Lesson 17
Introduction to Presentation

Welcome
Presentation is a very useful tool for making presentations or slide shows. In Presentation, you can take multiple screen captures and play them back one at a time or as a movie. You can also modify each screen capture in your presentation/slide show using a mini paint palette. Presentation can be time consuming, but it is a fun tool to work with!

Lesson Goals
- To understand what a presentation (slide show) is
- To be able to create and edit a presentation
- To gain ideas for creating an interesting presentation

In Lesson 17, you will learn how to:
- Create a presentation
- Edit a presentation
- Play a presentation in different ways

Upon completion of this lesson, you will be able to answer the following questions:
1. What needs to be set before beginning the capture of a slide show?
2. Name three ways to add a page to a slide show.
3. Should we click or to show a slide show one page at a time?
4. How can we show a slide show continuously?
5. How many pages can we have in a single Presentation file (slide show)?

Time required
About 75 minutes.
Getting Started
We will begin by creating a simple presentation (slide show) and then play it back. As you work through each activity, try to think up ideas for a unique presentation that you would like to share with others.

PART I
Before you begin capturing a slide show, you will need to enter a name for the presentation and make sure its radio button is on.

1. Getting Ready to Create a Presentation
   a. Click \(\text{Menu} \) and then \(\text{Presentat.} \)
   b. Click following P1 and input the name Simple
   c. Important: Press EXE

2. Creating a Presentation
   Now that you have a presentation named, we are ready to begin. When you click H-Copy, press F8 on the PC keyboard or right click and select screen capture, a picture (called a bitmap) is stored in your Simple presentation!
   a. Click \(\text{Menu} \) and then \(\text{H-Copy} \) (our 1st screen capture)
   b. Click \(\text{P} \)
   c. Graph \(x^*\sin(5x)\)
   d. Click \(\text{H-Copy} \) to store a picture of your graph in your Simple presentation
   e. Graph \(y_2=x\) and \(y_3=-x\) (any line style)
   f. Press F8 on your PC’s keyboard (this is our 3rd screen capture)
   g. Open the Presentation application

We now have three screen captures!

We can have up to 60 screen captures in one presentation!
3. Showing a Presentation One Page at a Time

a. **Click** \( \text{ } \rightarrow \text{ } \) to view the Simple presentation one page (hardcopy) at a time

b. Use the **down arrow** to advance to the next page of your presentation

c. Use the **up arrow** to go back one page

d. Press, hold and **drag the mouse**. Notice the cursor changes (cute)

e. Keep clicking until your presentation ends

f. Simple, isn’t it?

4. Showing a Presentation as a “Movie”

a. **Click** \( \text{ } \rightarrow \text{ } \) to see your presentation play automatically

b. Open the \( \text{ } \) **menu** and select **Presentation**

c. To play back at a slower speed, set **Play Speed** to a larger number (more time between slides)

d. To have your show play continuously, **check** the box in front of **Repeat**

e. **Click** \( \text{ } \rightarrow \text{ } \) again to start the show

f. To stop the show, press \( \text{ESC} \) or the **Clear** key.

Or, **click** \( \text{ } \rightarrow \text{ } \) to exit **Presentation**.
PART I

Practice Exercises

Before beginning the practice exercises, open a word document, type in the following information and then save it as Lesson17 in your CASIO folder within My Documents:

- Date: (enter today's date)
- To: (put your instructor's name here)
- From: (put your name here)
- Re: Lesson 17

1. Open the Presentation application.
2. Begin a new presentation by entering the name Simple2 following P2 and press EXE.
3. Open the Geometry application and draw something (anything). Click H-Copy to add a page to your Simple2 presentation.
4. Open the 3-D Graph application and graph \( z_1 = x \cdot y \). Click Resize so that just the graph shows. Click H-Copy to add a page to your Simple2 presentation.
5. Open the Conics application and graph \( x^2 - 3y^2 = 3 \). Click H-Copy to add a page to your Simple2 presentation.
6. Return to the Presentation application and play your Simple2 presentation.
7. Play your Presentation one page at a time. With Page 1/3 showing in the status bar, get a screen capture. Paste it into your Lesson17 document (under a title of PART I).
8. With Page 2/3 showing in the status bar, get a screen capture. Add two blank spaces following the first screen capture and then paste this one.
9. With Page 3/3 showing in the status bar, get a screen capture. Add two blank spaces following the last screen capture and then paste this one.
PART II

In this part, we will explore Presentation’s mini paint palette to modify our Simple2 presentation.

1. Deleting Extra Pages

When you open the Presentation application again, notice that Simple2 now has 6 pages. This is because 3 pages were added when you got screen captures for the Part I exercises.

a. Open Presentation
b. We will delete the extra 3 pages
c. Click \( \square \) to open the mini paint palette
d. Click the down arrow to advance to Page 4/6
e. Click the trash can (\( \text{e} \)) to delete page 4
f. Click OK to delete it
g. Repeat steps e and f to delete the next two pages
h. Click \( \square \) to close the mini paint palette

2. Copying and Moving a Page with the Mini Paint Palette

As you will see, the mini paint palette is very limited and can be time consuming. But, it does provide us with ways to edit and improve our screen captures so that we can create interesting slide shows.

a. Open the mini paint palette again
b. With Page 1/3 showing, click the copy icon (\( \text{x} \))
c. Next, click the paste icon (\( \text{y} \)) to add a duplicate of page 1
d. Click the down arrow to see that page 2 is the same as page 1
e. Click \( \text{p} \) twice to move page 2 to page 4 position
3. Clearing Part of a Page with the *Mini Paint Palette*

We can clear the lower half of a page if we want to. This would be useful if you wanted to add a long explanation or a lot of text to a page.

a. Click once 

b. With Page 1/4 showing, click (the lower half is cleared) 

c. To add text, click A

d. Type in text to display 

e. **Important:** Placing text is not as easy! Once you let go, you cannot move it! 

f. Click OK to close the Input Text Box 

g. Click in the window and drag until the text is where you want it 

h. Add one more text line

i. Click to close the mini paint palette 

j. Click OK to save the changes or Cancel to try this part again 

4. How to Undo a Mistake

It is easy to make a mistake, especially when you are trying to put text or draw something in just the right spot.

a. Open the *mini paint palette* again 

b. With Page 1/4 showing, click the (I do this a lot by mistake) 

c. **To undo this,** click (down arrow) to advance 

d. **Click Cancel** to NOT save the change 

e. Click (up arrow) to return to the unchanged Page 1/4.
5. Adding Lines and Arrows, and using Erase with the *Mini Paint Palette*

- draws a line segment (once drawn, we cannot move it)
- draws an arrow (once drawn, we cannot move it)
- erases whatever we drag across (click and drag *each time* you want to erase something)

a. Open the *mini paint palette*
b. Advance to *Page 4/4*
c. Click and then drag across one of the letter labels to erase it
d. Click , and then **click once to start** the segment and **once to end it** (if you don’t like the line, arrow down and select Cancel; then arrow back)
e. Click , and then **click once to start** the arrow and once to end it
f. **Practice** drawing more arrows and lines
g. **Practice** erasing (this will be every useful in Part III)
h. **Practice running your slide show**

Before beginning the Part II exercises, **delete** your Simple and Simple2 presentations.

**To delete** both presentations, open *Presentation* and select *Edit / Delete All.*
PART II
Practice Exercises

1. Let’s create a mini slide show using some of the things we have learned in this course.
2. Open the Presentation application. It should be cleared!
3. Begin a new presentation by entering the name Temp following P1 and press EXE.
4. Open the eActivity application and insert a Geometry window.
5. Turn on the axis with numbers and the integer grid.
6. Draw a triangle.
7. Add one screen capture to your presentation.
8. Select your triangle and drag it to the eActivity window.
9. Change the eActivity line to a math line.
10. Multiply the matrix by $\frac{1}{2}$ and press EXE.
11. Drag the resulting matrix back to the Geometry window.
12. Add one screen capture to your presentation.
13. Open the Presentation application.
14. Add a page to your Temp presentation by copying and pasting Page 1. You should now have three pages.
15. Add your name to the first page of the Temp presentation.
16. Play your Presentation one page at a time. With Page 1/3 showing in the status bar, get a screen capture. Paste it into your Lesson17 document (under a title of PART II).
17. With Page 2/3 showing in the status bar, get a screen capture. Add two blank spaces following the first screen capture and then paste this one.
18. With Page 3/3 showing in the status bar, get a screen capture. Add two blank spaces following the last screen capture and then paste this one.
PART III

You can use a slide show to share information with others, to explain a new topic to others, to explain a homework problem to someone, to make a math movie, etc.

I used Presentation to create a math movie to show to my algebra students. Here are a few slides from my show:

Below are a few slides from a show that I made to help explain the Graph window and also the usefulness of drag and drop. With this type of slide show, I would show it one page at a time and explain things along the way.

It is now your turn to become creative!
PART III
Practice Exercises

1. **Before beginning**, check to see what the name of your active vcp file is. If you completed Lesson 16, it is most likely yourname.vcp.

2. If yourname.vcp is not your active file, please complete A and B below. Otherwise, skip A and B and continue with step 4.

(A) To find the name of your current vcp file:

Right click on the ClassPad Manager and select **Recent Documents**:

The top file is the currently active file. Or, you can think of it as the name of the file you have open.

Another way to see the name of the currently active file is to hover over the ClassPad button in the status bar. A fly-by with the current file name will appear temporarily.

Rest mouse here
To see this

ClassPad Manager - default-1.vcp
(B) To create a new vcp file “yourname.vcp”:
Please create a new vcp file using your first and last name.

1. **Right click** on your ClassPad Manager
2. Select **File/New**...
3. Browse to your **My Documents folder** and select it
4. Select the **CASIO folder** and then the **ClassPad Manager folder**
5. For the **File name**, input your **first and last name**
6. Click **Save**
3. In this section you will create a slide show to present to your instructor and possibly the rest of the class. Your slide show should contain some of the features that you find particularly interesting.

4. Open the **Presentation** application and select **Edit/Clear All**.

5. Begin a new presentation by entering the name **your initials_Show**. For example, **dw_Show**.

6. Create an interesting slide show that contains somewhere between 20 to 40 pages. Your slide show should take about 3 minutes to show. Be creative and have fun!

7. When you are finished, open Presentation and click the **Disabled radio button**. This is important to prevent adding unwanted pages to your slide show unexpectedly. If the radio button in front of your presentation is on, any screen capture taken will be added to it. Well, at least until you hit the 60th slide!

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**Words of Wisdom for your Presentation**

Undoing undoes all unsaved work.
Save often and undo mistakes immediately!

**To save:**
1. Press either ↓ or →
2. Select Save
3. Arrow back and continue

**To undo a mistake:**
1. Press either ↑ or ←
2. Select Cancel
3. Arrow back and continue
PART IV
Written Exercises
Please copy and paste the following questions into your Lesson17 document (under a title of Part IV) and answer them.

1. Name three ways to add a page to a slide show.
2. Should we click [ ] or [ ] to show a slide show one page at a time?
3. How can we show a slide show continuously?
4. How many pages can we have in a single Presentation file (slide show)?

Reflection Exercises
You have just completed the seventeenth lesson in ClassPad 101. You are now a ClassPad expert! Please take a few moments to copy and paste the following three questions at the end of your Lesson17 document and answer them.

1. Approximately how long did it take you to complete this lesson?
2. Which activity did you find particularly useful?
3. Did you find any part of this activity difficult to follow? If so, which part? Also, how did you overcome the difficulty?

Assessment 17a: Introduction to Presentation

• **Checkpoint:** Your word processed document, titled "Lesson17", should contain the following activities:
  1. Three screen captures from PART I.
  2. Three screen captures from PART II.
  3. Four questions with answers and three reflection questions with answers from PART IV.

• **Submit** your Lesson17 document to your instructor for grading.

Assessment 17b: Uploading your VCP file

• **Submit** your yourname.vcp file to your instructor for grading. Once your lesson and vcp file are submitted, your lesson for ClassPad 101 “Intro to Presentation” is complete.