

PowerPoint Exercises

Microsoft PowerPoint is useful to prepare visuals for oral presentations, to make posters, or to make illustrations to insert in text documents, etc. The purpose of the present exercise is to make students acquainted with this computer software.

A brief introduction to using MS PowerPoint is given in the [\[PowerPoint Guide\]](#) available under the tool “Compendia: Software Manuals” in the Animal Genetics Training Resource.

Exercise 1

Ask students to follow the PowerPoint Guide step by step to explore some of the options in Power Point, as regards:

1. Producing a visual – starting from a blank page
2. Producing a visual – starting from an auto-layout
3. Using a presentation design template
4. Preparing and performing a PowerPoint slide show

Alternatively, demonstrate the above to students (requires access to LCD projector).

Exercise 2

Being the teacher you might produce one or two slides in PowerPoint and purposely make use of a number of the features available. As an exercise for students, provide a paper copy of your slide(s) and ask the students to produce a similar slide(s) themselves in PowerPoint. Tell them to read in the PowerPoint Guide, and also to use the Help function in PowerPoint where needed.

Exercise 3

Ask students (individually or in groups) to prepare PowerPoint slides for a 5-minute oral presentation on an optional topic. If possible, also let them perform the presentations. Review the presentations with regard to content, performance and visuals used.