Toshiba Scholarship Mid-Year Meeting
Instructions for Preparing Presentation

Tool : Microsoft Powerpoint

Language : English (both presentation material and oral presentation)

Number of Pages : 10-15 pages of Powerpoint slides

Top Page: Name of University (Vietnam National University, Ha Noi University of....)

> Title of the research work
>
> Name of the presenter
>
> Type of the postgraduate course
>
> Affiliation
>
> Name, title and signature of the supervisor

Other pages should contain the following:

- Purpose of the research
- Research schedule
- Positioning of the work in the related field
- The essence of the research work being done by the presenter
- Originality of the work
    (What the original contribution of the presenter is.)
- Difficulties being faced in the current research work, if any

Preparing Powerpoint slide

- Font should be bigger than 20 point in size
- Each page should be simple, preferably with graphics and charts

Rehearsal :

- Each student should submit his/her presentation draft to his/her research supervisor or equivalent person in advance to be checked and the draft should be improved.
- Each student should do rehearsal of presentation in advance to supervisors or other people appropriate.

Submition:

Note that the Powerpoint file should be submitted to Toshiba after the presentation in electronic file.