



Homework #25

Congratulations! You have completed the Excel section of Computer Applications class! Now you can breathe easier as we begin a fun, new section – Microsoft PowerPoint. PowerPoint is a great tool to create visual presentations. It can be used to create visual aids for your verbal presentations or stand-alone displays, such as kiosks.

Our actual introduction to PowerPoint will begin next week. After we finish the PowerPoint section, in lieu of a test, we will do a presentation project. You will be given a list of criteria to include in your presentation. On the last day of class (May 29th), you will give your presentation to the class, but your grade will be based on the PowerPoint aspect of your presentation, not on your presentation skills (although points will be awarded simply for giving your presentation, but not based on how well you present – it's not speech class! ☺).

Before we get started with PowerPoint, use this week to choose a subject and begin to gather information for your presentation. We will look at how to put it together over the next few weeks.

As you choose your topic, here are a couple of considerations:

- ✓ Your presentation needs to be about either a career that uses computers extensively or about a computer technology (CAI, touchscreens, etc.). In other words, when we hear the presentations, we should learn something new about computers and/or how they are used.
- ✓ You will need to compile information in a concise manner for which you can present an outline of points with brief explanations of each point.
- ✓ You will be asked to gather some data that you can present both as a table of numbers and as a chart (such as a bar chart, pie chart, line chart, etc.). Your table and chart may contain the same data or, to make it more interesting, you could find two sets of data. So consider what kind of data you could collect on this topic. (It does not have to be a lot of data. It could be as simple as how many job openings for your chosen career there are in this country compared to others; or how much processing speed is needed for this technology compared to other related products; etc.).
- ✓ You will need to be able to find a short video or audio clip related to your topic that you can include. If necessary, the media clip can be only vaguely related (e.g. background music for one of your slides); however, the better it ties to your subject, the better your presentation will be. For the sake of your grade, you need only demonstrate that you can include this type of media in your PowerPoint presentation. Please discuss with your parents how you should find media clips. I would not recommend just browsing YouTube! If you need help with this, please let me know.

We will look at additional criteria later, but these are the things you will need to consider as you choose your topic. Be sure to choose something you find interesting so you can enjoy your research and sharing what you have learned!

- When you have your topic, write an email with a brief description of your topic and what kinds of resources (such as pictures, other media, data, etc.) you have found to put your presentation together. You do not need to have all of your information, yet. Just gather enough resources so you will have a place to start. Use "Homework #25" as the subject of your email and send it to homework@wanvigs.net by 10:00 am next Tuesday.