



Oral presentation Guidelines for Food Production and Technology Management Degree Programme

Number of slides: Variable

Around 10 slides would be enough for 07 minutes, however, the number may change from presenter to presenter depending on your speed, content and your own style of presenting.

Content : Should contain Introduction, Materials and Methods, Results and Discussion, Conclusions, References and Acknowledgement

Time : 7 minutes presentation and 3 minutes discussion (Q & A)

Designing the 7-minute presentation slides

- Prepare your slides with summarised content of your research work
- Build your talk with a good flow
- Avoid complex terminology in the slides, and be confident about each word you include
- Avoid too many details, and try to use simple figures, flow charts, and/ or photos to support your talk
- Letters should be readable even from a distance
 - The minimum letter size you can use is 20-24 depending on the font type.
 - Use legible font type: E.g., Calibri

Delivering your presentation

- Do not introduce yourself (The chairperson will introduce you and your presentation title to the audience). Directly start your presentation
- A rough breakdown for your presentation is given below. You may change the time durations according to your research project making sure not to exceed 7 minutes in total.

Introduction: 1.5 minutes

Methodology: 1.5 minutes

Results and Discussion: 3 minutes

Conclusion: 40 seconds

References, Acknowledgements: 20 seconds

- Do not read your references and acknowledgments one by one. Just show the slides to the audience with one or two accompanying sentences.
- Do not depend on the slides.
- Do not read the slides/ script.
- Speak clearly and use annotations.
- Make sure you use your time but do not go over it.

Please rename your presentations by your student number and department (16xxxx_DLAS, 16xxxx_DAF). You need to upload your presentations to the given link (link will be provided in due time) in the LMS **on or before 2.00 pm on 30th January 2021.**

Since UReS 2020 is scheduled to be held online you are expected to do live zoom presentations and participate online for the discussion (Q & A session) afterward.

We also need you to do a 7-minute video recording for your presentation. This was decided in the event a student not being able to join live via zoom due to a technical difficulty or connectivity issue, we need to maintain the smooth functioning of the symposium without any delays. Nonetheless, it must be stressed that to be considered for the awards and to receive the Certificate of Participation you must join live to do your presentation and the discussion component.

You need to upload the video recording of your 7-minute presentation on or before **2 pm on 30th January 2021** to a specified virtual space given (Please refer to the Oral and Poster Recording Guidelines uploaded on the UReS web).

Please contact Dr. Thushanthi Perera (0761053228) or Dr. Upamali Peiris (0779486813) if you need any further details.