Effective PowerPoint Presentation Assignment

You are to create 6 PowerPoint slides on Effective PowerPoint Presentations. Put a Picture on each slide.

On your Title Slide (slide 1):
- Effective PowerPoint Presentations
- Your Name, Period #

Slide 2
- Heading: Planning
- Research your topic
- Keep your audience in mind
- Proofread
- Practice
- Stick to your timeframe
- Introduce and conclude

Slide 3
- Heading: Format
- Keep consistent look
- Limit info
- 6 bullets maximum
- 6 words/line max

Slide 4
- Heading: Graphics
- Use to enhance or complement
- Use animation for emphasis
- Don't overdo
- Should balance slide
- 2 maximum per slide

Slide 5
- Heading: Delivery
- Take a deep breath and relax
- Make eye contact around the room
- Don't read slides
- Involve your audience

Slide 6
- Heading: Audience Etiquette
- Create 6 bullets listing proper etiquette as an audience participant