

Presentations: PowerPoint/HyperStudio

1. A *slide* in PowerPoint is a *card* in HyperStudio. Each represents one screen.
2. Slides are organized into a *show*. Cards are organized into a *stack*.
This is a presentation or a project that can be displayed and run automatically or manually.
3. Presentation software may include text, graphics (clipart, photographs, Internet images, self-drawn images, graphs), sound (music, voice, sounds), video or movies, and animation.
4. Content is as important as the presentation.
5. Many templates are available in all content areas.
6. Presentations can be categorized as *general* or *detailed*.
7. Presentations can be viewed as *formative* or *summative* projects

Organizing:

1. Presentations can be organized linearly like written documents or essays:
 - a) Title
 - b) Introduction
 - c) Body
 - i) Sub-sections
 - ii) Sub-sections
 - d) Conclusion
 2. Presentations can be organized linear-random like web pages:
 - a) Linear sections linked (hyper text) to other linear sections
 - b) Destination of links depends upon purpose of the presentation.
- Presentation software contains templates for these formats.

Producing:

1. Fill in a template with title. Add appropriate text and graphics, sounds, videos.
 - a) The template provides blocked-off space specific to the type of material and provides a “default” type style and font size.
 - b) The user may adjust the space and the appearance of the slide/card.
2. Text may be produced in a word processor and imported or copied into the slide/card.
 - a) Font style, size and color may be adjusted by the user.
 - b) Various sizes can be used to indicate emphasis or importance.
3. Images may be
 - a) self-drawn, scanned, from a digital camera, from a photo or graphic file
 - b) inserted at any position on the page
 - c) and “scaled” to fit the space available
4. Sounds and videos may be recorded and added to a slide/card or samples may be captured/saved from the Web (or other sources), saved as a separate file, and linked to the slide/card.