Name: _____   Date: _____

Slide Presentation Project (Microsoft PowerPoint)

Directions: You will have 5 classes to complete the project. Please use resources online (i.e. my website) and paper handouts.

o   Please complete a 4 slide presentation on any topic relating to Technology found on learnfree.org.
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 three 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 for slides 2-4.
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 an effect for each text box, object, or image. They can be the same or different for each item.
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 a minimum of 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 42 requirements.

First Slide		Second Slide		Third Slide		Fourth Slide	
title		title		title		title	
your name		3 facts (minimum)		3 facts (minimum)		3 facts (minimum)	
1 slide transition		1 slide transition		1 slide transition		1 slide transition	
1 custom animation per text box, object, or image (minimum of 3)		1 custom animation per text box, object, or image (minimum of 3)		1 custom animation per text box, object, or image (minimum of 3)		1 custom animation per text box, object, or image (minimum of 3)	
background design		background design		background design		background design	
1 picture (minimum)		1 picture (minimum)		1 picture (minimum)		1 picture (minimum)	
(This slide has a total of 9 elements.)		**(This slide has a total of 11 elements.)**		**(This slide has a total of 11 elements.)**		**(This slide has a total of 11 elements.)**	