1. **Assignment**
   a. Are there further questions about the social organization of mathematics?
   b. Consider and contribute ideas on each of the various subtopics to be suggested today for a discussion of presentation guidelines.

2. **Presentations.** Intake suggested subtopics for a discussion of presentation guidelines. Ms. Crump and I report here a class discussion of what things we should consider.
   a. Suitability for audience: balance of old and new, level
   b. Organization
      i. Story line
      ii. Arrangement
      iii. Having appropriate items and information on-hand
   c. Technology
      i. Computer system
         (1) Computer & projector
         (2) Internet
         (3) Sound
      ii. Screen & pointer, black or white board
      iii. Overhead & slide projectors
   d. Immediate impact
      i. Appearance
      ii. Understandability of speaker
      iii. Readability
      iv. How much per slide or board panel?
      v. Impact of visuals
      vi. Impact of sound, speech, props
   e. Back and forth
      i. Issuing questions expecting response
      ii. Handling questions
   f. Pacing
      i. Building interest
      ii. Coming to a conclusion
      iii. Leaving an impression