Presenter's Guide –Tips to Having a Great Presentation!

Colors

- Choose color combinations carefully. Slides with a dark background and light text and graphics or light background and dark text work best. For example, black font on a white background works well. Avoid using red & green together, orange & blue and red & blue. These color combinations clash or make it difficult to differentiate.
- Use a high contrast on your slides with font size that can be seen anywhere in the room.

Slides

- Avoid distracting animations or too much content on a slide.
- Try to plan about 1 slide per minute.
- Maintain consistent design.
- Try to have no more than 6 words across and six bullet points down per slide.

More tips:

- Try not to read the slides – make remarks to enhance what is on the screen.
- Try to interact with your audience. We have learned that our attendees prefer minimal history or research data and are looking for scenarios, examples and speakers that are interactive.
- Remember everyone has a different learning style and we retain approximately 10 percent of what we see; 30 to 40 percent of what we see and hear; and 90 percent of what we see, hear, and do.
- A volunteer moderator will be available in your session - they can assist you with time management and with basic audio visual needs. Please plan to touch base with them prior to your session and let them know how they can best assist.
- Enjoy the conference and keep your sense of humor!