Basic Structure & Length

PowerPoint Presentation – the following sections are suggestions, only. Use what is appropriate for your topic and what you learned. **The goal is for you to research this topic and present your findings in a consolidated form.** Audience: professor, other students, and general IT practitioners. Time: 10 min

Section	# of slides	Time allotted	Total time
Title	1	15 sec	15 sec
Table of Contents	1	15 sec	30 sec
Introduction	1	1 min	1 min 30 sec
Methodology (with references)	1	30 sec	2 min
Discussion	4-6	6 min	8 min
Conclusions	1-2	2 min	10 min
Appendices (as needed)		-	-
Total	9-15	-	

Title

The title page should include your name, the name of your professor, the name & number of the course, as well as the date submitted for grading.

Contents

This section and is merely a breakdown of sections to be covered by the presentation.

Introduction

This section of your report is where you will document all the research into the background of your experiment. It is important to try and give a quick and condensed history of the research leading to your experiment.

Method

For this portion of your report you must describe the methods used when performing the research. What is source of data, cross-references, etc. List your references here.

Discussion

In your discussion you should seek to discuss your findings. Use bullet points that are meaningful; conveys findings without being too wordy. Use graphs, diagrams, and tables to help visually show any specific information. Do not be tempted to insert large numbers of graphs and figures just for the sake of it. Finally close with any suggestions for further study.

Summary and Conclusion

In a few slides you should summarize your findings or points of view.

Appendices

Appendices are very useful because they give you a place to dump raw data and calculations. They must still be laid out correctly; the data must be relevant and referred to in the main report.

[Source: https://explorable.com/research-paper-outline]