

EDS 411B: MEDS Capstone

Week 5

Instructor: Ruth Oliver

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Today in 411B

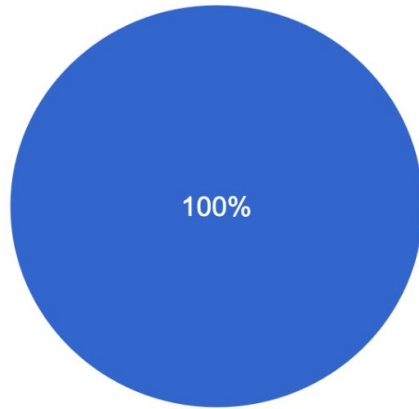
- **1:00 - 1:15:** Reminders, Q&A
- **1:15 - 2:15:** Public Presentation information session
- **2:15 - 3:50** Dedicated work time
- **3:50 - 4:00:** One cool thing - Meet Quarto

Reminders, logistics, questions

This quarter

The current structure is an effective use of time.

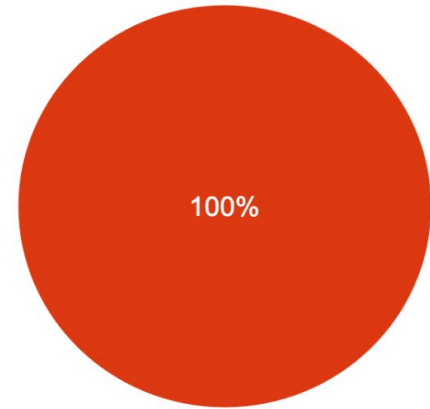
13 responses



I'd prefer more structured activities in class.

13 responses

● Yes
● No



This quarter

<i>Deadline</i>	<i>Item</i>
April 14 (Week 2)	Technical Documentation Outline
May 5 (Week 5)	Technical Documentation Draft & Repo Draft
June 2 (Week 9)	Public Presentations (at Bren)
June 9 (Week 10)	Final Project Materials due

This quarter



Emily Case
public
presentation
intro



Gilad Barash
data
storytelling



Alex Phillips
presentation
clinic



Sam Csik

presentation
outline

presentation
practice

presentation
practice

presentation
practice

wrap up

5

6

7

8

9

10

technical
documentation
& repository
draft

presentation
practice in
1414

public
presentations!

final
documentation
& repository

MEDS Public Presentations

MEDS Public Presentations

- Part 1: Timeline & schedule
- Part 2: Presentation guidelines
- Part 3: Logistics & tech

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Public presentations - Overview

- **When:** Friday, June 2, 1:00 pm - 4:15 pm PST
- **Where:** Bren Hall 1414
- **Presentations:**
 - 14 minute presentation
 - 5 minute Q&A
 - 1 minute transition between presentations
- **Reception:** 4:15 pm - 5:15 pm (Bren Courtyard)

Deadlines

May 5	Draft Technical Documentation and Repository due to advisors
May 19	Submit abstract for program (via Box) and submit requests for guest parking permits
May 23 & 25	Practice presentations in Bren 1414 (sign up for a time slot)
May 26	Submit editable file of close-captioned “script” / “aid” (via Box)
June 1	Final link w/ Public Presentation Google Slides due (add to this Google Sheet)
June 2	Sound checks (10 min per group) (Bren Hall 1414) - 10:30 am - 11:50 am
June 2	Class photo - 12:00 pm at fish sculpture
June 2	Public presentations (1:00 pm - 4:15 pm in Bren Hall 1414)
June 2	Reception (4:15 pm - 5:15 pm in the Bren Courtyard)
June 9	Final Technical Documentation and Repository due
June 9	Peer & self evaluations and faculty advisor evaluations due

Sound check schedule (June 2 - Bren 1414)

Time	Group
10:30 - 10:40	wattmaps
10:40 - 10:50	steelTracker
10:50 - 11:00	kelpGeoMod
11:00 - 11:10	iMPAct
11:10 - 11:20	AquaFire
11:20 - 11:30	mosaiks
11:30 - 11:40	FireFutures
11:40 - 11:50	PYFOREST

Final Presentation Schedule (June 2 - Bren 1414)

1:00 - 1:05	<i>MEDS Capstone Public Presentations Welcome (Gaines)</i>
1:05 - 1:10	<i>Session 1 Introduction</i>
1:10 - 1:30	wattmaps - Michelle Lam, Colleen McCamy, Alessandra Vidal Meza (Advisor: Wu)
1:30 - 1:50	steelTracker - Erica Bishop, Ruth Enriquez, Amritpal (Amrit) Sandhu, Michael Zargari (Advisor: Geyer)
1:50 - 2:10	kelpGeoMod - Erika Egg, Jessica French, Javier Patrón, Elke Windschitl (Advisor: Stevenson)
2:10 - 2:30	iMPAct - Kiran Favre, Elise Gonzales, Jared Petry, Adelaide Robinson (Advisor: McDonald)
2:30 - 2:50	<i>Break</i>
2:50 - 2:55	<i>Session 2 Introduction</i>
2:55 - 3:15	AquaFire - Jillian Allison, Meagan Brown, Andre Dextre, Wade Sedgwick (Advisor: Moritz)
3:15 - 3:35	mosaiks - Andrew Bartnik, Carl (Carlo) Broderick, Gabrielle Smith, Hailey Veirs (Advisor: Carleton)
3:35 - 3:55	FireFutures - Victoria Cutler, Erica Dale, Mallory Giesie, Lewis White (Advisor: Tague)
3:55 - 4:15	PYFOREST - Atahualpa (Ata) Ayala, Dalila Lara, Alexandria (Alex) Reed, Guillermo Romero (Advisor: Heilmayr)
4:15 - 5:15	<i>Reception</i>

Other information needed:

- Parking permit request:
 - Each group may request up to 2 permits for guest parking in Lot 10
 - For each permit you must provide guest name, license plate number/state, and make and model of car no later than May 19 (form for requests coming soon)
 - Cannot be for a car already in the UCSB parking system
- Closed Captioning “script”:
 - Don’t need to create a new script; outline or working notes are fine
 - Provide as much information as *possible* about what you will be saying in your presentation to assist the live closed captioner
 - All proper names and technical words at minimum, but the more detail the better
 - Word (.doc) format preferred, **not PDF** (must be editable text), can be a Google doc or even slide notes
 - Upload to [Box](#)

MEDS Public Presentations

- Part 1: Timeline & schedule
- Part 2: Presentation guidelines
- Part 3: Logistics & tech

Goal

- Practice communication & presentation skills
- Showcase your work for a wide audience
- Focus:
 - Problem / motivation / need
 - Major findings & contributions
 - Significance

Who's the audience?

- Bren & UCSB faculty, staff & students
- **You** should invite your client and external advisors
- Bren alumni & network
- Prospective employers
- Community / public
- Your family & friends

Suggested slide breakdown (14 min total)

Element	Approximate # slides
Cover slide	1
Background, problem / need (motivation)	4
Objectives	1
Results / contributions	5 - 6
Summary / conclusion	1 - 2
Big picture significance / closing	1
Acknowledgements	1
<i>Total</i>	<i>14 - 16</i>

Slide design recommendations

- Minimum font size: 24 pt
- Be aware of graph / figure axes & text
- Test on different devices (tablet, iPhone) - keeping in mind folks can call in & view remotely
- Hyper consistent theme, layout, spacing, alignment
- 2 fonts maximum
- Simplify graphics, figures
- Text heavy slides: faux animation (progressive slides)

Cover slide: required content (layout can differ - but all elements must be included)

TITLE (does not have to match proposal title).
Should match submitted abstract title.

GROUP PHOTO
(like one from Faculty Reviews)

All group member names (First and last)

Faculty advisor: NAME

If applicable & approved: Client / logo?

Final Presentation

Bren School of Environmental Science and Management

June 2, 2023

#BrenProjects



Background / problem / need

- Consider level for public audience (may start broader than faculty reviews)
- What is the narrow problem / need that you are filling?
- Who cares?
- Compelling and direct motivation for your objectives

Objectives

- Clearly state objectives (these will likely be closely tied to deliverables)
- If your contribution is a method / pipeline / approach, that should be included as an objective & deliverable
- It is not too late to reevaluate your objectives so they align with your deliverables more accurately
- Keep presentation short & close to what's on the slide
- Use numbers or icons as visual cues & reminders, return to them throughout the presentation

Results / contributions

- Remind audience of objective briefly before presenting corresponding results
- For each objective, present major contributions / outcomes
- Use simplified, impactful graphics to clarify major points
- **Avoid** complex figures and tables
- Share the value / purpose of each contribution

Summary / conclusion

- Recap objectives and major contributions
- Plain language, reminding of why it's important
- Can include next steps / limitations / future directions

Big picture

- Return to big picture - what is the need, why does it matter?
What is the bigger goal that your work is contributing to?

Acknowledgements

- Stay professional, polished, but brief
- Practice this as much as you would any other slide
- Don't need to say all names, but highlight the big ones & thank the rest in a group
- Recommend: one additional slide after acknowledgements with “Questions” or “Thank you” on it, make sure to end with a thanks for audiences' time and welcoming invitation for questions (or some version of that).

Reminder: presenting, Q&A

- Remove jargon where possible
- No one remembers a new abbreviation, even if you define it
- Useful transitions between slides (for storytelling)
- Smooth transitions between speakers
- Do **not** go over time
- + all the other stuff we practiced & will practice in 411AB

Reminder: non-presenters & panelists

- Watch your teammates present like you're an engaged audience member
- Don't stare at the audience
- Don't look / act distracted
- Avoid excess interaction w/ friends & family in the audience (and none during the presentation)
- You will all participate in the Q&A discussion
- Clear table when you leave

Q&A

- Panelists, stand and join your speakers in the middle for the Q&A session
- Question facilitator should select audience members to ask questions
- MC will run mic to question askers
- Remote questions will be read by Bren staff
- Decide on responder based on pre-selected “bins”
- We’ll continue to practice responding to Q&A in 411B
- Likely too short to refer to slides during Q&A (will take too much time & switching back and forth)

MEDS Public Presentations

- Part 1: Timeline & schedule
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Dress

- Professional power outfits that you feel awesome in
 - Know what you're wearing & have it ready the night before
 - You'll be in these clothes for a while. Be comfortable. If you wear shoes that won't be comfortable for the day, bring back-ups to switch into (e.g. for the reception).
- Dress in presentation outfit for class photo (12:00 at the fish sculpture)
- Speakers: jacket/blazer/collared top for lav mic, and pocket / place to clip mic battery - wear or bring to sound check
- No scarves, pull back long hair (to avoid mic noise)
- Bring your Bren name tag - do NOT wear it during your presentation but DO wear it when you are not presenting and during the reception

Slides

- Your slides need to be prepared by Thursday, June 1 by 5:00 pm
- Slides must be Google Slides
- Add a link to your slides [here](#)
- Make sure your slides are accessible to anyone with the link
- No speaker notes (so design your slides as speaker aids, too)
- Will run on a Windows computer with standard font package
- Check out your slides on the Bren 1414 computer during your practice session
- The room is too big to stand at the computer
- If your presentation has sound, tell [Aleah](#) by Friday, May 19

Microphones

- **Presenters:**
 - 2 lavalier microphones
 - Keep it turned on except when you are handling it or passing to someone
 - If there are 3 presenters: When 1st presenter is done they give their mic to the 3rd presenter
 - When your presentation is over, pass the lav mics to the presenters in the next group
 - We will practice this during sound checks!

Microphones

- **Panel:**

- You will share the handheld mic that's on the table
- Turn the mic on for Q&A
- Pass around to team members w/o lav mics during Q&A
- Speak closely into the mic and project your voice
- Careful w/ mic -- it will be live while you're holding it / passing it between responses
- There might be a delay while the tech adjusts the mic, just keep speaking normally
- We will practice this during sound checks!

Photo / video

- Don't worry about the cameras!
- 2 video cameras in back of room for live stream/recording
 - One for wide shot, one for close up of speaker
 - Video producer will switch between camera feed and slide
- Professional still photographer moving around in front/sides of room

Day-of sequence:

- Be in 1414 for at least the entire presentation before your own
- Immediately when questions wrap up, walk to the front for mic set-up (presenters) or sit at the table (non-presenters)
- Your slides will be loaded for you
- MC will very briefly introduce the group, then you take it away
- Advance slides with clicker (down is advance) - practice this during the practice sessions and sound check
- MC will wrap up at end of Q&A time
- Return handheld mic to table
- Hand off lav mics to the next group

Be ready, get fired up:

- Turnover is going to be **quick - but we'll be ready!**
- We're going to have multiple opportunities to practice
- Be professional throughout the *entire* day - you aren't done being a presenter until you've left the reception
- But also -- it's a really fun day and celebration of your hard work!
- Have fun at the reception. Celebrate each other, but mingle with folks who are not MEDS students. Prospective employers may be there.



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Work time 2:15 - 3:50

15 min per group: update Ruth