

# ELECTRONIC PRESENTATION

## Selection-Based Presentation

### Overview

**GOAL:** Create an electronic interactive presentation that responds based on selections made.

Measurable Learner Objectives	Crosswalk to Show-Me Standards	Instructional Activities	Assessment
Use organizational tools to plan multimedia products (e.g., storyboarding, outlining, branching). A19	1.8, 2.7	<p>Create an electronic interactive presentation that allows the user to choose the path instead of following a linear format. The selection chosen determines the sequence of the slides. The interactive show should be for a predetermined audience and contain build sequence, transitions, a variety of formats, audio and visual elements, and timings. Use organizational tools to plan, design, and layout the interactive presentation. The presentation topic should be approved by the teacher.</p> <p><u>Ideas:</u>            Cross-curricular activity            Business owner (i.e., Bill Gates)            Professional Organization            Promotion</p>	<p>The <i>Selection-Based Presentation</i> assessment will be used to evaluate the presentation on planning (outlining, flowchart, and storyboarding), design, content, layout, graphics, audio, text, color, timing, transitions, animations, builds, and sounds. The assignment will also be peer reviewed/evaluated and assessed on accuracy and following directions.</p>
Incorporate audio and visual elements (e.g., sound, graphics, animation). G7	1.4, 1.6		
Incorporate transitions. G8	1.4, 1.6		
Apply builds to slides. G9	1.6, 1.6		
Apply timed settings. G10	1.4, 1.6		
Import files into a presentation (e.g., text, graphics, sound, video). G11	1.4, 1.6		
Prepare an electronic presentation using a variety of formats (e.g., text, graphics, bulleted lists). G12	1.4, 1.6, 1.8		
Identify components of an interactive presentation developed with authoring software. G13	1.4, 1.5		
Demonstrate basic features of authoring software. G14	1.4		

Measurable Learner Objectives	Crosswalk to Show-Me Standards	Instructional Activities	Assessment
Evaluate peer-created tutorials. G17	CA5, 1.5, 1.7		
Manage files. A7	1.4, 2.7		
Proofread and correct multimedia documents. A13	CA1, 2.2		

Activity originally developed by Jeff Cochran, Columbia Career Center; adapted and used with his permission.

# **ELECTRONIC PRESENTATION**

## **Selection-Based Presentation**

### **Teaching Points**

#### **Overview**

Presentation software can be used for many purposes; and it can be used in an interactive format to inform, persuade, instruct, and evaluate. This assignment allows students to create an interactive presentation where the selections made will determine the path of the slides viewed.

#### **Content Review**

Review and/or demonstrate the following as needed:

1. Determining paths of slides based on responses
2. Proper outline and storyboard format for desired responses of a non-linear presentation
3. Flowcharting techniques
4. Design techniques for an effective functioning presentation
5. Steps in creating a basic presentation
6. Importing/inserting graphics and sounds
7. Using a scanner and/or digital camera
8. Animating text and graphics and using transitions effectively

#### **Activity Preparation**

Show examples of interactive modules and discuss possible layouts/paths.

Practice outlining by using a magazine article and/or short story to read and outline.

Practice storyboarding by sketching out a presentation layout from an outline.

Using presentation software, demonstrate how to create a slide show (text, graphics, transitions, sounds, animations).

Diagram the layouts for linear and non-linear presentations (flowcharting).

Brainstorm a layout of a presentation where the selection determines the sequence of the slides, flowcharting.

Review design concepts (balance, white space, color, graphics, etc.).

Discuss use of color per audience age and other demographics.

Review previous students' work if available and/or develop sample short interactive presentation.

Discuss the peer-evaluation process. (At least two peers selected or assigned by instructor will review/evaluate the project when completed.)

Review purposes of presentations/information—inform, persuade, instruct, educate, entertain.

Discuss proofreading and correction of errors.

## Resources

### **Supplies needed for the activity:**

Presentation software  
Computer with projection equipment  
Microphone  
Sound clips  
Paper  
Scanner  
Digital camera(s)

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

Font sites:

[www.acidfonts.com](http://www.acidfonts.com)

[www.fontfreak.com](http://www.fontfreak.com)

[http://www.kumc.edu/SAH/OTEd/jradel/Preparing\\_talks/103.html](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

<http://deming.eng.clemson.edu/pub/tutorials/qctools/flowm.htm>

Flow chart basics

**Key words:** *presentation*; key word for the purpose of presentation information—*inform, persuade, instruct, educate, entertain*; *sound clips, animations*

### **Books, articles, and other resources:**

Beskeen, D. (2004). *Microsoft PowerPoint 2003 – Illustrated introductory*. Boston, MA: Thomson Course Technology.

Shelly, G. B., Cashman, T. J., & Sebok, S. L. (2004). *Microsoft Office PowerPoint 2003: Comprehensive concepts and techniques*. Boston, MA: Thomson Course Technology.

Solomon, A. W. (2004). *Introduction to multimedia*. Columbus, OH: Glencoe (McGraw-Hill).

Zimmerman, B., & Zimmerman, S. S. (2004). *New perspectives on Microsoft PowerPoint 2003 – Comprehensive*. Boston, MA: Thomson Course Technology.

# **ELECTRONIC PRESENTATION**

## **Selection-Based Presentation**

### **Assignment**

#### **Activity Preparation and Assignment**

Create a new project folder entitled: *[insert your name] Selection-Based Presentation*. Prepare a functioning, selection-based presentation of a cross-cultural activity or business owner that allows a user's path to be determined by the selections chosen. Provide a copy of the materials used to create the presentation. Complete the storyboard and/or outline to plan the layout and design of the presentation slides. Have your selection approved by your teacher.

Things to consider:

1. Audience
2. Purpose
3. The interface design
4. Use of arrows, AutoShapes, clipart, etc. for the navigation buttons
5. Location of navigational buttons

NOTE: The structure (flowchart) is extremely important! Planning will prevent confusion!!

The following elements *must* be included in your presentation:

1. Title slide—title, author, interface designer, age group in smaller credit font
2. Between 12 and 20 slides—You do not have to tell the entire story or use all aspects of a cross-cultural activity; determine slide inclusion of other ideas based on length and logical sense.
3. Gradients/textures or images from stock media or the Internet for the background (*Do not* use a design template.)
4. Slide transitions used on all slides
5. Animation effects (order with timings)
6. Clipart (3 or more) and motion clips (3 or more)
7. Interactive “choices” (3 or more)

8. Other interactions (2 or more), for example, plays sound
9. Build sequence
10. Reference slide(s) with credits, audience description, and purpose of show—inform, persuade, instruct, educate, entertain (Use no more than 2 slides for this.)
11. No uncorrected errors in the documents
12. File management with print screen of the directory submitted
13. Submission of storyboard or outline and flowchart
14. Submission of printed handout (6 slides per page) of presentation, and the *Selection-based Presentation* assessment

The completed assignment will be peer-evaluated using the *Selection-Based Presentation* assessment.

## Resources

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

[www.acidfonts.com](http://www.acidfonts.com)

[www.fontfreak.com](http://www.fontfreak.com)

**Key words:** *presentation*; key word for purpose of presentation information—*inform, persuade, instruct, educate, entertain; sound clips; animations; flowcharts*

# ELECTRONIC PRESENTATION

## Selection-Based Presentation Assessment

Criteria	Excellent	Average	Poor
<b>Planning (12)</b>	<b>12-10</b> Well defined goals, suitable for audience; effective flowchart (structure) and storyboard/outline with descriptions	<b>9-6</b> Goals stated, suitability to audience inappropriate; more development needed for flowchart and storyboard/outline	<b>5-0</b> Considerable development needed for goals suitable to audience, flowchart, and storyboard/outline
<b>Layout (10)</b>	<b>10-9</b> Consistency followed throughout; white space used efficiently; good alignment used on up to 95% of slides	<b>8-5</b> Balance or alignment problems; position of content or graphics is ineffective; text and graphical content overwhelm slides (79-96%)	<b>4-0</b> Lacks balance and consistency; considerable work needed for slide development on at least 80% of the slides
<b>Audience Specific (10)</b>	<b>10-9</b>	<b>8-5</b>	<b>4-0</b>
	<b>Scale 10 (high) to 0 (low, not used)</b> for graphics, color scheme, text type, and audio all being designed to keep specific target audience in mind versus being audience inappropriate		
<b>Design (10)</b>	<b>10-9</b> Well-balanced colors; text contrasts and is readable; graphics are relevant and bring attention to content	<b>8-5</b> Colors might not complement each other; text may not be readable; graphics may distract from content	<b>4-0</b> Colors clash; graphics distract; or text not readable
<b>First Impression/ Creativity (7)</b>	<b>7-5</b>	<b>4-3</b>	<b>2-0</b>
	<b>Scale 7 (high) to 0 (low or not used)</b> for original, creative; catches viewer's interest		
<b>Content and Accuracy (10)</b>	<b>10-9</b> Accurate information; meets audience's needs and designers goals; all but 1 error corrected	<b>8-5</b> Missing some information; may not meet all needs of audience or designer goals; all but 2-3 errors corrected	<b>4-0</b> Multiple spelling or grammar errors or inaccurate information; confusing flow; all but 4 or more errors corrected



Student \_\_\_\_\_

Due Date \_\_\_\_\_

Date Submitted \_\_\_\_\_

Criteria	Excellent	Average	Poor
Title and Reference Slides (8)	8-7	6-4	3-0
	Scale 8 (high) to 0 (low or not provided) for title information provided (author, title, interface designer, age group) and reference information provided (credits, audience, purpose)		
Functionality (10)	10-9 All interaction works; set as kiosk presentation so user must navigate with buttons; timings used effectively	8-6 Some links or buttons not functioning properly; timings not set on majority of objects	5-0 Multiple navigation, timing, and interaction errors
Subtotal			
			<b>Total Points =</b>

Other Requirements	Met (2 points)	Not Met (0 points)
1. Title slide (title, author, interface designer)		
2. Slides (at least 12)		
3. Slides (not over 20)		
4. Clip art (at least 3)		
5. Motion clips (at least 3)		
6. Interactive choices (at least 3)		
7. Transitions on all slides		
8. Non-design templates used, other background choices		
9. Animation effects used on majority of objects		
10. Automatic timings for object animation effects		
11. Build sequence		
12. Background (non-design template)		
13. Sound (at least 2 or more other interactions)		
14. Reference slide(s) (no more than 2 pages)		
15. Printed handouts (6 per page)		
16. File management (print screen)		
17. Copy of materials used for presentation		
Subtotal		
		<b>Total Points =</b>

**Project Total =**