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NEXT STEP

HOW TO MAKE A KILLER PRESENTATION

Whether you're an undergrad trying to deal with academic pressure, a corporate big shot with a huge meeting coming up, or an entrepreneur who's going to pitch his/her next big idea, you'll need PowerPoint presentations in your life. But while it might seem like an easy task, there's a lot to being memorable and stunning everybody. Here's our guide on creating an amazing PowerPoint presentation:

Reduce the number of slides

We all know how boring presentations and speeches get when they go on for ages. No matter how much you think you need to add more slides, avoid doing so. Your presentation should contain no more than 15 slides, 20 at most. Use animations to make the subsequent information appear sequentially instead of in another slide.

Font size and font face matter

Typography can make or break a presentation. Don't lower your font size to anything less than 30. That'll ensure a proper balance between readability and text frequency. Also, use different fonts for headings, subheadings and body text. Don't take font pairing lightly, though. There are several guides out there on which fonts to use together. Follow those.

Less text, more talk

Your slides are there to help you, not the other way round. YOU are the most important part of the presentation and your slides make the entire thing look more engaging. Use each slide efficiently and display information that is absolutely crucial for the audience to know. If you need to explain something, it's better off being told face-to-face rather than through a screen.

Diagrams over bullet points

Bullet points are overrated. Sure they are precise and efficient when displaying info, but at the same time, they look very bland. If you're showing a process or talking about numbers, use small diagrams. Use connectors and colourful shapes to create a flow. They look more enticing than regular bullet points.

No long sentences or paragraphs

You grab your audience's attention through simple, precise lines that hit them with the



right message. Don't use multiple paragraphs or you'll lose their focus. Long sentences must be avoided as they don't look good and can get cut off. This is where your writing skills kick in. Come up with compact sentences and avoid unnecessary adjectives.

Fancy animations are a NO

We get it. All those swirling and swishing and bouncing effects can be tempting. But taking the wild road can be risky. You want your slides to scream decency. Using simple ani-

mations that either fade in/out or appear from thin pixels, is a great way to do so. It makes the presentation look professional and your audience will take you more seriously.

Use strong contrasts

Make sure the background and the content colours contrast each other. Text colour, for example, should never be anywhere near the shade of the background. If you're including diagrams, use different colours for the different shapes and objects.

Consistency is the key

Everything from backgrounds to fonts to colours and even animations need to be consistent throughout the entire presentation. As you go through the slides, your audience gets used to the theme and any abrupt disruption in the flow becomes extremely irritating.

Animate charts

Charts are used for showing information and look boring most of the time. But they can turn out to be amazing when you animate

them. Microsoft PowerPoint has a nifty built-in feature to do this, and while you might need a little bit of time figuring it out, it's worth the effort.

Transitions need to be smooth

Make sure you don't forget this. Your slides aren't just sheets of paper stacked on top of each other. When you're moving from one topic to another, try to use another slide in between to introduce the new topic. Alternatively, time animations accordingly to introduce the new topic at the end of the previous slide.

Flat design is neat

Every slide is an object where the design controls how your audience reacts to it. In 2016, you don't need to create complex designs with drop shadows and the whole shebang. Stick to flat design and you'll end up with beautiful slides.

Don't use default templates

You want to stand out with what you do and using preset templates is the exact opposite. Everyone chooses them to take the easy way out and forgets the fact that they look uninteresting. You're a creative person—go design your own template or download custom ones from the internet. You won't regret the extra amount of work.

Minimalism is powerful

Single objects, words or anything in a wide open background is powerful enough to instantly grab the attention. It makes a powerful impact and adds excitement to your presentation. Use minimalism for certain slides when you're taking a different turn in your speech.

ABHIK HASNAIN

AUW SET TO ORGANISE AUW-INTERNATIONAL MUN



For Model United Nations (MUN) enthusiasts and veterans alike, Asian University For Women (AUW) is organising a treat for their souls with the second AUW-International MUN (AUWIMUN) conference, taking place between March 24th and 27th.

"AUW, which also happens to be a prime liberal arts institution of South Asia, aims to preserve the trend of excellence in the MUN community and for the second time, the most culturally diverse women's Secretariat in South Asia is arranging an international level MUN conference," says Anjuman Tanha, Secretary-General of this year's AUWIMUN and the president of AUWIMUN Club.

With 28 secretariat members, which picks up from last year's legacy of an all woman's secretariat, of this year's AUWIMUN coming from 10 Asian countries—Afghanistan, Bangladesh, Bhutan, Cambodia, India, Indonesia, Nepal, Pakistan, Sri Lanka and Vietnam—they will be contributing and helping in the formulation of policies and suggestions on how youth can make the world a better place. The 200 international delegates from around the world will be coming together to work on this year's theme of "Thriving towards an Equitable and Inclusive Global Political Economy".

When asked about why this year's theme is important amongst all the other international issues also worth covering, Anjuman says, "The theme is believed to be the most succinct in today's world and it is high time

that the young diplomats from all around the globe assemble to discuss, debate and negotiate on issues under this schema."

"Be it, economic recession, refugee crisis, geopolitical conflicts or emergence of religious and political extremist groups, such issues can be solved if we thrive for an inclusive and equitable global political economy. This conference invites youth who are interested in global affairs, to join AUWIMUN and indulge themselves in debating and discovering pragmatic and sustainable solutions to the alarming problems currently plaguing the world," continues Anjuman.

So what are the expectations of the organisers out of this year's edition of AUWIMUN and what do they hope for the participants and organisers alike to take away? Anjuman says, "Through this four-day long discourse I would like participants to highlight how crucial it is for us to defuse the social, political and economic hegemony and formulate pragmatic solutions to establish a community where resources will be allocated equally and there would be fair political and social representations.

From my personal experience I would like to mention that you can never be too experienced as a MUNer since there is an opportunity for you to learn from every MUN that you attend, thus AUWIMUN will not be any different. Moreover the fact that we are expecting delegates in AUWIMUN 2016 from more than 15 nations will make this

congregation a diverse platform for any MUN-lover to celebrate diversity. And needless to say that by the time the conference ends, you will make some lifelong friends and own some incredible memories."

Erina Mahmud, the Under-Secretary General of Logistics of AUWIMUN 2016 and Treasurer of the AUWIMUN Club adds, "We hope it will be a conference which the attendees can remember as a fun conference in which they learnt a lot about world politics, and how cultural diversity can be seen as unity, not as an obstacle in the way to bring people together to realise how much this world needs their contribution in terms of solving present world issues."

Nafisa Nawal, the former founding president of AUWIMUN Club, Secretary General of last year's AUWIMUN and current national advisor for AUWIMUN, also adds, "After a very successful first edition, I expect delegates will take away a lot of valuable lessons regarding political negotiations and diplomacy from the wider variety of participants this year. I am sure that the most culturally diverse all-women's secretariat of South Asia will win a lot of hearts once again; my expectation is that they will raise the bar even higher."

The last date for registration for the AUWIMUN 2016 as a delegate is 28th February. Check out the Facebook page of the event for further information.

RAISA ASHRAF

Making a DIFFERENCE

Bangladesh is rapidly moving towards middle income status by 2021. Our businesses definitely offer immense opportunities for the growing economy and this diversity needs a stage for the stories untold. See Bangladesh make its mark on the global map as Making a Difference brings you our proudest success stories from across the country.

4 SKILLS MANAGERS WILL NEED IN THE NEXT 10 YEARS

CROSS-CULTURAL SKILLS

As companies continue to expand to overseas or engage in offshore outsourcing, managers are being called not just to understand cultural differences, but also be able to switch to different behaviors as the situation dictates.

VIRTUAL COLLAB TOOLS

As remote workforces increase, managers must be able to lead their teams and engage with individuals effectively — no matter where in the world they may be stationed.

ADAPT TO NEW TECH

New inventions appear every day, some that fundamentally change the way we work. Managers learn to use new tools and incorporate them into daily use.

INFORMATION OVERLOAD

Information overload is a very real thing in our modern workplace. Managers who want to succeed in the next decade must be able to extract the useful bits.

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