

PowerPoint Presentation (Semester Project) -140pts

Instructions: You will give a 15 minute PowerPoint presentation

Choose one of the below topics for your presentation:

1. Your business

- When and where it was started
- Who founded it
- How many employees
- What do you sell or service do you provide
 - A list of your services
 - A list of your merchandise (the type of items you sell)
- Anything else you can think of

2. “How to”

- Choose a subject and create a “How to” presentation explaining how to do something you are an expert on
- Include
 - Steps to complete the process of whatever you are teaching
 - Pictures
 - History of whatever you choose

3. “The History of”

- Choose a topic and present the history of it
 - Example: The history of the bicycle
 - Example: The history of tape

Your PowerPoint Presentation must include:

1. A design template (choose any design template from the gallery)
2. At least 6 slides
3. At least 3 pictures
4. At least 1 clip art
5. At least 1 sound clip
6. At least 4 transitions between slides

Along with your PowerPoint presentation you need to have:

1. An outline

- Your outline needs to include
 - The purpose
 - The profile of the audience
 - 6 main points
 - At least 2 supporting points for each main point

2. Speech

- A written copy of what you are going to say
- Use Microsoft Word
- Font style: Times New Roman
- Font size:12

Scale:

This project is worth a total of 140 points

PowerPoint	40
Outline	30
Speech (paper copy)	30
Oral Presentation	40