# How To Give Great Presentations

## Planning Your Presentation

Guy Smith-Ferrier
http://www.guysmithferrier.com
Twitter: @GuySmithFerrier

# What We Will Cover In This Session

- Standard Slides
- Slide Construction
- Slide Deck Strategies

# Standard Slides

- Opening Slide
- About You
- Agenda
- (Presentation Slides)
- Summary / Conclusion / Key Takeaways
- Resources
- Questions
- Closing Slide

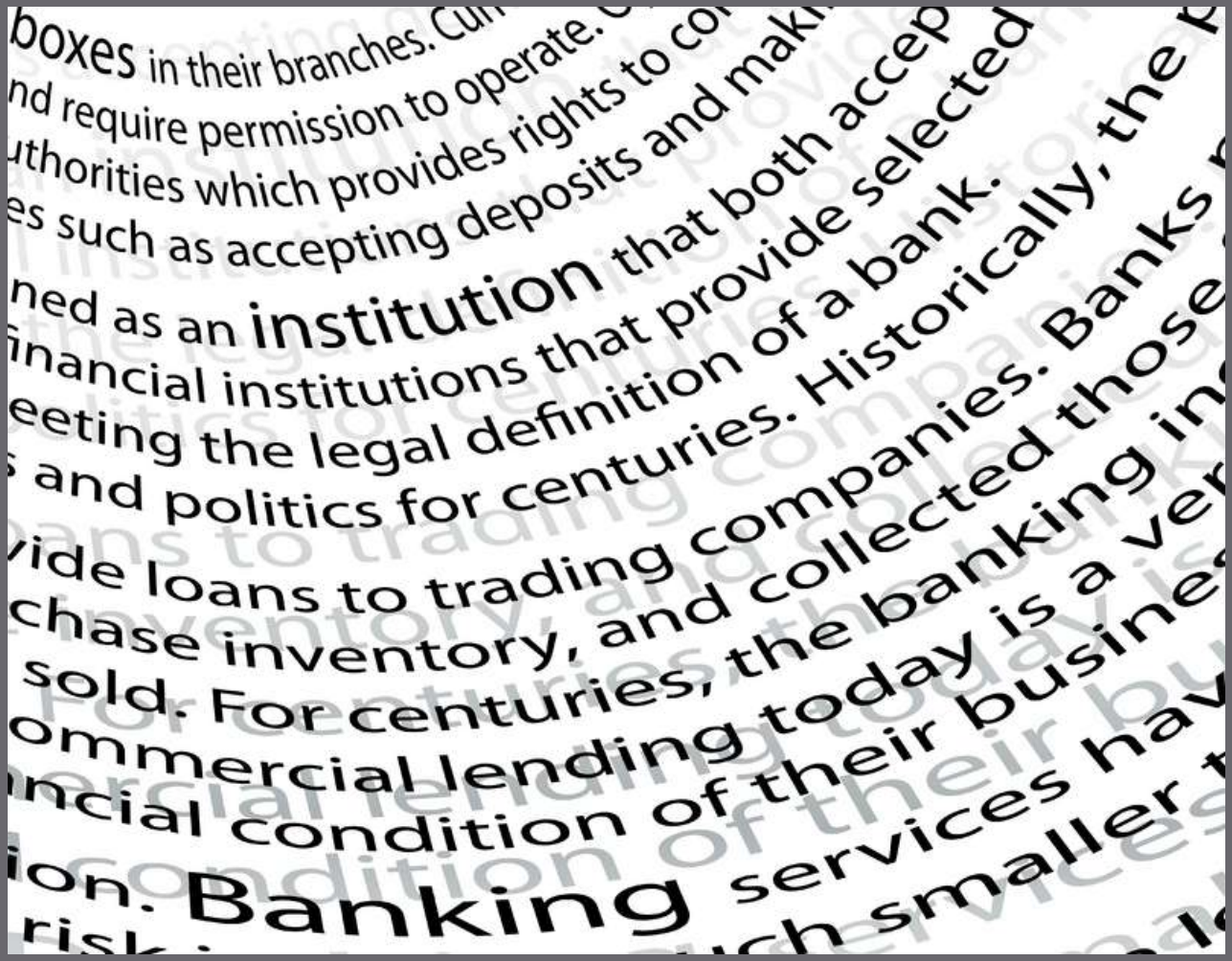
# Slide Construction

- Volume of text
- Full stops
- Spell checking / grammar
- Hyperlinks
- Using animation to reveal bullet points

# Slide Deck Strategies

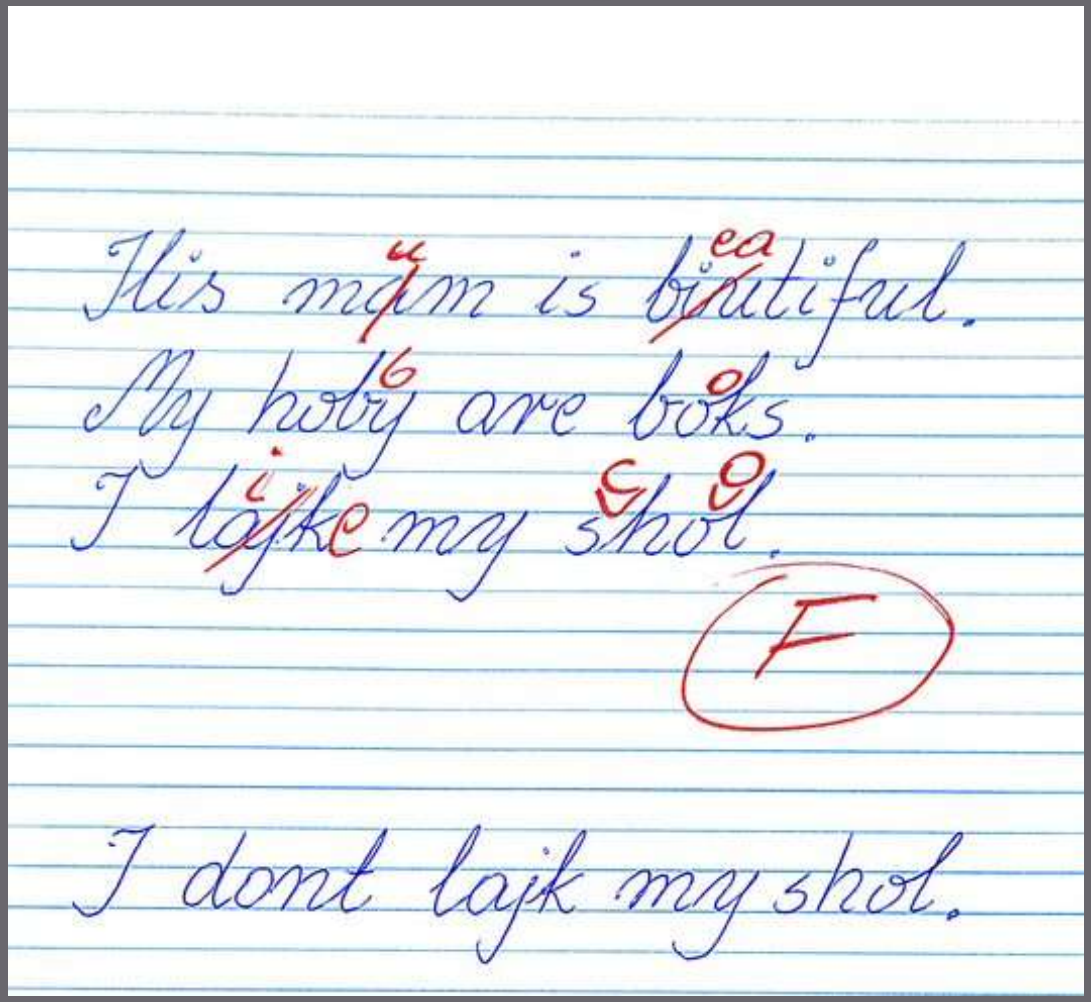
- All text
- Text plus pictures
- All pictures

# Slide Construction Volume Of Text

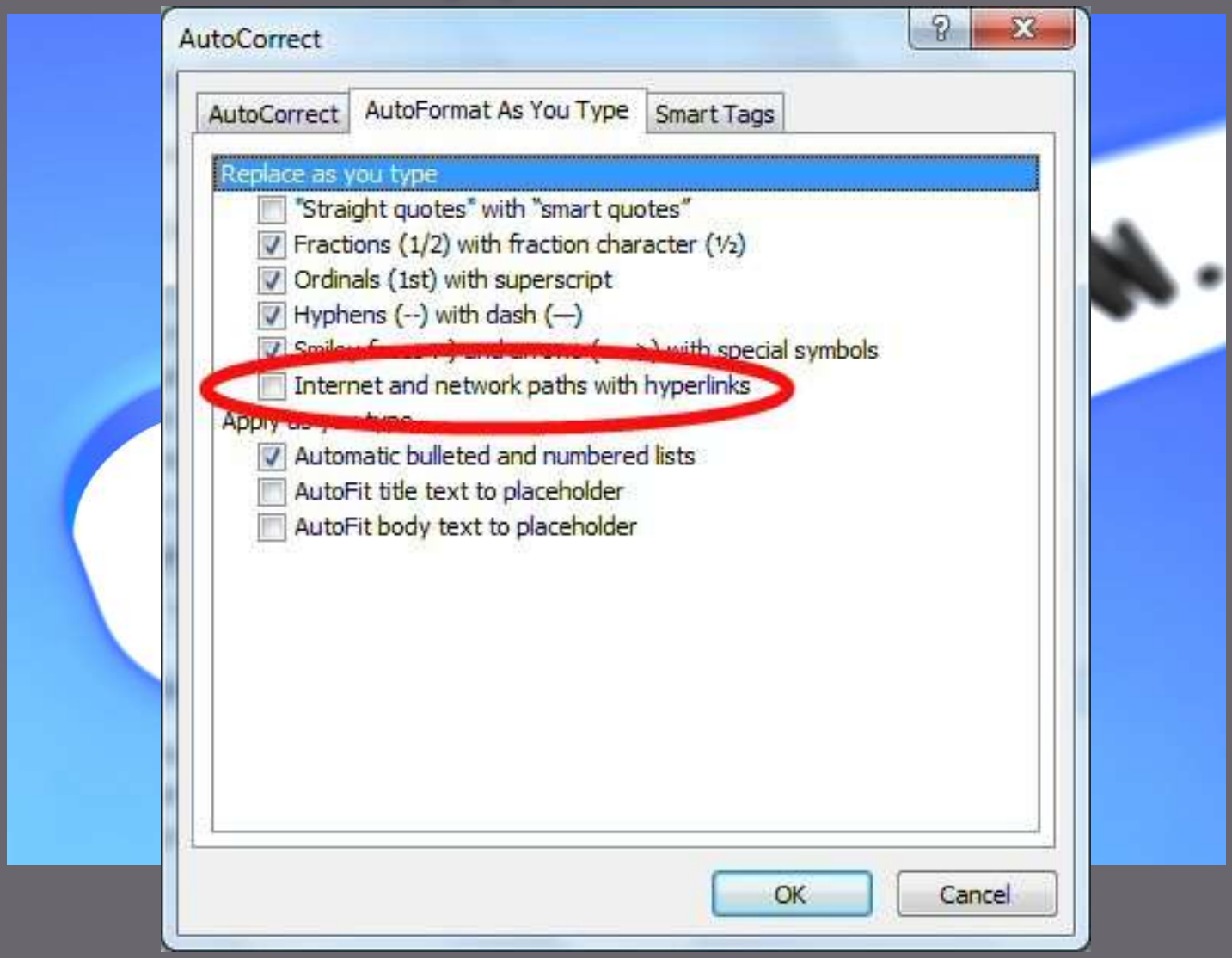


# Slide Construction
# Full Stops

# Slide Construction
# Spell Checking / Grammar



# Slide Construction
# Hyperlinks



# Slide Construction
## Using Animation To Reveal Bullet Points

- Using animation to reveal bullet points
- Using animation to reveal bullet points
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# Slide Deck Strategies

- Benefits of pictures
  - Visually more appealing
  - Great for conceptual information
  - Higher recall of information
- Benefits of text
  - Great for detailed information
  - Great for a hierarchical structure

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# Summary

- Consider which standard slides to include
  - Tell 'em, tell 'em and tell 'em again
- Be consistent
- Choose an appropriate slide strategy