

GUIDELINES AND EXPECTATIONS FOR PRESENTATIONS

MAT 490: SENIOR SEMINAR IN MATHEMATICS

Speaking and Audience Awareness

- Assume the listener has solid mathematical reasoning skills and has been exposed to the ideas of calculus and the fundamentals of sets and proofs, but do not assume any additional background.
- Use good judgment in distinguishing between concepts and results known to the audience members versus those which require some degree of review or introduction.
- Face the audience as much as possible. Try to maintain eye contact with the whole audience.
- Speak clearly and deliberately, and loudly enough for all audience members to hear.

Organization

- Your talk should be structured to have an introduction, body, and conclusion, with clear transitions between main points.
- The introduction should be designed to capture audience interest and to make clear the objectives and approach of the presenter.
- Summarize key points of the talk during the conclusion and, if appropriate, identify related questions or directions for future development.
- Adhere to the time limit.

Mathematical Comprehension and Problem-Solving Ability

- The speaker should explain central concepts and results formally and accurately, and should provide appropriate examples to illustrate them.
- If a formal proof is part of the presentation, then the speaker should demonstrate a clear understanding of the way that definitions and prior results are applied in the course of the proof.
- The speaker should respond appropriately and correctly (within the scope of the student's mathematical knowledge) to questions during the question and answer period.

Presentation

- Use the chalkboard, overhead transparencies, or computer slides (such as PowerPoint) as appropriate.
- It is crucial that the audience understand the main points of the presentation. This is far, far more important than coverage of a large amount of material. Use good judgment in deciding the scope of your presentation to achieve this purpose.
- If using slides or transparencies, make sure they are simple and uncluttered, with minimal wording, and can be easily read from anywhere in the room.