Presentation basics

Speaking: Organization / PowerPoint

Required parts:

- <u>Title slide</u> title, your name(s), your <u>affiliation</u>, the venue (conference and the city), the date
- 総合数理学部 = Faculty of Interdisciplinary Mathematical Sciences School of Interdisciplinary Mathematical Sciences

Date: write it out, please.

2016/10/29 → October 29, 2016

The Nuts and Bolts of Willingness to Use Technology

James A. Elwood & George R. MacLean Meiji University

JALT-CALL, Kyōto Sangyō University

May 30, 2010

2. Table of Contents (TOC) slide

- 1. Introduction (What is WUT?)
- 2. Study venues
- 3. Dimensionality
- 4. Invariance
- 5. Q&A

Today's Talk

- 1. Introduction: What is WUT?
- 2. Study venues
- Dimensionality
 Invariance
- 5. Q&A
- 5. QU

The Nuts and Bolts of Willingness to Use Technology

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3. <u>"chapter heading" slide</u> = name of one part

One slide says only, "1. Introduction: What is WUT?" ... and One slide says only, "2. Study venues", and

1. introduction:	
What is WUT?	2. Study Venues

4. <u>Questions</u>

...

- 5. <u>Thank you</u>
- 6. <u>References slide (if you have references!)</u>

PowerPoint tips:

F5 = start a presentation at the beginning

Shift + F5 = start at that slide

How to point out something on a slide?

- ⇒ Use laser? ← never ⊗
- ⇒ <u>Use animation of shapes</u>
- ⇒ Use your hand?

Remote control highly recommended

One more thing: If you use the keyboard, so do **<u>quietly</u>**, please!