ELECTRONIC PRESENTATION
Classmate Introduction
Assignment

Activity Preparation and Assignment

In this project you will create a timed kiosk presentation (2-3 minutes in length) introducing a classmate. Don't forget to create a project folder to house all your needed files. The goal of the presentation is to "introduce your classmate." The audience is your peers/classmates.

1. Interview your "client" (classmate) to gather the content. Possible slides could include name, nickname, extracurricular activities, hobbies, family, job, favorites, etc.

2. Outline the content gathered from your interview.

3. Storyboard the content by sketching the layout of each slide. Write out the audio narration and sketch the animation to be used throughout the presentation.

4. Collect needed media into project folder. Possibilities include:
   a. Download and install a font
   b. Ask "client" (classmate) to bring pictures to scan; use a digital camera to take pictures
   c. Record voice over narration from microphone
   d. Capture background audio
   e. Capture background image or use template

5. Set presentation to auto play.

6. Add animation and transition effects.

7. Add background narration and timings.

8. Generate your output file.

9. Print a handout copy with four slides to a page.

10. Print a copy of the project folder/directory of contents.

11. Move the file to computer with projector to be shown as a kiosk presentation.

Resources

Web sites (and/or key words to use for search):

www.acidfonts.com
Font site

www.fontfreak.com
Font site

http://www.kumc.edu/SAH/OTEd/jradel/Preparing_talks/103.html
How to prepare presentations; includes information on outlining

http://media.olivet.edu/training/powerpoint2000.htm
How to use PowerPoint

Key words: *presentation*, *making introductions*