ES407 Senior Seminar   **Action List for Weekly Seminar Presentation Format (Do's and Don'ts)**

Title Slide:
Should include the full title of journal article or report, full reference citation (Author, year, title, journal, volume, pages), your name

Outline Slide:
Second slide should include an outline of the main topics you will talk about

Summary Slide:
Last slide should include a bulleted summary of the main points discussed in the talk

Font Size: (approximate goal for visibility)
Titles: 40 point   Bullets: 32 point

Bullets:
Main bullet: use solid dots
Indent / sub-bullet, use arrows
Watch word count on bullets, minimize words, use reminder phrases, avoid full sentences
Use line breaks between bullets so that words don't clump and become unreadable

FIGURES AND TABLES:
Pictures are worth a thousand words, use figures and tables to summarize concepts
Diagrams and field photos are needed
Google search images and key words, you will find tons of images / figures if your paper doesn't have them