

POWERPOINT PROJECT
PROJET POWERPOINT

IT OFFICE SOFTWARE APPLICATIONS
TI-APPLICATION DE LOGICIELS BUREAUTIQUE
SECONDARY AND POST-SECONDARY
NIVEAU SECONDAIRE ET POSTSECONDAIRE

CONTINUOUS LEARNING



FORMATION CONTINUE

DIGITAL



COMPÉTENCES NUMÉRIQUES

DOCUMENT USE



UTILISATION DE DOCUMENTS

NUMERACY



CALCUL

ORAL COMMUNICATION



COMMUNICATION ORALE

READING TEXT



LECTURE

WORKING WITH OTHERS



TRAVAIL DÉOUIBÉ

WRITING



RÉDACTION

THINKING



CAPACITÉ DE RAISONNEMENT

General Instructions:

In this portion of the competition you will continue creating business solutions for Canadian Coastal College.

If the task instructions do not specify a format, style or diagram, create/develop it using information from the **Style Guide** document.

This part of the test will be 2 hours. The tasks to be completed are listed in the table below with details provided on the following pages.

Files listed below are provided for your use in the **folder** called **Data Files**.

Logo.jpg	CCC Theme.thmx
Ben Franklin.jpg	Gatsby.jpg
Harry.jpg	Lab.jpg
Liam.jpg	Louis.jpg
Maple Leaf.jpg	Niall.jpg
Rec Room.jpg	Room.jpg
Roosevelt.jpg	School pic.jpg
Statue.jpg	Student Services.jpg
Theatre.jpg	Blank_t_shirt.jpg
Tim Hortons.png	

Deliverables:

Create a folder called **##POWERPOINT** and save all of your work in this folder.
Wherever you see ##, use your competition number as per style guide.

ID	Save as	Description
4.1	##CCCpresentation.pptx	Create a presentation
4.2	##CCCSpringFling.pptx; ##CCCcustom.pptx	Create Automated Slideshow Create Custom Slideshow.

POWERPOINT Task 4.1	Create a presentation
The data required can be found in the folder: Data Files	
Save as: ##CCCpresentation.pptx	

Canadian Coastal College wants you to create a welcoming Powerpoint for new students attending the college. Save the file as ##CCCpresentation.pptx. To start, set up your Master slides as the following:

- Slide Master
- Title Slide
- Title and Content
- Main Title (Rename Section Header Master Slide)
- Two Content
- Blank

Import theme from data folder. Make sure there is a gradient on all slides in the background. As well, make sure that the logo is on all slides in the bottom right hand corner except for the Main Title slide. Make sure that the bullet points on the general master correspond to the four levels in the Style Guide. Place your competitor number in the footer of each slide.

Slide 1 will use the Main title layout. Use text boxes to create a Canadian Coastal College heading with the three C's at the start of each word in the three colours of the college. Using Heading 1, font size 48, animate this heading so that the C's come in first altogether. Make sure it all runs automatically at the start of the presentation. Next, add the maple leaf image to the right of the title. In the heading section below, add in the title "College and You!" and in the subtitle, "Learning at Canadian Coastal College." Add the College logo somewhere on the slide.

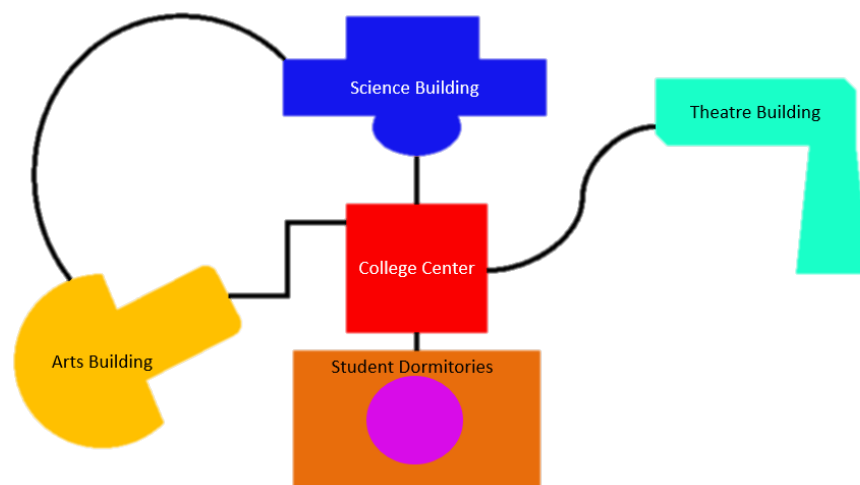
In slide 2, use the Title and Content layout, and add the title "Introduction". In the content section, add the text "This guide is meant to give you information about our College and guide your way through your first year with us!" Place the school pic image underneath with a snip diagonal corner white border around it. Height needs to be 6 cm. Animate the image appropriately.

Slides 3 will use the Two Content layout. On the left, place the text "If a man empties his purse into his head, no one can take it from him. An investment in knowledge always pays the highest return" by Benjamin Franklin. Make sure he is accredited to this quote somewhere on the page. Add the Benjamin Franklin image on the right side of the slide and animate appropriately.

Slide 4 will duplicate slide 3, but use the Theodore Roosevelt quote and Theodore Roosevelt image in the same configuration and same animation you used on slide 3. The quote is “A man who has never gone to school may steal from a freight car; but if he has a university education, he may steal the whole railroad.” The size of both images must be 9.94 cm (height) and 9.7 cm (width).

Slide 5 will be a bulleted list of people who are at the College to help you with varying needs. Title the slide appropriately and add this list: Teachers, Counselors, Support Staff, Human Resources, Registrar, Other Students. Animate the list so that each bullet comes in one after another.

Slide 6 will be an interactive map of the campus. Build it according to the image below.



Make sure, somewhere in each of the buildings there is an action link to the following slides:

- Slide 7 for College Center
- Slide 8 for Science building
- Slide 9 for Arts building
- Slide 10 for Theatre building
- Slide 11 for Student housing

Hide slides 7-11. Make sure that on all of these slides, there is a button to take you back to slide 6. Use the Title and Content layout for each slide. Title the slides appropriately.

On slide 7 add the following bullet points: Come and enjoy a coffee at Tim Horton's, See live music, Chat with other students, Organize class schedules and other student services. Add in the image of the Tim Horton's logo below the text on the left and the Student Services image to the right of the Tim Horton's image. Animate the slide so that the Tim Horton's logo floats in from the left and Student Services floats in from the right. Bullet points come in one at a time.

Make slide 8 a Title and Content slide. Duplicate it for slide 9, 10 and 11. Title each slide according to the list above. The information is as follows...

Slide 8: "Take classes in biology, chemistry, and physics. And social sciences in our state-of-the-art labs." Add in the lab image.

Slide 9: "Take classes in philosophy, English and humanities to study the great writers and thinkers of history." Add in the statue image and Great Gatsby image.

Slide 10: "Become part of our theatre program and perform shows in our theatre, "The Sand Box". Add in the theatre image.

Slide 11: "Enjoy the cafeteria and excellent, recently remodeled accommodations." Add in rec room image and room image.

All images on slides 7-11 must use the same entrance animation.

Finally, on slide 12, using a blank slide layout, use word art to write "ENJOY YOUR TIME!" and center. Add two 5-point stars to the upper left and lower right of the text. Make the "ENJOY YOUR TIME" text whatever colour you think is best, however, the stars must be red on the inside (corresponding to the red in the Style Guide), with an outline of accent 6 colour. Also, the shapes should have the cool slant shape effect.

Animate the slide so that the stars appear first one at a time, then the text.

POWERPOINT Task 4.2	Create Automated Slideshow Create Custom Slideshow
The data required can be found in the folder: Data Files	
Save as: ##CCCSpringFling.pptx; ##CCCCustom.pptx	

You are going to create a “Spring Fling” promotional PowerPoint to pitch the idea to campus administrators. Make sure all colours used correspond to those in the Theme as indicated in the Style Guide. Save as ##CCCSpringFling.pptx.

First, adjust your master slide so that you have a gradient radiating out from the middle of each slide with one of the College colours

On the first slide, you are going to create the following logo as you see it.



Have the image animate coming into the slide one at a time in this order: Top left flower, bottom right flower, center blue star, and text. Make sure the animation is all the same (you can pick one of your choice)

On slide 2, make a simple bulleted list appear one at a time with the “Fly In” animation. Change the animation so that the text appears from the left of the slide. The text for the bulleted list should read as follows in order: Spring Fling (Title), Encourage students to come to campus, Meet other students, Fun activity, Promotes happiness on campus

On slide 3, using the same text as the “Spring Fling” on slide 1, write FEATURING in the middle of the slide. Make it first animate using the “Grow and Turn” to bring it into the slide, the make it pulse afterward.

On slide 4, create a slide with the band name “One Direction” using WordArt on it. Add an animation of your choice, and use the school colours to create a visually appealing slide to highlight the band.

On slide 5, list the names of the 4 members of the band: Niall Horan, Liam Payne, Harry Styles, and Louis Tomlinson. Each of these will link to (in order) slides 6, 7, 8, and 9.

Create 4 duplicate slides on slides 6, 7, 8 and 9 with the following layout: The image of the band member on the left, and the name of the band member on the right. Take some creative liberties with these slides, but make sure they all look the same and they are set up accordingly. Create a back button on each of these slides to get back to slide 5.

On slide 10, you are going to insert a table into the slide. Use the “Title and Content” layout. In the title, place the text “Ticket Prices”. Format the data in your table appropriately and include the following information:

- Rows 1-10 tickets are \$50
- Rows 11-25 tickets are \$40
- Rows 26-50 tickets are \$30

Also include the following somewhere on the slide: “There is a special bundle when you purchase a t-shirt. Buy a t-shirt and get a signed poster from the band for \$60!” Insert the picture of a blank t-shirt and change the colour to match one of the College colours.

On the final slide, import the “Enjoy your Time” slide from the first PowerPoint and put it at the end of this show.

Finally, you are going to automate the slide show so that it shows on its own. Use the random bar transition and make each slide last for 2 seconds. The only exception is slide number 1. Use the curtain transition to start the slide show. We are also going to make a custom slide show. Create a custom show and have it only include slides 1, 2, 3, 4, 10, and 11. Use the same timings as you did for the full show. Save as ##CCCcustom.