

# STRATEGIES THAT WORK

Intel® Learn Easy Steps for CALD learners

## Module 5: Introducing Multimedia



The *Intel® Learn Easy Steps for CALD learners* project and the *Strategies That Work* resource kit were developed with the support of the Victorian Government.

The resource is filed at: <http://intelforcald.acfe.vic.edu.au/Resource+kit>

# STRATEGIES THAT WORK:

## Module 5 : Introducing Multimedia

Learn PowerPoint Basics: Creating a presentation, inserting slides, inserting images, adding sound effects, animations, transitions and viewing a slide

### Planning and Delivery Tips

- *Skill Set Checklist* provide “goals” for module ie the core skills and knowledge to be taught
- **Contextualise** the concepts to learners’ needs and experiences eg. a slide show of an excursion or class event
- Brainstorm when they may need to create a presentation eg. community event, work, study
- *Easy Steps Online, Module 5, Activity 1: Explore Multimedia Software* use video for demonstration (no audio) or for revision

### Scaffolding

- Unpack the skills / concepts needed
  - *Slide show*
  - *Animation / sound effects*
  - *Template / colour scheme*
- Revise skills and knowledge needed from previous Module: *toolbars, aligning, inserting images*
- Print PowerPoint Screen. Teacher shows different parts on a Data show and learners label
- Demonstrate first on a Data show. Point out similarities to the screen and functions with Word and practise those skills in PowerPoint
- Introduce only two or three functions at a time. Learners practice with short activities eg. inserting new slides and inserting clip art or photos
- Revise and build on functions learnt in previous lessons
- Prepare students for final activity (a slide show about themselves) with short activities to teach the skills needed with step by step instructions using visuals

### Key Terms / Vocabulary

- Presentation
- Slide
- Text box
- Layout
- Design
- Template
- Clip art / images / pictures
- Drag
- Resize
- Animation / transition
- Themes / colour scheme
- Slide show
- Slide effects
- Sound effect / timing

### Extra Resources

Two manuals with lots of visual step-by-step I instructions for PowerPoint:

- Multimedia Essential Skills for Slide Show Presentations: PowerPoint 2007  
<http://library.nald.ca/>
- What is Microsoft Powerpoint?  
<http://www.tlc-mn.org>