

How to avoid death By PowerPoint   David JP Phillips   TEDxStockholmSalon <a href="https://www.youtube.com/watch?v=lwpi1Lm6dFo">https://www.youtube.com/watch?v=lwpi1Lm6dFo</a>	Name: Jessica Srivastava
	Date:

Essential Question:

<p>Use large fonts - 24 or larger          Visually focus on moving objects, signal colours, contrast and size.          NO full sentences - just bullet points - max 6/slide          Use visuals</p> <p>Keep in mind working memory is short and does not retain information. Use visuals with a little writing. Do not read.</p>	<p>Notes:</p> <p><b>Fonts</b></p> <ul style="list-style-type: none"> <li>- Use easy to read fonts</li> <li>- Like Verdana or Arial</li> <li>- Avoid curly, fancy, funny, thin, or narrow fonts</li> </ul> <p><b>Text Size</b></p> <ul style="list-style-type: none"> <li>-size <b>20 - size 24 or larger</b></li> <li>-Smaller text is more difficult to read depending on where sitting in room.</li> <li>- <b>every time open eyes - see 4 things</b>: moving objects, signalling colours (red, orange, yellow), contrasting objects , size)</li> </ul> <p><b>Amount of Text</b></p> <p>Less text is easier to read.</p> <p><b>Use Bullets</b></p> <ul style="list-style-type: none"> <li>-<b>One idea per bullet</b></li> <li>-List important things</li> <li>-Keep sentences short</li> <li>-Keep bullet lists short - <b>6 max</b></li> <li>-Remind what to talk about!</li> </ul> <p><b>Use Numbered Lists</b></p> <ul style="list-style-type: none"> <li>-Use it to rank first to last</li> </ul>
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-Step-by-step instructions

-Make a timeline of dates

-Connecting ideas together

### **Use Colour Contrast**

-Darker colours stand out on a light background.

-Lighter colours stand out on a dark background.

### **Working Memory**

-Redundancy factor -> if have lots of info on slide and speak - **people will remember 0**

-image and short amount words

### **Summary**

Commonly PPT used incorrectly, hence "death by Powerpoint". Need to change the way I look at using ppt. Both cognitively and physically. Use the 7 factors to make ppt more effective (font, text size, amount of Text. use bullets, use numbered lists, use colour, contrast). Also need to consider working memory and use visuals.