



BEYOND POWERPOINT

PRESENTATIONS THAT WORK with martin barker

___ A ___ IO ___

Three words:

- 1) Simplicity _____
- 2) Simplicity _____
- 3) Simplicity _____

SIMPLICITY • Some Don'ts in Good Design

1) Avoid Text Overload (PowerPoint™ is NOT Your Notes!)

2) Avoid Font Discord

Use display (decorative) fonts **SELECTIVELY** for headings & titles only (SAMPLE)
- Script fonts like Brush Script are considered **DECORATIVE** fonts!!

Use simple, non-decorative fonts for your content (SAMPLE)

No more than 3 different fonts for your entire presentation

3) Avoid Excessive Bullet Points

4) Avoid Small Image Sizes

DESIGN FOR THE BACK ROW!

You should never have to say, "I'm sorry if you can't see this from the back, but..."

SIMPLICITY • Some 'Dos' in Good Design

1) Using Video Within a Slide (embedding / placing video)

2) Using Music / Audio

3) Opacity Options

4) Use an Existing PDF in 'Full Screen' Mode as an alternative to using PowerPoint.

- Page in landscape view _____

5) Use PNG Image Format (Gives your images a transparent background)

6) Don't use PowerPoint at all? (Think outside the slide)

ONLINE RESOURCES:

Prezi Presentation Tool

<https://prezi.com>

Presentation Zen Design by Garr Reynolds

<http://www.presentationzen.com/>

Garr Reynolds' TEDx (Kyoto) Talk

<https://www.youtube.com/watch?v=zQpGf1gPY7M>

Powerpoint Tutorial Videos:

<http://office.microsoft.com/en-us/support/office-video-FX102493438.aspx#>

Giving Effective PowerPoint Presentations

<http://sbinfocanada.about.com/cs/management/qt/powerptpres.htm>

8 Secrets to a Knockout Business Presentation

<http://sbinformation.about.com/od/sales/a/presentationtip.htm>

FOR ALL THESE LINKS and this complete handout, visit:

www.martinbarkerdesign.com and click on the "SEMINAR" link.