Craft a clear purpose statement for your presentation containing a single, straightforward sentence. Organize your ideas into main points and structure them logically for your audience's understanding. Use connecting sentences and phrases to remind listeners of previous information and prepare them for forthcoming content, facilitating smooth transitions between ideas. Summarize your findings and draw concise conclusions in a single sentence. Rehearse your speech to adhere to the designated 15-minute time limit, trimming down explanations and condensing content accordingly. Allow ample time for productive discussion during the session. Prioritize what key takeaway you want them to retain and avoid dedicating excessive podium time to presenting extensive background information.

PRESENTATION LAYOUT Speaking Format:
• Avoid reading directly from your paper. Instead, engage the audience by speaking naturally

• Utilize short and uncomplicated sentences

• Articulate your words clearly and with enthusiasm

• Rather than reading from your slides, format them as reference points for your verbal presentation. Slide Format:
• Keep the number of slides manageable for a 15-minute presentation. It is recommended to have no more than 15-20 slides in total

• The text and background colors should have contrast. Dark backgrounds with light text or all capital letters can be challenging to read

• Limit the amount of text on each slide to 7-8 lines

• Leave a reasonable margin between the text and the edge of each slide, ideally at least 0.5 inches

• Make sure pictures or symbols are sufficiently large and visually prominent for easy recognition by the audience

• Any drawings, graphs, charts, or figures should be bold, simple, and include only essential details

• Integrating photographs related to your topic often captivates the audience.

Text Format:
• Choose a readable font, such as Arial, and maintain consistency with all of your slides

• Use plain, vertically-oriented fonts without excessive ornamentation, except for cases where emphasis is necessary. Avoid using script fonts, as they can be challenging to read. Italicize sparingly, if at all

All accepted speakers (including co-presenters) must register for the conference to attend and present their work. Speakers can attend the conference for free. All students are free to attend and/or present.