

Biomedical Engineering

**Presentation Skills**  
Course Code: UNR231  
Level: 200  
Allowed Time: 1 Hour  
22 /11/2018  
First 2018 /2019  
Midterm Exam [20 Marks]



Faculty Of Engineering

Student Name **(in Arabic)**: ..... Program: ..... Level: .....

All questions are in ONE page.

Answer ALL the questions.

**Don't use pencil.**

Q.1) [4 Marks]

Discuss four examples of the possibilities for organizing your presentation ideas.

Answer:

There are many different possible structures to base my presentation ideas:

1. **Problem/Solution Structure**: Present the problem then its solution.
2. **Chronological Structure**: By order of time.
3. **Topical Structure**: Each topic is discussed independently with clear cut lines and announcement by the speaker.
4. **Spatial Structure**: "General to particular" or "Particular to general"
5. **Theory/Practice Structure**: Present the theory first and then show how it can be applied. Very common in scientific lectures and presentations

Q.2) [4 Marks]

What is the sign of the human being related to more listening, less talking?

Answer:

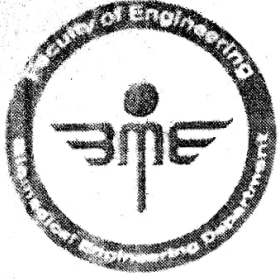
Two ears, one mouth (tongue).

Q.3) [4 Marks]

How to deal with audience' difficult questions?

Answer:

1. **Make sure you understand the question.**
  - Repeat the question in your own words to check that you have understood.
  - If not, ask the questioner to repeat.
2. **In answering:**
  - **delay the answer (ask for time and/or repeat the question)**
    - Just a minute please. What is a...?
    - I'm glad you asked that question.
    - Can I answer that question later?
  - **admit that you are not responsible.**
    - I agree with you but there is another way of looking at it.



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Q.4) [4 Marks]

Answer:

Are the following statements (✓) or (x)?, If it's (x) put the correct one.

- a) Stand by the screen at your right hand direction in case of Arabic presentation (✓) .....
- b) Use full room lighting, and don't dim the lights by the screen. (x) dim
- c) To refer to what an expert says is the key to a good presentation. (x) Simplicity
- d) It is considered extremely rude to accept an offered hand. (x) not accept

Q.5) [4 Marks]

Fill in the Spaces:

Answer:

- a) A bone-crushing grip can be seen as a desire to dominate.
- b) Chronological structure is used to show presentation by order of time.
- c) Fail to prepare, prepare to fail.
- d) Somebody should be assigned to be the "look & feel" gatekeeper in group/team presentation.

All Best Wishes, Dr. Nabil Shalaby