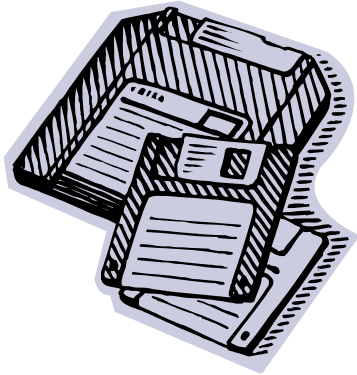


Rules For Creating a Good PowerPoint

The Good and the Bad!!

Standard ClipArt

- Pictures
- ClipArt becomes a “visual cliché”



Use Pictures as opposed to cartoons

- Your own photos
- Clipart photos only





Presentation Templates

- Background should not distract
 - Color should be appropriate
- 

Presentation Templates

Background should not distract
Color should be appropriate

Too Much Text!!

In creating a power point, more is not necessarily better. It creates the situation where people spend your entire presentation trying to read what you have written in long run on sentences instead of concentrating on what you are saying. That coupled with the fact that we are able to speak much faster than we read leaves your audience bored, either waiting for you to shut your mouth or unable to read all of your rambling text! Plus, as you type in a textbox in power point, the text becomes smaller and smaller.

Use only your own words!!

Shall I speak ill of him that is my husband?
Ah, poor my lord, what tongue shall smooth thy name
When I, thy three-hours wife, have mangled it?
But wherefore, villain, didst thou kill my cousin?
That villain cousin would have killed my husband.
Back, foolish tears, back to your native spring!
Your tributary drops belong to woe,
Which you, mistaking, offer up to joy.
My husband lives, that Tybalt would have slain;
And Tybalt's dead, that would have slain my husband.
All this is comfort; wherefore weep I then?

Some word there was, worser than Tybalt's death,
That murd'ered me. I would forget it fain;
But O, it presses to my memory
Like damnèd guilty deeds to sinners' minds!
'Tybalt is dead, and Romeo--banishèd!'
That 'banishèd,' that one word 'banishèd,'
Hath slain ten thousand Tybalts. Tybalt's death
Was woe enough, if it had ended there;
Or, if sour woe delights in fellowship
And needly will be ranked with other griefs,
Why followèd not, when she said 'Tybalt's dead,'
Thy father, or thy mother, nay, or both,
Which modern lamentation might have moved?
But with a rearward following Tybalt's death,
'Romeo is banishèd'--to speak that word
Is father, mother, Tybalt, Romeo, Juliet,
All slain, all dead. 'Romeo is banishèd'--
There is no end, no limit, measure, bound,
In that word's death; no words can that woe sound

Don't Use Too Much Text!!

Less is more

Talk about your topic

No cutting and pasting

Too Many Bullets

- Though
- Power point
- Should
- Not
- Use
- Complete
- Sentences
- Excess
- Bullets
- Are
- Just
- As
- Bad
- As
- Too
- Many
- Words

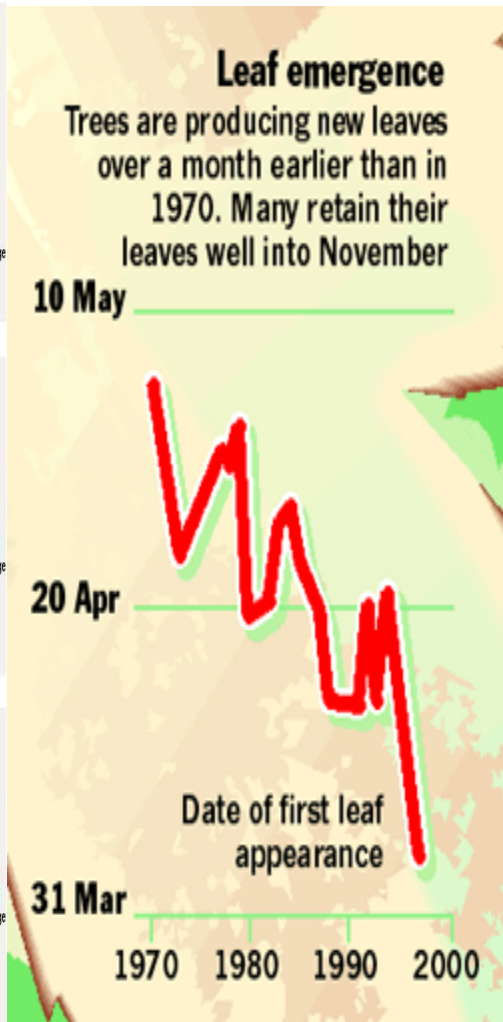
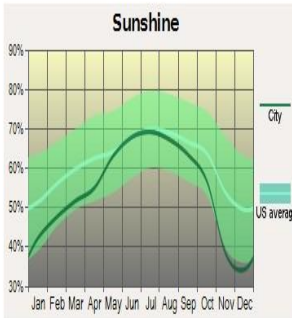
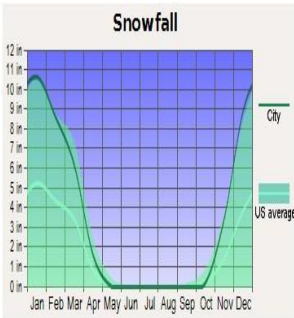
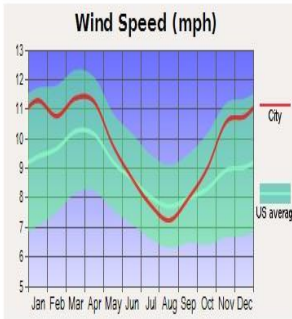
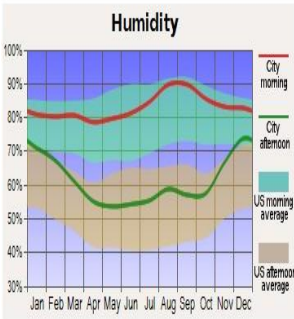
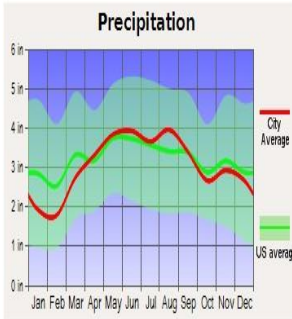
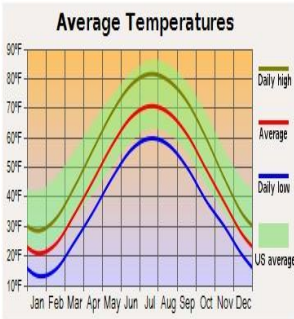
Too Many Bullets

- Keep
- Bulleled
- Facts
- To
- Six
- 40
- Point
- Font

Excessive Graphs and Tables

Average climate in Clear Lake, Indiana

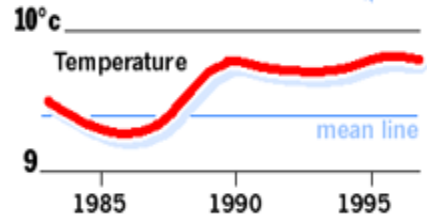
Based on data reported by over 4,000 weather stations



Climate changes

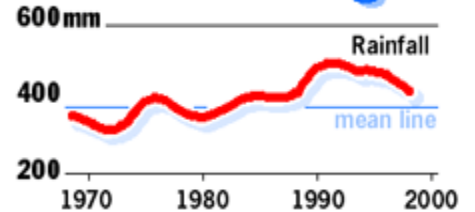
Warm weather

Britain's average temperatures have risen by nearly 1°C in the last 100 years. Even small changes affect wildlife. The last decade was the hottest on record



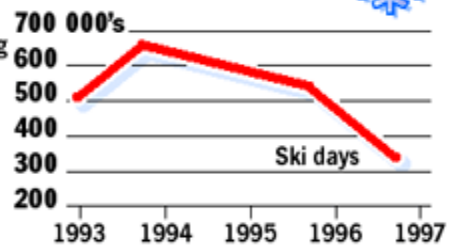
Rainfall

Britain is getting wetter winters. Rainfall has been above average every year since 1990

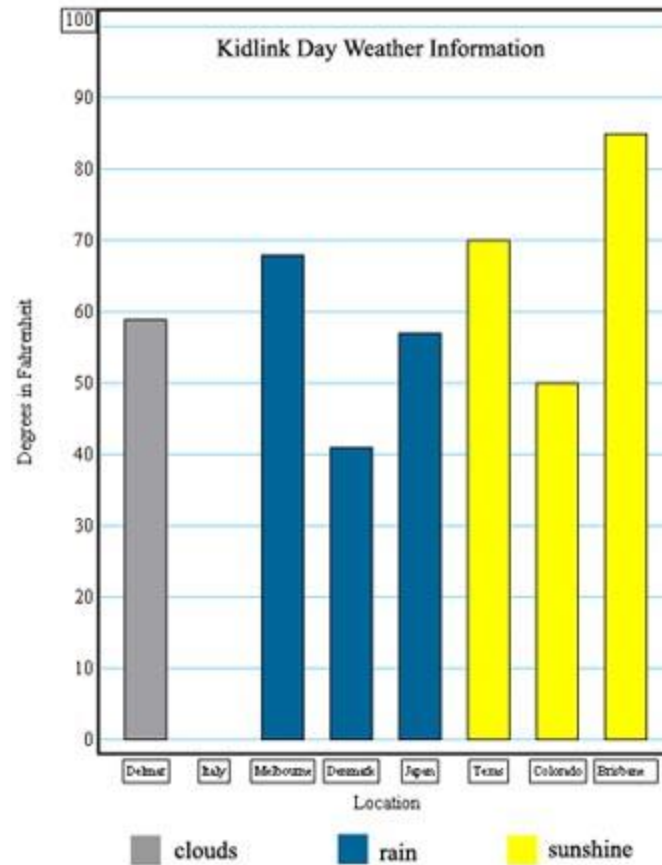


Cold weather

Scotland's ski slopes are opening later and closing earlier. The number of people who spent a day skiing has fallen from 650,000 to 350,000



Excessive Graphs and Tables



- Simple graphs
- Simple tables
- One per slide

Animation

Need I say More????

Animation

- Do you really need it??

Color Choice

- People have to look at this while you speak!

Color Choice

- Keep it simple

Follow The Rules

- Avoid “Death By Power Point”

