

**University of Windsor – Department of Chemistry & Biochemistry
59-410 Research – Presentation #1: Research Proposal – v 2.0 – Aug. 28, 2012**

Presentation #1

A research proposal - background/context of research; proposed project (7 minutes in length, 5 minutes for questions - November 2012)

Instructions for this presentation

All students must prepare a Powerpoint (or equivalent software) presentation lasting approximately 6-7 minutes, comprised of 10-15 slides.

The advice below is not meant to be taken literally (i.e., you do not have to stick to this plan verbatim), but includes some helpful recommendations. You should follow sections 1, 2 and 7 closely, and be creative with how you arrange 3, 4, 5 and 6.

General outline:

1. Title page
2. Talk outline
3. Background/Context
4. Techniques/Apparatus/Theoretical Framework
5. Preliminary Results
6. Statement of Project Objectives/Goals
7. Acknowledgments

Details:

1. Title page

This should be the first slide of your presentation, and must include a clear title for your project, your name, and your supervisor's name. It is also important to indicate the department and institution. Many people include attractive graphics which describe their work – but do not get too fancy here.

2. Talk outline

This is the second slide, outlining what you will be discussing in your brief presentation. Keep the slide clean, and the points short.

Sections 3-6 may be rearranged into the order of your liking; however, it is usually best to make the final coherent proposal nearer to the end of the presentation.

3. Background/Context

Most of the audience will be quite unfamiliar with your research project, and even the general research area. Describe, in basic terms, some of the research going on in your group, the project(s) you are familiar with or are involved in, and why this area of research is important to society, and of interest to you, what are some important research themes, etc. You do not have to hit all of these points, these are just ideas. This is also a good point to introduce some major/important concepts and context for your work.

4. Techniques/Apparatus/Theoretical Framework

Briefly discuss the technical aspects of how you conduct your work. For instance, if you are a synthetic chemist, you might describe how you will synthesize the molecules, special conditions that may be needed for the synthesis, and instruments you may use to characterize the materials. If you are a biochemist/biologist, you may describe some of the animal techniques, biotech methods and instrumentation. If you are physical or analytical chemist using large instruments for characterization, give some background on this equipment/technique. If you are theoretically oriented, give a very brief description of the theoretical basis of your work.

5. Preliminary Results (optional)

If you have a neat result or set of results you would like to share and describe, by all means do so! Research proposals with preliminary results are often more convincing to reviewers and audience members. Do not be concerned if you have nothing major to show at this point...by the spring, you will have plenty to talk about!

6. Statement of Project Objectives/Goals

On one slide, state both the short-term and long-term objectives for the project (i.e., what you hope to accomplish in the project yourself, and where you believe the research might go in the future). Propose a timeline for the next 6 months with milestones – indicate approximate months/dates for when you hope to reach certain objectives. This is also a good section to conclude your proposal.

7. Acknowledgments

This should be the final slide of your presentation. Thank the members of your group, your supervisor, technical support staff, etc., as well as funding sources (e.g., NSERC, CIHR, etc.).

Deadlines

You should have a first draft of your presentation submitted to Dr. Schurko by 6:00 p.m. on the day before you actually present. You may bring an edited/modified version to the presentations on a memory stick to load onto the laptop.

Time slots

Presentations will take place in November 2012, dates and location will be posted on the website site. An online sign-up sheet will be posted on the website.

Hints for practicing your talk

1. Make your slides.
2. Write a script.
3. Rehearse a few times with the script – you will find by the third or fourth time, you will be able to do it quite naturally. Don't worry if you go over the time limit the first time through.
4. Practice in front of members of your group, or your friends.
5. Speak slowly and clearly, and make eye contact with the audience.