

Microsoft Power Point

Assignment 1 - Bullying



Slide 1:

1. Insert a slide number and a footer with the title on your name to appear on every slide.
2. Add a Design
3. In the subtitle, type “Presented By: YOUR NAME”
4. Change the font and font color of your title
5. Insert a clipart picture that has to do with your subject. Use picture styles to make it look nice.

Slide 2:

1. Insert a new slide here
2. Title it “Cyberbullying”
3. Using the video placeholder, insert the video “The Cyberbullying Virus” found in Student Common>Presentations>Bullying
4. Set it to play automatically when the slide is clicked.

Slide 3:

1. Tab in the last two bullets so they are a multi-level list
2. Change the layout to “Two Content”
3. Click on the placeholder and insert the image “Bullying1” from the Bully file
4. Add a picture style on it of your choice
5. Animate each bullet point with an entrance.
6. Animate the image last with a “pulse” emphasis

Slide 4:

1. Change layout to “Two Content”
2. Click on the graph placeholder and choose a Pie
3. Enter the data in Excel as follows
4. Change the chart layout to Layout 1.
5. Switch bullets to right side, and chart to the right

	A	B	C
1		Types of Bullying	
2	Verbal	40	
3	Physical	20	
4	Cyber	60	
5			


Slide 5:

1. Do a search in clipart for “bully” and choose the first picture that comes up.
2. Add a new bullet at the bottom, and type “Learn more at the Bully Project”
3. Hyperlink it to the following website: <http://bullyingproject.com/bullies-and-victims/>
 - a. You may want to find the website first, then copy and paste it for the hyperlink.
4. Animate each bullet point

Slide 6:

1. Animate each bullet point
2. Insert a clipart image of a target (your choice)
3. Animate the target using a motion path

Slide 7:

1. Change layout to “two content”
2. Get a picture of an expensive device kids might bring to school from the internet and insert it on the other side
3. Draw the  sign over the top of it. Color it red. No outline.
4. Group the image and the shape together as one image.
5. Animate the image to come in last with an entrance
6. Add the “bomb” sound to it from the Microsoft default list

Slide 8:

1. Resize the text box to half the page.
2. Insert 3 clipart pictures that have to do with the content on this page
3. Replace the title with the same words, but in Word Art
4. Change the font color on the section in all caps to red.
5. Animate each picture to enter, then exit before the next image arrives.
6. Make the timing for the images automatic. Click to enter, then delay the exit by a few seconds.
7. Highlight the “Tattling vs. Reporting” and CTRL+X to cut it
8. Re-paste it into it’s own text box
9. Change the font size to 24 and change the background color and border
10. Animate it to come in last with an entrance animation.

Slide 9:

1. Animate the entire block of bullets once
2. Do a clipart search for “Super hero” and choose the boy in green and purple
3. Resize the text box so that the image is on the left side of the slide
4. Animate it with a motion path

Slide 10:

1. Change “the Golden Rule” to Word Art
2. Remove the bullet point and resize the text to size 44.
3. Animate the text
4. Insert the home action button to send the user back to slide 1.
5. Go back and add transitions to every slide.

Finalize the Slide Show

- Run the slideshow –either by pressing F5, or by going to the slideshow tab and choosing “From beginning.”
 - Go through each slide and follow along with this worksheet to ensure you have done each and every step.
- Save the file in your documents. Upload to your Google docs if necessary.
- Save the Power Point as “Assignment 1 – Your initials”
- Drag the finished power point into Rees Hand-in