Using, Describing, and Interpreting Graphs & Tables in Presentations

Academic Speaking – Effective Presentations

Below is a brief guide of the procedure, and how to describe and interpret the visual you are presenting.

1) Procedure:
   1) First, everyone must understand what your graph illustrates. Explain the structure of your visuals (in diagrams, e.g. the axes, color codes and indications of size, in charts the titles of your columns etc.)
   2) Then you can describe the data. “As we can see....
   3) Then your next step (interpretation): “These figures suggest that....”
   4) Don’t forget to present the source of your facts, directly on the slide

2) Describing and interpreting changes

Describing Changes -
   • If we look at....
   • These (or this) figures indicate that....
   • As we can see....
   • This shows a growth/ decline in/ of

Interpreting changes
   • This means that.....
   • This data suggests.....
   • This is significant because....
   • This could be because of....
   • One possible reason for this could be

3) Use the following adjectives, combined with the adverbs to talk about changes in data:

   Going Up
   rose
   increased
   went up
   grew

   Going Down
   decreased
   fell
   dropped
   declined

   No Change
   stayed the same
   remained constant
   stabilized

   Fluctuate

4) Combine the adjectives above with these adverbs to add more information:

Small Changes - adverbs
   gently
   gradually
   slightly

Big Changes - adverbs
   suddenly
   sharply
   dramatically