SHARING WORLDVIEWS
Learning in Encounter for Common Values in Diversity

How to create a Powerpoint Presentation for an Encounter Day?

Why is there a presentation?

Within an online meeting it is the best way to share your position by a short powerpoint presentation of max. three slides. Here are a few tips helping you create a presentation with a clear message that catches your audience's interest. Please use the third (last) slide to name questions that stimulate encounter and discussion.

What do you aim for?

Your presentation should

- communicate,
- inform,
- convince,

- provoke debate,
- arouse curiosity,
- appeal to the emotions of the viewer.

How do you create or design your presentation?

1. attract attention: Use visual eye-catcher through shape and colour.
2. be memorable: Use creative motifs and texts.
3. be easy and quick to grasp: Avoid too much text.

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Check the *text*:

- ✓ Information must have a clearly structured message or statement: Formulate briefly and concisely. Use core statements and key words. Place the core message on special positions.
- ✓ Do not position the text at the edge of the slide.
- ✓ Use a size big enough to be read from a distance.

Check the *colours and layout*:

- ✓ Use strong colours with a high contrast value.
- ✓ Use light, not very dull colours for the background.
- ✓ A structure should be seen in your layout. Also leave some space empty.

Check the *pictures*:

- ✓ Images should support messages visually. They must be directly related to the core message of the slide.
- ✓ The chosen visuals should not overload the slide and confuse the viewer. The text must still be readable in spite of the integrated images.

Cf. Source: https://mediencommunity.de/book/export/html/25626 (20.04.2022)