1 Welcome to [Your State]

New Skills

1. *Enter text using text boxes*
2. *Insert a new slide*
3. *Run a slide show*
4. *Save a presentation*
5. *Print using handouts*

Activity Overview

.75 hours

Every state in this country has its own unique characteristics and attractions. What do you love about your state? What are its main attractions? Visitors to your state may want to learn about its local culture and history, get in touch with nature, perhaps visit its beaches or ski slopes, and do some sightseeing or shopping. In this activity, you will create a PowerPoint presentation that conveys some of the fun and interesting things one can see and do in your state.

Design Strategies

1. *Before you begin, use the Present It! Planning Layout Form to sketch the content, layout, and design of the presentation you will be creating.*
2. *Use the Present It! PowerPoint Presentation Tips provided in the Introduction as a guide while working on this activity.*
3. *Unless otherwise noted, the layout, design, type size(s), and style(s) for this activity will be left for you to decide.*

Instructions

1. Using Microsoft PowerPoint, create a NEW blank presentation.
2. Save the presentation as MYSTATE.
3. Edit slide 1

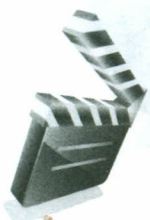
a. Using separate text boxes, key the text as shown.

1	**Welcome to** *[Insert the name of your state.]*
2	**Presented by:** *[Insert your name.]* *[Insert the activity number and title.]* *[Insert the current date.]*

4. Insert slide 2

a. Using separate text boxes, key the text as shown.

1	**Where to Go?**
2	**Zoo:** *[Insert the name of a popular zoo in your state.]* **Museum:** *[Insert the name of a popular museum in your state.]* **Beach, lake, or river:** *[Insert the name of a popular beach, lake, or river in your state.]* **Campground:** *[Insert the name of a popular campground in your state.]* **National or state park:** *[Insert the name of a national or state park in your state.]*



Welcome to [Your State]

1

5. Insert slide 3

a. Using separate text boxes, key the text as shown.

1	**What to Do**
2	**Whether you're looking to soak up some culture, get in touch with nature, or bond with your family, there are endless fun things to see and do in** *[Insert the name your state.]*. **Visit our Visitor Center for information about sightseeing, boating, amusement parks, guided tours, beaches, sporting events, hiking, game rooms, museums, shopping centers, restaurants, cultural events, and other tourist attractions.**

6. Insert slide 4

a. Using separate text boxes, key the text as shown.

1	**Featured Cities**
2	**The capital of** *[Insert the name of your state.]* **is** *[Insert the name of the capital of your state.]*. **Other major cities in** *[Insert the name of your state.]* **are** *[Insert the names of at least two other major cities in your state.]*.

7. Insert slide 5

a. Using separate text boxes, key the text as shown.

1	*[Insert the name of your state.]* **Facts**
2	**Population:** *[Insert the current population of your state.]* **Motto:** *[Insert the state motto.]* **Flower:** *[Insert the state flower.]* **Flag Colors:** *[Insert the flag colors.]*

8. Insert slide 6

a. Using separate text boxes, key the text as shown.

1	**Enjoy Your Stay!**
2	**Please DO visit our state.** **The door is ALWAYS open!**

9. Resave the presentation.

10. Run the slide show and proofread your work carefully for accuracy, design, and format.

11. Print a copy of the presentation as handouts using 3 or 6 slides per page if required by your instructor.

12. If required, present this presentation to your instructor and/or your class.