

**Lesson Title:** Creating a Hyperlinked Interactive Presentation in PowerPoint.

**Curriculum:** All

**Grade–Level Span:** 5-12

**Prerequisites:** Ability to create a basic slide show in PowerPoint.

### **Washington State EALR Correlation**

Arts: 1.1, 3.3, and 4.1

Communication: 2.5,

Writing: 3.1, 3.5

### **National Educational Technology Standards for Students-Performance Indicators**


Grades 6-8: 1,2,3,4,5,6,7,8,9,10.

Grades 9-12: 1,2,3,4,5,6,7,8,9,10.


**Purpose:** This following lesson is used as part of a classroom-culminating project activity. Students use PowerPoint to create an interactive multimedia presentation to demonstrate their learning and present it to the class.

**Description:** This activity is an introduction on how to use PowerPoint to create a hyperlinked presentation. It is appropriate for use in any subject area. After completing this introductory lesson, students will create a presentation that is navigated by clicking links on a main graphic. An example would be an interactive map of the USA where clicking on a state brings up linked images, media files and information about that state.

### **Activities:**

1. Launch PowerPoint.
2. From the File menu, select New Presentation.
3. From the New Slide pop up menu, select Title Only Slide...or from the Format menu select Slide Layout and change to Title Only.
4. From the View menu, make sure Formatting Palette and Toolbars> Drawing are checked.
5. From the Insert menu, click on New Slide, if prompted select Title Only. You should now have 2 slides ready for titles and graphics.
6. Click and title slide 2 as “Slide 2”
7. Click back to slide 1.
8. Type in your title for slide 1. Slide 1 will be the “home” slide for your presentation....as a test, lets title it “Home”.
9. From the Drawing Palette, click the Text Box tool  then click and drag on slide 1 to create a text box. Type some text in the text box...as a test type “Link to Slide 2”.
10. Click on the surrounding edge of your text box until it changes from diagonal lines to little dots.
11. From the Formatting Palette, click Hyperlink and then the drop down arrow for “On Mouse Click”...
12. From the Hyperlink to Slide pop up menu select Slide 2.


Test your link... at this point the link on the “Home” slide will take you to “Slide 2” but we cant get back... yet.

13. Exit the show and select slide 2.
14. From the Insert menu, Insert> Picture> Autoshapes.
15. From the Autoshapes pop up menu, click on Action Buttons,  and then click on Action Button: Custom (the blank icon in the pop up menu).
16. The cursor will change to crosshairs and you can click and drag on slide 2 to create an action button.....yet another pop up menu will let you set the On Mouse Click, Hyperlink To: Slide... (Pick Slide 1, the “Home” slide).

Test your new presentation. The link on slide 1 should take you to slide 2 and the button on slide 2 should take you back “Home” to slide 1.

Now that you have the basics, experiment with placing text boxes with Hyperlinks at different place on the home slide.

Insert an image in the home slide and place an “empty” text box and Hyperlink over part of it. To change the size of your empty text box horizontally you can grab the handles and stretch. To change the size vertically you need to change the Font size while the insertion point is blinking in the empty textbox.

**Hint:** Sometimes it is easy for empty text boxes to get “lost”...you can’t seem to click and select them but they are there...just invisible. Sooo...when you first make an empty text box to hyperlink, give it a borderline by selecting  from the drawing toolbar, click the tiny down arrow and select Automatic. Now you can find the Invisibles to position them...later go back and change them all to No Line.

### **Tools and Resources:**

Microsoft PowerPoint  
Internet access...to gather images  
One computer per student/team or a class-team rotation.

**Assessment:** Develop a grading rubric along with the students that reflects technological mastery as well as subject area mastery.

### **Helpful Links:**

Fill in the blanks rubric generators  
[http://teachers.teach-nology.com/web\\_tools/rubrics/general/](http://teachers.teach-nology.com/web_tools/rubrics/general/)  
<http://www.lessonplansearch.com/Rubrics/>

An awesome fill in the blanks citation generator...YES, students should include a slide at the end of their presentation citing all sources for images, text and ideas.

<http://citationmachine.net/>

The National Technology Education Standards (what we should be doing!)

<http://cnets.iste.org/>