



## **Presentation Skills (Graduate Students and Postdoctoral Scholars only)**

Presentation skills consultations provide graduate students and postdocs with tools and feedback to improve the organization and delivery of presentations. A [TAC Fellow](#) will observe a 20-minute recording of your presenting in class or in a practice session as part of your consultation to help you ensure clarity and overall organization of ideas, enhance audience understanding, reduce anxiety about giving presentations, and promote student/audience engagement. Presentation skills consultations can help you enhance your in-class presentations, conference presentations, etc.

### ***How do I prepare for my presentation skills consultation? Do I need to have my own camera?***

Prepare for your consultation by recording your full presentation using a device of your choosing. You do not need to use a camera as most smart phones allow you to record, and some classrooms also run classroom capture technology. Please inform students in the class that you will be recording the session for your own professional development and encourage those who do not wish to be filmed to sit outside of the camera's view. We then ask that you review your full recording and select a ten minute clip that you wish to review with a TAC Fellow. Bring a copy of said clip to your consultation. If you do not have access to a recording device, or cannot record your class by yourself for any other reason, please contact CEE ([cee@ucdavis.edu](mailto:cee@ucdavis.edu)) for assistance.

### ***How do I schedule a presentation skills consultation?***

Use this [form](#) to request a presentation skills consultation.

### ***What happens during the presentation skills consultation?***

A TAC Fellow will meet with you to review and discuss your recording. Fellows will help you interpret the "data" provided, and together you will discuss strategies to improve or enhance your presentation skills going forward. To assist with this process you will be asked to provide responses to the following prompts at the beginning of the consultation:

1. **Setting:** What is this presentation for? Is it for a lecture, discussion and/or lab? If so, what is the topic of the lecture, discussion and/or lab? Is it for a conference, and if so, what is the topic of your overall presentation?
2. **Audience:** Who is your audience? Is it students (e.g., undergraduates, freshmen)? Conference attendees?
3. **Timing:** When in the course of the lecture, discussion and/or lab OR conference presentation is the clip taking place (e.g., beginning, middle, end)? What were you doing before (e.g., reviewing prior material) and after (e.g., answering questions about homework)?
4. **Purpose:** What is the purpose for this particular part of the presentation?
5. **Focus:** What aspect of your presentation skills is the focus of the feedback?