

PowerPoint Application Test

Self-Evaluation Rubric

Circle the correct answer (be honest - your answers will be compared to Mr. Janes') to all of the following questions:

1. **Yes - No:**

Was it saved to your Introduction to Multimedia folder as "lastname" (example, mine would be saved as "janes") by the beginning of class on Monday?

2. **Yes - No**

Was it a single topic?

3. **Yes - No**

Was it NOT be about "Where I learn" or "My Hobbies." But you should look at some of those presentations to get some ideas.

4. **Yes - No**

Was there no private information?

5. **Yes - No**

Was it school-appropriate?

Did your presentation include the following:

6. **Yes - No**

Your name and the course name (Introduction to Multimedia) on the title slide?

7. **Yes - No**

Minimum of 10 PowerPoint slides - maximum of 18?

8. **Yes - No**

At least three different slide layouts -- of which at least two must be from the "Auto-Layouts" that come with PowerPoint.

9. **Yes - No**

At least one transition effect when you move from slide to slide.

10. **Yes - No**

Was the show set up to play automatically with a pre-determined interval for each slide?

11. **Yes - No**

Were there at least two different type fonts?

12. Yes - No

A color scheme [fonts, background, etc.] on at least one slide that it is different from the rest ?

13. Yes - No

Was the presentation readable?

14. Yes - No

Was there at least one use of bullets at different indentation levels?

15. Yes - No

Was there at least one clipart image from ClipArt Gallery or elsewhere not restricted by copyright?

16. Yes - No

Was there at least one animation effect on one slide?

17. Yes - No

Were there no spelling or grammatical errors?

Additional criteria:

18. Yes - No

Clarity - were the slides self explanatory?

19. Yes - No

Did you use creativity?

20. Yes - No

Was there the appropriate amount of text & graphics per slide -- slides were not overcrowded and could be fully comprehended in the number of seconds they were on the screen?

Now add up your "Yes" answers and multiply by five (5).

What is your self-evaluated score? _____%