

## Presenting in English

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Konferenz "Kooperationen und Karrieren - neue Perspektiven im internationalen Austausch"

18.-20. September 2019, Berlin





# 

#### How to swim

how to swim faster
how to swim in minecraft
how to swim wikihow
how to swim butterfly
how to swim freestyle
how to swim faster in minecraft
how to swim longer
how to swim breaststroke
how to swim like a mermaid

Congressions

#### 3 THINGS





Structuring your talk for maximum impact



**Delivery** 



Visuals



### Say hello to your neighbour

- Who are they? What do they do?
- 3 minutes

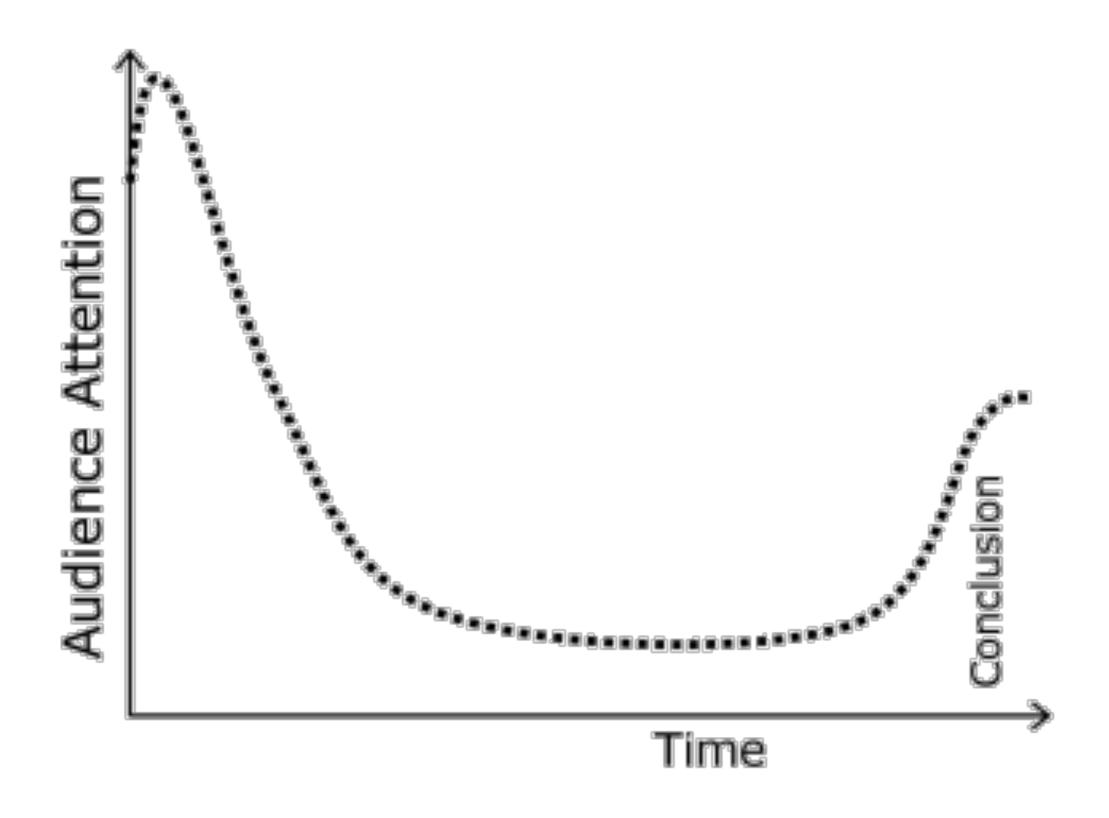
#### Orange Cards/Yellow Cards

- Presented at a conference: Orange Card
- Not presented at a conference: Yellow Card
- Does not like giving presentations: Orange Card
- Enjoys giving presentations. Yellow Card
- English is your mother tongue:Orange Card
- English is not your mother tongue: Yellow Card

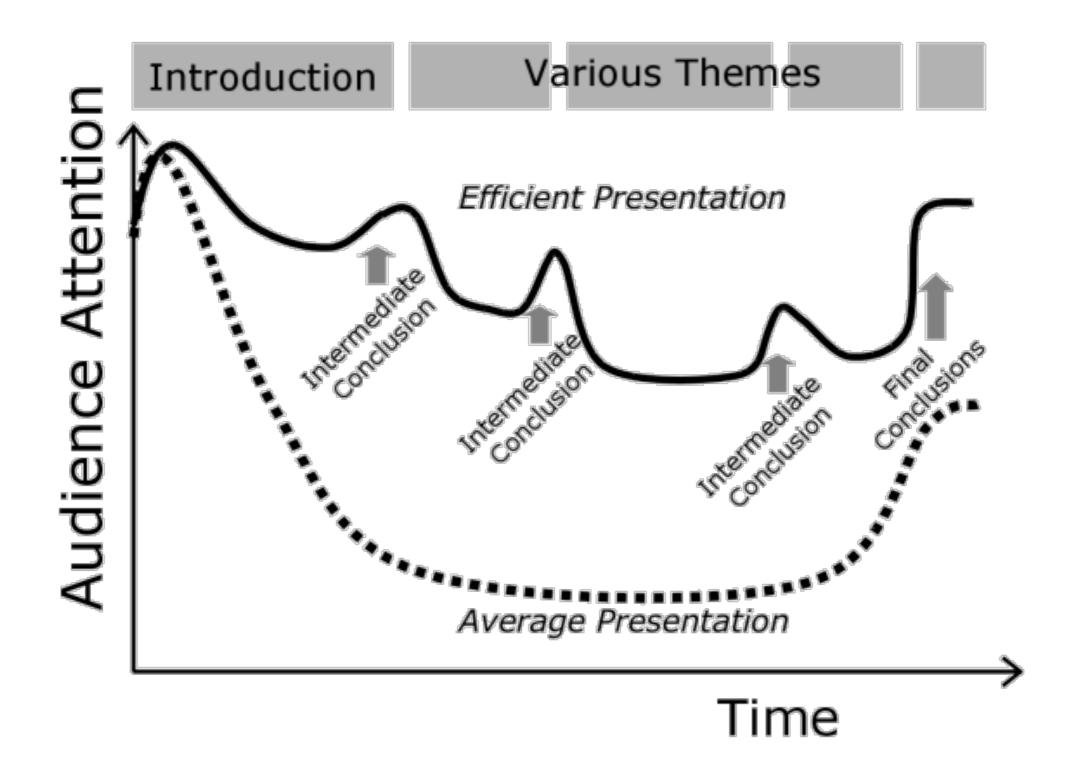


#### Volunteers?

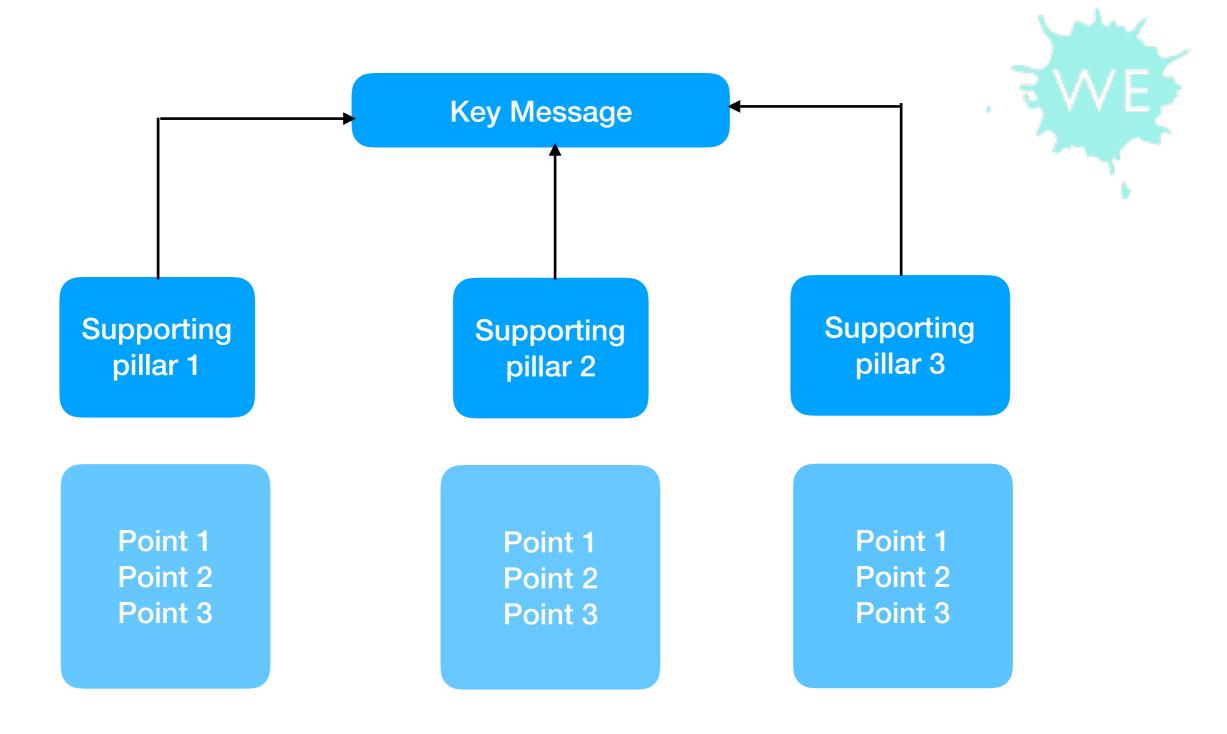
The attention curve - typical attention the audience pays to an average presentation



#### Structuring a Presentation



#### Structuring a Presentation - group similar points together



#### Structuring a Presentation

Start

Middle

End

Know your audience

Create Curiosity

Hook: Grab attention

Group together what belongs together
Reduce words - maximum 2,100 words in 20
minutes

Focus on main message Short sentences

Only focus on methods if they are new or interesting

Re-hook the audience

**Stories** 

Diagrams and graphs kept simple - pause to explain them

Seed questions "If you're interested in hearing more about ....., ask me at the end"

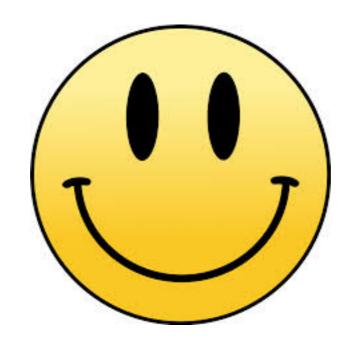
**Summary** 

Q&A

End strong (refer to start)



# Thank you for your attention!!





#### Summary: Structure

- Don't have to follow IMRaD
- Start Strong
- End Strong



## † Delivery

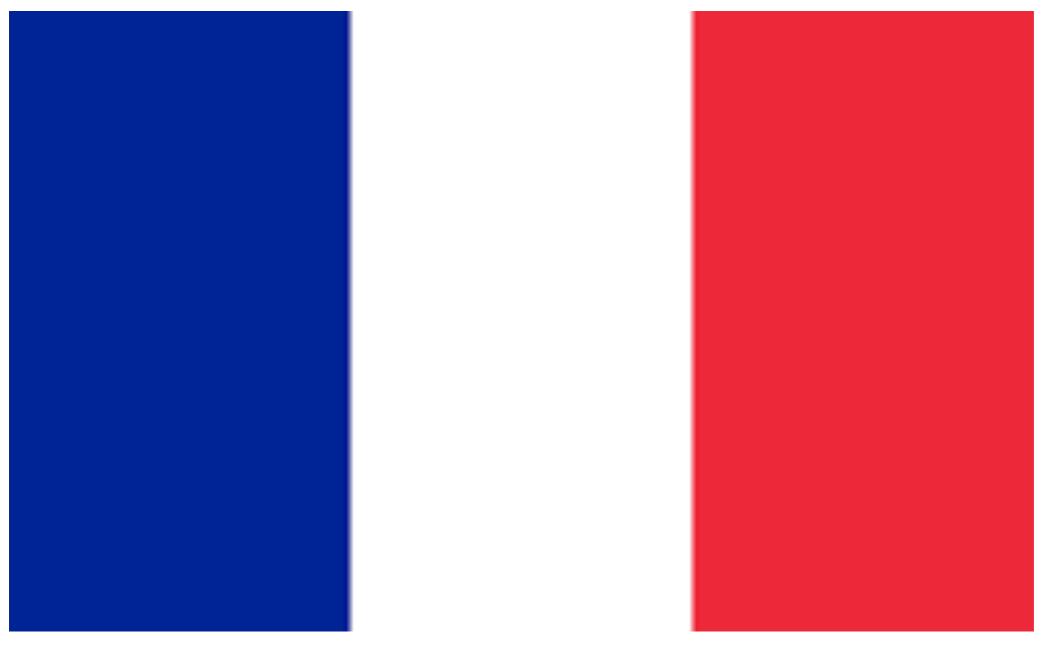


# Responsibility is with the sender

## International English



Avoid idioms



### Pardon my french

## International English



Use the simpler word

### Use the simpler word

- acquire or get
- additional or more
- advantageous or helpful

## International English

- Avoid idioms
- Use the simpler word
- Avoid synonyms
- Be inclusive (religious, cultural analogies or jokes)
- Keep sentences short
- Stay active, avoid passive
- Avoid acronyms
- Speak clearly and slowly
- Use transitions





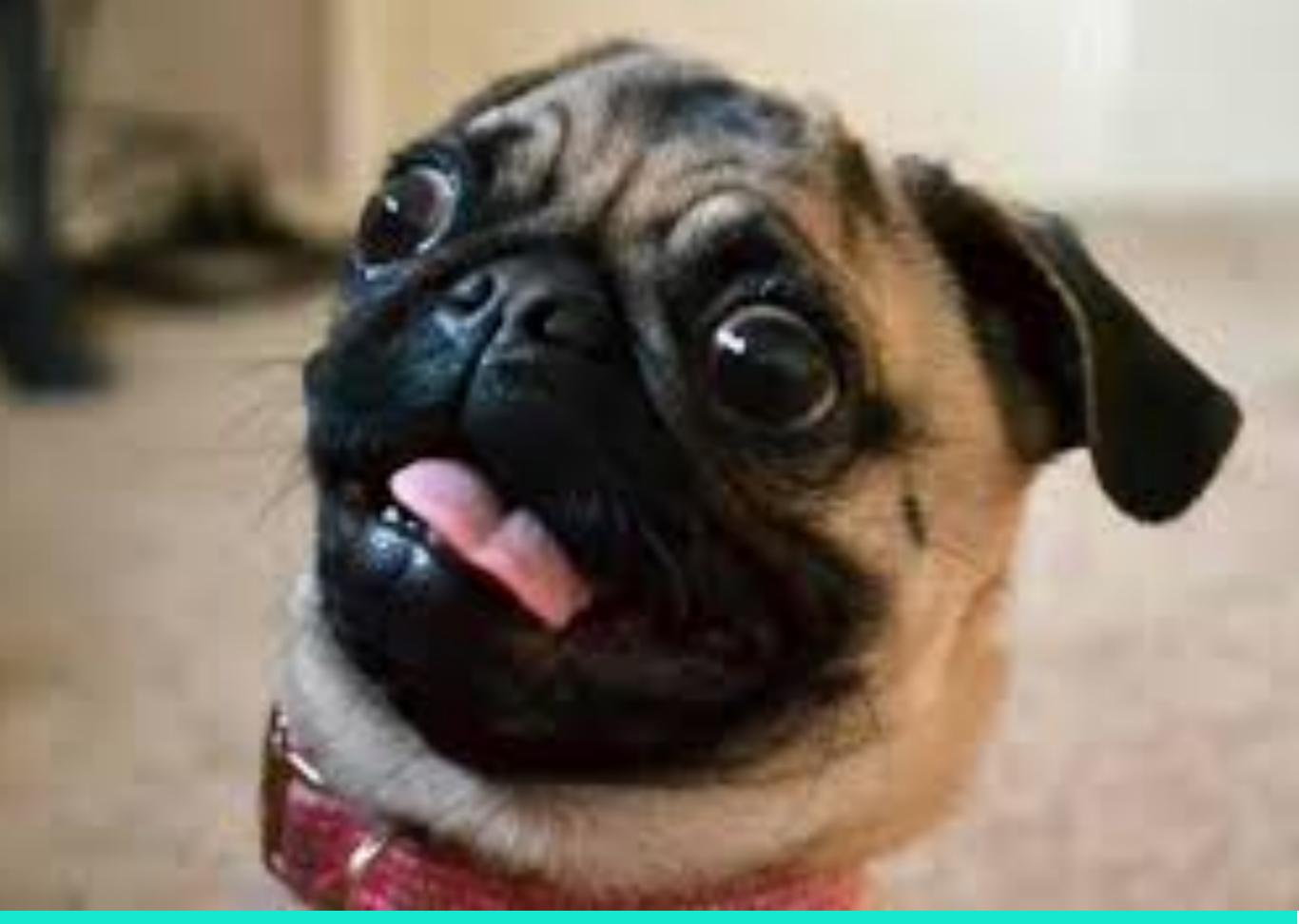
- Warm up your articulators (QEQR, tongue twisters, chew gum)
- Pronounce consonants clearly/crisply especially at the end of a sentence
- Stress on important words
- Speak from your diaphragm



### Voice

- Pitch
- Pace
- Power





#### **FEAR**

F FALSE

**EVIDENCE** 

A APPEARING

R REAL









## Over Coming Nerves



- Breathe
- Practice, practice, practice
- Power-Posing (Fake it t'ill you make it)
- Connect with the audience
- Focus on the message
- Do some exercise

#### Body Language

- Face
- Eye Contact
- Gesture
- Posture

Movement





"anyone with an idea worth sharing is capable of giving a powerful talk"

Chris Anderson -TED







# Keep it Visual



# "10% of information retained after 3 weeks"

(Bligh, 2000, p. 40)



# Newcastle Beach County Down

Newcastle Beach is a popular tourist destination located on the South Down coast.

Newcastle Beach comprises of sand, pebbles and larger stones and is approx 2.5 km in length.

The major part of Newcastle Beach is backed by a promenade and the seaside town of Newcastle, which has lots of shops, amusements and other attractions. The beach has a very gentle slope with the Mountains of Mourne in the background.



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Amount of text on slide important

#### Bullets

- The eye has a hard time reading bullet points after about three lines so keep them short
- Too many bullet points, too close together are hard to read
- Only use bullet points in a list and not as a single sentence.
   Oh and try and make the parallel! You don't need to write in full sentences

Keep bullet points under 7 words

Keep space between your bullet points

Keep bullet points parallel and start same way

#### $R_s$ as a function of T, $\theta$

Results of regression analyses relating soil respiration to soil water content and soil temperature at the woody vegetation (W,) and the herbaceous vegetation (H,) sites.

Model	$\rho_0$	$\rho_1$	$\beta_2$	βз	r³	P value	RMSE	AIC
$R_s = \beta_0 e^{(\beta 1T)} e^{(\beta 2G) + (\beta 3H^4G)}$								
v	7, 0.193	0.089	22.149	-61.202	0.919	< 0.0001	0.42	611
	H, 0.168	0.059	22.095	-97.273	0.899	< 0.0001	0.09	1205
$R_s = \beta_0 e^{(\beta 1T)}$								
ν	7, 1.396	0.049	-	4	0.354	< 0.0001	1.21	1444
I	H <sub>s</sub> 0.516	0.053	-0		0.750	< 0.0001	0.11	956

The best-fit model parameters ( $\beta_0$ ,  $\beta_1$ ,  $\beta_2$ ,  $\beta_3$ , and  $\beta_4$ ) are reported for each model together with the squared coefficient of regression ( $r^2$ ), and the root mean squared error (RMSE). T is temperature (°C),  $\theta$  is reduced to water content ( $m^{-3}$   $m^{-3}$ ), and P is soil recritation (upod CO,  $m^{-2}$   $n^{-3}$ ).

## More in paper

Specific problem To determine the safety of inlining the lambda term law at the call site [(f ....)], we need to know that for every environment  $\rho$  in which this call is evaluated, that  $\rho[f] = \langle \text{fars}, \rho' \rangle$  and  $\rho(v) = \rho'(v)$  for each free variable vin the term less.2

$$\eta(b) = \hat{b} \text{ iff } \eta(g(b)) = \hat{g}(\hat{b}).$$

$$\hat{\beta}(e_i) \in \widehat{Bind}_1$$
  $\hat{b}_i \in \widehat{Bind}_1$   
 $\hat{\beta}(e_i) \equiv' \hat{b}_i$ ,

 $g_B^{-1}(ve) = \lambda b. g_B^{-1}(ve(b)).$ 

 $\alpha^{\eta}(call, \beta, ve, t) = (\alpha^{\eta}(V), \alpha^{\eta}(\beta), \alpha^{\eta}(ve), \eta(t))$  $\alpha_{BEnv}^{\eta}(\beta) = \lambda v.\eta(\beta(v))$  $\alpha_{VSuv}^{\eta}(ve) = \lambda \hat{b}. \square \alpha^{\eta}(ve(b))$  $\alpha_D^{\eta}(d) = \{\alpha_{Vol}^{\eta}(d)\}$  $\alpha_{v,s}^{\eta}(lam, \beta) = (lam, \alpha^{\eta}(\beta)).$ 

Theorem 4. It is safe to remeterialize the expression e' in place of the expression e in the call site call iff for every reachable compound abstract state of the form  $((call, \beta^a, \hat{ve}, \hat{t}), \equiv)$ , it is the case that  $\hat{E}(e', \beta^a, \hat{ve}) = (lam', \beta')$  and  $\hat{\mathcal{E}}(e, \hat{\beta}^o, \hat{se}) = (lam, \hat{\beta})$  and the relation  $\sigma \subseteq Var \times Var$  is a substitution that unifies the free variables of law' with lam and for each  $(v', v) \in \sigma$ ,  $\beta'(v') \equiv \beta(v)$ .

$$\hat{\varsigma} \in \hat{E} = \text{Call} \times \widehat{BEnv} \times \widehat{VEnv} \times \widehat{Time}$$

$$\hat{\beta} \in \widehat{BEnv} = \text{Var} \rightarrow \widehat{Bind}$$

$$\hat{ve} \in \widehat{VEnv} = \widehat{Bind} \rightarrow \hat{D}$$

$$\hat{d} \in \hat{D} = P(\widehat{Val})$$

$$\widehat{val} \in \widehat{Val} = \widehat{Clo}$$

$$\widehat{clo} \in \widehat{Clo} = \text{Lam} \times \widehat{BEnv}$$

$$\hat{b} \in \widehat{Bind} \text{ is a finite set of bindings}$$

$$\hat{t} \in \widehat{Time} \text{ is a finite set of times}$$

$$g_B^{-1}(b) = b$$
  
 $g_B^{-1}(g(b)) = \begin{cases} b & \eta(b) = \eta(b') \text{ for some } g(b') \in B \\ g(b) & \text{otherwise} \end{cases}$   
 $g_B^{-1}(lom, \beta) = (lom, g_B^{-1}(\beta))$  Theorem 3  
 $g_B^{-1}(\beta) = \lambda v. g_B^{-1}(\beta(v))$  stract bindi

Theorem 3. Given a compound abstract state  $\{(call, \hat{\beta}, \hat{ve}, \hat{t}), \equiv\}$  and two abstract bindings,  $\hat{b}$  and  $\hat{b}'$ , if  $\alpha^{i\eta}(call, \beta, ve, t) \sqsubseteq ((call, \hat{\beta}, \hat{ve}, \hat{t}), \equiv)$  and  $\eta(b) = \hat{b}$ and  $\eta(b') = \hat{b}'$  and  $\hat{b} \equiv \hat{b}'$ , then ve(b) = ve(b').

Theorem 2. If  $\alpha^{\eta}(\beta_1) = \hat{\beta}_1$  and  $\alpha^{\eta}(\beta_2) = \hat{\beta}_2$ , and  $\hat{\beta}_1(v) = \hat{\beta}_2(v)$  and  $\hat{\beta}_1(v) \in$ Bind<sub>1</sub>, then  $\beta_1(v) = \beta_2(v)$ .

 $(([(f e_1 ... e_n)^{\ell}], \hat{\beta}, \widehat{ve}, \hat{t}), \equiv) \rightarrow ((call, \hat{\beta}^{\prime\prime}, \widehat{ve}^{\prime}, \hat{t}^{\prime}), \equiv^{\prime}), \text{ where:}$  $\hat{d}_i = \hat{\mathcal{E}}(e_i, \hat{\beta}, \hat{ve})$  $\hat{d}_0 \ni ([(\lambda^{\ell'} (v_1 ... v_n) coll)], \hat{\beta}')$  $\hat{t}' = \widetilde{tick}(call, \hat{t})$  $\hat{b}_i = \widehat{alloc}(v_i, \hat{t}')$  $\hat{B} = \{\hat{b}_i : \hat{b}_i \in \widehat{Bind}_1\}$  $\hat{\beta}^{\prime\prime} = (\hat{g}_{\hat{\alpha}}^{-1}\hat{\beta}^{\prime})[v_i \mapsto \hat{b}_i]$  $\widehat{ve}' = (\widehat{g}_{\widehat{o}}^{-1}\widehat{ve}) \sqcup [\widehat{b}_i \mapsto (\widehat{g}_{\widehat{o}}^{-1}\widehat{d}_i)],$ 

Theorem 1. If  $\alpha^n(\varsigma) \subseteq \overline{\varsigma}$  and  $\varsigma \Rightarrow \varsigma'$ , then there exists a state  $\zeta'$  such that  $\zeta \sim \zeta'$  and  $\alpha^{q}(\zeta') \sqsubseteq \zeta'$ .

$$alloc : Var \times Time \rightarrow Bind$$

$$tick : Call \times Time \rightarrow Time$$

$$\widehat{alloc}$$
:  $Var \times \widehat{Time} \rightarrow \widehat{Bind}$ 

$$\widehat{tick} : Call \times \widehat{Time} \rightarrow \widehat{Time}$$

$$\hat{d}_i = \hat{\mathcal{E}}(e_i, \hat{\beta}, \hat{s}\hat{e})$$
  
 $\hat{d}_0 \ni ([(\lambda^{\ell'} (v_1 \dots v_n) coll)], \hat{\beta}')$   
 $\hat{\ell}' = \widehat{tick}(coll, \hat{t})$   
 $\hat{b}_i = \widehat{alloc}(v_i, \hat{t}')$   
 $\hat{B} = \{\hat{b}_i : \hat{b}_i \in Bind_1\}$   
 $\hat{\beta}^{ij} = (\hat{g}_B^{-1}\hat{\beta}^j)[v_i \mapsto \hat{b}_i]$   
 $\hat{v}\hat{e}' = (\hat{g}_B^{-1}\hat{v}\hat{e}) \sqcup [\hat{b}_i \mapsto (\hat{g}_B^{-1}\hat{d}_i)],$ 

$$([(f e_1 \dots e_n)^{\ell}], \hat{\beta}, \widehat{ve}, \hat{t}) \leadsto (call, \hat{\beta}'', \widehat{ve}', \hat{t}'), \text{ where:} \qquad ([(f e_1 \dots e_n)^{\ell}], \beta, ve, t) \Rightarrow (call, \beta'', ve', t'), \text{ where:} \\ \hat{d}_i = \hat{\mathcal{E}}(e_i, \hat{\beta}, \widehat{se}) \qquad \qquad d_i = \mathcal{E}(e_i, \beta, se) \\ \hat{d}_0 \ni ([(\lambda^{\ell'} (v_1 \dots v_n) \ call)], \hat{\beta}') \qquad \qquad d_0 = ([(\lambda^{\ell'} (v_1 \dots v_n) \ call)], \beta') \\ \hat{t}' = \widehat{tiek}(call, \hat{t}) \qquad \qquad t' = tiek(call, t) \\ \widehat{ne} \longrightarrow \widehat{Bind} \qquad \hat{b}_i = \widehat{alloc}(v_i, \hat{t}') \qquad \qquad b_i = alloc(v_i, t') \\ \widehat{ne} \longrightarrow \widehat{Time} \qquad \hat{b} = \{\hat{b}_i : \hat{b}_i \in Bind_1\} \\ \hat{\beta}'' = (\hat{g}_B^{-1}\hat{\beta}')[v_i \mapsto \hat{b}_i] \qquad \qquad ve' = (g_B^{-1}ve)[b_i \mapsto (g_B^{-1}d_i)],$$

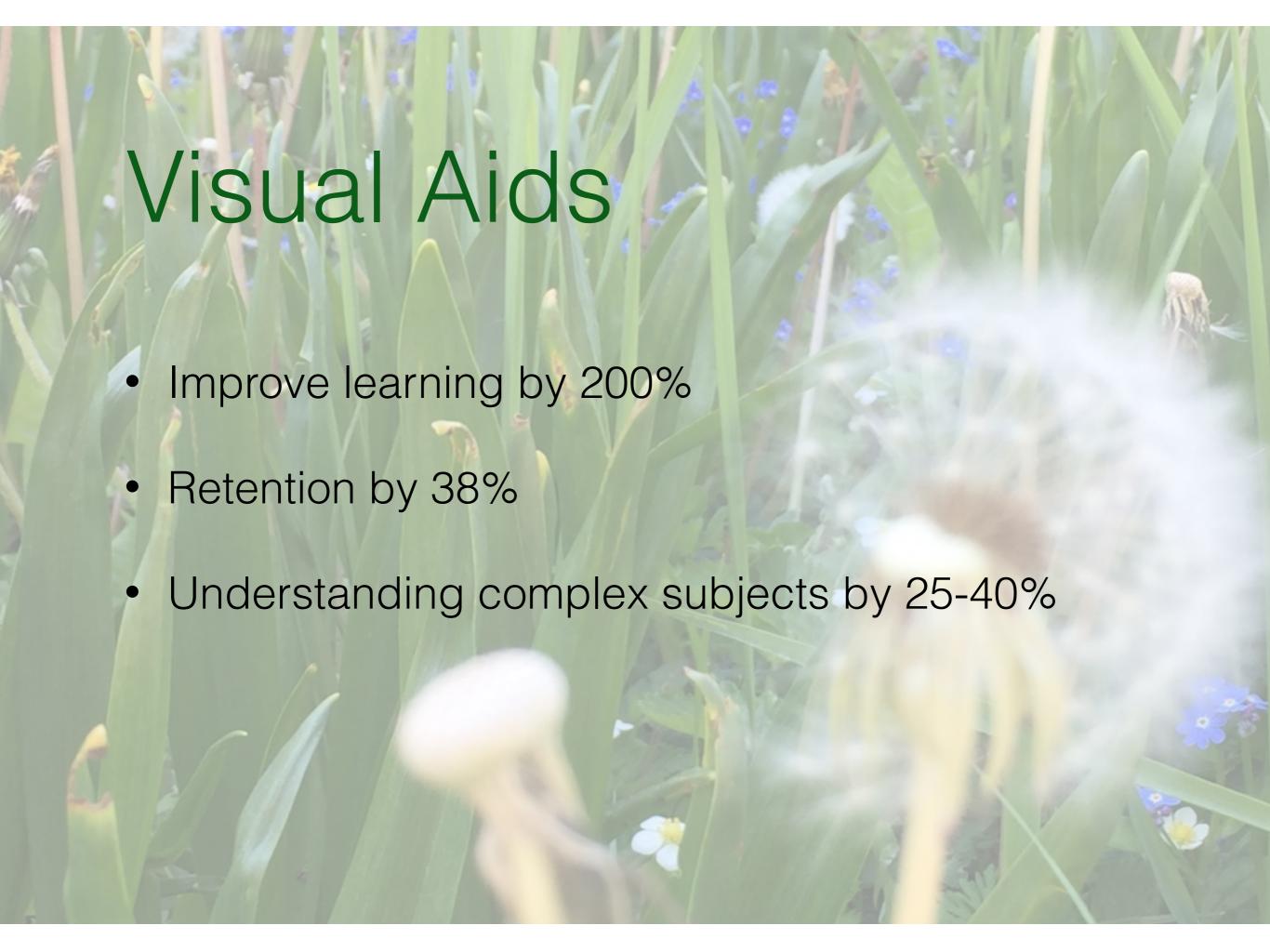
### How many 3s?

### How many 3s?



### Figures etc.

- Contrast between the graph and the background
- 2D not 3D
- Labels should be seen by the audience
- Title of the figure should be an explanation
- Show each element one by one, pause and explain







# "Anyone can be a good speaker. The key is to find your own authentic style."

Gavin Meikle

## Thank you!

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www.speechinminutes.com

Cuddy AJ, Wilmuth CA, Yap AJ, Carney DR. Preparatory power posing affects nonverbal presence and job interview performance. The Journal of Applied Psychology. 100: 1286-95.

Watch Ted Talks - www.ted.com

Garr Reynolds has a helpful website http://www.garrreynolds.com. He has written several books including "Presentation Zen", and "Presentationzen Design"

The Oceanography Society have a great PDF on presenting <a href="http://www.tos.org/pdfs/sci\_speaking.pdf">http://www.tos.org/pdfs/sci\_speaking.pdf</a>

Resonance by Nancy Duarte

Breathe by Dan Bruhlé