

Poetry Power Point

1. Create 3 slides

- **Slide 1** – Title of the poem (text box), poem (separate text box). (Do not worry about formatting the text or slide now. You will do this later.)
- **Slide 2** – Bibliography – create text box for picture websites
- **Slide 3** – temporary slide for pictures

SAVE

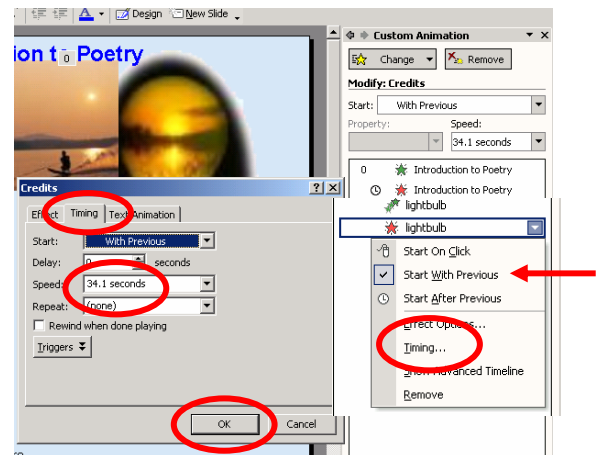
2. Type **Title** in a text box. Type **poem** in a separate text box. **SAVE**

3. Gather pictures that relate to the poem. Be sure to **put the websites** on your Bibliography slide as you find them. Pictures can be put (temporarily) on slide 3. **SAVE**

4. **Animate** your text box with your poem as it “**Enters**” using “**Credits**” (look in the “**Exciting**” effect section.) Remember to change it to “with previous”. **SAVE**

5. To make the poem move **S-L-O-W-L-Y** up the page, click on the arrow on the animation box in the box on the right. Choose “**Timing**”. In the dialog box, select the “**Timing**” tab. Look for the “**Speed**” box and choose very slow. Change the number of seconds to anything between **20-35** and click OK. Play it and try reading it, make it slower than you think you need to (higher the number the slower it goes). **SAVE**

Get teacher APPROVAL before you move on (or you’ll be sorry!!!)



6. Make font choices now – think **large** and easy to read (at least 18 – can be larger). **Double space** your poem – you may need to make the (line) spacing even farther apart. Make font color choices later after you have animated the pictures. **SAVE**

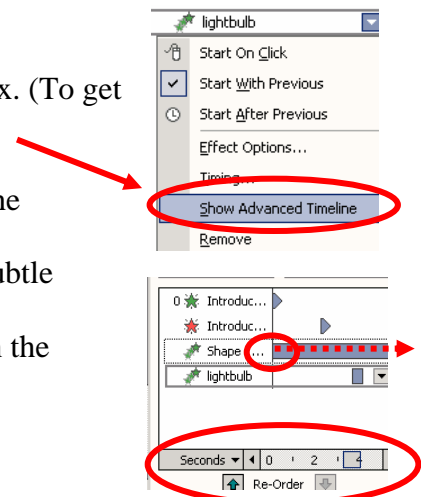
7. Now comes the thinking part...

You need to see the “**timeline**” in the **Custom Animation** box. (To get it, click on the arrow of any animation box and choose “**Show Advanced Timeline**.”)

Click the “**play**” button and determine how long it takes for the poem to **appear**.

Set the text box with the **Poem Title** to “**Exit**” (use a basic/subtle animation) before the first line of the poem appears.

To set the time when the box will disappear, **drag the bar** on the timeline to the appropriate spot. **SAVE**



8. Copy and paste the picture that you want to appear first on the slide. Animate the picture with an **appropriate** effect – appear, dissolve, faded zoom etc. Change to “**With Previous**”. **SAVE**

9. Decide **when** you want to see your first picture.

If the pictures relate to specific words/lines of the poem, then they should appear when you start reading about them. They should **disappear just before** the next picture appears.

If the pictures relate to the general feeling of the poem, then you might want to use the following approach for timing.

If the poem takes 23 seconds to come in,
but it does not start for 3 seconds,
then you have 20 seconds for your pictures to appear /disappear.

If you have 5 pictures, then you may want each picture to be on the screen for about 4 seconds. Set the pictures as follow (remember, they should all be set ‘with previous’)

1st picture start at 2 seconds (1 second before the poem appears)

2nd picture start at 6 seconds

3rd picture start at 10 seconds

4th picture start at 14 seconds

5th picture start at 18

Remember – set all pictures “**With Previous**” and adjust when they will appear with the advanced timeline.

Set each picture to “**Exit**” just before the next picture enters. You decide if the last picture will exit.

Click on the first picture animation box and **drag the bar** on the timeline to the appropriate spot when you want the picture to appear. **SAVE**

10. Now click on the first picture and set it to “**Exit**” using an appropriate effect. **Set the timeline** for the picture to **disappear** just before the next picture enters. **SAVE**

11. **Continue Steps 9 & 10** until you have finished animating all the pictures. Remember to **SAVE** after you finish each picture.

12. Be sure to view the presentation using the **Slide Show** button.