GOOD PRESENTATION

- Motivation
- Confidence of speaker
- Appearance
- Content – well structured – summary and conclusion
               simple – depends on audience
- Material / medium – bullet points (one on each slide), little context, pictures, introduction
- Humour
- Body language – eye contact, mimics, gestures, posture
- Knowledge
- Fluency
- Interaction with audience – questions
- Timing
- Initiating a discussion / questions
- Sources, bibliography
- Work with voice

BAD PRESENTATION

- Lack of expertise
- Reading the text
- Lack of eye-contact
- Speaking silently
- Too much information
- Forgetting ideas / words
- Not tailoring the presentation to audience
- Being drunk
- Lack of "red thread"
- Repetition
- Inappropriate colour of slides
- Too much text
- No volume adaptation
- No body language
- Lack of interest / passion
- Wrong amount of silence / breaks
- Being excessively afraid of audience (hiding)
- Not being able to react to questions
- Inappropriate setting – too hot, noisy etc.
- Inappropriate jokes
- Lack of srtucture