Designing Effective PowerPoint Presentations

Problem
The purpose of a PowerPoint presentation is to aid comprehension. However, traditional
PowerPoint slide design is flawed: slides packed with unfocused and text-heavy bulleted lists
can confuse or disengage your audience. You may have endured one of these ineffective
presentations yourself.

Cognitive research shows that people cannot simultaneously process textual and verbal
information, since both processes happen in the same part of the brain. Audiences will actively
try to avoid being overloaded by:
   a. Blocking out the speaker’s voice
   b. Ignoring the text on the slide
   c. Toggling back and forth between reading and listening

In other words, text heavy slides and bulleted lists hurt audience comprehension.

Solution
To increase audience recall, research suggests using the assertion-evidence model, which has
been shown to increase audience retention up to 32%.

The Assertion-Evidence Model of Slide Design

1) Clearly assert the slide’s main idea in a complete sentence
   a. Appears at the top of the slide
   b. Contains one distinct point
   c. Flows logically from previous slide

2) Reinforce the argument with visual evidence
   a. Diagrams/charts/images
   b. Functional – not decorative/distracting – visuals

3) Simplify slide design
   a. Only include essential information on the slide (verbally deliver the details)
   b. Eliminate non-data ink (bullet points, gridlines, etc.)

Example Slide Revision

Before   After

Results

- Gastric ulcer patients
- Gastroesophageal reflux disease (GERD)
- Double blind
- Recurrence over 40 weeks
- 13% triple therapy
- 75% ranitidine (alone)

Triple therapy reduced gastric ulcer recurrence by 60% over traditional ranitidine treatments

Figure 1: Ulcer recurrence over time
Example Slide Revisions

Mineral Economics

- Free Market:
  - Plentiful mineral resource
  - cheap
- supply exceeds demand
- Resource becomes scarce
  - price increases
  - Demand exceeds supply

In a free market, supply determines price

Easily interpreted visuals allow audiences to confirm, rather than discover

Visual concepts improve audience recall up to 32%

The system shows potential to reduce car accidents related to deviations in speed

<table>
<thead>
<tr>
<th>Implementation</th>
<th>Before</th>
<th>After</th>
</tr>
</thead>
<tbody>
<tr>
<td>Standard deviations in vehicle speed</td>
<td>9.4 mph</td>
<td>7.2 mph</td>
</tr>
<tr>
<td>Average vehicle speed</td>
<td>45.5 mph</td>
<td>45.7 mph</td>
</tr>
</tbody>
</table>

Slide headings should contain a message, not a topic

In 1957, during a lab cleanup, a vial containing what was thought to be the latter compound (X = 7-Cl, R¹ = CH₃,NHCH₃, R² = C₂H₅) was sent for testing, and it was highly active.

Further analysis showed that the actual structure of the compound was the benzodiazepine 4-oxide, Librium, presumably produced in an unexpected reaction of the corresponding chloromethyl quinazoline 3-oxide with methylamine.

An accidental test during lab cleanup led to the discovery of Librium, a highly active structure

Easily interpreted visuals allow audiences to confirm, rather than discover
Make Text-heavy Slides “Visual”

When revising a text-heavy slide, pick an option that is best suited for your purposes.

Frequently Asked Questions (and Objections)

Why does it have to be a complete sentence?
Take a look at a newspaper. Every single headline is a complete sentence because people process information in sentences.
Which would you rather see: “Results of World cup final” or “Brazil wins World cup”? Your slides should tell the “news” of your project; structure them like news stories.

This design seems like it will take longer.
It will – at first. But when you’ve spent so long on your research, isn’t it worth the extra effort to communicate that work in the most effective way possible? Start by revising 2-3 key slides.

This seems like it will make my presentation longer.
Actually, this strategy tends to make your presentation shorter because you focus more on the essential information (and thus reduce extraneous details).

I like this idea, but I don’t know if this is conventional in my field.
How often has someone said: “Your ideas are really good, but your presentation was just too easy to follow”? A more common comment is: “Your material seems good, but I had trouble understanding it.” If your presentation is effective, people will be focused on the ideas.
If you are concerned about following norms, just apply these principles as far as your field will allow. These principles are tools – not rules. Play with them; adapt them to your situation.