

Hints for the textual workout

- The textual workout should be 18-20 pages long.
- The final version has to be handed-in two weeks before the oral presentation. The first meeting with your supervising assistant should take place at least four weeks before the presentation.
- The workout is not intended to be a literal translation of the relevant literature, but an independent description of the topic. To achieve this, it is required to focus on the most important aspects of a topic and add some examples and illustrations.
- Please put emphasis on comprehensibility, correctness, and accuracy.
- When describing a situation, it is very often advisable to do this by means of examples and illustrations and then adding a formal/general definition.
- The workout should possess an introduction, a summary, and a bibliography. It should be structured appropriately. Further indexes are not necessary.
- The name of the author as well as the title should be mentioned on the first page.
- The proposed literature is only intended to be a starting point. Using the library and searching for additional references is highly recommended.

Hints for the oral presentation

- The length of the oral presentation is 45 minutes. When planning your presentation, keep in mind that interposed questions may arise causing delays.
- You are expected to use a laptop and a beamer.
- Please put an emphasis on comprehensibility. Unnecessary formalities should be avoided. In most cases it is a good idea to explain things using an example or an illustration.
- Mentioning the name of the presenter and the title is only meaningful on the first slide. Repeating this on the following slide does not add to the substance but distracts from the content.
- The slides should not be overloaded (max. 12 lines). Whole sentences or paragraphs should be avoided. Use bullet points instead.
- Each slide should only cover a single aspect of your topic, not two or more of them.
- To support comprehensibility, use colours, illustrations, and animations where it is appropriate.
- The presentation should conclude with a summary.