCs** *Mixed* — **Chalk + Talk** — **OHP transparencies**

*Maximally Static*
*All 'content' pre-prepared*

*Maximally Dynamic*
*All 'content' generated on the fly*

## Software | options

- Powerpoint (both)
- Keynote (Mac only)
- OmniGraffle (Mac only)
- New tools: 'Prezi' - http://prezi.com/
- Gold-class: LaTeX-Beamer

## Choices | 'dos/donts'

- fonts (sans vs. serif)
- colours (green/red)
- black (blue?) background
- structure / page-counts?

***Consistent style!!!***

# Overview

**The long road of Presentation Skills**

**Before the day**

- Slides + Materials, Software
- Content - esp. Figures
- Structure

**Delivery**

- Body language, Movement
- Voice, Speed

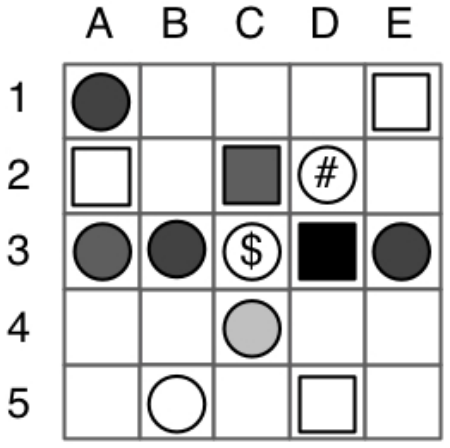
**Case studies for discussion**

# Content

**Figures & Results | the heart of the talk?**

- Normally, main reason for giving the talk

Start with them, structure around them ..




**Software | options again …**

**Plotting:**

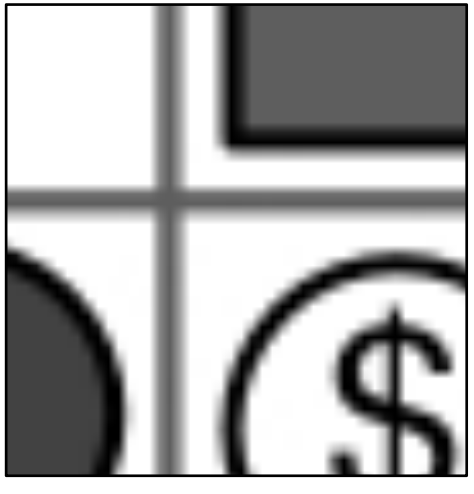
- MATLAB (any)
- Origin (PC)
- R (any)
- …

**Annotations / illustrations**

- OmniGraffle (mac)
- Illustrator (both)
- InkScape (unix)
- ...

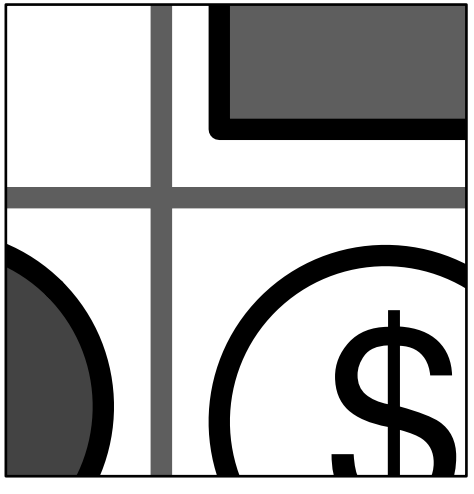
*[raster vs. vector graphics …]*

***x 800%***



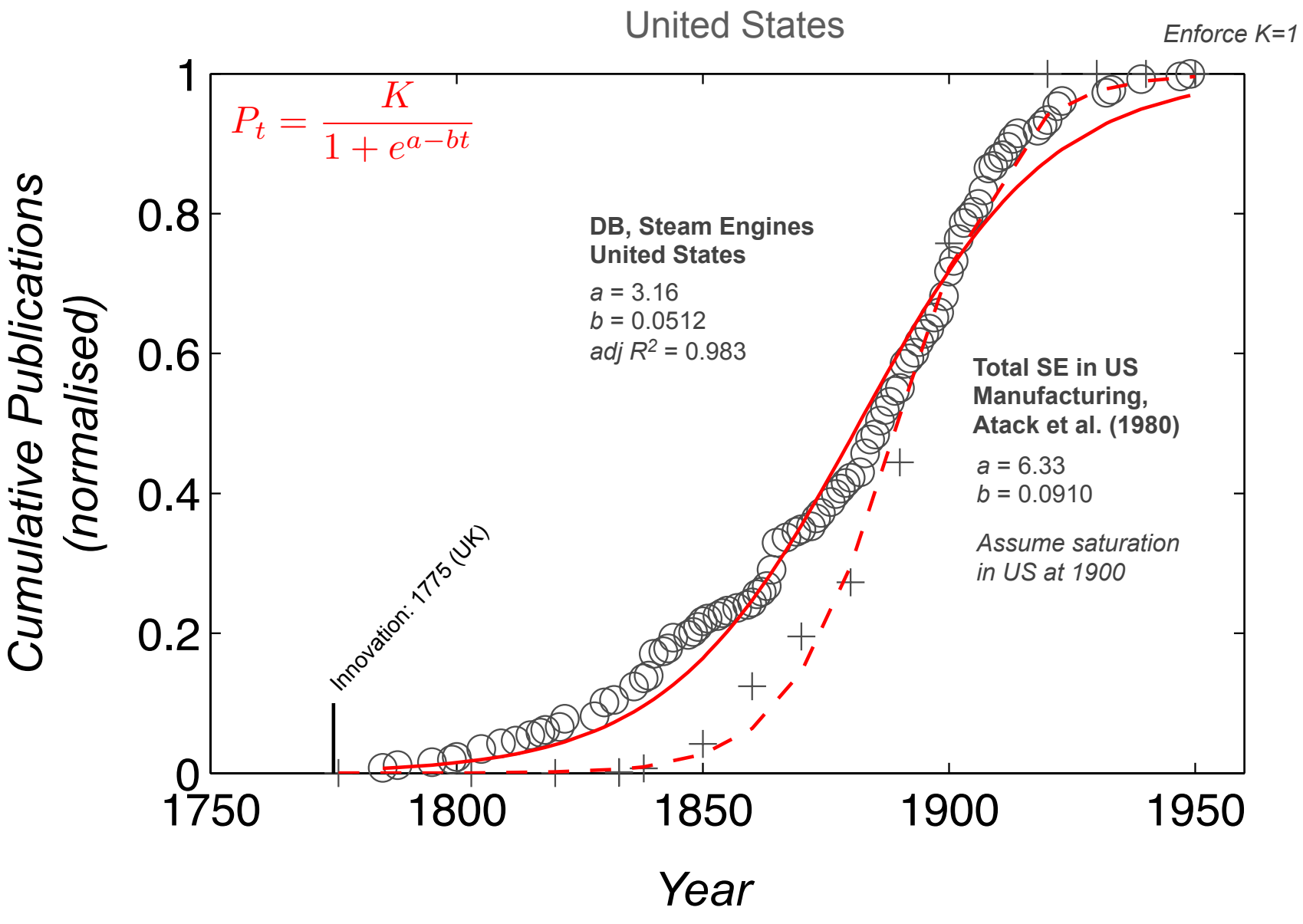

.jpg, .png, .tiff, .pict, ...

***x 800%***

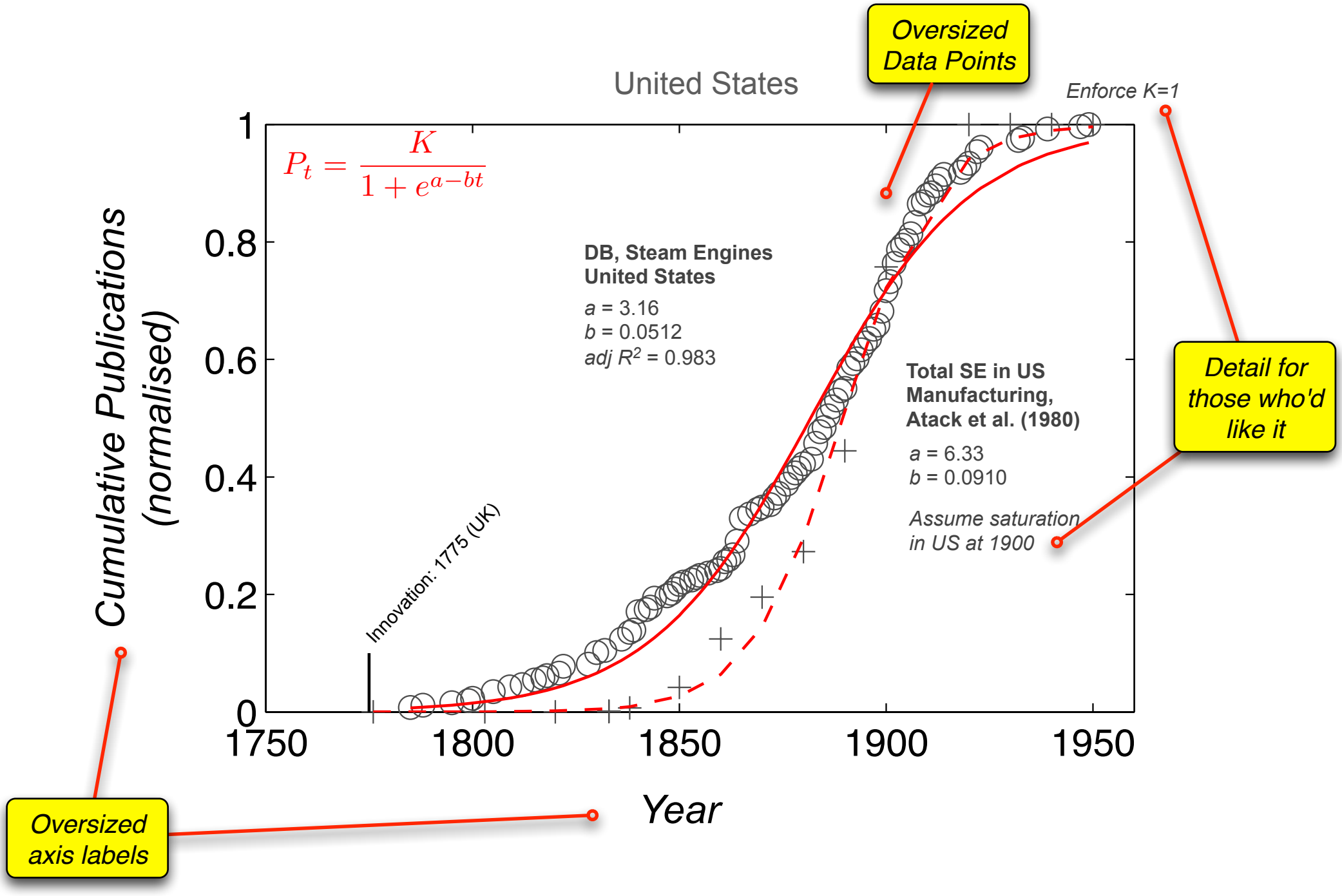



.eps, .pdf, .ps

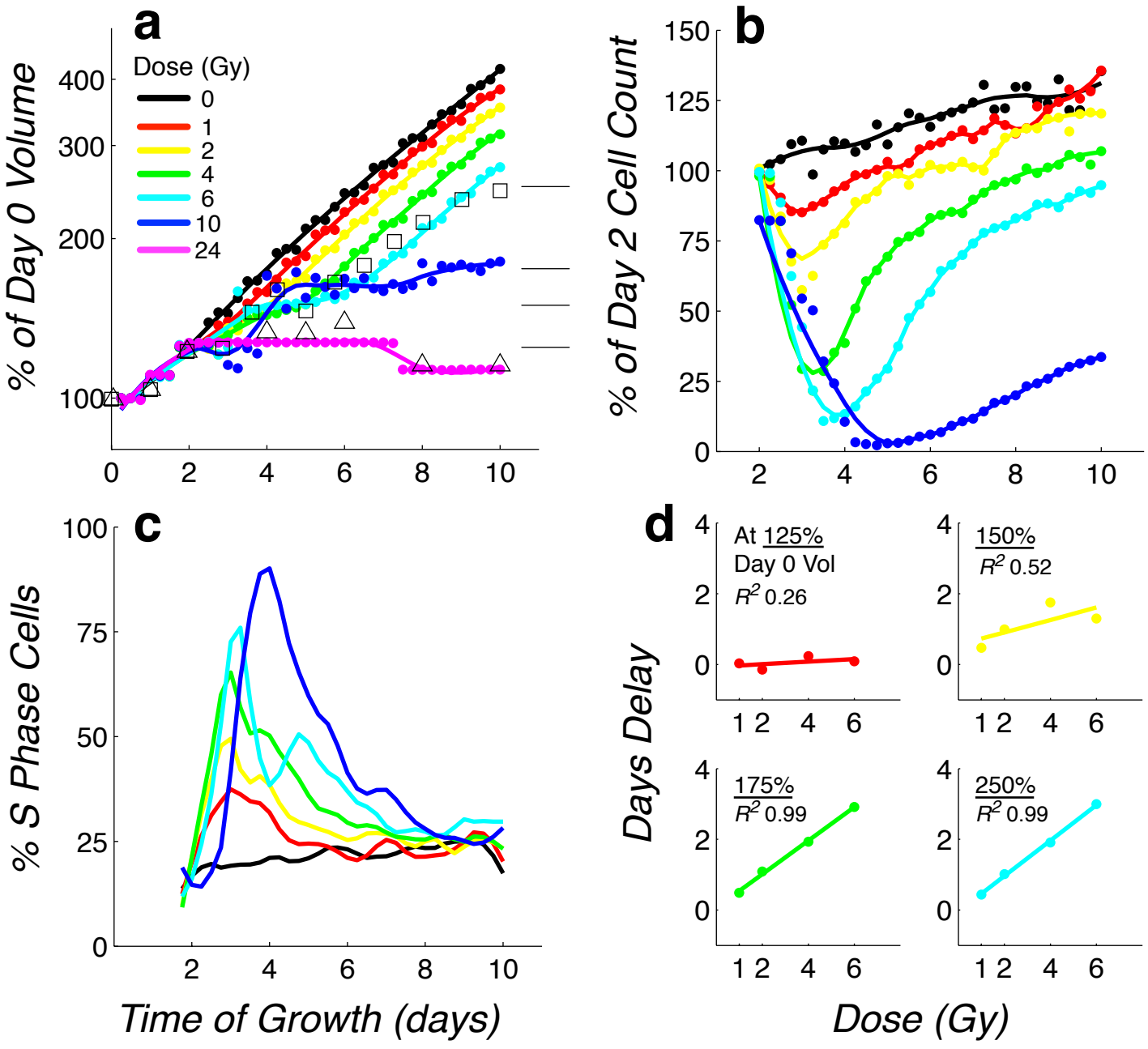
# Technical figures/results: example



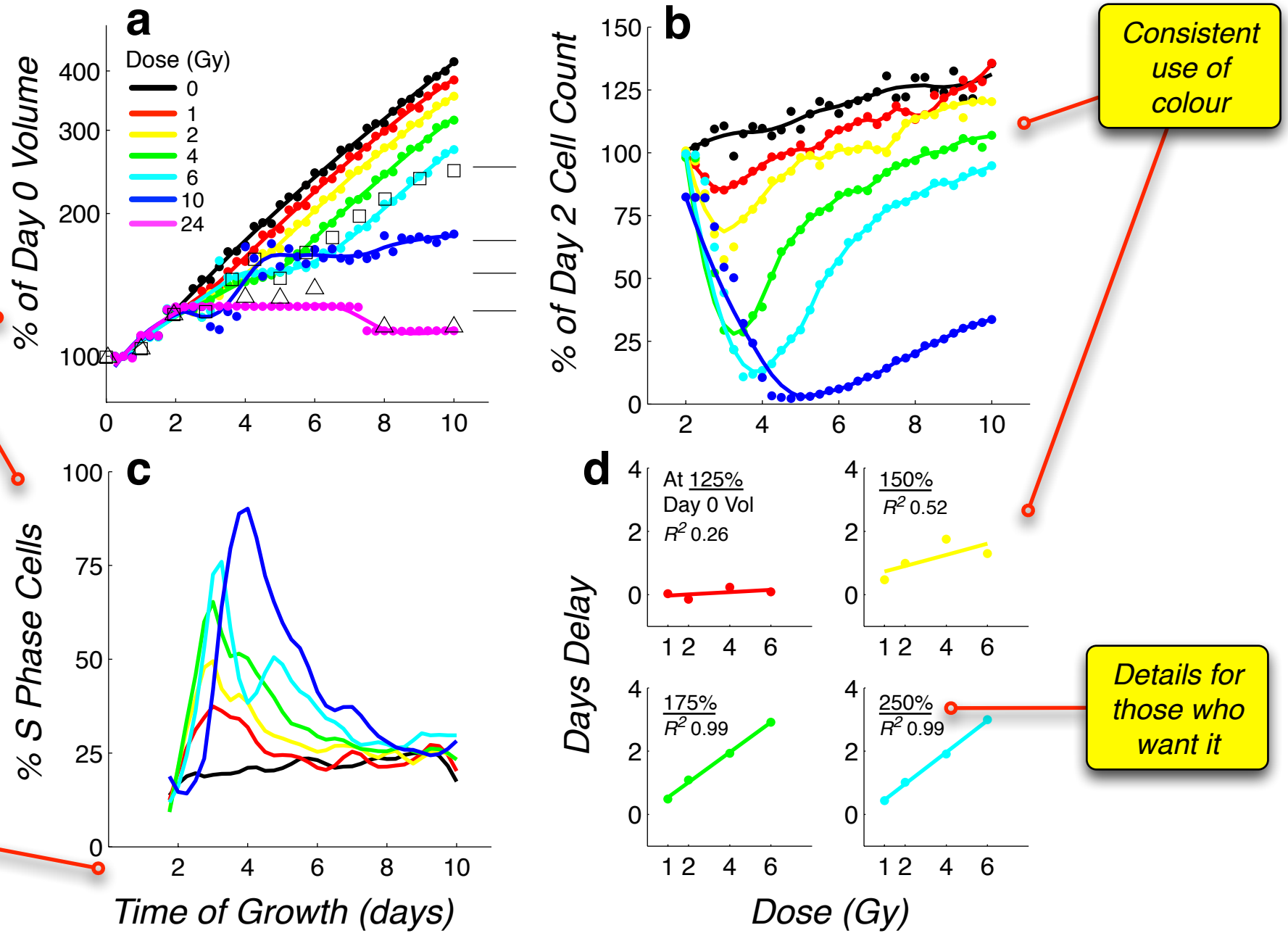
# Technical figures/results: example



# Technical figure - 4 panel: example



# Technical figure - 4 panel: example



# Overview

**The long road of Presentation Skills**

**Before the day**

- Slides + Materials, Software
- Content - esp. Figures
- Structure

**Delivery**

- Body language, Movement
- Voice, Speed

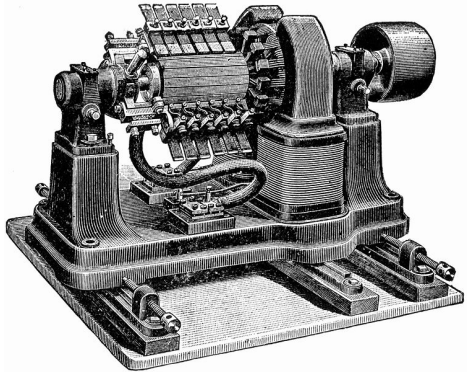
**Case studies for discussion**

# Mapping the Industrial Revolution

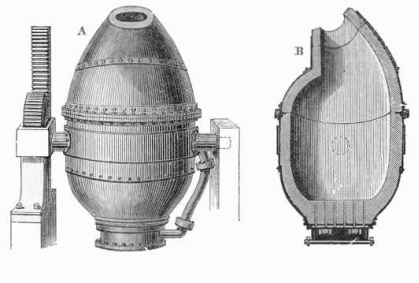
## A 'big-data' approach to inventions, innovation & technology in Europe & the US: 1750-1950

*Simon D. Angus* & Andrew Newnham

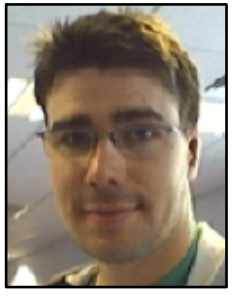
Department of Economics
Monash University



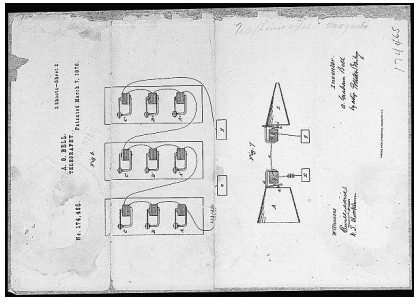
High-current Copper-brush Dynamo (1820)



Bessemer converter (Thomas Steel, 1855)



Diesel Locomotive (1892)



Telegraphy (Telephone, 1861)

Thonet Furniture (1842)

# Mapping the Industrial Revolution

## A 'big-data' approach to inventions, innovation & technology in Europe & the US: 1750-1950

Big title

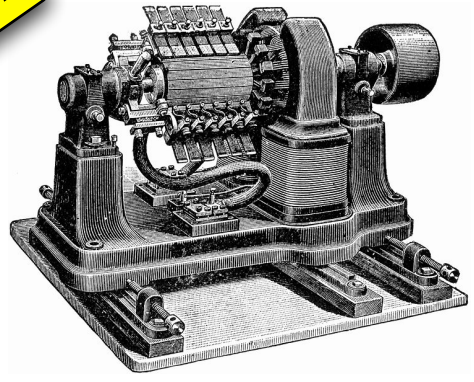
Sub-title

A morsel ...

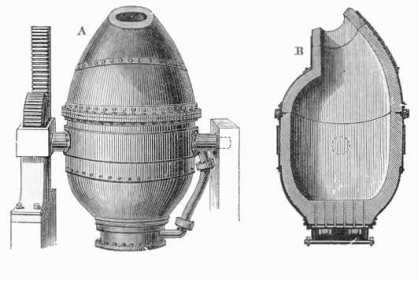
Authors & Affiliations

*Simon D. Angus* & Andrew Newnham

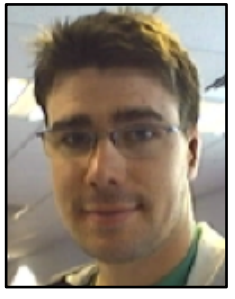
Department of Economics
Monash University



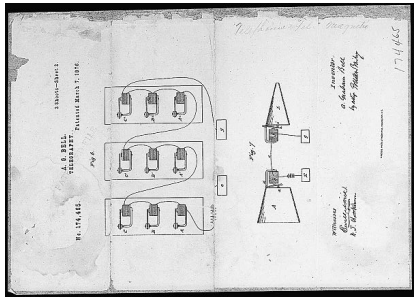
High-current Copper-brush Dynamo (1820)



Bessemer converter (Thomas Steel, 1855)



Diesel Locomotive (1892)



Telegraphy (Telephone, 1861)

Thonet Furniture (1842)

# Structuring the talk

**A Structure | (not the only one)**

1. Title
2. Motivations
3. Related work / findings
4. Methods / Strategy
5. Results
6. Conclusions / Further work

## Title | Question or claim?

- "Did the carbon tax raise prices?"
- "Complexity is linked to scope not scale"
- (The carbon tax and prices in Australia)

## Motivations | Two questions

- **Why is this an *interesting* problem?** (e.g. In how many ways can you assemble an Ikea book-shelf?)
- **Why is this an *important* problem?** (e.g. Will the Maldives be habitable in 2050?)

**Could be:**

- data needing a better theory
- theory (predictions) needing test with data
- a long held paradox
- conjecture to test/verify/refute
- recent events prompting new questions ...
- recent findings prompting new questions …

# Structuring the talk

**A Structure | (not the only one)**

1. Title
2. Motivations
3. Related work / findings
4. Methods / Strategy
5. Results
6. Conclusions / Further work

**Related work / findings | not a 'lit review'**

This is a **curated** list, not just a list

- Structure by **findings** (not by author)

**Methods / Strategy | highlights**

*Aim:*

1. To show that you used the appropriate tool
2. To show that you have done the right checks/ validation (hygiene)

**Results | best till last?**

*Sometimes to prove validity*

*Then to support **your claims***

*(not a shopping list of figures …)*

*Every figure should have a reason to be there.*

**Conclusions | simple**

*Direct, clear*

*Don't over-claim (!)*

*Be humble*

*Show avenues for further work*

# Structuring the talk .. miscellany

## Answering questions | BE NICE

**Will I answer it?**

- Do I cover it later? ('great question! I'll come to that in a minute')
- Is it a distraction? ('interesting idea, but let's keep focussed for now')
- Is it of general interest? (if not, 'let's talk over a beer…')

**Can I answer it?**

- **Yes:** clear, succinct, be nice.
- **No:** be honest.

*It is better for a man to hear the rebuke of the wise*
*than to hear the song of fools. (Ecc 7:5)*

*A wise son hears his father's instruction,*
*but a scoffer does not listen to rebuke. (Prov 13:1)*

*The way of a fool is right in his own eyes*
*but a wise man listens to advice. (Prov 12:15)*

*A rebuke goes deeper into a man of understanding*
*than a hundred blows into a fool. (Prov 17:10)*

## Optional extras?

**Talk outline?**

- repeat
- recurring
- on each slide (page numbers)

*(can help deal with anxieties of the audience)*

**The Spoiler/headline**

- setting expectations, punchy, no climax?

**'Background'**

- esp. if important event/history/ location/detail affects your work

# Overview

**The long road of Presentation Skills**

**Before the day**

- Slides + Materials, Software
- Content - esp. Figures
- Structure

**Delivery**

- Body language, Movement
- Voice, Speed

**Case studies for discussion**

# Body Language, movement; Voice & speed

## *What is the focus of the presentation?*

**Body Language | physicality & stage-presence**

- ***Stance**: Slouch vs. Strong*
- ***Hands**: small, medium, big gestures*
- ***Walk(ies)**: slide (stop) or you (go)*
- ***Barriers**: lecterns, tables ...*
- ***Eyes**: up ...*

**Voice | work in progress ...**

***Modulation = emphasis = interest***

- *Volume*
- *Phrasing / pauses*
- *Speed*
- *Inflection: (ladies be careful)*

**You | self-awareness**

- *Do you speed up when nervous?*
- *Do you have a nervous tick? (coins, hair ..)*
- *What do you repeat?*
- *(time for a trusted friend …)*

# Overview

**The long road of Presentation Skills**

**Before the day**

- Slides + Materials, Software
- Content - esp. Figures
- Structure

**Delivery**

- Body language, Movement
- Voice, Speed

**Case studies for discussion**

# Case-studies

**Rachel Pike | TED: The Science behind a climate headline**
http://www.ted.com/talks/rachel_pike_the_science_behind_a_climate_headline.html

**Davide Damberger | TED: When NGOs fail**
http://www.ted.com/talks/david_damberger_what_happens_when_an_ngo_admits_failure.html

**(the late) Steve Jobs | Launch of the iPhone**
http://www.youtube.com/watch?v=vZYlhShD2oQ

**Slides | Eyes | Voice | Movement | Hands | Stage presence | Attention | Interest**

# Slides after your talk ...

**Appendices** | **Very useful**

- Keep your # slides down
- Anticipate questions and answer with a slide
  (shows care for audience + attention to detail)
- Technical figures, or proofs, or …
- List of references
- (for hand-outs?)

*Simon D. Angus*
Department of Economics
Monash University

simon.angus@monash.edu