

Younger Members' Micro Lectures

**Royal
Geographical
Society**
with IBG

Advancing geography
and geographical learning

- Tuesday 13 March 2012
- Guidance for speakers

The event is informal and aims to inspire; entertain and engage the audience about our world. It offers a unique experience for all to experience a simple selection process; and for the successful six applicants offers a platform to give a short 'micro lecture' in front of an audience in a welcoming and relaxed environment.

This is not an evening for experienced speakers, rather the chance to see a diverse selection of 'the next generation' of speakers. Each talk will be unique and we hope it will give both audience and speakers alike the chance to learn something about the world in which we live and meet other Society members. The audience will be encouraged to participate in the evening by asking questions and networking with other attendees.

How to get involved

Speakers

You have to be over 16 and a member of the Royal Geographical Society (with IBG) to speak on the night.

Please email events@rgs.org with the following details by 5.30pm on **Wednesday 11 January 2012**:

1. Name
2. Age
3. School and university attended (this helps with marketing should any current students wish to attend)
4. Title of talk
5. Max 100 word description of your talk
6. Contact phone number

You details will be passed onto two members of the Younger Members' Committee (Julia Massey-Stewart and Rupert Sagar-Musgrave) who will arrange a short audition on a Monday evening at the Society coinciding with the evening lectures. Exact dates for individuals will be confirmed directly but they will fall between 17.30 and 21.00 on the following evenings:

Mondays: 16, 23, 30 Jan 2012

Mondays: 6, 13, 20 Feb 2012

You will be met by Rupert and Julia where you can give an outline of your talk. They will be looking for interesting and engaging personal stories to make a lively programme.

The final programme will be confirmed during the week of 20 February 2012. By agreeing to participate in the event successful speakers give permission for their name and title of their presentation to be used in RGS-IBG produced promotional material. All press and publicity for the event will be organised directly by the Programmes Office of the RGS-IBG.

.....

The evening of the Micro Lectures will follow this format:

Tuesday 13 March at 6.30pm

- 17.45 Speakers arrive at RGS-IBG for run through
- 18.30 Doors open to ticket holders and bar opens, opportunity for networking
- 19.00 Introduction and 3 presentations
- 20.00 Interval
- 20.30 Final 3 presentations
- 21.30 End of presentations and informal networking
- 22.00 Event ends

Format of 'micro lecture'

You have a maximum of 10 minutes to give your presentation. We have a stop watch so please time yourself. The evening is busy and you will be asked to stop if you over-run to keep it fair to all participants. After the talk there will be 5 minutes of questions from the audience. You can always continue discussions in the bar during the interval or after the talks have finished.

Try to avoid reading your presentation from the powerpoint slides. We recommend using images as prompts, or cards with notes.

Content – building your talk

- Think of a captivating title for your talk.
- Remember, the title of the event is “Geographical journeys” so your talk should reflect this in some way, displaying an “interest and enthusiasm for the world’s peoples, places and environments”. See <http://www.rgs.org/AboutUs/About+us.htm> and <http://www.rgs.org/OurWork/Our+Work.htm> for keywords and phrases at the core of the Society’s ethos. These may help you in constructing your talk.
- Speaking time is 10 minutes. Time your lecture to make sure it doesn’t over-run! We will have a stopwatch. (There will be 5 minutes of questions after each talk)
- Avoid reading from notes word for word (use your images as prompts if necessary/ or cards with keywords).
- Think about the structure of your talk, with a one or two sentence introduction – what are you going to talk about (avoiding “I am going to talk about...”).
- What are the key points that make up the main part, and how are you going to “flesh” these out to make them entertaining?
- Consider how you are going to hold audience attention for 10 minutes.
- Use the opportunity to engage with the audience.
- Showing a map of your area/journey early on is often a useful introduction.
- Chose a strong introduction image and a strong closing image that will hold for 5 minutes during questions. Aim for approx. 15 images in total.
- Do your images tie in with what you have to say?
- Is there a conclusion to your story or subject/how are you going to round off your lecture?
- Keep it concise & snappy.
- Enjoy yourself – when you do, the audience will enjoy it too!
- You could bring along a key item from your project (e.g. wear a hat/bring along your bicycle pump). It brings the story to life. It is your responsibility to look after this item during the evening

This is NOT a Monday night lecture, it is informal and an opportunity for the audience to hear ‘snapshots’ of experiences from around the world from our members.

.....

There will be wide range of audiences, from school GCSE and 6th form to undergraduate, professionals and experienced people. Most will be enthusiastic members of the Society and the general public, all with a genuine lay interest in your topic. They do not want to be 'sold' a fundraising event or told of forthcoming plans. They will want to hear what you have already achieved (or tried but failed to achieve) and the story along the way.

Technical

Please bring your presentation in two mediums on the night (e.g. a memory stick AND a laptop). The Society has a Windows based laptop that you are welcome to use and there is no expectation for you to provide your own laptop unless you specifically want to.

PC Users: the Society uses Windows 7

Mac Users: Powerpoints should be .xls and not .xlsx

You will need to bring the source programme for any video footage/internet links/audio (i.e. do not rely on shortcuts that exist on your home pc)

Contacts:

Royal Geographical Society (with IBG) Events Office +44 (0)020 7501 3100 or events@rgs.org

Younger Members' Committee:

Julia Massey-Stewart: juliams@mac.com

Rupert Sagar-Musgrave: rcrsm@globalnet.co.uk