ICT Presentation Essentials: Objectives Matrix

The ICT *Presentation Essentials* course provides a comprehensive exploration of presentation software tools and techniques, equipping students with the skills and knowledge necessary to create and deliver impactful presentations in various professional settings. Students will learn how to create and deliver fantastic presentations, from the basics to some really cool tricks. Through a combination of theoretical concepts, practical exercises, and hands-on projects, students will understand why having good presentation skills is important, and how to use images and words without any problems. Strategies to engage others as you prepare and deliver your presentations. Google Slides and Microsoft PowerPoint are introduced, along with their features for making presentations that captivate the audience.

ICT Domain 11: Presentation Essentials Learning Objective	*ICT Presentation Essentials* Courseware Lesson(s) and Section(s)
Domain 11.1: Describe the characteristics of modern presentations, including software, planning, legal use of multimedia, and the impact of emerging technologies.	
11.1.1: Describe presentation software and hardware and the ways it can be used.	**Lesson 1: Modern Presentations** - Presentation Software and Hardware
11.1.2: Describe how AI will change presentation software.	**Lesson 1: Modern Presentations** - Presentation Software and Hardware
11.1.3: Describe why presentation skills are valuable in a career path.	**Lesson 1: Modern Presentations** - Importance of Presentation Skills
11.1.4: Plan an effective presentation.	**Lesson 1: Modern Presentations** - Creating Effective Presentations using Slides
11.1.5: Describe copyright and trademark best practices.	**Lesson 1: Modern Presentations** - Creating Effective Presentations using Slides
11.1.6: Describe fair use guidelines in presentations.	**Lesson 1: Modern Presentations** - Creating Effective Presentations using Slides
11.1.7: Describe accessibility considerations in presentation.	**Lesson 1: Modern Presentations** - Creating Effective Presentations using Slides
11.1.8: Design a presentation using best practices.	**Lesson 1: Modern Presentations** - Designing Slides

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Domain 11.2: Understand how to work with presentation slides when creating or doing basic editing.	
11.2.1: Create, save, and open a presentation using software menus and toolbars.	**Lesson 2: Working with Slides** - Creating and Editing in Presentation Software - Getting Started with Google Slides - Getting Started with PowerPoint
11.2.2: Add and format titles, subtitles and talking points in presentation slides.	**Lesson 2: Working with Slides** - Creating and Editing in Presentation Software - Basic Editing in Google Slides - Basic Editing in PowerPoint
11.2.3: Use themes or designer tools to create professional slides efficiently.	**Lesson 2: Working with Slides** - Creating and Editing in Presentation Software - Basic Editing in Google Slides - Basic Editing in PowerPoint
11.2.4: Modify the existing design of a presentation.	**Lesson 2: Working with Slides** - Creating and Editing in Presentation Software - Basic Editing in Google Slides - Basic Editing in PowerPoint
11.2.5: Insert and format images/graphics in presentation slides.	**Lesson 2: Working with Slides** - Creating and Editing in Presentation Software - Basic Editing in Google Slides - Basic Editing in PowerPoint
11.2.6: Insert new or duplicate slides in a presentation.	**Lesson 2: Working with Slides** - Creating and Editing in Presentation Software - Basic Editing in Google Slides - Basic Editing in PowerPoint
11.2.7: Modify the sequence of slides in a presentation.	**Lesson 2: Working with Slides** - Creating and Editing in Presentation Software - Basic Editing in Google Slides - Basic Editing in PowerPoint

ICT Domain 11: Presentation Essentials Learning Objective	*ICT Presentation Essentials* Courseware Lesson(s) and Section(s)
Domain 11.3: Describe how to use advanced editing techniques to efficiently create a professional presentation experience for the audience, including delivery skills.	
11.3.1: Create and/or modify a "slide master" or template to apply a consistent appearance to a presentation.	**Lesson 3: Advanced Editing and Delivery Skills** - Advanced Editing Skills in Presentation Software - Advanced Editing in Google Slides - Advanced Editing in PowerPoint
11.3.2: Create and modify slide transitions in a presentation.	**Lesson 3: Advanced Editing and Delivery Skills** - Advanced Editing Skills in Presentation Software - Advanced Editing in Google Slides - Advanced Editing in PowerPoint
11.3.3: Insert and/or modify sound settings in a presentation	**Lesson 3: Advanced Editing and Delivery Skills** - Advanced Editing Skills in Presentation Software - Advanced Editing in Google Slides - Advanced Editing in PowerPoint
11.3.4: Use animation to enhance a slide.	**Lesson 3: Advanced Editing and Delivery Skills** - Advanced Editing Skills in Presentation Software - Advanced Editing in Google Slides - Advanced Editing in PowerPoint
11.3.5: Describe how to use speaker notes in a presentation.	**Lesson 3: Advanced Editing and Delivery Skills** - Advanced Editing Skills in Presentation Software - Advanced Editing in Google Slides - Advanced Editing in PowerPoint
11.3.6: Modify a presentation's setup to repeat (i.e., loop) the presentation continuously.	**Lesson 3: Advanced Editing and Delivery Skills** - Testing, Presenting and Reflecting
11.3.7: Produce a presentation that includes text, graphics and images, and present it.	**Lesson 3: Advanced Editing and Delivery Skills** - Testing, Presenting and Reflecting