CONFERENCE PRESENTATION SKILLS
PROGRAM

Adelaide Convention Centre, Broadbeach, QLD
Tuesday, 30th August 2005

WORKSHOP PRESENTERS: Kevin Kellehear & Vivienne Miller

This workshop will assist you to:
• Write an abstract
• Prepare a presentation
• Confidently present a paper in front of audience
• Prepare a paper for publication

PROGRAM

9.00am  Introductions – Kevin, Viv and audience

9.15am  Writing an abstract
• Choosing a theme/topic, format
• How abstracts are selected by program committee reviewers

9.45am  Preparing the presentation
• What do conference delegates want to gain from a presentation/paper?
• How to use aims and objectives to guide your writing
• What do you want to say? What is the take home message?
• How will you deliver the paper/talk?

10.30am  Tea break

11.00am  Delivering the Presentation
• Exercise in buzz groups
• How do people learn? Visually, aurally, kinaesthetically
• Body language, eye contact, voice
• Using audiovisual aids

11.30am  Practical exercise

12.00pm  Prepare your paper for publication
From conference presentation to written paper

12.15pm  Closing discussion

12.30pm  Finish