Presentations
Do your slides:

...have a consistent format, font, and layout? ☐

...have one basic point per visual? ☐

...present figures as diagrams or graphs? ☐

...hide the identity of any patients? ☐

...have page numbers? ☐

...use simple fonts that are easy to read (eg, Arial, Helvetica, Verdana, and Comic Sans)? ☐

...use no more than two font types per slide? ☐

...use lower case (not UPPER CASE)? ☐

...have no more than 6 lines of 6 words per slide? ☐

...contain no spelling mistakes (use a spell-check)? ☐

...make use of lists and bullet points? ☐

...use indents and bullets only one level down? ☐

...start with an "action" word and avoid full sentences? ☐

...avoid punctuation marks, unless it is a quote? ☐

...avoid irrelevant/personal images to fill spaces? ☐

...avoid unnecessary animation (slide transition, etc)? ☐