

Student Learning Outcomes

PowerPoint Lesson 02 – Creating and Enhancing PowerPoint Presentations

Open EMT.pptx

- Discuss Planning an Effective Presentation
- Discuss Final PowerPoint Project Requirements. (Open Checklist and go through Item 1 – 6)
- Slide 1
 - Create a descriptive Title for your presentation. The title should prepare your audience for the material they are about to see and/or hear.
 - A unique photograph or graphic can help generate interest.
 - Add Name to Sub Title
 - Copy and Answer Questions for Slide 1 Notes Pane
- Closing Slide
 - The closing slide should signal to your audience that the presentation has drawn to a close.
 - Also Cite Your Sources
- Demonstrate Changing Slide Themes
 - Change one slide to another theme.
- Demonstrate Using a Background Picture as a Slide Themes

- Demonstrate Changing Slide Transitions
 - Change Effect Options
- Demonstrate Inserting a Clip Art
- Demonstrate Changing Slide Animations
 - Open Animation Task Pane
 - Animate a Slide Title
 - Animate a Slide Content
 - Animate a Slide Graphic