

Intermountain Junior Science & Humanities Symposium Presentation Guidelines

Competitive Oral Presentations

Session timing. The research presentation may not exceed 12 minutes, followed by a maximum 6-minute question and answer period. A session moderator will aid the student speaker in maintaining this schedule and in fielding questions from the audience. The procedure for maintaining the time includes a 10-minute signal for the student, and finally a 12-minute signal. At the 12-minute point, the student speaker must stop the presentation even if he or she has not finished.

Following the presentation, the session moderator will ask for audience questions. The speaker may entertain questions while the exchange appears interesting and relevant. Questions intended to harass the student speakers will not be allowed by the session moderator. The speaker should repeat a question before answering so the audience may understand the entire dialogue.

Use of Audio Visuals - Available equipment. Available audio-visual equipment in each session includes: (1) LCD projector; (2) projection screen; and (3) a laser pointer. Additionally, PC-based computers will be in each session room configured with Microsoft 2010 PowerPoint and Adobe Acrobat. Presenters should ensure that their presentation can be played using either of these software programs.

Presenter utilizing a PowerPoint presentation should take note of the following:

- Embed any video, or other presentation developed through other software, into PowerPoint 2010. If using video, students must comply with the following ground rules:
 - The video component cannot make up more than one (1) minute of the presentation.
 - No audio or background music is permitted other than sounds that are an integral part of the research. Recorded or mechanically produced narration is not permitted. Narration must come from the speaker.
 - Videos (and audio, if any) may be used only for those aspects of the presentation that cannot adequately be presented by slides. Video material presented must be an integral part of the research and should not be a substitute for presentation of data. Videos must not be used for presentation of common procedures, illustrating equipment or showing laboratory facilities. Videos should illustrate work that was done and should not be used for stimulation or aesthetic value.
- Save the PowerPoint presentation in a PC-compatible format. This file will be saved to our laptops the evening before the presentations. We will also have you review the presentation so that we are sure it is in working condition on our computers.
- Equipment operators may not be available in each session. Students should number visuals in sequence so an assisting operator or the presenter can easily reshown a particular slide. Many times, slides are re-shown during the questioning period.

Additional aids to the presentation. No written handouts or models are permitted. Software such as PowerPoint and computer action video may be used to prepare or drive slides or overheads.

Non-Competitive Poster Presentations

The non-competitive poster session will last one hour. During the entire duration of the poster session, presenters should remain close to their posters and be available to answer questions and discuss their research. We ask that teachers/chaperones from that student's school not remain directly with that student or assist during the actual poster presentation time period.

Definition:

- The poster is a hybrid between a research paper and an oral presentation. The primary purpose of a poster is to communicate what was done, what data was obtained, the researcher's conclusions and recommendation for future research. A poster is more concise since the author is present to explain and elaborate on the research work.

Composition:

The poster contains the following sections:

- Title
- Student's name and regional symposium
- Abstract
- Introduction
- Methods
- Results
- Conclusions
- Acknowledgements

Display:

- The poster ready, printed materials must fit within a 36" wide, and 48" high poster board.
- Posters should be readable from a distance of 4 feet.
- The poster should be balanced and organized in a logical, sequential order.
- Keep the amount of text to a minimum.
- There should be more emphasis on graphics, tables, charts, and graphs.
- You can use photographs in addition to other illustrations. Figures may be in color.
- No hazardous materials allowed. No electric outlets and no Internet connections will be available.
- All materials must be prepared (printed) and "poster ready" upon arriving at the symposium. Printers will not be available.

Additional Suggestions

Remember, you are the expert. No one in the audience knows as much about your research investigation as you. Therefore, remember to explain your research in enough detail so the audience will understand what you did, how you did it, and what you learned.

Whenever possible, **avoid jargon** or unnecessary terminology. If it is essential to use specialized terms, remember to explain the specialized term briefly. Give your audience enough time to understand what you are trying to convey.

Graphs, tables and other representation help explain your results. Keep them simple and uncluttered. Focus on important information; for example, remember to name the variables on both axes of a graph, state the units and the significance of the position and shape of the graph line.

Deliver your presentation at a comfortable pace. It helps to **practice** your presentation before a non-specialized audience. Practice will help perfect the presentation and the timing. Do listen to the advice of the advice of your non-specialized audience but also get help from a teacher or other advisors as needed.