

# Assignment: PowerPoint Presentation

## What is it

PowerPoint is a presentation tool used to present information verbally, while including visual information. Mostly used during face-to-face applications, PowerPoint can also be used in online learning by asking your students to include their script with each slide.

## Why use it

We have all heard the horrors of badly presented Power Point presentations. Yet, this type of presentation is an authentic skill employer's value and the type of real-world writing skill students need to flourish in the 21<sup>st</sup> century.

A PowerPoint presentation is a demanding assignment and would be relevant to many courses. As in other writing assignments, students must research, evaluate material, and present it in a concise, readable way.

A PowerPoint presentation is an assignment that mirrors "real word" applications outside the classroom. Research shows that student's value assignments that they believe will be useful in their careers.

## How to use it

A PowerPoint presentation makes an excellent assignment that replaces an essay. For online courses, require students to include their script on the notes section of each slide. You may also ask students to record each slide; however, this step makes very large files and may be difficult for online students to upload to BlackBoard and for you to grade. Consider using peer review for PowerPoint presentations, as this will give your students valuable feedback on their projects. In addition, by critiquing their peer's projects, students can often see the flaws in their own.

## Instruction and Assessment

Consider the following items when providing students your expectations for the presentation:

- There are between 10 and 20 slides AND the script for each slide is in the notes area of PowerPoint.
- The student is the star, not PowerPoint. (PowerPoint does not overpower the script in the notes area.)
- Text and images work together

- Slides have plenty of white or empty space.
- Subtle backgrounds. Appropriate use of color and fonts.
- Art enhances the presentation.
- If motion is used, it enhances understanding.
- Charts and graphs, if used, are simple.

### **Level of Bloom's Taxonomy: Sample Learning Objectives**

Presentation assignments can be constructed to assess accomplishment of learning outcomes at any level of the cognitive domain on Bloom's Taxonomy. Here are a few examples of objectives from different levels of Bloom's that can be assessed with a presentation:

- Prepare a plan for a collaborative lesson in a virtual classroom.
- Identify criteria for selecting a software.
- Review a research article.

### **Resources**

- [What is good presentation design?](#)
  - This link is an excellent source on designing PowerPoint slides.