

Defining Presentation Software

Presentation Software

A complete _____ graphics program used to produce a professional looking presentation.



Benefits of Presentation Graphics

People remember.....

- 10% of what they _____
- 20% of what they _____
- 30% of what they _____
- 70% of what they _____ and _____.

Flexibility

Presentation software can be used to create:

- Electronic presentations
- Overhead _____
- 35 mm _____
- Projections over the World Wide Web

Additional Features

- Paper Printouts
- Outlines
- Overviews
- Speaker _____
- Audience _____

Presentation Enhancements

- Tables
- _____
- Pictures
- _____
- Audio
- Animation Effects

Presentation Components

▪ Slides

- _____
▪ Bulleted List Slide

- _____
▪ Object Slide

▪ Layout Area

- _____
▪ Objects
▪ Graphs

▪ Views

- _____ View

- _____ View

- Slide Sorter View

- Note Page View

- _____ View

▪ Design Templates

- Color Schemes

- _____

Presentation Pointers

- One _____ per slide

- Five to seven _____ per line

- Five to seven _____ per slide

- Relevant use of objects

- Relevant use of _____ space

- Avoid clutter

Design Acronyms

- KISS

- _____

- CCC

- _____