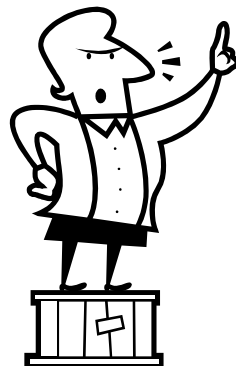


PART 6

Communicating Results



You will communicate what you did and what you found out in an oral report accompanied by a PowerPoint presentation.

You will be given a template for your PowerPoint presentation. All you will have to do is insert your information and then adjust the colors, graphics, etc to suit what you are trying to say.

The information to be shared with the class is:

- Question & purpose
- Summary of literature review
- Hypothesis
- Summary of procedure
- Data
- Conclusion

General PowerPoint Guidelines:

- Just because you can do something in PowerPoint, does not make it a good idea – Less is More!
- Keep the same background for all slides.
- Use contrasting colors for background and text.
- Use graphics (clipart), but no more than one to a slide.

- Use a clear, easy to read font. *Verdana* is a good font for presentations. Use no more than two fonts for the entire presentation; one for headings, and one for text.
- Use the largest appropriate size font. 32 pt is the minimum for easy readability.
- Remember the 6X6 rule: 6 lines of type, six words per line.
- Text should not “wrap” – that is, all information should fit on one line
- Use animations & effects sparingly; they should make your presentation easier to follow, not distract the audience.
- Use no more than 1 slide transition technique and make sure it is one that helps the audience understand what you are trying to tell them.
- Sounds are not necessary; they are usually distracting

Oral Report Guidelines:

- Each group will have 5 – 7 minutes to present their investigation
- Every member of the group must have an approximately equal part in the presentation
- The PowerPoint is a visual aid for the audience, not a cue card for the presenter – do not read from it
- You may use note cards, but not your written report
- The oral report must cover the same information as the PowerPoint presentation