



## WORKSHEET OUTLINE ( PRIMARY AND HIGH SCHOOL )

Code  
PGF-02-R07

Date  
August 10<sup>th</sup> to  
October 23<sup>th</sup> 2009

**Subject**      TECHNOLOGY AND INFORMATICS

**Grade**      7

**Term**      First

**Worksheet #:**      1

**Topics**      Slide show presentations, image files formats, edition of image files. Typing skills, graphic organizers, Internet search.

### 1. CONTEXT

Slide shows have are a powerful tool to organize and present information to others. Many digital presentations, such as those created in PowerPoint or OpenOffice Impress are composed of several slides.



The slide show can be enhanced using transitions and animations. Music, sounds or narration can be added to these slide shows and they can run unattended by using custom timings. The slide show is most often projected on a screen using a digital projector.

Texts, images, sounds, animations, and more are essential elements to slide shows. Together, they are used to communicate a message. However, some rules need to be followed in order to be efficient and effective. Also, the audience is another important

element to keep in mind when we are creating our presentations.

Internet offers us plenty of resources, such as images, and different kind of content. In terms of images, it is important to know some properties, including: Format, resolution, size, color depth, pixel, and usage. The more we know about images, the best use we can give them in slide show presentations.

### 2. ACTIVITIES

#### a. LARGE GROUP WORK:

Students will create slide show presentations on Power Point, based on requirements and tips. They will search for information over the Internet, extracting suitable content, and making use of information resources to represent ideas. Teacher's general explanations, and videos, will be another didactic way to approach information technology concepts. The students will develop an

individual work, interacting with software and hardware resources. This will be possible through class assignments and problem solving activities proposed and oriented by the teacher.

b. CLASS DISCUSSION:

Efficient and effective slide show presentations require a good use of content. Texts, images, effects, sounds, and transitions have to be used carefully. It is important to outline the purpose of the presentation, decide how large your audience is, and then design and deliver the presentation. Images as an important resource into presentations have to be used with care also. They might be into different formats, size, resolution, and many others features related to image files.

c. INDIVIDUAL WORK:

- I search on the Internet for data and information
- I present the results of research on a notebook based on Power Point and USB memory
- I create slide show presentations according to requirements
- I describe different types of image formats
- I use different software tools simultaneously
- I develop class activities based on requirements

3. COMPLEMENTARY ACTIVITIES

Internet tips and guidance videos will be used in the creation of effective and efficient slide show presentations. The students will pick or choose academic topics as a pretext to apply knowledge about good presentations.

4. ASSESSMENT

There will be different instances to assess, including: Personal notebook into USB memory that reflects the learning process; class activities proposed by the teacher, each one of them with specific requirements; two tests during the term; the final test or "PEPA"; and class work.

5. REFERENCES AND RESOURCES

Computers, Whiteboard, Internet, software to create slide show presentations, interactive explanations, presentations and videos.

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