The designations employed and the presentation of material in this publication do not imply the expression of any opinion whatsoever on the part of Food and Agriculture Organization of the United Nations concerning the legal and development status of any country, territory, city or area or of its authorities, or concerning the delimitation of its frontiers or boundaries.

The BOBLME Project encourages the use of this report for study, research, news reporting, criticism or review. Selected passages, tables or diagrams may be reproduced for such purposes provided acknowledgment of the source is included. Major extracts or the entire document may not be reproduced by any process without the written permission of the BOBLME Project Regional Coordinator.

Contract: LOA/RAP/2013/19

For bibliographic purposes, please reference this publication as:

BOBLME–SLAFAR
Communications workshop on scientific presentation
9-10 May 2013
Thuliriya, Sri Lanka
Table of contents

1. Introduction.................................................................................................................................... 1
2. Objectives........................................................................................................................................ 1
3. Selection of participants ................................................................................................................. 1
4. Inauguration of the workshop ........................................................................................................ 1
5. Working sessions............................................................................................................................. 2
6. Outcomes of the workshop ............................................................................................................. 3
7. Workshop feedback ........................................................................................................................ 3
    7.1. Analysis .................................................................................................................................... 3
8. Conclusion ....................................................................................................................................... 4

Appendix I  Agenda .......................................................................................................................... 5
Appendix II  List of participants ......................................................................................................... 7
Appendix III Feedback form .............................................................................................................. 12
Appendix IV Tabulation of workshop feedback results ................................................................... 18
Appendix V Feedback comments from participants with participant numbers ......................... 19
Appendix VI List of presentations prepared in the workshop .......................................................... 13
Appendix VII Personal introduction by pictorial description ......................................................... 12
Appendix VIII Evaluation of performance at the scientific session of SLAFAR ....................... 12
Appendix IX  Presentation skills presentation ................................................................................. 21
Appendix X  Invitation letter to the event ......................................................................................... 7

Table of figures
Figure 1 Presenting an abstract .............................................................................................................. 2
Figure 2 Preparation of the story boards of abstracts ........................................................................ 2
Figure 3 A lecture session in progress ............................................................................................... 2
Figure 4 A working session in progress ............................................................................................. 2
1. **Introduction**

This workshop was held at MAS Fabric Park, Thulhiriya, Sri Lanka, 9-10 May 2013. Participants came from many of the universities in Sri Lanka. The goal of the workshop was to improve the presentations presentation skills of the young scientists who were intending to make presentations of their research abstracts at the 19th Scientific Session of SLAFAR 2013.

A similar workshop was jointly organised by SLAFAR and BOBLME in 2012 for the abstract presenters of the 18th Scientific Sessions of SLAFAR. The feedback from those participants was encouraging and they recommended similar exposure to the abstract presenters in the future. Furthermore, it was noticed that the presentations of the presenters who had participated in the 2012 scientific presentations workshop were significantly at a better standard to the ones that the presenters had not participated. Therefore, the executive committee reorganised a similar training programme for the abstract presenters of 19th Scientific Sessions would have a positive impact.

The agenda of the workshop is in Appendix I.

2. **Objectives**

- improve the presentation skills of young scientists in the field of fisheries and aquatic resources
- improve effective oral communication of young scientists
- introduce new trends in scientific presentations
- confidence building of young scientists to present their research findings in front of the public
- effective use of audio-visual aids in scientific presentations

3. **Selection of participants**

Of the 52 abstracts submitted for the 19th Scientific Session of SLAFAR, 38 were selected for oral presentation. Presenting author of each paper was invited to the workshop (Appendix II). A total of 17 presenters attended and completed the workshop. Appendix III is the names and affiliations of the participants in the workshop.

4. **Inauguration of the workshop**

The president of SLAFAR welcomed the participants to the workshop and appreciated their willingness to attend. He mentioned the importance of developing presentation skills for effective communication of science. Furthermore, he stated that SLAFAR intends to continue this workshop annually. Dr Chris O’Brien; the Regional Coordinator of BOBLME, spoke about the activities of BOBLME in the region and its collaborative work in Sri Lanka.

Participants were paired with a peer - a ‘buddy’ - to provide feedback at various stages of the development of their presentation. The student to mentor ratio was 8:1 which allowed a high degree of interaction compared to the similar workshop held last year where the student to mentor ratio was 25:1 and lasted only a day. (Reference is made to BOBLME document BOBLME-2012-Governance-01:

At the morning session of the first day, introductions were done in the form of a small fun exercise. Participants described themselves on a form by drawing pictures. No text was allowed. Their buddies were then given the task of interpreting these drawings and communicating it to the rest of the participants. See Appendix IV.

5. Working sessions

Participants were asked to bring their abstracts that were submitted to SLAFAR and the prepared presentations for the scientific session. Accordingly, every presenting author did a two minute presentation on their abstracts (Figure 1) and received constructive criticism from facilitators and peers. The workshop was conducted with lectures and working sessions. At the beginning of the working sessions participants constructed the story board of their presentation based on the data and information available (Figure 2). Participants then modified their presentations based on the comments given in the discussion sessions and from the knowledge gained through lectures (Figure 3) and different activities (Figure 4). The facilitators helped the authors assigned to them in modifying and improving their presentations.
The workshop was organised on the following topics:

- Preparation of the basic skeleton of the presentation
- Proposing an appropriate title
- Identification of sound key words
- Writing an abstract
- Preparation of slides
  - How to use appropriate wordings
  - Maintaining the quality of slides
  - Appropriate use of visual aids (photos, video clips etc.)
  - Appropriate use of graphs and tables
  - Use of animations and other effects
- Maintain a good flow in the presentation
- Maintaining the interaction with the audience
- Time management in a presentation

Finally every participant made his/her five minute presentation, each followed by a lively discussion session with valuable feedback from peers and facilitators. These presentations were to be further improved according to this feedback and presented at the 19th Annual Scientific session of SLAFAR.

6. Outcomes of the workshop

Appendix V is the list of finalised presentations that were presented in the 19th annual scientific sessions of SLAFAR. As a follow-up, Dr E. Vivekanandan was contracted by BOBLME to attend this SLAFAR session, evaluate performance of students and give feedback. His report is in Appendix VI.

7. Workshop feedback

Participants were sent a feedback form electronically, requesting them to complete and submit. This was to gauge satisfaction and suitability of elements, along with the aim of obtaining suggestions for changes to future workshops (Appendix VII).

A tabular summary of the feedback is provided in Appendix VIII and written comments are in Appendix V. All participants returned their feedback forms.

7.1. Analysis

Overall, the feedback was very positive.

There was no disagreement by any student on any of the 6 statements. All the 6 statements were rated with “strongly agree” or “agree”. Interestingly, the last statement, “Time Allocation for the workshop components was appropriate” was mostly rated with “agree” rather than “strongly agree”. “Well organised” got the most agreement.

All the 17 students unanimously recommended the course for their colleagues.

15 of the 17 respondents ranked the workshop elements 1 to 5, with 1 being the most valuable element (Appendix VIII). For these 15 students, “Presentation principles” was overwhelmingly deemed the most valuable element with 7 students ranking it as first. Second element deemed most valuable was “Outlines & storyboard”, with 2 students ranking it as first. “Audience engagement principles” was ranked lowest and it must be noted that one student actually commented that more training on this subject was welcome. However, this particular student attended only the first day of the workshop. See Appendix IX for a transcription of participant comments.
8. Conclusion

Participants got an opportunity to have discussions with peers as well as experts attending the workshop and to share the knowledge and experiences regarding preparing and presenting an abstract. Furthermore, they got an opportunity to present their papers in front of an audience and build confidence. Most importantly they got a chance to discuss and get clarifications on their own problems, difficulties and concerns with preparing and presenting a research abstract.

The slides of the main presentation on presentation skills are in Appendix X.
Appendix I  Agenda

Science Presentation Workshop
Jointly Organized by Sri Lanka Association for fisheries and Aquatic Resources (SLAFAR)
and
Bay of Bengal Large Marine Ecosystem (BOBLME) Project
9-10 May 2013 at MAS Fabric Park, Thulhiriya

AGENDA

Inaugural Session
8.30 – 8.45 a.m. Registration
8.45 – 8.50 a.m. Welcome speech - President SLAFAR
8.50 – 9.00 a.m. Induction to objectives and workshop by Dr (Mrs) S. Sevvandi Jayakody (Committee member SLAFAR)
9.00 – 9.10 a.m. Speech by Chief Facilitator – Dr Chris O’ Brien (Regional Coordinator, Bay of Bengal Large Marine Ecosystem Project)
9.10 – 9.25 a.m. Self-introduction of participants
9.25 – 9.30 a.m. Vote of thank (Joint-secretary SLAFAR)

AGENDA FOR WORKING SESSIONS

9 May 2013

Morning
Two minute drills
Concept planning and story board

Afternoon
Two minute drills
Difference between preparation of a manuscript and a presentation
Building up your story – tips for effective graphics, text slides
Less is more – delivering effective take home messages
10 May 2013

Morning
Handling your audience
How to provide constructive criticism
5 minute presentations followed by comments from buddy, participants and facilitators

Afternoon
5 minute presentations followed by comments from buddy, participants and facilitators
Appendix II

Invitation letter to the event

SRI LANKA ASSOCIATION FOR FISHERIES AND AQUATIC RESOURCES

01st May 2013

Dear Sir/Madam,

Invitation to Attend the Presentation Skills Workshop Jointly Organized by Sri Lanka Association for Fisheries and Aquatic Resources (SLAFAR) and Bay of Bengal Large Marine Ecosystem Project (BOBLME)

Last year SLAFAR jointly with BOBLME trained 58 emerging scientists on presentation skills which had a strong feedback and a very positive effect on last year’s presentations at annual sessions. SLAFAR is reorganizing the workshop for the abstract presenters of the 19th Annual scientific session. The workshop is again collaboratively organized by SLAFAR and Bay of Bengal Large Marine Ecosystem Project.

As the presenting author, you are invited to the upcoming workshop, which will be held from 8th and 9th May 2013 at MAS Fabric Park, Thalawathugoda, Ambalangoda.

This is a one day residential programme and accommodation will be provided at the MAS Fabric Park. Transportation facilities have been arranged from the University of Kelaniya to the MAS Fabric Park. The bus will start at 6.15 a.m. 8th May 2013 from the University of Kelaniya. In case if you miss the arranged transport the attached map indicates the location of MAS Fabric Park and the bus routes.

Registration of participants will be start at 8.30 a.m. at the conference hall of MAS Fabric Park. Your presence at the venue before registration time enables us to organize the working sessions.

Please ensure followings are taken with you;

- Personal laptop
- Abstract accepted and the presentation prepared for the 19th Annual sessions of SLAFAR. If your presentation is not prepared already, please bring in the relevant material you intend using for building up your presentation.

Wish you to have fruitful time in the Presentation Skills Development Workshop and a pleasant stay at MAS fabric park.

Please confirm your participation before 04th May 2013 by sending an E-mail to following address himnya_kelum@yahoo.com.

If you have any further queries please contact Dr. W.M.H.K. Wijenayake (0718129770).

Thanking you

Yours Sincerely

Dr. W.M.H.K. Wijenayake
President/SLAFAR
# Appendix III  List of participants

<table>
<thead>
<tr>
<th>Name</th>
<th>University</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr D. M. Chamara Ruwan Kumara</td>
<td>University of Peradeniya</td>
<td><a href="mailto:chamara.ruwankumara@yahoo.com">chamara.ruwankumara@yahoo.com</a></td>
</tr>
<tr>
<td>Mr V. T. K. Dayarathna</td>
<td>Ocean University</td>
<td><a href="mailto:sciencekelum@yahoo.com">sciencekelum@yahoo.com</a></td>
</tr>
<tr>
<td>Mr Suantha Chandrasiri Udagedara</td>
<td>University of Ruhuna</td>
<td><a href="mailto:uscudagedara@gmail.com">uscudagedara@gmail.com</a></td>
</tr>
<tr>
<td>Mr E. P. D. N. Thilakarathne</td>
<td>University of Ruhuna</td>
<td><a href="mailto:epdarshananuwan@yahoo.com">epdarshananuwan@yahoo.com</a></td>
</tr>
</tbody>
</table>
Report of the SLAFAR-BOBLME communications workshop on scientific presentation

Mr Madhushankha H. M. T. C.
University of Ruhuna
asanthi@fish.ruh.ac.
lkthilanka.ruh@gmail.com

Ms Edirisinghe D. M. A.
University of Ruhuna
anushaedirisinghe@gmail.com

Mr Warnasuriya T. W. S.
University of Ruhuna
sameethocg@gmail.com

Ms Madhubhashini E. T. S.
University of Ruhuna
thushanism@gmail.com

Ms Manikarachchi M. I. U.
Ocean University
harshani.fdo@gmail.com
<table>
<thead>
<tr>
<th>Name</th>
<th>Affiliation</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ms Premaratna K. D. S.</td>
<td>University of Kelaniya</td>
<td><a href="mailto:shashi8793@gmail.com">shashi8793@gmail.com</a></td>
</tr>
<tr>
<td>Ms De Silva W. H.</td>
<td>Wayamba University of Sri Lanka</td>
<td><a href="mailto:heshani@rocketmail.com">heshani@rocketmail.com</a></td>
</tr>
<tr>
<td>Mr M. K. Upali Kithsiri</td>
<td>National Aquaculture Development Authority</td>
<td><a href="mailto:kithsiriupali@yahoo.com">kithsiriupali@yahoo.com</a></td>
</tr>
<tr>
<td>Mr Abdul Lathief Inamul Hassan</td>
<td>Wayamba University of Sri Lanka</td>
<td><a href="mailto:ainamulhassan@yahoo.com">ainamulhassan@yahoo.com</a></td>
</tr>
<tr>
<td>Mr A. Arshad Ali</td>
<td>Wayamba University of Sri Lanka</td>
<td><a href="mailto:arshadaliameenullah@yahoo.com">arshadaliameenullah@yahoo.com</a></td>
</tr>
</tbody>
</table>
Report of the SLAFAR-BOBLME communications workshop on scientific presentation

Ms Manori Bambaranda  
Uva-Wellassa University  
bvmanori@gmail.com

Mr T. W. Janith de Silva  
Wayamba University of Sri Lanka  
janithush@yahoo.com

Ms R. W. P. M. Rajapaksha  
Wayamba University of Sri Lanka  
contactpiumi@yahoo.com
Appendix IV  Personal introduction by pictorial description

Self-introductions were done in the form of a small fun exercise. Participants described themselves on a form by drawing pictures. Their buddies were then given the task of interpreting these drawings and communicating it to the rest of the participants.
### Appendix V  List of presentations prepared in the workshop

<table>
<thead>
<tr>
<th>No.</th>
<th>Title and Authors</th>
</tr>
</thead>
<tbody>
<tr>
<td>02</td>
<td>Mapping of shallow water coral reefs in Madiha, Polhena and Dondra using remote sensing methods Warnasuriya, T.W.S., Terney Pradeep K.P.B., Alahacoon N.</td>
</tr>
<tr>
<td>03</td>
<td>Diversity and distribution pattern of cetaceans in the Southern coast of Sri Lanka Thilakarathne, E.P.D.N., Terney Pradeep, K.P.B. and Thilakarathna, R.M.G.N.</td>
</tr>
<tr>
<td>04</td>
<td>Assessment of the water quality and macro-benthos diversity in a stream ecosystem, Dediyagala, Matara. Madhushankha, H.M.T.C., Asanthi, H.B. and Maithreepal, R.A.</td>
</tr>
<tr>
<td>05</td>
<td>Mapping of sea grass beds in Puttlam lagoon as a tool for future management Udagedara, U.S.C. and Terney Pradeep, K.P.B.</td>
</tr>
<tr>
<td>06</td>
<td>Proximate composition and consumer preference on three selected reef fish species: <em>Epinephelus merra</em>, <em>Lethrinus olivaceus</em> and <em>Lutjanus rivulatus</em> Edirisinghe, D.M.A., Cumaranatunga, P.R.T., Radampa and K., Kirindearachchige, P.T.</td>
</tr>
<tr>
<td>07</td>
<td>Toxic effects of Trebon®, a synthetic Pyrethroid on the fingerlings of Tilapia <em>Oreochromis mossambicus</em> (Peters, 1852) Premaratna, K.D.S. and Chandrasekera, W.U.</td>
</tr>
<tr>
<td>08</td>
<td>Effect of high water temperature and different concentrations of 17α-Methyl testosterone on sex inversion of Nile Tilapia, <em>Oreochromis niloticus</em>. Athauda, A.R.S.B. and Kumara, D.M.C.R.</td>
</tr>
<tr>
<td>09</td>
<td>Water quality and the zooplankton abundance at the river water discharge, reef pool, and the open ocean waters - polhena reef ecosystem, southern Sri Lanka Manikarachchi, M. I. U.</td>
</tr>
<tr>
<td>10</td>
<td>Ecological effects due to small-scale mangrove cuttings at Rekawa lagoon, Sri Lanka Dayarathne, V.T.K and Kumara, M.P.</td>
</tr>
<tr>
<td>11</td>
<td>Water and wastewater treatment: a review on Sri Lankan status Rajapaksha, R.W.P.M. and Vivehananthan, K.</td>
</tr>
<tr>
<td>14</td>
<td>Biosynthesis of silver nanoparticles using <em>Azadirachta indica</em> (neem) leaf extract De Silva, W.H., Vivehananthan, K., and Fernando, C.A.N.</td>
</tr>
<tr>
<td>15</td>
<td>Biological aspects of the mangrove oyster (<em>Crassostrea madrasensis</em>) in developing a capture based aquaculture in Sri Lanka Subasinghe, M.M., Wanninayake, W.M.T.B. and De Croos, M.D.S.T.</td>
</tr>
<tr>
<td>16</td>
<td>Avian diversity of some selected shrimp farms in northwestern province De Silva, T.W.J.T. and Jayakody, S.</td>
</tr>
<tr>
<td>17</td>
<td>A suitable growing medium for <em>Cryptocoryne wendtii</em> ‘brown’ Bambaranda, B.V.A.S.M. and Peiris, S.E.</td>
</tr>
<tr>
<td>18</td>
<td>Importance of sustainable livelihood in fisheries and aquaculture sectors in Sri Lanka: demand and supply projections of food fish Upali Kithsiri, M.K.</td>
</tr>
</tbody>
</table>
Appendix VI  Evaluation of performance at the scientific session of SLAFAR

Report of Dr E Vivekanandan on participation as an observer in the 19th Annual scientific session of SLAFAR in Sri Lanka

Following nomination by the BOBLME to serve as an observer in the 19th Annual Scientific Session of Sri Lanka Association for Fisheries and Aquatic Resources (SLAFAR), I commenced my journey from Chennai on 15.5.2013 at 1600 hrs. and reached Colombo, on the same day at 1730 hrs. The programme was a two-day scientific seminar with the theme “Our common future: Conservation and management of aquatic resources”, in which students and researchers from Sri Lanka presented scientific papers. It was held in NARA, Colombo.

The Annual Session started with Inaugural Ceremony on 16.5.2013 at 0900 hrs. and concluded at 1100 hrs. (agenda enclosed). This was followed by two scientific sessions on 16.5.2013 and two on 17.5.2013. A total of 36 papers were presented in the two days (agenda enclosed). The presenters and participants were from Universities and government institutions in Sri Lanka. Research papers on a diverse ecosystems such as freshwater, brackishwater and marine; fauna and flora such as seagrasses, plankton, mangroves, corals, crustaceans, mollusks, echinoderms, fish, aves and cetaceans; and themes such as diversity, abundance, pollution and aquaculture were presented. It was observed that the presenters had applied emerging technologies in molecular biology, remote sensing etc. The papers generated feedback and discussions from the participants. The Abstracts of papers were printed and distributed to all the participants.

Two plenary talks on “Status of Waterbodies in Sri Lanka” by Prof. Ivan Silva and “Why bivalve farming is important to Sri Lanka?” by Prof. W.M.T.B Wanninayake were presented on 16.5.2013 and 17.5.2013, respectively.

I chaired Session 3 on 17.5.2013 and consolidated the presentations in that session.

The following 18 trainees of the BOBLME-SLAFAR workshop on Science Communication held in April-May 2013 presented papers:

1. A. Arshad Ali
2. T.W. Janith de Silve
3. Abdul Lathief Inamul Hassan
4. D.M.A. Edirisinghe
5. E.T.S. Madhubhashini
6. T.W.S. Warnasuriya
7. E.P.D.N. Thilakaratne
8. Manori Bambaranda
9. Madusha Mihirani
10. H.M.T.C. Madusanka
11. Susantha Chandrasiri Udagedara
12. V.T.K. Dayarathna
13. M.K. Upali Kithsiri
14. M.I.U. Manikarachchi
15. W. Heshani de Silva
16. R.W.P.M. Rajapaksha
17. K. Sasikala Dilrukshi
18. D.M. Chamara Ruwan Kumara

It was observed that the above 18 participants followed the norms of presentation, like maintaining the structure, content, clarity and duration of presentation. It was satisfying to note that the young researchers who participated in the Science Communication workshops have learnt and developed the skill of scientific presentation. On the other hand, it was observed that many others who did not attend the Science Communication workshop, often did not follow the norms of presentation. The
common flaws in their papers were that in many instances, the presentations lacked clarity; and the Approach, Material and Methods and Results often overlapped with each other. The difference between these two categories of presentations showed the good impact of the BOBLME-SLAFAR Communication workshops on the presentation skill of young researchers in a developing country like Sri Lanka.

In conclusion, the SLAFAR 19th Annual Scientific Session was well-conducted, generating interesting scientific information for further research.

I returned to Chennai on 18.5.2013 at 0830 hrs.
Appendix VII Feedback form

SLAFAR-BOBLME
Scientific Presentation Workshop
9-10th May 2013, Sri Lanka

<table>
<thead>
<tr>
<th>Feedback form</th>
<th>Strongly agree</th>
<th>Agree</th>
<th>Disagree</th>
<th>Strongly disagree</th>
</tr>
</thead>
<tbody>
<tr>
<td>The workshop was well organized.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The workshop met my expectations / needs.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The workshop has assisted me in my presentation skills and in the preparation of talks.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instructions and examples were clear and understandable.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The format of the workshop was relevant and well organized.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The time allocation for the workshop components was appropriate.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Would you recommend this workshop to your colleague?</td>
<td>Yes</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Which aspect of the workshop did you find most valuable (please rate in order with 1 as the most valuable)</td>
<td>Concept planning and focus</td>
<td>Outlines and storyboard</td>
<td>Presentation principles</td>
<td>Audience engagement principles</td>
</tr>
<tr>
<td>Question</td>
<td>Answer</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------------------------------------------------------------------------</td>
<td>--------</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Which session would you have liked to have had more time for?</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Which session would you have liked to have had less time for?</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Additional comments or suggestions about this workshop.</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Name: (Optional)............................................................................................................**
### Appendix VIII  Tabulation of workshop feedback results

<table>
<thead>
<tr>
<th>Participant number</th>
<th>Concept planning and focus</th>
<th>Outlines &amp; storyboard</th>
<th>Presentation principles</th>
<th>Audience engagement principles</th>
<th>Presentation delivery &amp; feedback</th>
<th>Yes</th>
<th>No</th>
<th>Recomended</th>
<th>Satisfaction level: 1=&gt; Strongly agree; 2=&gt;Agree; 3=&gt;Disagree; 4=&gt;Strongly disagree</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>Well organised</td>
</tr>
<tr>
<td>2</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>5</td>
<td>4</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>3</td>
<td>4</td>
<td>1</td>
<td>2</td>
<td>5</td>
<td>3</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>4</td>
<td>3</td>
<td>2</td>
<td>4</td>
<td>5</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>5</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>5</td>
<td>4</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>6</td>
<td>3</td>
<td>4</td>
<td>2</td>
<td>5</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>7</td>
<td>1</td>
<td>4</td>
<td>2</td>
<td>3</td>
<td>5</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>8</td>
<td>2</td>
<td>4</td>
<td>1</td>
<td>3</td>
<td>5</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>9</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>5</td>
<td>5</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>10</td>
<td>3</td>
<td>5</td>
<td>1</td>
<td>3</td>
<td>4</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>11</td>
<td>3</td>
<td>4</td>
<td>2</td>
<td>1</td>
<td>5</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>12</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>4</td>
<td>5</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>13</td>
<td>2</td>
<td>4</td>
<td>3</td>
<td>5</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>14</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>15</td>
<td>4</td>
<td>5</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>16</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>5</td>
<td>4</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>17</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>4</td>
<td>5</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Mean</td>
<td>2.73</td>
<td>3</td>
<td>1.87</td>
<td>4</td>
<td>3.53</td>
<td>1</td>
<td>0.0</td>
<td>1.24</td>
<td>1.59</td>
</tr>
<tr>
<td>Rank</td>
<td>2</td>
<td>3</td>
<td>1</td>
<td>5</td>
<td>4</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>2</td>
</tr>
</tbody>
</table>

**Further Notes**

- Feedback was anonymous, therefore, the above participant numbers do not correspond directly to the listing order in the participants list in Appendix II.
- All 17 participants returned their feedback forms.
- There were no disagreements for the first section.
  - It is noted that the time allocation got lot of disagreements last year when the same workshop lasted only for a day. (BOBLME-2012-Governance-01)
Appendix IX  Feedback comments from participants with participant numbers

These replies were in response to the last section of the feedback form in Appendix II, “Additional comments or suggestions about this workshop”, and they are un-edited. Feedback was anonymous. Therefore, the above participant numbers do not correspond directly to the listing order in the participants list in Appendix II.

1. The programme is designed to give us knowledge on scientific presentation. Since it was the first scientific workshop I attended I got lot of thing to improve my self, Thank You
2. Well done..!!!!
3. no
4. The workshop was very helpful to improve our presentation skills, also it was very friendly and fruitful. Thank you very much for organizing such event
5. Continue the work. It was very enthusiastic and you got the maximum benefits of the time. Hope to meet you in next time also. But if it will be a different kind of workshop we will be able to learn more.
6. If you explain more about 'how to practise a presentation' before present it with specific methodologies, it is better for improving presentation skills.
7. It is very important to continue in next years also
8. The organizing is very well and during two days a person who has no any experience on ppt can get a very good knowledge . The checking and evaluation at the time we are preparing the ppt is very important to improve the skill. According to my experience as a p.Lecturer i had done many mistakes without having a proper knowledge. I think the way followed this time is the best
9. Should be manage the time.
10. Very valuable workshop
11. No comment
12. No comment
13. It was really worthy time we spent there. I believe more resource persons will engage with this workshop in the future. Thank you very much for inviting me.
14. Wish you all the best for future workshops
15. The workshop was really interesting, well organized & the areas covered were very much important for me to improve the skills. The advices, guidance and comments given by Dr Sewwandi and Dr Chris. I am really thankful for Dr Chris and his comments and guidance given for my presentation ( it was on a review on water treatment ) during preparing it as well

I think that its good if more speaking skills were taught. For example more ways to keep the audience interest during the presentation). Actually this was taught during the workshop, however, more on this aspect is welcome.
16. This workshop gave valuable help to improve my presentations skills. All lecturers gave good support to make my presentation in good manner. if it is possible it is better to continue this workshop next year, it will help to improve presentation abilities of most university students, because they never get chances to know how to make a good presentation. finally i like to thank all lectures and all other personnels who arranged this workshop.
17. No comment
Appendix X  Presentation skills presentation

Science Presentation Workshop

Presentation skills workshop for SLAFAR presenters
Thulliriya, Sri Lanka
9-10 May 2013

Setting the stage
How you engage
Message
What’s your point?
Audience
Why does it matter?
Impact

The Power of a Story
Conflict
Contrasts
Problem, Cause, Solution
Emotions

“Forget PowerPoint and statistics, to involve people at the deepest level you need to tell stories”
Robert McKee

Define the Story
Core of message/story
Focus
Too much for one presentation?
Tailor message/story to Audience
Conclusion: Take home message

Define the Story (2)
Need
Approach
Supporting evidence
Evaluation
Conclusion
“I don’t know where our ideas came from but it wasn’t a laptop”
John Cleese

Define the Story (3)
2-minute drill – narrative
Too long?
Too much?
Unfocussed?
Did they get it?
Who’s confused?
Content tighter & clearer – to you & listener
Early exposure – vulnerable & confronting
Example
**Report of the SLAFAR-BOBLME communications workshop on scientific presentation**

---

**Beyond Bullet Points**

*Using Microsoft PowerPoint to create presentations that inform, motivate, and inspire*

- **Depth vs Scope**

---

**Organise the Story**

*Roadmap – Story board*

Set out sections:

- Need
- Approach
- Supporting evidence
- Evaluation
- Conclusion – take home message

Fill in sections:

- 2 to 5 points – possible text slides
- Possible graphs, tables, illustrations

---

**Slide design – more analogue**

---

**Slide sorter**
**Building the Presentation**

You’ve focused the **Story**
You know the **Audience**
You’ve got the **Roadmap**
You know the **Venue**
You have a **Time limit**
**NOW** it’s time to build the **Presentation**

---

**Qualities of good/bad talks**

<table>
<thead>
<tr>
<th>Good</th>
<th>Bad</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interactive</td>
<td>Read slides</td>
</tr>
<tr>
<td>Engaging</td>
<td>Incoherent</td>
</tr>
<tr>
<td>Humorous</td>
<td>Too fast/slow</td>
</tr>
<tr>
<td>Conversational</td>
<td>Didn’t engage with</td>
</tr>
<tr>
<td>Clear</td>
<td>audience</td>
</tr>
<tr>
<td>Credible</td>
<td>No feeling/emotion</td>
</tr>
<tr>
<td>Strong visuals</td>
<td>Wrong slides – voice/</td>
</tr>
<tr>
<td>limited text</td>
<td>slides disconnected</td>
</tr>
</tbody>
</table>

---

**Presentation principles (1)**

- Presentations don’t need slides
- Simplicity & Clarity = Impact
- Slides MUST complement not compete
- Use a Handout for detail
- Most pub® tables & graphs unsuitable
- Graphs > tables
- Stick to time
- **Never need to apologise**

---

**Publication vs. Presentation**

<table>
<thead>
<tr>
<th>Publication</th>
<th>Presentation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audience – narrow/expert</td>
<td>Audience – broader</td>
</tr>
<tr>
<td>Read</td>
<td>Listen</td>
</tr>
<tr>
<td>Sentences, paragraphs</td>
<td>Phrases, dot points</td>
</tr>
<tr>
<td>Time – lots (hours)</td>
<td>Time – little (4 sec)</td>
</tr>
<tr>
<td>Distance – arm’s length</td>
<td>Distance – metres to vast</td>
</tr>
<tr>
<td>Detail (←→)</td>
<td>Broad brush (→)</td>
</tr>
<tr>
<td>Introduction</td>
<td>Need</td>
</tr>
<tr>
<td>Methods</td>
<td>Approach</td>
</tr>
<tr>
<td>Results</td>
<td>Supporting evidence</td>
</tr>
<tr>
<td>Tables &amp; Figures</td>
<td>Conclusion</td>
</tr>
<tr>
<td>Discussion &amp; Conclusion</td>
<td>Take home message</td>
</tr>
</tbody>
</table>

---

**Six x six ‘rule’**

- No more than six dot points
- No more than six words/point
Report of the SLAFAR-BOBLME communications workshop on scientific presentation

---

**presentationzen**

*Less is More*

---

**Information hierarchy in Notes Page view**

- **Headline**
- **Graphic**
- **Narrative**

---

**Climate change & sea level rise**

- **People**
- **Place**
- **Change**

---

**Simplicity!**

- *Hara hachi bu*
  - Eat only **80% full**

Empty space can convey a feeling of quality, sophistication and importance

---

**Slideument!**

---

**Which is better?**

- *Number of bikes sold (2002-2007)*
- *Over 5,000 bikes sold in 2007*

*from presentationzen (2006)*
Reference collection

6 Genera 16 Species 5 Penaeus

- *P. esculentus*  Brown tiger prawn
- *P. semisulcatus* Grooved tiger prawn
- *P. merguiensis*  Common banana prawn
- *P. latuscalactus*  Western king prawn
- *(P. indicus*  Indian banana prawn)

Use of colour

Don’t EVER write in **RED** on a blue background

or in **BLUE** on a red background

Use of colour (2)

DON’T use **GREEN**
and **RED** to highlight text

or **GREEN** and **RED**
in a graph

Use of colour (3)

If you need lots of colours in a graph it’s probably **too complicated**

4 to 6 max!

http://colorbrewer2.org/
Fonts

**Style**
Serif (Times New Roman), Sans Serif (Helvetica)

**Size**
16 18 20 24 30pt

**Weight**
- contrast, not size alone
- **It’s not** about you, it’s about **them**

**Case**
- upper/lower
- Identification: IDENTIFICATION

---

Presentation principles (2)

**DON’T read** — notes or slides

- Include only the most important points
- Speak slowly
- Speak clearly
- Be natural & show interest in subject
- Engage, re-engage the audience

---

Confidence

- Organisation builds confidence
- Preparation builds confidence
- Practice builds confidence

---

Audience engagement

- Make them **comfortable**
- Use **first** and **second** person (I/You)
- **Eye contact** = honesty
- **Smile** = glad to be there
- **Inflection** & the power of the **pause**

**Body language**
- hands, gestures
- **Podium** — barrier, separation, fortress
- **Effective content**

---

Balance

**Data**
- Facts

**Content**
- Simplicity
- Clarity
- Emotion

**Engagement** = Data + Content
Punchy & Sticky

**Personal**
1. Simplicity
2. Unexpectedness
3. Novel
4. Challenging
5. Humorous

**Leave time for Questions**

Courteous – well prepared & organised
Chance to expand talk
Valuable feedback from audience
did they get it?
was the message clear?
advice for subsequent manuscript
New lines of research, job opportunities
Troublesome questioner?

(Reynolds 2011)

(Heath & Heath 2007)

Helpful hints

Don’t use outline – Get into the story
- Avoid excessive bullet points
Laser pointer or slide highlights
Conclusion **not** regurgitation
Synthesis, Impact & Application
Take home message
Ending alternatives
Slides up your sleeve

Opening & closing most important

Don’t use outline – **Get into the story**
- Avoid excessive bullet points
Laser pointer or slide highlights
Conclusion not regurgitation
Synthesis, Impact & Application
**Take home message**
Ending alternatives
Slides up your sleeve

Presentations with or without slides

TED

Technology – Entertainment – Design

Rob Harmon

Sarah Kay
Posters
Catch the eye
Statement to arouse interest
Justification with data
Stimulate engagement – a conversation

Dealing with the media
What’s your message?
Why is it important?
Interview preparation
Stay on message – use bridging answers if needed
Get media training!!

Looking back
Speaker-audience interaction = communication
You don’t need slides – they only enhance
Audience cannot read & listen at same time
Don’t confuse Slides with Notes or Handouts – beware of the Slideument!
PowerPoint is a tool not the Messenger
**Organisation, preparation, & practice** give confidence & allow a natural presentation

Impact!

Clarity

Simplicity

Presentation websites
Presentationzen by Garr Reynolds
http://www.presentationzen.com/

Seminar by Garr Reynolds
http://www.youtube.com/watch?v=DZ2vIQCESpk

Technology, Entertainment, Design (TED)
http://www.ted.com

Additional reading
Bangladesh, India, Indonesia, Malaysia, Maldives, Myanmar, Sri Lanka and Thailand are working together through the Bay of Bengal Large Marine Ecosystem (BOBLME) Project and to lay the foundations for a coordinated programme of action designed to improve the lives of the coastal populations through improved regional management of the Bay of Bengal environment and its fisheries.

The Food and Agriculture Organization (FAO) is the implementing agency for the BOBLME Project.

The Project is funded principally by the Global Environment Facility (GEF), Norway, the Swedish International Development Cooperation Agency, the FAO, and the National Oceanic and Atmospheric Administration of the USA.

For more information, please visit www.boblme.org