



Slide 1



Exploring PowerPoint

By
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Slide 2

What We Know

1. Students use it for...
 - a) Presentation projects
 - b) Storyboarding and planning
2. Adults use it for...

Sample text.



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What We Want to Learn

- ✦ Animations
- ✦ Saving projects
- ✦ How to make a slide show!
- ✦ Fun stuff:



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Sample Survey

Footware Survey

	Men	Women	Both
Shoes	2	5	7
Sneakers	5	2	7
Sandals	3	10	13

↑ Databseet

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Excel Chart

Footware

	Men	Women	Both
Shoes	2	5	7
Sneakers	5	2	7
Sandals	3	10	13

Worksheet


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A Picture is Worth 1000 Words

Rooster Crow sound is also attached to the Entry of this image.

This picture represents:

- ★ A wake up call
- ★ Aggression
- ★ Responsibility



Controls Rooster Crow sound →


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WordArt

When should WordArt be used?

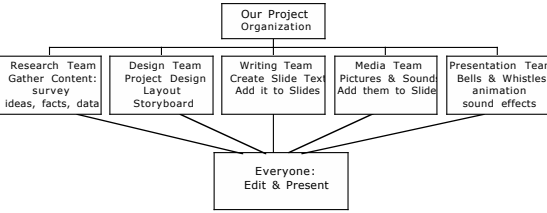
- To make a point
- To jazz up a presentation
- To add humor

KIDS LOVE WORDART!




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Organizing a Project



```
graph TD; Root[Our Project Organization] --- R[Research Team: Gather survey ideas, facts, data]; Root --- D[Design Team: Project Design Layout Storyboard]; Root --- W[Writing Team: Create Slide Text Add it to Slides]; Root --- M[Media Team: Pictures & Sound Add them to Slide]; Root --- P[Presentation Team: Bells & Whistles animation sound effects]; R --- E[Everyone: Edit & Present]; D --- E; W --- E; M --- E; P --- E;
```




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PowerPoint Quiz

1. What is my favorite thing about PowerPoint?
Click on the letter of the correct answer.


- A. It is easy to use
- B. It does not require a lot of typing
- C. It is fun!

2. Select the dot with the hidden hint!




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Correct!!



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Here is a Hidden Hint:
PowerPoint shows can be created in
Inspiration!!!



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No, sorry.

Try again.





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Final Touches

- † Hyperlinked Resources/Bibliography listing
- † Authorship and e-mail slide
- † Spell-check
- † Navigation buttons
- † Order & Transitions
- † Test
- † Publish

(Arrow from the Clip Gallery)





Action button → 

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Resources

PowerPoint Tutorials -
<http://www.leasttern.com/teacher/software.html#general>

Using PowerPoint in an Educational Setting - .pdf version of a slide show you can use for review or for teacher training, with notes - includes an introductory overview, links for Rubric assessment, links to software tool sources and copyright information, and samples of projects for Elementary, Middle and High School.
<http://www.leasttern.com/workshops/PowerPt/UsingPptNotes.pdf>



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The materials for this workshop can be found at Least Tern
www.leasttern.com/workshops/PowerPt
 until September 15, 2003.

Permission is granted for workshop participants to use this slide show, notes and handouts for one teacher training session.
 August 19, 2003

Questions?
 Contact: esky@leasttern.com

We did not cover Sound Recording or Tables. This table is inserted to display Publication Options. The sound icon is for fun. It is a small icon, but a large file!!  Slide 16

Option	Portable?	Linear or Hyperlinked?	Animation & Sound?	Plus?
PowerPoint Document (.ppt)	Machine must have PPT installed - version is a concern	Hyperlinked - files must travel with .ppt file	All animators will work as designed as long as sounds, etc. on are computer	It what you mean it to be.
Web page (.htm)	Any computer with web browser as long as folder of source files is included - appearance may change - some distortion of text - PC offers option of Web active (single file)	Linear - web links work and anchor links work - links to external docs will not work - better transition if made on PC	Made in: Mac: No - all animation layers will print on the slide PC: Yes & screen tips will pop-up on new versions of IE if made in XP or with Runtime Add-in	Universally viewable, compact, notes can be shared in one document - PC display on IE is great
Movie (.mov) Mac only	Playable on any machine with QuickTime Player - size may be an issue - large file size - no notes	Linear, but Action Buttons and external links will not work - not doc links - Slide # doesn't work	Some - objects will animate if set to do so automatically, but can enter automatically - do not use linked sound files	Almost universally viewable
PowerPoint Show (.pps)	Same as Document - advantage is that it can loop and launch from the icon directly into Slide Show view	Same as Document	Same as Document	Launches from icon, looping
PowerPoint Package (Folder) .mac Pack and Go (PC)	Includes non-embedded objects and referenced files in folder - still needs software to run - creates either a Movie or a Show on Mac. PC will embed fonts.	Same as Movie or Show	Same as Movie or Show	Launches from icon, contains all necessary files. Viewers can see the show if they have PowerPoint Viewer.
PDF file (.pdf) Requires .pdf creator (Acrobat, GS X, Print to PDF)	Requires only .pdf player to read - no notes	Linear - non of the links will work	No - all animation layers will print on the slide	Compact, easily shared
Printed .ppt	Perfectly - notes, slide views, handouts can be easily distributed on paper	no	No - all animation layers will print on the slide	Good for workshop support; supplies permanent record of student work

