


Linda U. Krebs Power Point® Rules



Power Point® Rules

Linda U. Krebs, RN, PhD, AOCN, FAAN
Associate Professor
University of Colorado at Denver, Anschutz
Medical Campus
President, Oncology Consultation, Education and
Advocacy Network (OCEAN)

**This workshop is dedicated to Eduard Gamito,
dear friend and colleague**

- 📅 Born 1962
- 📅 Passed January 22, 2008
- 📅 Dear Ed, we miss you and we honor you



Presentation Skills for NNACC Navigators (Burhansstipanov)
Native Navigators and the Cancer Continuum (NNACC) [NCMHD R24MD002811]

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Objectives for Navigators' Inservice Training

By the end of the session, the Navigator will be able to:

2. Identify characteristics of effective Power Point® slides for participant learning

Traditional Method for Isolation of Mitochondria and Cytosolic Fractions.

Harvested cells were re-suspended in buffer A (10 mM HEPES, 10mM KCl, 1 mM EDTA, 1mM EGTA, 68 mM sucrose, 220 mM mannitol, 0.1% BSA, supplemented with protease inhibitors. Cells were disrupted with dounce homogenizer. After eliminating unbroken cells and nuclear fraction at 500 g, the supernatant was centrifuged at 7,000g to obtain mitochondria. The cytosolic fraction was obtained by clearing the 7000g supernatant at 16,000g for 30 min.



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Power Point®: Characteristics of “Good” Slides



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The Linda Krebs Rules for Power Point®

Font



- ⊕ Size needs to be 32 point
 - ✓ People with visual problems can read
 - ✓ People sitting in the back of the room can read the slide
 - ✓ Bold or underline=okay;
 - ✓ Avoid “shadow” = displays / prints differently
-  Includes about 8 lines on the slide (other than the header)



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Power Point® Slide Characteristics

-  The Font should not have curly cues on the ends of the lettering
 - ⊕ Arial, *Comic Sans MS* are good
 - ⊕ Times New Roman or Garamond = varies by group (as to whether the curly cues interfere with readability)
-  Bullets need to have short phrases
 - ⊕ Sentences = Facilitator typically reads



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What about these fonts (all are 32 Point Size)?

1. Amienne
2. Arnprior
3. Blue Highway Linocut
4. Century Gothic
5. Burnstown Dam
6. Heavy Heap
7. Earwign Factory
8. Lucinda Sans
9. Microsoft Sans Serif
10. Monotype Corsiva
11. Planet Benson 2
12. Neuropol
13. Palatino Linotype
14. Pupcat
15. Stereofidelic
16. Sybil Green
17. Tahoma
18. Velvenda Cooler

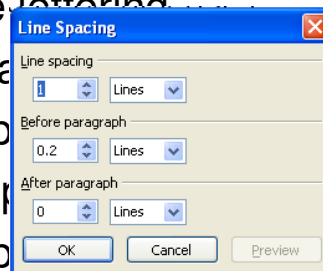


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Power Point® Slide Characteristics

- 🗑️ Use upper and lower case lettering
- 🗑️ Line spacing needs to be a
- 🗑️ Spacing before and after p
- 🗑️ There needs to be white sp
- 🗑️ Nice to include a local AI p
- 🗑️ to make the slide
- 🗑️ More personal / interesting



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Power Point® Slide Characteristics

- 🗑️ Animation should not be distracting
 - ⊕ Use “appear” to help focus participants’ attention
 - ⊕ Too much animation and the participant is focused on the graphics rather than the message
- 🗑️ No more than 5 “changes” in font (bold, italics, underlined, color, animation) per slide



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Power Point® Slide Characteristics

- 🗑️ Avoid adding sounds to animated objects unless it is a video (becomes distracting)
- 🗑️ Avoid distracting / busy backgrounds
- 🗑️ Check contrasts between font and background colors
- 🗑️ Room lighting may affect the readability of a slide (white background with black font is pretty safe for most settings)



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Power Point® Slide Characteristics

- 📄 Modify the slides to reflect format and process that *works for YOU*
 - ⊕ Example, Linda B and Linda K both have strong evaluations for presentations
 - ⊕ But Linda B likes each bullet to “appear” to help focus participants’ attention (same use as with overhead projector)



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Power Point® Slide Characteristics

- ⊕ Linda K likes to see the whole slide so that she knows what the next point or issue is going to be
- ⊕ For others, if unfamiliar with the sequence of items, seeing the whole slide may be easier
- ⊕ Need to be careful if the slide includes interactive question with answers



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Number of Power Point® Slides

📁 Depends on the

- ⊕ Length of the oral presentation
- ⊕ Purpose of the oral presentation
- ⊕ Your presentation *style*
 - ✓ For some, 1 minute per slide
 - ✓ For others, 10 minutes per slide
 - ✓ Or just include slide for the participants' reference or information



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Number of Power Point® Slides

📁 Depends on your *intent*

- ⊕ Linda B always has excess slides, on purpose
 - ✓ Stimulate the participants' curiosity to ask for more information or return visit (typically for professional settings)
 - ✓ As a reference for their own information = no discussion of the slide at all



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To Use or Not to Use a Template

- 📁 Linda B created hundreds of Power Point® slide presentations without using or creating her own template.
- ⊕ Didn't like the auto reformatting and too ignorant about how to use the program to fix
- ⊕ Resulted in inability to insert slides into another template without wasting a lot of time reformatting



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To Use or Not to Use a Template

- 📁 Templates allow the “outline” function to work
 - ⊕ Helps for summaries, reports, articles
- 📁 Select or create template carefully
 - ⊕ Many have font size that is 24 point as the default.
- 📁 Can change slide characteristics for most, but not all slides by changing the master slide (under “View”)



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Handouts versus Faculty Versions of Power Point® Slides

- 📁 The handouts need to exclude the:
 - ⊕ All of the ARS items
- 📁 The handouts *may* need to exclude parts or all of the Interactive Activities
 - ⊕ Retain the directions
 - ⊕ Remove items that provide the answers (like Coyote-Bear slides)
 - ⊕ Slides of photos, jokes or cartoons that make up more pages (killing trees)



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Power Point® Handouts

- 📁 Determine whether the participants are likely to take a lot of notes
 - ⊕ Elders in NACR's AI community rarely write on the handout =
 - ✍ 6 slides per page
 - ⊕ GENA® participants at SACNAS write a lot of notes =
 - ✍ 3 slides per page with lines to write on
 - ⊕ Detailed graphic or chart = 2 slides per page



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Interactive Activity

- 📦 As a group, let's create a Power Point® slide that includes information about Southern Plains Indians' History
- 📦 Pretend we are creating the slide to be included in an AI community workshop

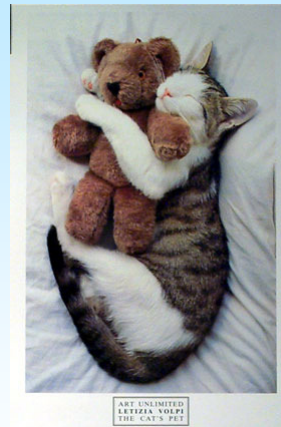


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Interactive Activity

- 📦 What information do you want this single slide to share with the participants?



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Give Yourself a Hand!

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