



# MAKER EDUCATOR CONVENING 2020: GUIDE FOR IGNITE TALKS

## Ignite talks are 5 minutes long, 20 slides, inspirational and succinct!

Ignite talks are a series of speedy presentations where presenters have 20 pre-prepared slides, which automatically advance every 15 seconds. The result is a fast and fun presentation which lasts just 5 minutes. If this is your first Ignite presentation (or even if you've done one before), please watch previous Ignite presentations at [ignitetalks.io](http://ignitetalks.io). These are some of the best, and are a good source of ideas. Also, be sure to watch "[Why and How to Give an Ignite Talk](#)" and check out [Why Bad Presentations Happen to Good Causes](#).

Feel free to reach out to us at [convening@makered.org](mailto:convening@makered.org) with any questions!

## SESSION PLANNING

As you put together your ignite talk, it's important to schedule time to practice. Ignite talks move quickly, and it's important to have your core message as distilled and simple as possible. Please review the following logistics, suggestions, and details.

### Prepare Your Slide Deck

Slides must be in Google Slides. Having all the slides on the same platform is the best way for us to manage presentations from a heterogeneous group of presenters, so thank you in advance!

- Use the provided [template](#). Once you open the template, make a copy (File → Make a Copy...) and rename it per the naming convention in the following bullet. This will ensure you have the correct aspect ratio (16:9), which will allow us to merge the slideshows together.
- Please name your google slides: name presentationtitle (e.g. AaronVanderwerff Language Is a Map)
- We will set your slides to advance automatically after 15 seconds.
- **You get 20 slides — that's it!** Slides should be designed to be visual. Limit the amount of text – a single word and a beautiful photo of your context speak louder than a long list. Remember, participants will only see it for 15 seconds.
- You can change the fonts and colors, include branding from your organization - a black background with bright text is recommended.
- We'll run the presentations from our machine, so if you are using special fonts you need to save it as an image (jpg or png) and insert it into the slides.

## SUBMITTING SLIDES

Maker Ed is asking you to submit your slides earlier so that we can provide feedback and engage in conversation with you around your presentation.

Dates and deadlines will be shared once your proposal is accepted.

## PRACTICE YOUR PRESENTATION

Schedule a time with a small group of friends to practice your talk, the more times the better, to ensure you are comfortable with both your content and the format

Delivery Tips and Recommendations:

- Use one of your first slides to introduce yourself. Let people know who you are and where you're coming from.
- Have contact info or an URL on your last slide.
- Be familiar with your presentation, and cue off of the slides (but be ready--they'll be moving right along).
- Don't use notes!
- The best presentations rely on the speaker, not large blocks of text.
- We recommend lots of images and no more than 3-5 words per slide.
- Practice!
- You'll be surprised how fast the time goes! We recommend that you keep talking until your slide transitions. And again – no notes on stage.
- Practice one more time. It only takes 5 minutes, and makes a huge difference when you're up there on stage and the clock is ticking. ;-)
- We will setup two generic slides between each Ignite so that you will have 30 seconds to transition.
- Last but most definitely not least: The crowd will love you! Have fun, and enjoy the applause.

## RESOURCES

- [Why and How to Give an Ignite Talk](#)
- [Why Bad Presentations Happen to Good Causes](#)
- Examples from Agency by Design Oakland Educators
  - [Maker Identity: Students of Color Sustaining and Creating Identities in Maker Education](#) – Roxy Martínez
  - [Decolonizing STEMM](#) – Reina Cabezas