

Presentation Graphics

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Is the use of text chart graphics sound video animation to create slides in a set order of sequence?

Careers Using Presentation Graphics

Authors, Advertisers, Educators, Engineers, Managers, Politicians, Reporters, Salespersons, Statisticians, and Technicians

Applications Using Presentation Graphics

Brochures, Sales Figures, Financial Reports, Charts, Maps, Business Meetings, Blueprints

Advantages of Using Presentation Graphics

- Show and tell facts quickly and effectively
- Help groups reach an agreement sooner
- Make key points easier to remember
- Create graphs and charts that are easier to understand

Advantages of Using Analytical Graphics

- Communicate complex data effectively
- Attract attention through visual information
- Show trends in a company's growth

Disadvantages of Using Presentation Graphics

- Training is needed in order to use presentation graphics software
- An audience cannot read a group of sales figures as quickly

Presentation Graphics Hardware

- Computer system (with graphics capability)
- Light pen
- Mouse
- Printers (laser, ink jet, bubble jet, etc.)
- Sound cards
- Video cards
- Scanner
- Digital camera

Presentation Graphics Software

Microsoft PowerPoint	Compel	Paintbrush	Corel Draw
Harvard Graphics	Word Perfect	Macromedia	HyperCard

Planning a Presentation

Use the Information to the left to create a basic seven slide presentation. The following points will be allotted.

- _____ Title Slide 5 pts
- _____ Eight Slides of Information 5 pts
- _____ Ending Slide 5pts
- _____ At least two are bullet slides 5 pts
- _____ Create an Organizational Chart-15 pts
- _____ Create a Graph Chart-15 pts
- _____ Include two pieces of Clipart-10 pts
- _____ Include two pieces of Wordart-10 pts
- _____ Print in Slide and Outline View-30 pts