

## **CT-JSHS Suggestions to Prepare for the 2021 Virtual Oral Presentations**

- ❖ Remember, you are the expert. No one in the audience knows as much about your research investigation as you. Therefore, remember to explain your research in enough detail so the audience will understand what you did, how you did it, and what you learned.
- ❖ Whenever possible, avoid jargon or unnecessary terminology. If it is essential to use specialized terms, remember to explain the specialized term briefly. Give your audience enough time to understand what you are trying to convey.
- ❖ Deliver your presentation at a comfortable pace. It helps to practice your presentation before a nonspecialized audience. Practice will help perfect the presentation and the timing. Do listen to the advice of your non-specialized audience, but also get help from a teacher or other advisors as needed.
- ❖ Graphs, tables, and other representation help explain your results. Keep them simple and uncluttered. Focus on important information; for example, remember to name the variables on both axes of a graph, and state the significance of the position and shape of the graph line.

## **Requirements for the Oral Presentations**

**Session Timing** (Presentation to be given online the Sunday prior to the symposium.)

- ❖ You will be assigned a 20-minute time slot on Sunday, February 28, 2021, for your virtual presentation. You will receive a WebEx link. Be on time! Dress to impress. Check your lighting to make sure you can be clearly seen. Avoid bright light behind you, which can make you appear in shadow or washed out. Make your background non-distracting, such as a plain wall, a bookcase, etc. Avoid virtual backgrounds, which are very distracting.
- ❖ Your 12-minute presentation on WebEx will be recorded with your permission and made available only to symposium participants. After the symposium it will be deleted.
- ❖ The research presentation may not exceed 12 minutes, followed by a maximum 6-minute question period. A session moderator will aid the student speaker in maintaining this schedule and in fielding questions from the judges in a systematic way.
- ❖ The procedure for maintaining the time includes a 10-minute signal for the student, and finally, a 12-minute hard stop by the moderator. At the 12-minute point, the student speaker must stop the presentation, even if he or she has not finished.
- ❖ Following the presentation, the session moderator will ask for judges' questions. The Q & A period will last for up to 6 minutes. The student speaker should repeat a question before answering so the team of judges may understand the entire dialogue.
- ❖ **Your presentation in WebEx will be recorded**, but the Q & A session will not. The recording will only be used for the symposium attendees to observe. It will be taken down following the event.

## **PowerPoint Rules**

- ❖ You will share your PowerPoint presentation during your judging time period by sharing your screen. Go to presentation mode and make sure you have your video shared as well as your audio unmuted.
- ❖ Embed any video, or other presentation developed through other software, into PowerPoint.
- ❖ If using video, students must comply with the following ground rules:

- The video component cannot make up more than one (1) minute of the presentation and must be directly relevant to the project.
- No audio or background music is permitted other than sounds that are an integral part of the research. Recorded or mechanically produced narration is not permitted. Narration must come from the speaker.
- Videos (and audio, if any) may be used only for those aspects of the presentation that cannot adequately be presented in a slide. Video material presented must be an integral part of the research and should not be a substitute for presentation of data. Videos must not be used for presentation of common procedures, illustrating equipment, or showing laboratory facilities. Videos should illustrate work that was done and should not be used for stimulation or aesthetic value.

### **Audience Q & A During the Symposium**

- ❖ On the day of the virtual symposium, March 6, 2021, you will be assigned to a group. During one session, you will answer questions from the general audience, who will have been encouraged to view your presentation video prior to this session, during the week of March 1–5. You will be given 2 minutes to do an introduction before taking questions. There will be 2 or 3 oral presenters per 25-minute session.