Guidelines for Presenters

Abstract
If you are nominated to present at the colloquium you will need to prepare a short abstract and a 15 minute presentation. The length of the abstract is limited to 1 page, including any figures and references. In your abstract you should give an overview of your work, in a way that allows a general audience to follow you. You should describe what your research involves, why your research is important and/or useful, and how you plan to conduct it (or how you have conducted it). If you are approaching the end of your degree you should also present an summary of your results and, if you have already developed them, any conclusions you have reached. While writing your abstract you should keep in mind that someone with no specific knowledge in your research area should be able to understand what you have done. This means that you probably don’t want to include any complex equations, or too many references. A template is available from the colloquium website, and will be sent to all presenters. Please use the styles as they are set in the template! This makes our work easier when preparing the book of abstracts.

Presentation
You will be allocated 20 minutes in total to present your work. The allocated time is broken down into 15 minutes for the presentation itself and 5 minutes for any questions. The 20 minute time limit will be strictly enforced by the session chairs.
To help you judge the length of your presentation a typical 15 minute presentation usually consists of about 12-15 slides, depending on the slide content. As with your abstract you should describe what your research involves, why your research is important, and how you have conducted it. And again, you should try not to include too many equations, or discipline specific information. No presentation template will be provided.