

## Learning Environment

The instruction will take place in a computer lab. The room is 30' X 23' and contains 25 computers (internet ready), 1 dry-erase boards, two printers networked to all the computers. The class consists of 25 students: 19 freshman and 6 sophomores. Students will also have access to a computer lab with internet connection. Students will have thirty minutes of instruction then will begin to research their topics for their PowerPoint presentation. The total length of each class session is 90 minutes.

## Intended Audience

The intended audience consists of 25 freshman and sophomore high school students. Computer knowledge of this group varies so that instruction would need to begin with the basics. Those students who are more technology savvy will have the opportunity to help their classmates. They will sit next to someone that is having difficulty in creating the presentation. Students will be working on their own computers but can seek advice from each other.

## Overarching Instructional Goal

The students will be able to use Microsoft PowerPoint to create a presentation for their research paper. They will be able to use different fonts, backgrounds, animations and design templates.

## Specific Goal

Students will create a presentation for their research paper which will include:

Open PowerPoint software on their computers

Save files to their file folder on the network or flash drives

Insert background on each slide

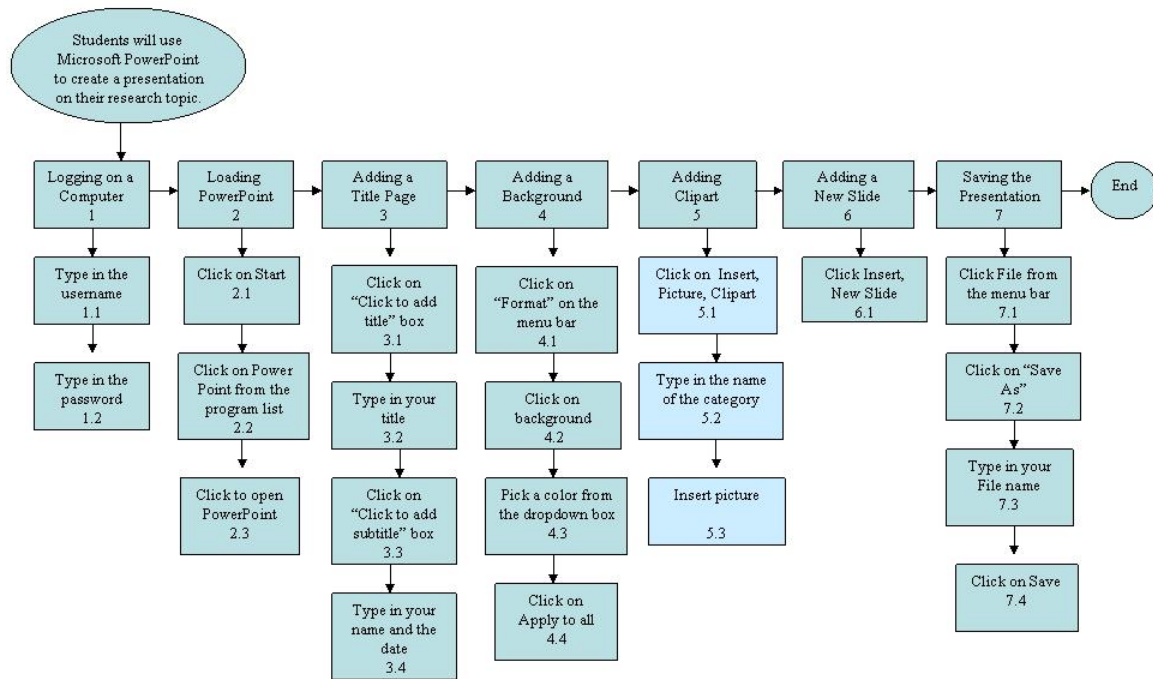
Insert text on each slide

Insert clipart or vector graphics

Add visual and audio effect to their slides

## Feedback

Students will work on a project which will require for them to present to the class by using PowerPoint. Each student will provide feedback to their classmates' presentation and will evaluate their performance



### Domain of Learning:

The learning domain is intellectual and psychomotor. The students will apply skills described in the slideshow to create their own PowerPoint presentation from their topic.

### Feedback:

Feedback for this project was given by Leticia Tobias, and her comments were mixed. One comment was that the target age was not correct. I have adjusted the target age to be sixth grades instead of freshman. Another comment was positive in that she thought it was specific enough for a student to follow.

### Instructional Strategy

#### Introduction

The students have their research papers written and they will now begin to create a PowerPoint presentation using Microsoft PowerPoint 2003.

Activate Attention: Students will go to the computer lab and sit in front of a desktop computer.

Establish Purpose: The teacher will give the students the instructional goal by saying, "Today, you will begin your slideshow by creating a PowerPoint presentation.

Arouse Interest and Motivation: When the PowerPoint projects are completed, they will be presented to the class and saved on a flash drive in order for the students to be able to take them home.

Preview Learning Activity: The student will be given a general idea of what they will be creating.

Body

Step 1

Students will log onto their desktop computer

Step 2

Students will view a PowerPoint slideshow created by using Photostory3 and the will be displayed by a projector. It is designed to walk the student through the steps of creating a slideshow. It is set up to change automatically between slides so the students may follow along. The slideshow will have enough elapse time in between so that the students can follow.

Step 3

Students will load Microsoft PowerPoint 2003

Step 4

Students will add a title page

Step 5

Students will add a background

Step 6

Students will add clipart

Step 7

Students will add a new Slide

Step 8

Students will save their presentation.

## Conclusion

**Summarize and Review:** The teacher will check to see if each student has created a slideshow with a title page, background color, clipart, several slides and has saved it to their flash drive.

**Transfer Learning:** Student will be able to transfer their new skills to other projects and the student will be able to add additional options to future slideshows.

**Re-motivate and Close:** The students will have successfully created their first slideshow, which will make it easier to create other slideshows. The tutorial slideshow on creating a PowerPoint presentation will be saved to the desktop for the students for future reference.

## Assessment

**Goal:** Successful transfer of this skill will be shown through the creation of other slides in this project.

**Assess Learning:** The student will complete a short assessment containing nine questions over what they did. Then they will continue to create slides to complete their slideshow.

1. Were you able to log on to my desktop computer?
2. Did MS PowerPoint was successfully loaded?
3. Did the title, name and date entered on the title page?
4. Did the background color changed to the color I had picked from the color palette?
5. Was the clip art image inserted in my presentation?
6. Did I have more than one slide in my presentation?
7. Did your presentation was saved successfully?
8. Did all of the slides in my presentation have the same background color?

## Media

Supplies:

A desktop computer with Microsoft PowerPoint program installed

A projector hooked up to the teachers computer

A teacher computer with the Microsoft PowerPoint program installed

Instructions will be taking place through a slideshow shown from the teacher's computer and projected to the screen. The slideshow will walk the students through the steps in creating a PowerPoint presentation.

#### Subject Matter Expert Review

I was not able to find a subject matter expert in technology. Therefore the subject matter expert used for this instructional unit is a college student with an intensive amount of knowledge of Microsoft programs, computer repair and maintenance. He suggested that the students be allowed to help each other if they are stuck and to give them the freedom to add additional features to their presentation. He thought that the presentation could be used at different grade levels where the students had not had the exposure of creating a PowerPoint presentation.

#### One-to-One Evaluation

The one-to-one evaluation took place in the evening at SET-B. A friend had been asking for help on how to create a PowerPoint Presentation for her school project. Therefore, I thought it would be helpful for her to preview this educational slideshow for her to complete her project.

Clarity of Instruction – While my friend was going through the slideshow, I wrote down any comments or suggestions. I was concerned that the instructions were clear, and that there was enough time to follow the slideshow before the slides changed.

Findings: Elena thought that the slideshow was easy to follow but may be too basic. She had suggested to change to inserting clip art from a file instead of using the clip art from Microsoft Office. Another suggestion was to inform students that a project should be saved regularly, so not to lose previous work. She thought it was a good speed to follow and complete the assessment.

Impact of Learner – I had asked Elena if she had any other questions that I had not answered and if it would be a good program for other students needing to create a PowerPoint presentation.

Findings: Elena felt confident in creating a complete PowerPoint presentation with more practice. She felt that it was very informative and will be helpful to other students.

Feasibility – Based on the finding of the one-to-one evaluation, the lesson is appropriate for the group of 6th graders, which it is planned for. The students will be able to work independently and can follow the lesson on their own pace with very little to no help from the teacher.

## Small Group Evaluation

My lesson is to have no teacher support once the slideshow has begun. The students will be able to get through the lesson and will be able to help each other if needed. The students will also be able to create their PowerPoint presentations at their own pace.

For the small group evaluation, I chose three 6th grade students that have not created a PowerPoint presentation before to review the lesson. These students are familiar on how to logging onto the computers. These students can also obtain assistance from the other students if needed.

The students completed the lesson with without any major problems. There were then given a short assessment containing eight questions over what they did.

1. Were you able to log on to my desktop computer?
2. Did MS PowerPoint was successfully loaded?
3. Did the title, name and date enter on the title page?
4. Did the background color changed to the color I had picked from the color palette?
5. Was the clip art image inserted in my presentation?
6. Did I have more than one slide in my presentation?
7. Did your presentation was saved successfully?
8. Did all of the slides in my presentation have the same background color?

The students seemed to like the lesson. They especially liked the fact that they were able to complete a lesson at their own pace. They were able to successfully create and save their PowerPoint presentations. They were also interested in adding animation and adding clip art from and file. They felt confident with the lesson and the questions asked for the assessment. From that assessment, I gathered that the students understood the lesson and were able to successfully create a PowerPoint presentation.