2021 Junior Academy of Science – Central Region
Zoom & Power Point Presentation Rules & Guidelines

Items in RED print are required

Presentation requirements
• You are allowed no more than ten minutes for your presentation
• There will be five minutes for questions and answers (from judges only)
• You are the feature of this presentation, not what appears on screen. It should support your research and communication skills.
• The first slide should include: Title of presentation, Name of student, School, Grade level, Name of teacher or sponsor

Slide layout
• Keep it simple – avoid busy, distracting backgrounds and colors
• Use high contrast colors for comparisons
• Use consistent backgrounds, fonts, and layouts
• Number each slide sequentially in the lower right corner
• Avoid flashy transitions, sounds, background music, and special effects
• You are limited to Power Point for this presentation

Formatting text
• A presentation is a visual outline; the text on pages is talking points; avoid large blocks of text and nonessential details
• Use large, plain fonts: 18-24 point; Sanserif, Arial, Calibri, and Helvetica are easy to read; use no more than 2 different fonts per page
• No more than 4-6 bullets on a page
• Align text to the left (centered text is hard to read)

Adding graphics
• Avoid clip art unless it is directly related to your project
• Graphs – use a full slide; label both axes; give it a title; make sure it is large enough to be seen and interpreted
• Tables and charts – use a full slide; label columns; give it a title; make it concise and uncluttered

Using video or animations
• The video or animation should be necessary to explain your project or results
• Video is limited to 1 minute of the presentation
• Embed the video into the presentation
• Any narration should come from the speaker, not be embedded into the video
• If you use video, you should practice using Zoom to ensure that the audio and video can be transmitted from your computer while sharing
• Regional directors may schedule a practice session prior to the Zoom competition