

GES Symposium Guidelines

Aloha, GES seniors! The presentation of your research findings at the GES Symposium is one of two non-course-based degree requirements—the end is in sight! To help you complete this step and polish your presentation, the GES Program will solicit a reviewer (or two) to provide guidance. Your reviewer(s) may not be an expert in the topic you are presenting, but bear in mind that they signed up voluntarily to watch/listen to you and suggest improvements. The objective of this assessment is not to critique the content of the talk, but rather the delivery of your presentation and your communication style.

Assessment procedures

Generally, students go through their presentation in its entirety and at their own pace before reviewers critique each slide, or as needed. Critiquing and advising can include, but is not limited to, ensuring the timing is good (fits into 12 minutes without being rushed), the slides are readable, delivery is smooth, conclusions are well-supported, asking potential questions someone in the audience might ask, etc.

We encourage you to clarify your reviewer's comments and/or suggestions as much as possible during the session.

Presentation parameters

- Each presentation should be no more than 12 minutes. (Even though you have 15 minutes on the agenda, the time includes your mentor's introduction and Q&A, approx. 3 minutes.)
- Each presentation should have (in order) Title slide, Background (Introduction), Methods, Results, Conclusion, Acknowledgement.
- Pick only the main messages from your thesis.
- Slides should be numbered for easy reference.
- Slides should not contain too much text; font and size should be readable.
- **Make sure slides are visible and legible from the back of the room.**
- Do not read text from the slides.
- Graphs should be labeled on both axes; font and size should be readable.

Pro tips

- You are telling a scientific story within 10-12 minutes. Make sure the text and images on your slides contribute to the story.
- Pace yourself, do not rush through the slides.
- Busy slides are distracting; keep them simple and self-explanatory.
- Stick to what you know and avoid using concepts or jargon that you don't understand.
- Questions to expect: Why, What, When, Who, Where, How, With what.
- **For the benefit of online viewers and/or the Zoom recording, repeat the questions.**
- It is OK to say you don't have the answer. If you don't understand a question, ask the person to rephrase; if you don't know the answer, simply state that and move on.

Best of luck! You got this!