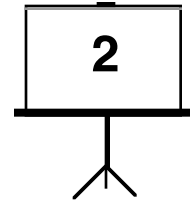
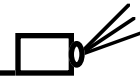


# **50** Quick & Easy **PowerPoint**<sup>®</sup> **Activities**

The following  
pages contain  
example projects  
from the book.

# Cool Text!



## Grade Level:

- 3 - 5
- 6 - 8
- 9 - 12

## Content Area:

- Math
- Language Arts
- Social Studies
- Science
- Cross Curricular

## Multiple Intelligences:

- Verbal / Linguistic
- Logical / Mathematical
- Spatial
- Bodily / Kinesthetic
- Musical
- Interpersonal
- Intrapersonal
- Naturalist

## CD-ROM Files:

- 02cooltext.ppt

## Overview:

In this activity, students will use an online resource to create animated or 3-D text to enhance their PowerPoint slide shows.

## ISTE Standards:

- Students are proficient in the use of technology.
- Students use technology tools to enhance learning, increase productivity, and promote creativity.

## Web Resources:

- Media Builder's 3D Textmaker - <http://www.3dtextmaker.com/>
- Cool Text - <http://www.cooltext.com/>
- To find additional Web resources, use a search tool to search for "free animated text", "free banner creator", or something similar.

## The Teacher's Role:

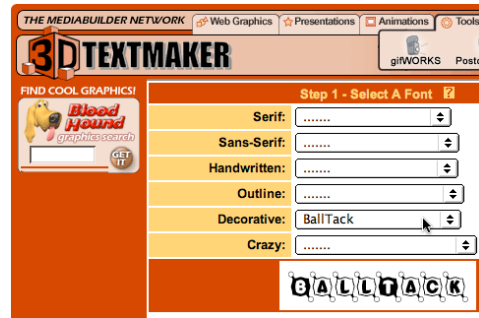
1. The teacher will show examples of "cool" text.
2. The teacher will provide URLs (Web addresses) for students.
3. The teacher may want to demonstrate the web tools.  
Note - For a constructivist activity, the students can read the on-screen instructions and learn how to use the tools themselves.



## Student Instructions:

### Generating the “cool” text:

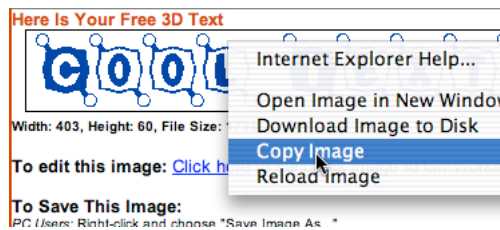
1. Open your browser. (Internet Explorer or a similar program)
2. Go to one of these sites:
  - 3D Textmaker - <http://www.3dtextmaker.com/>
  - Cool Text - <http://www.cooltext.com/>OR  
Find another online text tool:  
Use a search tool to search for “free animated text”, “free banner creator”, or something similar.
3. Follow the on-screen instructions to create the desired text effect.



### Harvesting the text from the Internet:

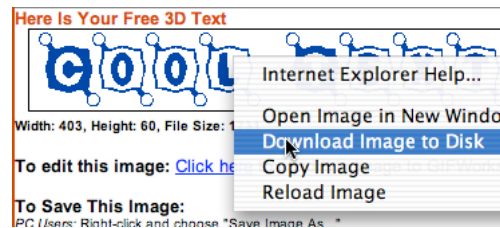
#### Option 1 - For stationary text (not animated):

1. Position your cursor directly over the text effect.
2. On a *Macintosh* computer, click and hold the mouse button (or control-click).  
On a *Windows* computer, click the right mouse button.  
A menu will appear.
3. Choose “Copy Image” or “Copy.”



#### Option 2 - For animated text:

1. Position your cursor directly over the text effect.
2. On a *Macintosh* computer, click and hold the mouse button (or control-click).  
On a *Windows* computer, click the right mouse button.  
A menu will appear.
3. Choose “Save Image” or “Download Image”, or something similar.



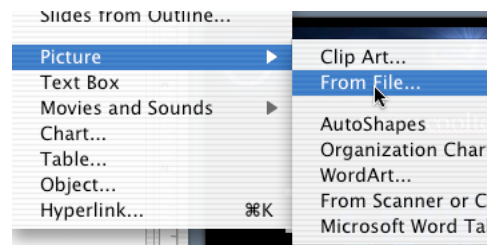
### Inserting the text into PowerPoint:

#### Option 1 - For stationary text (not animated):

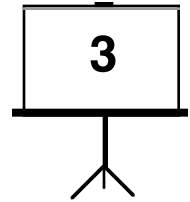
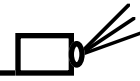
1. In PowerPoint, move to the desired slide.
2. Pull down the Edit menu to Paste.
3. Move and resize the text as desired.

#### Option 2 - For animated text:

1. In PowerPoint, move to the desired slide.
2. Pull down the Insert menu to Picture and choose From File.
3. Find and insert the image you saved earlier.
4. Move and resize the text as desired.  
Note - To see the animated text, move to the Slide Show view.  
Troubleshooting tip - If the text animation does not work, try inserting it as a movie or an object.



# Custom Backgrounds



## Grade Level:

- 3 - 5
- 6 - 8
- 9 - 12

## Content Area:

- Math
- Language Arts
- Social Studies
- Science
- Cross Curricular

## Multiple Intelligences:

- Verbal / Linguistic
- Logical / Mathematical
- Spatial
- Bodily / Kinesthetic
- Musical
- Interpersonal
- Intrapersonal
- Naturalist

## CD-ROM Files:

- 03GradientBackground.ppt
- 03PhotoAlbumBackground.ppt

## Overview:

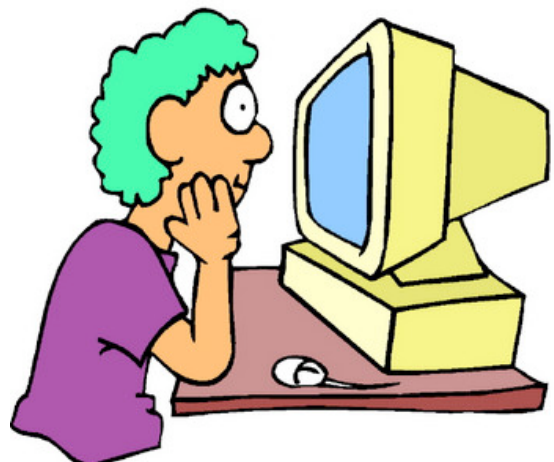
In this exercise, students will learn how to use the Slide Master to design their own backgrounds for a PowerPoint slide show.

## ISTE Standards:

- Students are proficient in the use of technology.
- Students use technology tools to enhance learning, increase productivity, and promote creativity.

## The Teacher's Role:

1. The teacher will show examples of custom backgrounds.
2. The teacher and students will discuss reasons for creating custom backgrounds.
3. The teacher will demonstrate some basic techniques for adding backgrounds.
4. The teacher will provide time for students to experiment with different tools and techniques.



## Student Instructions:

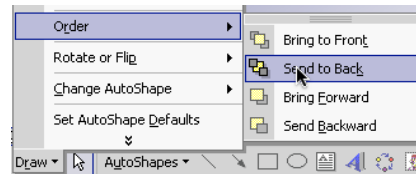
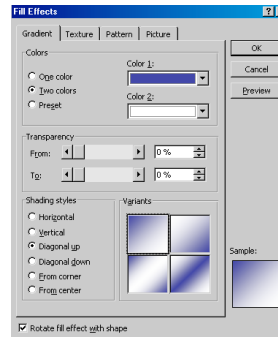
The PowerPoint program comes with a nice selection of background designs. However, sometimes you can't find just what you need. The following exercises will lead you through creating custom backgrounds:

### Getting Ready:

1. Open a new blank PowerPoint document or open a presentation that you've already created.
2. Pull down the View menu to Master and pull over to Slide Master.
  - Note - Anything you do in the Slide Master will affect ALL slides in the slide show.

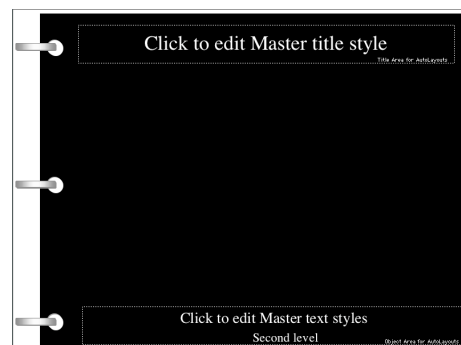
### Exercise 1 - Gradient Background with Border:

1. Select the rectangle tool in the Drawing Toolbar.
2. Click and drag a rectangle to fill all but the outside 1/2 inch of a slide.
3. Click the triangle beside the Paint Bucket in the drawing toolbar. Choose Fill Effects.
4. In the Fill Effects window, click the Gradient tab.
5. Choose the desired colors and shading styles. Click OK.
6. Click the Draw button in the Drawing Toolbar. Choose Order (or Arrange) and choose to Send to Back.
7. Use the line style tool to change the width of the border.
8. Change fonts, sizes, colors, styles, etc. as desired.
9. Pull down the View menu to Normal.



### Exercise 2 - Photo Album Background:

1. Follow the "Getting Ready" steps above.
2. Delete the three small text boxes at the bottom of the slide.
3. Move the Master TITLE text box towards the top of the screen.
4. Resize the Master TEXT box and move it to the bottom of the screen.
5. Change the font color of both text boxes to white. Change the alignment to Centered.
6. Add a black rectangle that covers most of the slide. (Leave a small white border on the top, right, and bottom. Leave a 1/2 inch border on the left side.)
7. Move the rectangle to the back (See step 6 in exercise 1.)
8. Use the circle tool and the rounded rectangle tool to add the holes and binder rings.
9. Add shadows, colors and gradients as desired.



### Other Background Options:

- Add your school logo to the corner of the slide.
- Add a photograph and use the Picture Toolbar to lighten it as a "watermark".
- Add clip art and/or various shapes.
- You can add custom animations to the Slide Master too. The animations will appear on ALL slides!
- Try adding navigation buttons to the Slide Master!
- Be creative!!