**“All About Me” Power Point: Final Project\_Assessment [GR6]\***

Students will create a Power Point Slide Show using their existing knowledge of MS Power Point, its Tools & Functions.

**Step 1:** **ACTIVATE:** Open Power Point [Microsoft Power Point 2010] – ask how, if needed.

**Step 2:** **PLAN/PREPAPRE**: Create 5 slides in total, by pressing enter each time to make all 5 slides.

**Step 3: DESIGN:** Click the DESIGN TAB in the Menu Ribbon. Select a Design Theme you like.

**Step 4: CREATE:** Create a 5 Slide – Slide Show following below steps.…..

**Slide 1 Title:** All About Me

**Slide 1 Subtitle:** By *Your Full Name*

**Step 5:** Add Titles on slides 2 – 3 – 4 & 5. Titles are below:

|  |  |  |
| --- | --- | --- |
| **Slide 2 – Biography** | **Slide 3 & 4:****My Favorite Things** | **Slide 5 – In Ten Years. . .** |
| * When/Where you were born.
* People (pets) in your family.
* What city/town you live in.
* Schools you’ve attended.
 | * Hobbies
* Foods/Restaurants
* Music – Books - Movies
* activities/sports
* Interests

Use images from Phase 1! | You can use a bulleted list of where you see yourself in 10 years from now.Married, with children, with a career, in sports, etc. |

**\*\* Note: You can have more than 2 slide for Favorite Things \*\***

**Step 6: INFORMATION:** Add information to slides. [See examples in table above.]

**Step 7: FORMATTING:** Changing Font Color, Style & Size.

**Step 8: IMAGES:** Add 1 images on each of the slides relating to their titles.

\*\*Use a GOOGLE IMAGE SEARCH/SAVED IMAGES and Copy/Paste the images to slide.\*\*

**Step 9: CUSTOMIZE the Slide Show:**

**9A: Slide Transition:** [Transitions Tab]

* You **MUST** remove the check 🗹 in the “on mouse click” box.
* Make transition choices for all slides.
* Click Slide 5 and select the APPLAUSE Sound Clip.

**9B: Custom Animation:** [Animations Tab]

* Select each object on the slide, pick an animation effect.
* Preview how each object on the slide appears & moves.

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**9C: Setting & Rehearsing Timings** [Slide Show Tab]

* Click the Slide Show Tab, click rehearse timing.
* Click when you are ready to advance each slide to the next.

**Step 10: SAVING:** Saving the file – click File, click Save As, select your ID# and name the file:

All About Me\_ YOUR NAME

Student Exemplar