

COMMUNITY COLLEGE OF SOUTHERN NEVADA
Department Of Computer Information Technology
IS-101

(Mr. Harden's Sections)

ASSIGNMENT #14
Presentation Graphics

OBJECTIVES & PURPOSE:

The purpose of this assignment is to become familiar with Presentation Software and Microsoft's **Power Point**, and some its features including:

- Developing Presentation Graphics Slides by:
 - Using Design Slide Templates to:
 - Select A Presentation Background.
 - Incorporating Special Features such as:
 - Slide Change Transitions with:
 - Dissolve, Fade, Build, Blinds, etc.;
 - Sound Effects.
 - Insert Objects To A Slide including:
 - Images
 - Diagrams, Charts, and Graphics;
 - Inserting Music Sound Tracks;
 - Insert Movie Tracks.
 - Add Custom Animations Effects To Ojects Including:
 - Timed Appearances;
 - Effects during entry, emphasis, and exit;
 - Motion Paths;
 - Sound Enhancements;
 - Arranging Order Of Custom Animations.
 - Others.
- Saving and retrieving presentations;
- Using the Slide Sorter;
- Using the Slide Show Feature.

SPECIFICATIONS & INSTRUCTIONS:

PLEASE NOTE:

- To receive full credit, all specifications must be meet.
- Read the **NOTES** at the bottom of the assignment before continuing;
- The following instructions are written for Microsoft's **Power Point XP (2002)**. Previous versions of **Power Point** cannot perform many of the Custom Animations required in this assignment.
- Learning how to do this assignment:
 - The following descriptions are the specifications for the assignment;
 - *They are not a tutorial on how to do the assignment;*
 - Discussion and demonstration on how to do the assignment will be given in class on the demonstration day for this assignment (please attend class that day for the demonstration);

Using Microsoft's **Power Point XP (2002)**, prepare a slide presentation as per the following specifications:

1. Create a four (4) slide presentation of a subject of your choice. It cannot contain any indecent subject material. Demonstrate the following:
 - Each slide is to begin with a "Blank" Slide Layout:
 - Do not use any Slide Layout other than "Blank";
 - All objects (text, images, movies, audio sound tracts, etc.) will be inserted into slides via:
 - *Insert-Picture...*;

- *Insert-Diagram...*;
- *Insert-Text Box...*;
- *Insert-Movies and Sounds...*
- *Insert-Chart...*;
- Include the following in your slide show:
 - A different Slide Design Template (of your choice) for each slide;
 - A different Slide Transition (of your choice) in each slide, including;
 - Effect;
 - Sound.
 - Insert the following objects into each slide:
 - Images;
 - Text.
 - Insert the following objects somewhere in your slide show:
 - Diagram;
 - Voice or Music Sound Tract;
 - Movie Track;
 - Chart.
 - Add Custom Animation features to each object. Include somewhere:
 - Effects, including:
 - Entrance;
 - Emphasis;
 - Exit;
 - Motion Paths.
 - Effects:
 - Timed Appearances;
 - Sound Enhancements;
 - Arranged Order Of Custom Animations.

ASSIGNMENT SUBMISSION:

1. Present your Slide Show to the class on the announced class period. This is worth half of the credit of the assignment.
2. Print a "**Handout**" of your slide presentation as follows:
 - Click "File-Print";
 - In the Print Window, do the following:
 - Locate the "Print what?" selection box and select "Handouts";
 - In the "Handouts" area do the following:
 - Select "4" in the "Slides per_page" selection box;
 - Click the "OK" button to print your "Handout" hardcopy.
3. Hand write in the upper right corner of the printout ,your:
 - Name;
 - Student ID number;
 - Section#;
 - Assignment#.
 and submit it as your assignment.

NOTE:

- All specifications must be met to receive full credit.
- Assignment must be fulfilled using **Power Point XP (2002)**. Other versions of **Power Point** may not work for this assignment. Also, mixing versions (such as using **Power Point 2000** at home, and then using **Power Point XP (2002)** in class) may cause your slide show to not work correctly!
- The subject of your slides must not contain indecent subject material, or the assignment will not count.

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