

COMPUTING · GRADES 5–6

Better Slides, Better Presentations

Ten rules for designing slides that work

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- ONE big idea per slide. Not five.
- Use a font people can read from across the room (24pt minimum).
- High contrast: dark text on light background, or vice versa.
- Don't use clipart. Use real photos or simple icons.
- Colour scheme: pick 2–3 colours and stick to them across every slide.
- Aim for 6 words or fewer per slide. The audience is listening to YOU, not reading.
- Pick TWO fonts maximum — a heading font and a body font.
- ONE high-quality image is better than five small ones.
- Animations are usually worse than no animations.
- Edit ruthlessly — if a slide doesn't help your message, cut it.

The 10 / 20 / 30 rule

Tech writer Guy Kawasaki suggested: no more than 10 SLIDES. No longer than 20 MINUTES. No font smaller than 30 POINTS. Even for a class presentation, this is a great target.

