

# Ich Bingo!<sup>1</sup>

Based on Ich's presentation guidelines.

Developed by H. Robertson and G. Burtlet, with additional help from A. Porter and J. Hockman.

For use during any and all presentations.

Mark a square when the presenter:

Apologizes.	Does not have the pertinent dongle.	Does not stand still or puts hands in pockets.	Mentions running out of time.	Live-types (e.g. a web address).	Has poor text contrast on slides.
Asks for questions before applause.	Does not say "thank you" at end.	Has not tried the projector before presentation time.	Runs out of time.	Runs over-time.	Asks how much time is left.
Volunteers that they do not know basic info that they should have looked up before presenting.	Has not included year in slide citations.	Only lists one of two authors or forgets "et al."	Has not numbered slides.	Clearly has not practiced — is surprised by slides or goes back and forth between slides.	Has not labeled figures.
Switches out of presentation to play music in operating system.	Has not clearly organized the talk.	Lists opinions on slides but does not cite them.	Mumbles or does not project.	Cannot pronounce the names of people cited.	Presents wall of text on a slide without giving audience time to read it.
Has included music clips but does not know how to make them play.	Needs to point to things on slides but does not have a laser (or a stick!).	Does not explain acronyms.	Shows presentation timer on screen with slides.	Is unclear on the gender of a person or researcher mentioned.	Plays music but does not know the title, composer, or performer.
Plays music with animations or timers rather than manually.	Rambles pointlessly.	Takes full credit: does not acknowledge contributions of lab-mates.	Muffles voice with hand while speaking.	Gets seriously off-topic.	Talks extensively about music but does not play any examples.

<sup>1</sup>The authors do not actually recommend shouting 'BINGO,' should a winning combination be attained.