

PowerPoint Lesson Plans (Updated 2016-2017)

Lesson 1

1. Discuss what presentations are all about
2. Standing up in front of a class a sharing information about a topic
3. Make it pleasing to the eyes and clear for all to follow

Lesson 2

1. Pick a topic of interest
2. Research 10 facts pertaining to your topic
3. Find 10 pictures that go with your facts
4. Open a Word document and Save last name first initial topic

Lesson 3

1. Print finish Word document with pictures sized small
2. Review student documents and make comments
3. Each fact has to be less than 10 words.
4. Review facts and reduce

Lesson 4

1. Open PowerPoint and discuss tool bars
 - a. Insert
 - b. Text box
 - c. Fonts
 - d. Pictures
2. Create 12 slides
 - a. Title Slide
 - b. The End Slide
 - c. 10 slides for facts and pictures
3. Save Power Point: LNFIPP1

Lesson 5

1. Create PowerPoint project
2. Add fact and picture to each of the fact slides
3. Save

Lesson 6

1. Review artistic points
 - a. Colors
 - b. Fonts
 - c. Backgrounds
2. Save

Lesson 7

1. Add sounds
2. Add slideshow transitions.
3. Save

Lesson 8

1. Smooch Colors and Pictures
2. The End Slide – Cool Quote