

PRESENTATION

Desirable features (DRAFT)

- If pupils are working in the area of presentation these are some of the characteristics they may demonstrate...

LEVEL 1 typically, pupils may...
LEVEL 2 typically, pupils may... (working in a group)
<ul style="list-style-type: none">• Insert a graphic (Explore)• Add a sound (Explore)• Select text from a given source and use by pasting on to a slide (Explore)• Select and use a simple transition (Explore)• Enter text onto a slide (Express)• Take part in a discussion about their work (Evaluate)• Save presentation (Exhibit)
LEVEL 3 typically, pupils may... (Working individually or as part of a group)
<ul style="list-style-type: none">• Choose a slide layout (Explore)• Create text and then alter font, size, style and/ or colour (Explore)• Select text from given sources and edit by altering font, size, style and/ or colour of text (Express)• Add a background colour (Express)• Combine selected graphics/sound with text (Express)• Make changes to their work (Evaluate)• Save presentation using meaningful filename (Exhibit)
LEVEL 4 typically, pupils may...
<ul style="list-style-type: none">• Select and use an range of appropriate layouts for each slide, e.g. select pre-set layouts from the provided templates (Explore)• Apply slide design templates (Explore)• Select and use a number of transitions (Explore)• Create a multimedia presentation showing an awareness of audience and purpose (Express)• Use text boxes (Express)• Use bullets (Express)• Edit graphics, for example, resize, rotate, use border, sharpen (Express)• Make improvements to their work, e.g. using slide master or spell checker (Evaluate)• Save presentation in a named folder and open the file again as and when required (Exhibit)
LEVEL 5 typically, pupils may...
<ul style="list-style-type: none">• Select and use transitions appropriately (Explore)• Animate slide appropriately (Explore)• Create a multimedia presentation, demonstrating a clear understanding of audience and purpose (Express)• Add a hyperlink/ insert sound and video files (Express)• Alter sequencing of slides if necessary (Express)• Insert and embed objects (Express)• Edit graphics, for example, crop, recolour, adjust brightness, contrast (Express)• Combine above features to enhance presentation/ timed loop presentation for exhibition (Express)• Regularly use a 'plan, do, review' cycle to improve their work (Evaluate)• Talk about and describe the process they have undertaken and discuss what they might do differently (Evaluate)• Create a loop for slide show (Exhibit)• Save presentations in an organised set of folders and sub-folders, updating and deleting files as required (Exhibit)

LEVEL 6 typically, pupils may...

- Source suitable buttons for use with action/ navigation (Explore)
- Select appropriate print layout, for example, for handouts, speaker notes (Explore)
- Plan, insert and customise action/ navigation buttons (Express)
- Insert speaker notes (Express)
- Insert sound and video files (Express)
- Edit graphics, for example, compress, fix background (Express)
- Use grouping and ungrouping (Express)
- Explain and justify their use of ICT for each piece of work, e.g. explaining why an ICT method was more appropriate than a non-ICT method (Evaluate)
- Routinely explain and justify their choice of software and methods (Evaluate)

LEVEL 7 typically, pupils may

- Review their use of ICT and make adjustments as necessary (Evaluate)
- Gather feedback from other users and respond to this as necessary (Evaluate)
- Compress files and create an executable version (pack and go, run-time version) (Exhibit)
- Set up a slide show for running from a kiosk or display screen for an end user (Exhibit)

N.B. Learners should be given opportunities to deliver their presentations to others as part of the evaluate requirement. The oral delivery of the presentation may also provide assessment evidence for the cross curricular skill of Communication.