

Multimedia Test – Level 1

For this test, you will re-create the attached PowerPoint presentation.

IMPORTANT: This test is to be completed by the teacher without assistance from others. If there is reason to believe that you have behaved unethically in the taking of this test, you may be asked to re-take the test in the presence of Technology Department personnel. *Using the application Help is encouraged.*

The skills being tested include:

- Create a slide
- Rearrange slides
- Select a background
- Insert clip art
- Insert sound
- Copyright laws - images, sounds, graphics
- Format/edit text
- Set transitions/animations
- Select a design template
- Insert a picture

The instructions for each slide are included either within the slide itself or in the notes accompanying the slide.

Please include the text on each slide. However, you do not need to include the notes (found under some slides).

Note: This test includes using a picture captured from the Internet. Please make sure you know how to do so before you begin the test.

Important: To assess your ability to rearrange slides, you will be asked to submit **two** presentations. The first submission contains the reproduction of the attached presentation. The second submission should contain the same slides in reverse order, starting with slide number 8.

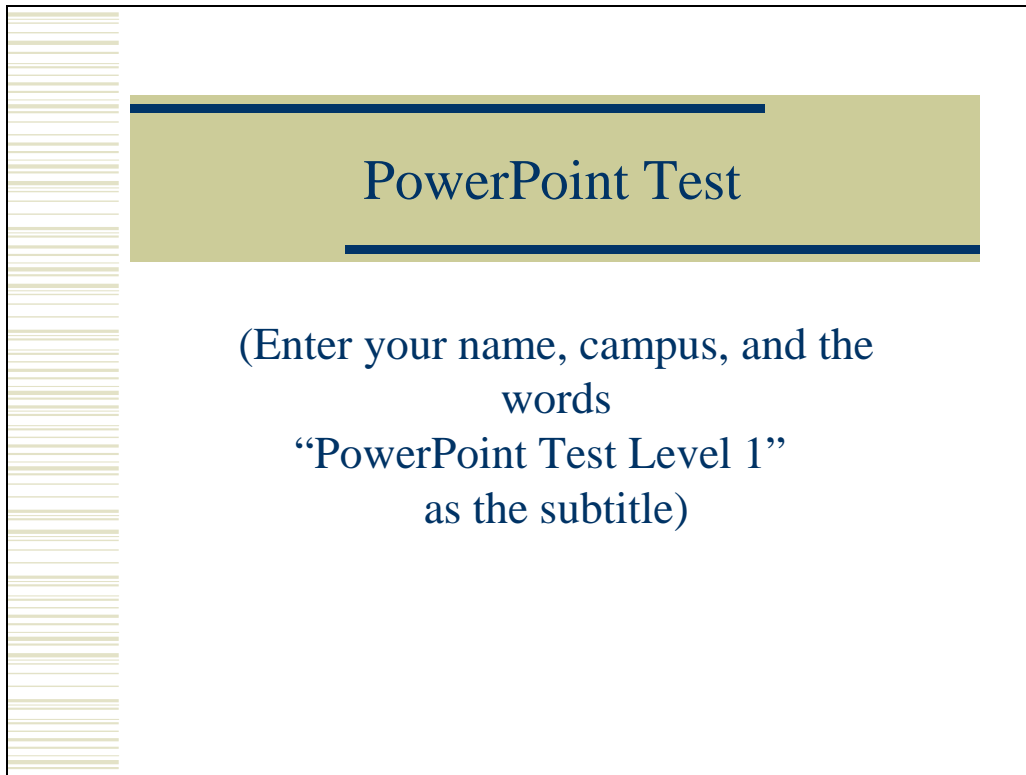
To submit a completed test:

1. If you have not submitted any other tests before, create a sub-folder in your network folder with the name "comptest." Again, you should complete this item without assistance from others, since it will be used in part for the Operating Systems competency assessment.
2. Save your PowerPoint test into the comptest folder in a file named **(your network id) pptest**. For example: **smithjpptest** **Do not use parentheses or spaces in your filename!**
3. Rearrange the slides on your PowerPoint test so that they are in reverse order, i.e. the 8th slide appears first, etc.
4. Save the rearranged test into the comptest folder in a file named **(your network id) pptestr**

5. Send an e-mail to grader@lisd.net, with the following information:
 - a. The two PowerPoint files you created for this test must be included as attachments.
 - b. The subject line **must** be **PowerPoint Test**
 - c. The e-mail body should include your name
 - d. The e-mail body should include your campus
 - e. The e-mail body should include the following statement:

"In submitting this test, I verify that I have not received help on this test from anyone else, including other teachers, staff members, students, or family members."
6. Please **DO NOT** send any other email messages to grader@lisd.net. If you have questions concerning a test, contact competencies@lisd.net.

Slide 1



The slide features a title bar at the top with a light olive green background and dark blue horizontal lines above and below the text. The text in the title bar is "PowerPoint Test" in a dark blue serif font. Below the title bar, the text "(Enter your name, campus, and the words 'PowerPoint Test Level 1' as the subtitle)" is centered in the same dark blue serif font. On the left side of the slide, there is a vertical decorative element consisting of a series of thin, horizontal, light olive green lines.

This PowerPoint presentation uses the “Straight Edge” template from PowerPoint 2000.

The presentation you produce must use a template. You may choose any template that you have available to you.

Transitions: choose ANY transition except “random” and use it for ALL THE SLIDES in the presentation.

Animations: Make the text ON ALL SLIDES “fly from top.”

Clip Art

- This slide contains clip art.
- You may choose any clip art that you have available.



Sound

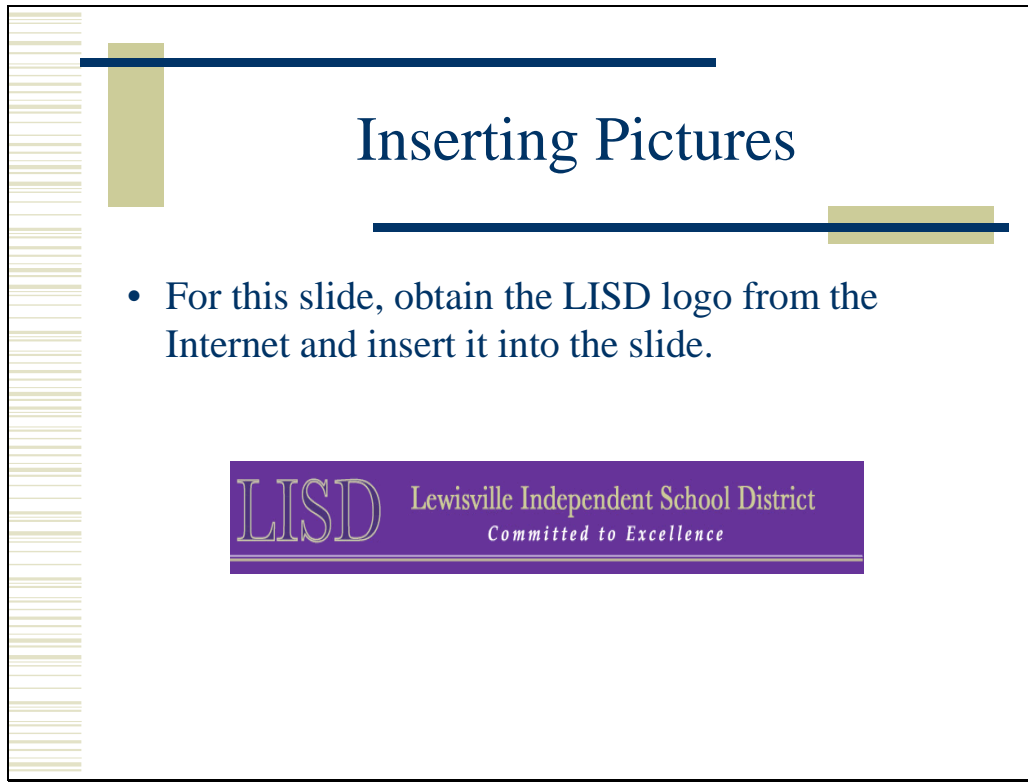
- This slide contains sound.
- You may use any sound that you have available. It may be necessary to use a Windows sound, to download a sound from the Internet, or to create your own sound.
- The sound must be imported. Do not use slide transition sound.
- The sound should play automatically when the screen shows.





Formatting


- On this slide, we will verify that you are able to do basic formatting.
- **This line should be bold.**
- *This line should be in italics.*
- This line should use a different font than the template.



The slide features a title 'Inserting Pictures' centered at the top, flanked by horizontal blue lines and olive green bars. Below the title is a bullet point: '• For this slide, obtain the LISD logo from the Internet and insert it into the slide.' At the bottom center is a purple rectangular logo for LISD (Lewisville Independent School District) with the tagline 'Committed to Excellence'. The slide also has a vertical olive green bar on the left side with a pattern of horizontal lines.

Inserting Pictures

- For this slide, obtain the LISD logo from the Internet and insert it into the slide.



Any current LISD logo is acceptable.

The picture should be centered under the wording on the slide.

You may resize the picture, but it should remain in proportion.

The slide features a title 'Copyright' centered at the top, flanked by horizontal blue lines and olive green bars. A vertical bar of thin horizontal lines is on the left. Below the title is a bulleted question.

Copyright

- On this slide, answer the following question:
Is it legal for you or your students to use a CD soundtrack as the background for a PowerPoint presentation? If the answer is yes, how much of the soundtrack may you use?

Your answer should appear on this slide. It is OK to modify the font sizes in order to make your answer fit.

Do a search on www.google.com for multimedia fair use. Check out the first result.

Backgrounds

- For this slide, choose a solid color background (other than white).
- Do not include the template graphics on this slide.

This slide requires demonstration of two skills:

- Removing the template graphics and
- Changing the background color for one slide when using a template.



The End

- Please follow the instructions on the cover sheet in submitting this test.