1. Overall Presentation

- Goal of your presentation is to put across the main ideas and results of the paper you have read for this assignment.
- After listening to your presentation, audience should be able to give a short summary of what has been reported in that paper, why it is interesting, and the results they have achieved.
- Do not focus on the small details of the paper; Present the most important ideas in an intuitive fashion, and summarize the achievements.
- Stick to the time limit

2. Organization of the Presentation

Your presentation should follow an organization similar to the one below:

- **Title slide**: title, authors, journal/conference where published, your name, course name and number
- **Talk Overview**: title of each major section of the presentation
- **Introduction and motivation**: Make it brief, yet convincing, introduction that gets the audience interested. (This might require good deal of work). If the audience cannot be attracted to this slide, they will be lost for the entire presentation.
- **Problem Statement**: Define and describe the problem posed by the author(s).
- **Solution Technique(s)**: Organize this part as if you are teaching a class, so that everyone will get a better picture of the paper.
- **Results**: Summarize the most interesting part of the result reported in the paper using suitable figures from the paper.
- **Conclusions**: This has two parts:
  (a) Conclusions of the authors in the paper and
  (b) your conclusions;

Part (b) is more important for this assignment. You should be able to judge if the set goal in the introduction or problem statement has been achieved OR the paper simply drifted towards totally different direction and yet concludes that objective has been achieved.
3. Designing your presentation

- I would recommend using Powerpoint slides.
- If you plan on writing on transparencies they should be clear and easy to read.
- Do not use fancy format or templates, which will only increase the size of the file.
- Resist the temptation of putting too much information on each slide. Only the most important points should be on the slides.
- You may take about 1-1.5 slide per minute
- Tune the number of slides so that it fits into the allotted time period.

4. Presentation Style

- Speak slowly and clearly.
- Face the audience.
- Practicing the talk will help managing the time evenly without rushing through important slides, if there happens to be some questions during the talk.

5. Handling Questions

- Make sure that you listen to the questions thoroughly. (You can not answer a question right if you do not know what is being asked!)
- Try to give short and clear answers whenever possible.
- It is important to handle questions smoothly –
- For questions you do not know how to answer: say it straight!
- You may tell some of the details of the answer offline so as not to take the time of audience.