How to Give a Talk

UMassD 499 Sept 7, 2016

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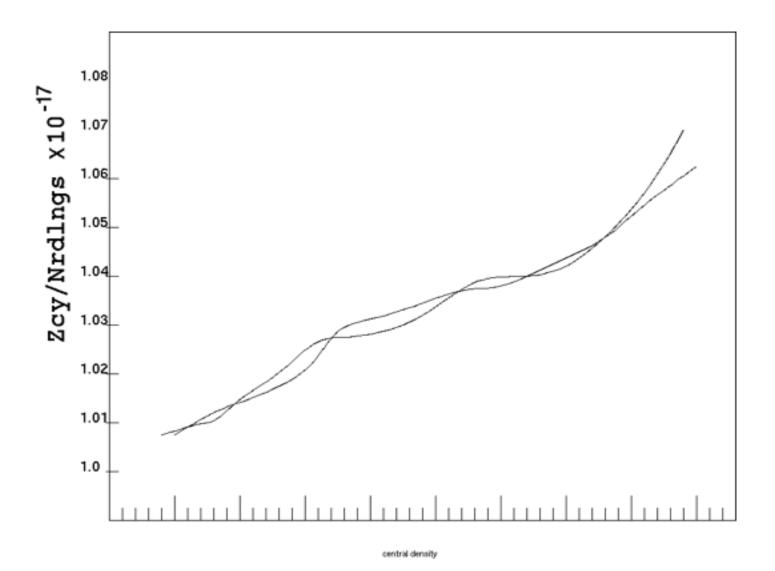- Use "it turns out."

- Tell them three times.

Visuals

- Don't use your slides as text that you will read.

- In giving a talk you don't want to have to remember every damn thing that you'll need to say to fill up whatever time they want you to fill up, so the thing to do to make it easy on yourself is to put it all on a slide.

- Then you can just read the slide to them, and bada-bing you're done. Not only that, but you'll have a record of it, and that might be useful because if you don't do a bad enough job someone might ask you to give a talk again.

- Well, sir. You'll have it all packaged and ready to go. Just project it and read it.

- Of course, it does seem kind of silly for you to read it. Presumably everyone in the audience can read (it's an entrance requirement, right?) So why do I even have to show up.

- I could just give someone the slides to show. It's kind of like a paper. Hey wait. Isn't that what papers are for?

- And as for creating a record of the talk for subsequent use, I could always do that using the Notes page.

- So maybe I should be doing something else with a talk, something other than the highly detailed kind of thing that is done with a paper. Ya think?

- Am I done yet. Lemme see. Yup. Everyone is asleep.

Visuals

- Don't use your slides as text that you will read.

- Graphics must be clear, well explained, and used sparingly.

central density

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- Avoid distracting mannerisms.
- Deal with questions.