WEATHER PowerPoint Instructions

PURPOSE: Creating a PowerPoint – 11 Slides

POWERPOINT INSTRUCTIONS:
- A Topic will be assigned
- Select a **Themed Design** from list given in the PowerPoint Program
- **Slide 2 through Slide 10** –Two Content Layout (switch text & pictures)

ADD **ONLY…**
- **Borders** around pictures on Title slide
- **Transitions** on slides
- **Animations** on pictures

**KNOW information about your selected topic - could be asked to present to the class

POWERPOINT MUST INCLUDE:

11 TOTAL Slides:
- **Slide 1:**   Title / Subtitle / 2-3 Pictures / Your Name / Today's Date
- **Slides 2 – 10:**   Information Slides
  - *Each slide must include:
    - Title / 3-5 Bullets (Short Facts) / 2-3 Pictures
- **Slide 11:** Title (Credits)

   SAVE AS: To your networking folder
   Weather PPT Your Name

*Document **ALL** websites used during research of topic

*Uniform Resource Locator (URL) - a web address identifying where information was found on the internet

*Set PowerPoint to manual change slides by clicking. (Default Setting)

RESEARCH Instructions:

Research must include: (Open a NEW Word document)
- **Research** for pictures & information on the topic you were assigned
- **OPEN WORD** – it will take several pages
- **INSERT FOOTER** on Word document – Your Name   Weather PPT
- **"Save As"** to your Networking Folder - Weather Info Your Name
- Use a **Word** document to help with organizing information, pictures & websites
- Use the **Research Layout** as a guide to organize your research information