# Business Technology—Haskin PowerPoint & Presentation Unit 6 Class Periods (300 minutes)

Objectives:	The student will be able to use Microsoft PowerPoint to effectively build and present an effective presentation implementing original information, graphics, images, quotes, action buttons, audio and video, tables, and graphs. If appropriate, students will also implement tables/graphs. For differentiation purposes, especially IEP, an option to use "recorded narration" will be given to each student in lieu of presenting to the class.
Business Ethics:	Students will model work readiness traits required for success in the workplace including teamwork, multitasking, integrity, honesty, accountability, punctuality, time management, and respect for diversity.
Number of Class Hours:	6 class periods which will equal 300 minutes or 5 hours

#### **HERO POWERPOINT PROJECT**

Students...you will not be required to present your controversial issues PowerPoints due to time. You will, however, be presenting these PowerPoints to me on an individual basis using recorded narration techniques and features. Your presentation will cover someone you greatly respect. This person can be living or dead, famous or relative, etc. You will need to make sure you cover the following related to your person of great respect:

- Background
- Their up-bringing
- Why you respect them
- What they stood for
- Specific details about the individual

As part of this project you will include:

- Action buttons
- Video and sound
- Hyperlinks
- Recorded narration
- Tables and graphs (when appropriate)
- Use of a summary slide
- Master slide, Master title slide, Master notes, etc.
- Embedded objects

As you build your presentation, keep the following items in mind about the technical side of your project:

- Use different pictures and backgrounds.
- Pictures must not appear blurry when enlarged on the screen.
- Use colors that are both professional and related to your hero
- The presentation must be at least 20 slides.
- Slides must contain a minimum of six lines of information.
- Do not enlarge font on a slide to fill up the slide instead of providing adequate information or you will lose ALL points related to that slide.
- Use animation and transitions to add interest to your presentation.
- Create a timeline that presents the history of your hero.

Begin your project by taking handwritten notes on your own sheet of notebook paper. You will turn these notes in as part of your project. Make sure that you reference all sites from which you collect information. You will have one week to complete this project.

BMA-BT-2

**BMA-BT-3** 

**BMA-BT-6** 

## Famous Leader STORYBOARD—Use to plan the content you will include on your web/presentation.

<b>Famous Leader</b>	Martin Luther King Jr
----------------------	-----------------------

Opening Paragraph: Tells about MLK's life.

#### What makes this leader famous?

He was an American Baptist minister, activist, humanitarian, and leader in the African-American Civil Rights Movement. He is best known for his role in using nonviolent civil disobedience based on his Christian beliefs.

### **Biography Information**

He led the 1955 Montgomery Bus Boycott, and helped found the Southern Christian Leadership Conference (SCLC) in 1957. In 1962, he led an unsuccessful attempt against segregation in Albany, Georgia. In 1964, he won the Nobel Peace Prize.

#### Factors that lead to his/her success:

He was the leader in many nonviolent protests, and gave many speeches on African-American equality.

#### An interesting piece of information

His and his father's name was originally Michael King.

He attempted suicide at the age of 12.

He is the only non-president with a national holiday in his honor.

**Quote by your Leader:** Faith is taking the first step even when you don't see the whole staircase. Our lives begin to end the day we become silent about things that matter. Injustice anywhere is a threat to justice everywhere.

**Sources:** (Use Easybib.com to prepare an MLA citation



Text

http://www.todayifoundout.com/index.php/2013/01/martinluther-king-jr-facts/

http://www.parenting.com/article/Facts-About-MartinLuther-King-Jr https://en.wikipedia.org/wiki/Martin\_Luther\_King, Jr

**Pictures** 

# **Leadership Presentation & Project: PowerPoint Grade**

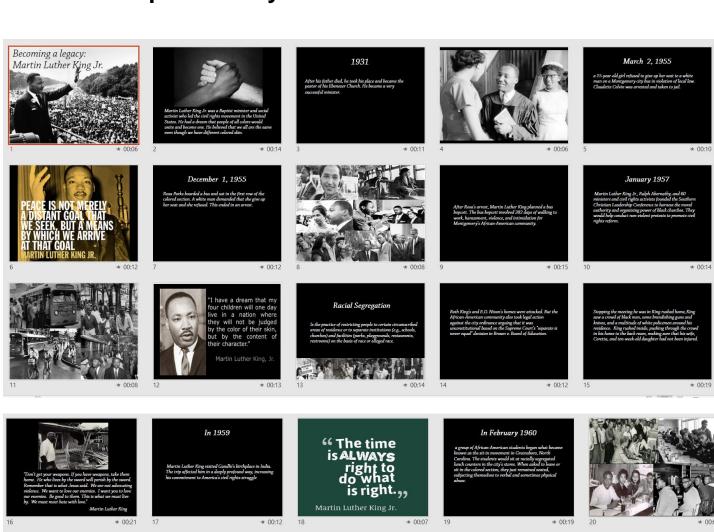
**Teacher name: Haskin** 

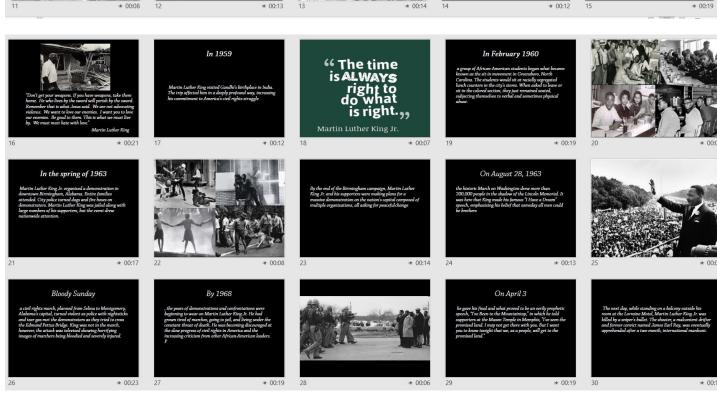
Student Name \_\_\_\_\_

CATEGORY	20	15	10	5
Attractiveness	Makes excellent use of font, color, graphics, effects, etc. to enhance the presentation.	Makes good use of font, color, graphics, effects, etc. to enhance to presentation.	Makes use of font, color, graphics, effects, etc. but occasionally these detract from the presentation content.	Use of font, color, graphics, effects etc. but these often distract from the presentation content.
Theme	Identified and supported throughout	Identified, but varies throughout	Identified, but not supported throughout	No theme Identified or supported
Speed	Speed of presentation is appropriate and not distracting	Speed could be improved by speeding up or down	Speed is varied throughout with no consistency	Speed is off from the beginning and never works throughout
Content	Pictures are varied on every slide and quotes or facts are used every 5 slides	Pictures are varied on every slide and quotes are used every 10 slides	Pictures are varied, but quotes are rarely used, if ever	Pictures and quotes or facts are rarely used on the slides and presentation is incomplete
Transitions	Transitions exist and support the content and do not distract from the overall message	Transitions used, but are varied and do not support the content of the presentation	Transitions exist, but are not used consistently and do not support the content of the presentation	No transitions are used throughout the presentation

<u>Presentation</u>	<u>General</u>	Comments:

## **Student Sample: Tamaya Jones**







The association appeled rists and demonstrations in more than 100 dists across the country. In 1968, Ray pleuded judy to associationing King and was sentenced to 59 years in prison. He died in prison on April 23, 1998.



Leaving A legacy

Mortin Ludw (Fog. 5.\* 16 fe hal a soint impact on rac
relations the Unit States. Your offer his death, but a
them to table home Affects absorbed induced the raUnited the not work him to be not housed with a national
this life and work time been housed with a national
an international public hindings under dark him, and
a momental on Independent Mall in Washington, D.C.
But his life remains controversial as well.



## **Leadership Presentation & Project: PowerPoint Grade**

**Teacher name: Haskin** 

Student Name <u>Tamaya Jones</u>

CATEGORY	20	15	10	5
Attractiveness	Makes excellent use of font, color, graphics, effects, etc. to enhance the presentation.	Makes good use of font, color, graphics, effects, etc. to enhance to presentation.	Makes use of font, color, graphics, effects, etc. but occasionally these detract from the presentation content.	Use of font, color, graphics, effects etc. but these often distract from the presentation content.
Theme	Identified and supported throughout	Identified, but varies throughout	Identified, but not supported throughout	No theme Identified or supported
Speed	Speed of presentation is appropriate and not distracting	Speed could be improved by speeding up or down	Speed is varied throughout with no consistency	Speed is off from the beginning and never works throughout
Content	Pictures are varied on every slide and quotes or facts are used every 5 slides	Pictures are varied on every slide and quotes are used every 10 slides	Pictures are varied, but quotes are rarely used, if ever	Pictures and quotes or facts are rarely used on the slides and presentation is incomplete
Transitions	Transitions exist and support the content and do not distract from the overall message	Transitions used, but are varied and do not support the content of the presentation	Transitions exist, but are not used consistently and do not support the content of the presentation	No transitions are used throughout the presentation

## **Presentation General Comments:**

--Great eye contact --Great PowerPoint! --Time was 6:42

--Good use of the "record" feature to give breaks from your presentation.

--Good poise and confidence --I love your choice...he's one of my heroes!!

20

20

20

<mark>20</mark>

<mark>2</mark>0

100

**TOTAL**