

# L1: Reading and Presenting



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## What do we read?

- Many papers in our area produced each day.
- If you want to understand the general principle and the fundamental theory, a good book can be a good start.
- If you want known the concise results of something, read the published papers.
- If you want to know the *stat-of-the-art* advances in your area, don't read the published papers. Read the working papers and participate research seminars.
- Organize your collection of papers on day one. I use **Name-Year-Title.pdf** naming style. Software can also help.

## The way I read

- **Bed-time-read.** Skimmed the paper and skipped some sections. Can account for the main ideas, but no details.
- **Evening-read.** Read through the full paper, but skipped much of the details.
- **After-lunch-read.** Read the paper. Full understanding of the main ideas and contributions. Can account for some of details and some the maths.
- **Morning-with-a-steady-coffee-read.** Read the paper. Full understanding of the main ideas and contributions. Can account for most of the details and most of the maths.
- **Library-with-earcuffs-read.** Ask me anything! Want an equation explained? No sweat! Heck, it feels like I even wrote this paper!

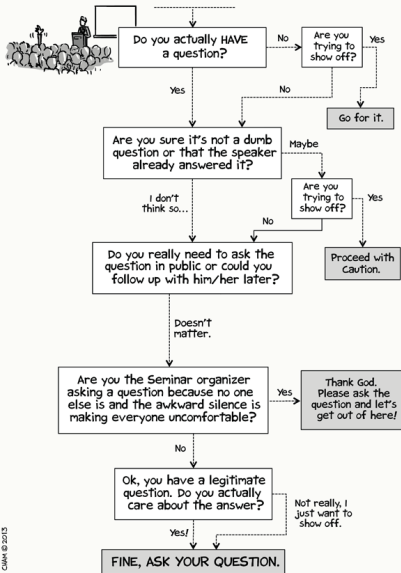
## Present your results in a seminar

- Think about your audience.
- Think about the time.
- Then think about the contents.
- How many slides do you need? I usually have only one slide every two-three minutes.
- How much detailed information do you want to present? How much do you think people can digest during your seminar.
- Nervous? Practice one time at home and take some notes.
- Forgot what to say next? Take some water.
- When you speak, slow down please.
- Please allow the audience to interrupt for questions during your presentations.
- Meet a difficult question from the audience?

# What do we audience do?

Just ask a lot questions!

# Should you ask a Question during Seminar?

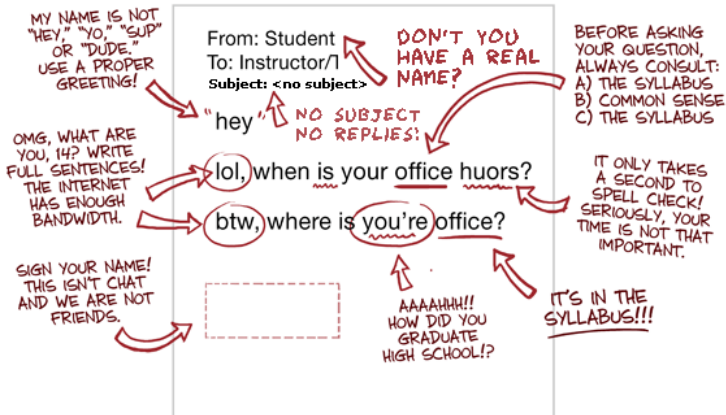


## Tips for writing/replying emails

- **You should always have a subject line.**
- Configure your email client or account with proper sender's name. **Don't use nicknames.**
- Use plain text format if possible.
- Check your email frequently during working days.
- When you read a mail. Think that if you need to reply. Don't leave a mail unreplied when the sender asks for a response.
- Reply in the same language as the sender uses if possible.

# How to compose an Email

## HOW TO WRITE AN E-MAIL TO YOUR INSTRUCTOR OR T.A.





## Assignment for a presentation and discussion (50p) I

- Time table (check the course homepage)  
We will have a few presentations each week during the second part the seminar. You are supposed to be grouped with only member of two. Everyone group has to present 30 minutes plus 15 minutes discussion.
- The presentation (30p)  
The presenter is supposed to read **one section** from one of the following books/papers
- The discussion (20p)  
After each presentation, there will be a discussion guided by the discussant (the other group member) who also has read the paper carefully. He or she is supposed to ask questions of interest that the presenter has not mentioned in the presentation. Or he can even guide us to continue the topic and show the stat-of-art advances in this area.  
The audience should take this as a general academic seminar and take the opportunity to broad their statistical view.
- Some guidelines
  - You and your group should let us know what are you going present one week before the seminar (comments on the homepage so everyone can read it).

## Assignment for a presentation and discussion (50p) II

- The audience should also read the topic in advance to participate the discussion.
- Make your presentation self-contained.
- Don't talk about big topics. Focus on a section, an algorithm, an idea, an application and talk about the details.
- If the audience can ask “good/silly” questions during the presentation, he/she will get extra credits in the exam.