

Tips Successful PowerPoint Project

Students have a clear understanding of content.

- ✓ Written form of content
- ✓ Content reviewed by teacher for accuracy.

Students do a layout of PowerPoint Presentation

- ✓ See attached form

Slide Content is in bullet format.

- ✓ Less is more
- ✓ Bullet main points to be elaborate on during the presentation.
- ✓ No more than 5 bullets per slide
- ✓ 1 main idea per slide

Students put a heading on each slide.

- ✓ Helps provide a clear focus for each slide.

Students are provided with a clear checklist of what teacher requires for a complete PowerPoint.

- ✓ Helps students finish the assignment

Students evaluate other PowerPoint slide shows with the rubric/or evaluation tool to be used on their PowerPoint.

- ✓ Provides students with insight of good and poor presentations.

Students rehearse presentation

Creating effective PowerPoint Slide Shows

Bullet Point Key Works or phrases (Do not use complete sentences)
No more than 5 bullets per slide
Bold Colors
Bold Text so can read from distance
Limit 2 fonts per slide
Use animation to enhance not distract from slide show

Tips for Excellent Presentation

Clear beginning, middle and end
Do not read Slides
Expands on the information on the slides
Speak Loudly and clearly
Eye Contact with audience
Engage the audience by incorporating questions into slide show
Practice, Practice, Practice!!!