Name: _____   Date: _____

Slide Presentation Project (Microsoft PowerPoint)

Directions: You will have six classes to complete the project. Please use resources online (i.e. my website) and paper handouts.

o Please complete a 3-5 slide presentation on topics we have learned about in Technology class. For example, your presentation can be on the "World Wide Web," "Online Safety" or any topic we have discussed in class.
o You will need to start a **NEW** PowerPoint file.
o You will need to save your work to your "Project" folder located inside your teacher's folder.
o You will need to create a title slide that contains the title for your project and your name.
o You will need at least two supporting slides that will contain the facts about your topic.
o Each slide needs a title that identifies the facts on that slide.
o Type a minimum of three facts that support your title.
o You will need to include slide transitions. You need one for each slide. They can be the same or different for each slide.
o You will need to include custom animations. You need one "Entrance" effect for each text box. They can be the same or different for each text box.
o You need a background design for each slide. You may select from the pre-made designs from the "Themes" selection on the Ribbon.
o You will need to include one picture for each slide that relates to the subject of the slide. You may get the picture from online.
o You **MUST** demonstrate to me that you know how to view your slide show.

Proofread: Check for spelling and grammatical mistakes. Make sure you follow the typing rules, such as, one space after every word.

Checklist (Use the checklist to help keep you on track) * There are a total of 25 requirements.

First Slide		Second Slide		Third Slide	
title		title		title	
your name		3 facts (minimum)		3 facts (minimum)	
1 slide transition		1 slide transition		1 slide transition	
1 custom animation per text box (2 total)		1 custom animation per text box (2 total)		1 custom animation per text box (2 total)	
background design		background design		background design	
1 picture		1 picture		1 picture	
(This slide has a total of 7 elements.)		**(This slide has a total of 9 elements.)**		**(This slide has a total of 9 elements.)**	