

THESIS DEFENCE AND PRESENTATION

RECOMMENDATIONS

University of Veterinary Medicine and Pharmacy in Košice



Aim of the presentation

- To enable the committee to identify content of the thesis quickly and accurately – to understand quickly and accurately **what** you did and **how** you did it
- To attract to and engage the committee in the topic of the thesis and encourage it to read the whole thesis
- To highlight key data, knowledge, state of the issue and findings
- To remind of the level of solution of the issue presented
- To convince the committee that you have been approaching the problem in a systematic and qualified manner

Structure of thesis presentation

Recommended presentation structure

- Basic data (1 slide)
- Introduction, motivation, goals (1 slide)
- Methods used (1 slide)
- Theoretical part (1 slide)
- State of the issue (1 slide)
- Own results, findings, evaluations (1 – 3 slides)
- Conclusions, benefits (1 – 2 slides)
- Suggestions and recommendations for practice (1 – 2 slides)
- Discussion of assessments (1 slide)

Presentation structure

1. Basic data (who, what, where)

- Thesis title, author, tutor, consultant (if assigned), training workplace

2. Introduction (why)

- Indicate why you chose the field / topic, your motivation
- One, two sentences to describe the importance of the issue

3. Thesis goals (what)

- It briefly expresses the main reason for carrying out and presenting the thesis
- Introduce, from the assignment, partial goals, hypotheses
- Explain the issue solved
- Methodology, results and conclusions are derived from the objectives

Presentation structure

4. **Methods (how)**

- Describe the methods used to achieve the goals and validate hypotheses
- Characterize the file/s, sample/s, subject/s you have worked with
- Try to convince the committee that you have approached the solution systematically, in a qualified, scientific manner

5. **Theoretical part (definitions of basic terms)**

- Describe how the most important concepts of thesis are defined in the literature
- Explain their meaning, division, links and connection to the topic

Presentation structure

6. State of the issue (what is written by others)

- Brief introduction to the current state of the issue

7. Results, findings, evaluations (what, how many, why, how)

- Highlight the substantial results and findings
- Highlight, in particular, the most important figures – both absolute and relative to the objective of the thesis, 1–2 graphs or tables
- Introduce statistical significance
- Compare your results with literature, past observations, other samples
- Explain or anticipate causes of important findings

Presentation structure

8. Conclusions

- Fulfilment / non-fulfilment of goals, confirmation / non-confirmation of hypotheses, importance and use of own results
- Predict future development / use of your results

9. Discussion of assessments

- At the end of the presentation, after the slide "Thank you for your attention", prepare notes for answering the opponent's / tutor's questions
- Answer only when asked by the committee, answer briefly, not with a lecture
- Thank for the comments, consider them as suggestions for improvement, not criticism

Preparation of thesis presentation

Presentation extent

- The most common mistake is incorrect time estimation
- It is estimated that one slide will take about 1–2 minutes
- For a 10-minute presentation, a maximum of 10 slides will be appropriate to talk about
- In addition, the first slide, introduction, goals and the last slide must be added
- In the introduction, refrain from the particulars, describe the context in a simplified way, and without delay move on to what and why you did
- Present only the most important and interesting

Presentation should be

- **Specific** – talk about your work, motivation, not about e.g. science, history, etc.
- **Short but complete** – mention every part of your thesis, but put emphasis on your results, findings, evaluations, suggestions, benefits and recommendations
- **Accurate and precise** – when presenting results, prefer graphs and tables instead of text
- **Understandable** – remember that in a very short time you have to clearly present the committee with almost two years of your (and tutor's) efforts

Don't lecture the committee!

Avoid presenting textbook knowledge that offends listeners

Formal aspect of the presentation

- The most common problem is overfilled slides
- Use bullets, not whole sentences
- Use up to 7 bullets per slide, up to 7 words per line

Formal aspect of the presentation

CORRECT

Štruktúra prezentácie

1. Základné údaje (kto, čo, kde)

- názov práce, autor, školiteľ, konzultant (ak bol), školiace pracovisko

2. Úvod (prečo)

- uviesť prečo ste si oblasť/tému problematiky vybrali, vašu motiváciu
- jednou, dvoma vetami opísať význam riešenej problematiky

3. Ciele práce (čo)

- uviesť zo zadania, čiastkové ciele, hypotézy
- vysvetliť riešený problém
- od cieľa sa odvíja metodika, výsledky aj závery

INCORRECT

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4. Metódy (ako)

- opíšte použité metódy, ktorými ste sa snažili naplniť ciele, overiť platnosť hypotéz
- charakterizujte súbor/y, vzorku/y, subjekt/y, s ktorými ste pracovali
- pokúste sa presvedčiť komisiu, že ste k riešeniu pristupovali systematicky, kvalifikovane, vedecky

5. Teoretická časť (vymedzenia základných pojmov)

- opíšte ako sú najdôležitejšie pojmy práce definované v odbornej literatúre
- vysvetlite ich význam, delenie, prepojenia a súvis s riešenou témou

6. Stav riešenej problematiky (čo píšú iní)

- stručné oboznámenie so súčasným stavom riešenej problematiky

7. Výsledky, zistenia, hodnotenia (čo, koľko, prečo, ako)

- zdôraznite podstatné výsledky, zistenia, porovnajte vlastné výsledky s literatúrou, predchádzajúcimi sledovaniami, inými vzorkami
- objasnite alebo predpokladajte príčiny dôležitých zistení

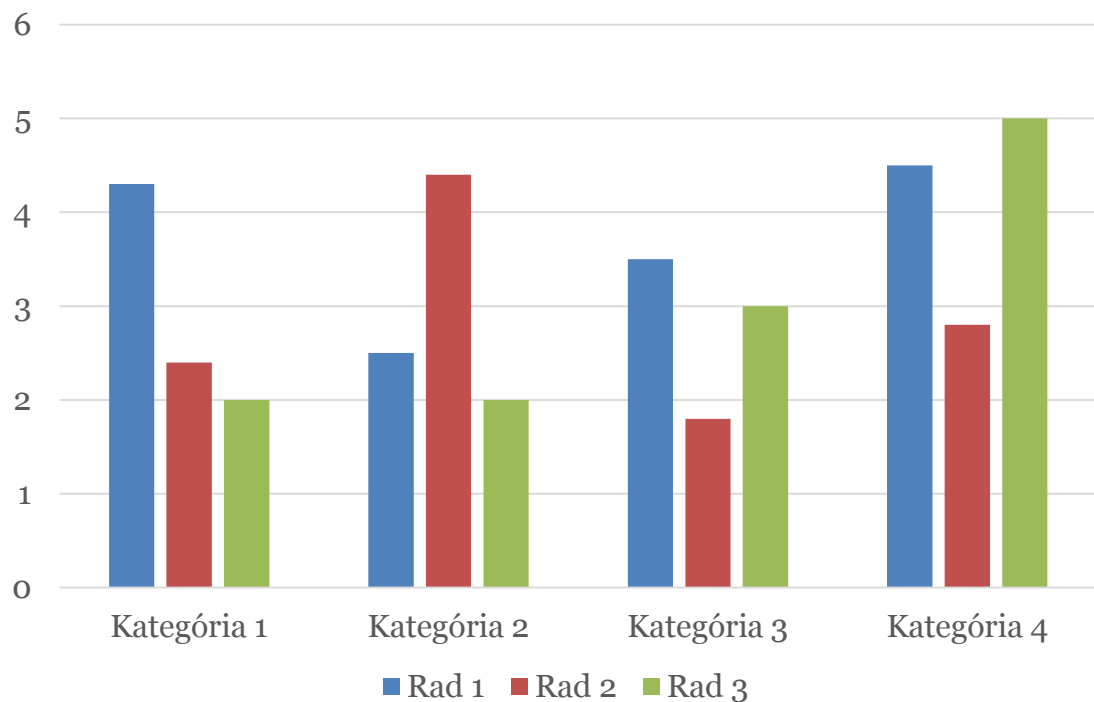
Tables and figures

- The simpler the better for understanding
- Describe the graph, table, and map
- Use as few lines as possible and contrasting colours
- Use rather planar 2D diagrams than space 3D diagrams
- If possible, use a maximum of 6 rows and 4 columns

Tables and figures

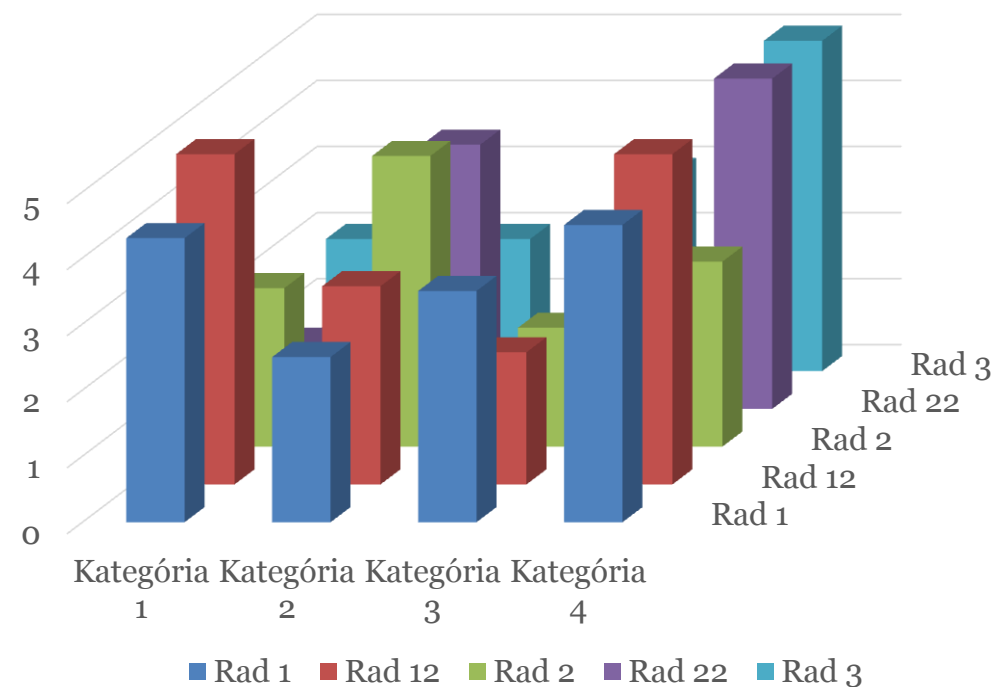
CORRECT

Názov grafu



INCORRECT

Názov grafu



Font

SUITABLE

- Straight font, e.g. Arial
- **Bold**
- Sufficient size, at least 20
- Lowercase letters
- **Contrasting colours**

UNSUITABLE

- Hooked font, e.g. Times New Roman
- normal
- Small size
- CAPITAL LETTERS
- Non-contrasting colours

Thesis defence

Thesis defence

- Defence is a professional event that has its rules and practices:
 - ✓ **Communication side** – course / order of activities, word giving, courtesy
 - ✓ **Festive form** manifested mainly by the formal clothing of the committee and the student

Course of thesis defence

- Approximately 30 minutes are allocated to thesis defence and its discussion
- The chairman of the committee will introduce you and you will have a space for presentation in the extent of about 10 minutes
- After the end of presentation, the committee will get acquainted with the assessments of the tutor and the opponent – you will be given the opportunity to react to the questions and comments of the assessments
- Responding to questions / remarks will normally smoothly continue into a professional debate in which everyone present can ask you questions
- The public part of the defence ends with a professional debate
- In the non-public part, the committee will decide on the evaluation and the final grade
- In addition to the assessments, the committee also considers the quality of thesis presentation

Responding to comments on the thesis

- Correct response to **positive** comments is to thank for them
- Correct response to **negative** comments depends on their type:
 - **Objective comments** pointing to unquestionable deficiencies of the thesis cannot by definition be refused – provide the committee with your assessment of the seriousness of the deficiency and show how you would eliminate it (if the deficiency is essential for the thesis defence, do your utmost to eliminate it before the defence)
 - **Subjective comments** pointing to relative deficiencies of the thesis can by definition be refused with reference to their subjectivity – however, limit yourself to the factual justification of your rejection, do not argue, if the comment is not completely misplaced, it is probably better to accept it and follow the same procedure as with the objective comment
 - It is probably best not to respond to **formal comments** pointing to superficial deficiencies of the thesis – the committee probably requires both formal culture and substantial quality, and a fundamental shortage of one cannot be saved by the excess of the other

Professional debate on the thesis

- In a professional debate, all members of the thesis defence committee can ask you questions related to the topic / focus of your work
- Questions can be both theoretical and practical
- The aim of the debate is to discuss important aspects of the thesis, assessment / introduction / defence of the benefits, critical points, theoretical background and practical implications

Presentation method

- Do not try to "say everything" – just the most important and interesting
- Try to explain your thoughts with as few words as possible
- Talk about what you see on the slide, not another
- Use the correct terminology, not jargon
- Do not read slides – you are projecting them to illustrate what is difficult to described in words and not to make the committee stop listening and start reading

Speaking style

- Speak slowly, loudly, clearly pronounce and articulate
- Do not try to save time by talking quickly
- Use short simple sentences
- Take breaks to emphasize
- Look at the audience / committee, not into the ground
- Do not apologize
- At the end, thank for the attention

Recommendations

- Try the presentation beforehand, preferably in front of someone / some audience
- Measure your time
- Listen to feedback – listeners' impressions, perceive criticism as an effort to improve
- Clothing should not attract more attention than your presentation
- You should be calm, self-confident, but not mentoring or haughty

Finally, we wish you success in
preparing presentation of the thesis
and its defense!

Sources used

- <http://www.lib.tuke.sk/ZaverecnePrace.aspx>
- Mário Ležovič: Ako urobiť prezentáciu zo záverečnej práce, [online] dostupné na:
https://www.google.sk/?gws_rd=ssl#q=m%C3%A1rio+le%C5%BEOvi%C4%8D+ako+urobi%C5%A5+prezent%C3%A1ciu
- Obhajoba záverečnej práce, [online] dostupné na:
http://ics.upjs.sk/~gursky/uploads/Sk/priebeh_obhajoby.pdf