

Presenter Support and Preparation

From preparing a presentation to constructing an abstract, even for the most confident and experienced of us, these can prove daunting. [The Research Ethics Conference](#) welcomes all individuals experienced or not. Whether you are coming to this conference as your first presentation or would like a refresher, we have a few tips to support you. For further information regarding the specifics of the call for papers, please refer to the [guidelines](#).

Abstracts

An abstract provides readers with a brief overview with key details of what the paper or presentation will incorporate. We welcome all abstracts, presentations, workshops, roundtable discussions and any other innovative format you choose. All details regarding the criteria for abstracts, posters and presentation can be found [here](#).

Below are the guidelines to what is required for the abstract along with some helpful suggestions from [The writing center](#) :

1. All abstracts must be written in standard English alongside a maximum of **6** keywords
2. All abstracts will be peer reviewed by at least two reviewers
3. **200– 400** word paragraph summarising the a) What are the **key ideas** and focus/question your work concentrates on (e.g. How to navigate participatory action research ethically) b) What is the **purpose** and importance of your focus, the implications and application (e.g. researchers have limited knowledge in conducting more complex designs)
4. Outline the **methods** followed to resolve the issue (e.g. quantitative, qualitative, mixed methods or post qualitative)
5. Present overview of **findings** (what does the information show you) and **conclusion** generated. What are your conclusions based on the original question and results? (The lack of knowledge presents challenges in collecting data, potentially causing a detrimental impact on findings. Further work is needed to support researchers and their participants navigate these challenges).

Your discussion may be on a project which is not yet completed, some of these points may be less solidified. This is not an issue, simply adapt what you are writing to explore what you currently know, what knowledge is evolving, what knowledge has been gained (Example abstracts found here [NC State University](#))

Presentations

When it comes to it, presenting is a personal affair. However, although this is about your research, delivered in your way, there are some key factors worth considering when compiling and delivering your presentation which are considered best practice.

Some useful tips taken from [The PhD diaries](#) and [The Wiley Network](#) suggest:

- **Formatting** (check dimensions and what format the presentation can be supported, what equipment will be available. Ensure the presentation has the same theme/font etc throughout). You can be more adventurous where you don't have to stick to traditional Powerpoint slides (for more ideas [Prezi blog](#)) For our CFP we have a **400 word** count, (references not included in the word count) introduction should be approximately 50 words
- **Make it simple.** Use one slide per point. Use text carefully. Images are powerful
- **Follow a formula.** [The Wiley Network](#) suggests a guide formula to follow to help structure and prevent deviation from your important point (Introduction, research question, methodology, background, discussion and of results, analysis, conclusion).
- **People want to hear about your research!** Yes! Believe it or not, but the audience want to hear about your research. It's up to you to deliver it in a way which is engaging. Make eye contact, do not read your presentation (your slides should detail the meaning without you having to talk), use pauses, be clear and aware of your volume, have key points to refer to, discuss what is new exciting and ground-breaking in your research!
- **Practice...lots.** Practice to yourself, others, your pet or mirror. You cannot practice enough. The more you do, the more confident you and able you will be to deliver your message successfully regardless of how much you know about a topic
- **Time keeper.** Following practicing comes effective awareness of the time it takes to talk through the slides. Do not rush and allow for pauses
- **Question time.** Practice with others for those unexpected questions. Don't be afraid to say you don't know yet. This is not a debate, don't be afraid to say you would like to continue the conversation after the presentation. **Each person will have 20 minutes to present (15 mins presentation followed by 5 minutes of questions**
- **Cover (most) eventualities.** Backup your presentation to the cloud, a USB and print. Tech fails are not uncommon so come prepared!

While potentially nerve wracking, a presentation can be an opportunity to develop your knowledge throughout the process. If you have any further suggestions or support you would like to share please send to REC2021@exeter.ac.uk. For additional resources including tips ([Exordo Economicsnetwork,NC State University](#)) or presentation templates ([Canva](#) ,[Keynote](#)) please explore the links provided.

Best Wishes

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