

PowerPoint Final Project

You will be creating a final presentation for our section on PowerPoint. You can choose your own topic (must be approved by instructor). Ideas include a presentation about yourself, your favorite sports team, your favorite hobby, your favorite music, etc. The body of your presentation must include at least ten slides. You will need to follow the guidelines listed below. You must link your presentation to your CTA website and be prepared to have it shared with the rest of the class.

Items Graded	Points Possible	Points Received
Include a title slide with your first name in WordArt and insert a picture of yourself (Ask teacher to take picture)	5	
At least three different fonts	6	
Insert 2 Hyperlinks	10	
Incorporate 3 different slide layouts	10	
Include 10 content slides (in addition to title slide)	50	
Insert 5 animated clip art images	10	
Insert 2 shapes, each with a motion path	8	
Insert one sound objects	5	
Insert one chart with a centered chart title	20	
Insert one table, 3 columns, 4 rows (one row must be merged) – use one of the styles form the table style gallery	26	
Use a different transition between slides, set at fast speed	10	
Insert action button on bottom of slice to advance to next slide	10	
Convert a bulleted list as a SmartArt graphic	10	
Use a background or design template for your presentation	5	
Insert a footer with current date	5	
Print handouts, 4 slides per page and link power point presentation as a “show” to your CTA website	10	
Total	200	