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## Multimedia Presentation

### What are the pros and cons to using PowerPoint?

PowerPoint is a great tool for helping to get the main information across to an audience. For teachers, this can include class lecture, back to school night, or an open house. Bullet points, at least for me, help me recall a lecture or specific part of a lecture so I can understand a subject as a whole.

A pro for multiple language classes is that a PowerPoint can be developed to include both languages. This helps non-speakers or 2<sup>nd</sup> language learners understand what is being said.

Another pro is that PowerPoint can be used to help a teacher meet their technology standards. PowerPoint can satisfy a teachers need to demonstrate knowledge and growth in technology (ISTE 1). It can help support the needs of diverse learners (ITSE 2.). Mostly importantly it can help facilitate communication between students, parents, and others in the community (ITSE 5).

One of the biggest cons I see to using PowerPoint is that some people who are using it to present, use it as a crutch. They read directly off of it and do not go into the kind of detail they should if they were simply using it to help present points.

Another con would be if the presentation had too much 'flashy' content. Animations, sounds, and such do enhance our presentations but can if used incorrectly draw attention away from the presenter.

### What other programs can one use to create a presentation?

- **Apple Keynote** – A Macintosh variation of PowerPoint that can only be used on Mac OS X. Very simple with some nice template available to use.  
<http://www.apple.com/keynote/>
- **Openoffice Impress** – A free open source version of the Office Suite. Impress can do many of the same things PowerPoint can, including saving as a ppt file or Flash File.  
<http://www.openoffice.org/product/impress.html>
- **WordPerfect Presentations** – Another Office suite that at one point was the defacto word processing app. Their version of PowerPoint is called Presentations and is still around, although not as well used.  
<http://www.corel.com/>

### **How would one share PowerPoint with other teachers?**

Personally I would show a fellow teacher what PowerPoint has to offer by demonstrating it. I can discuss software all I want but showing the software has more power. I would talk with them about the Pros and Cons of using it and make sure they understand like with any software, PowerPoint has a learning curve, although not as steep as some programs.

### **What other ways can PowerPoint be used in the classroom?**

PowerPoint can be used to present a rotating slide of class photos during Back to school or Open House.

It can be used to create storybooks as a project. The ability to insert graphics and text make it a useful tool to create projects like this. These can then be printed and bound if needed.

### **What basic computer skill would one need to have or learn to create a PowerPoint presentation? Be specific.**

The basic skills of click, type, and read apply as with any program. Probably the most important skill one could have is patience. PowerPoint is multimedia and with any new program one is learning, it takes time and patience to learn.

An understanding of images helps. How to import, scan, resize, crop, save etc...

With PowerPoint you could add in the ability to take a topic and summarize it into points.