

POW-erpoints that POP!		
#	Question	Answer(s)
1	Does anyone know if it is better for our students if we post PowerPoints with or without narration?	It depends on your delivery. If there is no live lecture, I would definitely use narration as it makes it more engaging. Another option is to have a transcript of your presentation so students can read along if necessary
2	Is this a model PowerPoint?	you mean an example of how a ppt should be? If so, no, it is not. I am sharing with you do's and don'ts
3	How do you put text over the image? That would be very helpful	I recommend just using a text box. Happy to share via email as it is harder to explain over &A
4	Stock imagery is built into PowerPoint via Bing. Its easy to bring in photos from categories that they provide.	Yes it is but with those other options I gave you in the slide, lots more choices to choose from. Just make sure you give attribution if required
5	How do you know which images you can use without copyright infringement?	When you are looking at your pictures, like for example in shutterstock, it was tell you that you need to give attribution. The ones I indicated earlier, indicates they are free and you don't need to give attribution unless you want to.
6	havent done that with pics how to do in ppt, set as background?	You have to expand your picture without making sure you distort it (as I am currently talking about). Then you can set it to put it to the back and bring your text to the front
7	Is Creative Commons a free place for photos too? I see that's the attribution	You need to give attribution typically for creative commons
8	On the slide "Role of the Public Health Nurse in Disaster Reponse" would you cover the additional points orally through narration or a written transcript?	Yes, I would give it orally or through narration if it is a recorded lecture (as I am doing in this presentation).
9	What resolution is best for powerpoint projection	Typically, the highest that you can. Also (based on personal experience) you can have the best ppt resolution on your computer, but your projector can be poor (old projector, etc) and your resolution could be awful and your colors do not work out. So remember - check your projector and computer resolution
10	What image editing software do you recommend?	I like photoshop express
11	So if I give attribution can I use everything in the creativecommons?	you can if you find what you want. There are a lot of resources out there for pictures.
12	Please expand on "the Rule of Thirds" a little more	It is basically where you put your images. Try and put your most dynamic or most important features in the rules of thirds (top third, middle third, lower or on the columns)
13	How do we address accessiblity issues when designing slides? Is there an accessiblity checker in PowerPoint?	Yes, there is. I will be addressing more on accessibility towards the end
14	Can all these principles be applied to Google Slides as well?	yes, definitely!
15	You might have answered already, but is there a handy rule about smallest font size to use?	Will be coming up shortly :-)
16	If you make graphs in powerpoint, are they readable by screenreaders?	Can be challenging. For this reason, make sure you have clearly identified the both axis

17	with the fruit chart, aren't you trying to engage them to think while seeing the chart? Not just giving it to them? Doesn't it matter as to what you are doing during the lesson? Engaging their previous knowledge and bringing it to the table for new knowledge?	I try and always explain what is in the chart. If you aren't going to narrate, make sure you have the information in the notes section. It really depends on what is the focus of your presentation and audience.
18	Are the pie charts accessible?	You can use pie charts - but as I mentioned, watch your colors and don't make them 3d and clearly label
19	Interesting point about use of color. What about photography that contains a lot of color?	that can be challenging for sure. Definitely be careful and keep the rules in mind
20	Where does that leave us for ADA needs?	I will be covering that shortly but if there is something that hasn't been answered, please let me know
21	Do you suggest avoiding white and black slides	It depends on your contrast. You also want to make sure it is visually appealing. Think about how you would want to receive the information
22	What is the best font for dyslexia?	sans serif is best. Arial, verdana
23	Is there a "cheat" sheet with all the do's and don'ts so all the information is in one place? Or should we make our own? Thank you so much for this useful information!	I believe I have that and happy to provide. I will figure out how to distribute
24	Does the 24 point rule apply for PowerPoints that are intended for only Online Presentation?	I would still do 24.
25	Do you recommend using a template with a theme? I never do, but wondered if I'm missing something.	I sometimes use the design ideas in ppt but I find that they aren't always accessibility compliant so I end up changing it up. But it is a good place to start
26	Which bullet point style do you overall recommend in general?	it really depends on what you are trying to relay. For example, if you are talking about money - you could use the \$ sign. But tbh - I would just keep it simple and keep with the same section (ie not change it with each bullet idea)
27	Do you have any recommendations of good templates to use? Ones in PowerPoint or others?	I would start with design ideas in ppt but then adapting to make sure they are compliant. There are a lot of options out there but many cost so I try and avoid
28	Do you have suggestions for powerpoints that will be delivered in video format? I.e. since screen readers are not in play, should you read everything on the slide?	I would but make sure you read in order. Especially in animation, make sure items are read in order they appear.
29	For powerpoints being used solely online, do you think adding sub-bullets is a good idea for understanding or will it be too busy? Other ideas?	I think it depends on how many and how busy it makes it. Remember it is better to talk about your information as opposed to having your whole talk on the slide.
30	Has the format for hyperlinks changed? I was taught NOT to use the whole link because a reader just reads it out character by character	Need to be clear so that the reader can share it appropriately and the learner can easily understand
31	What does 1.4.3 mean?	1.4.3 deals with accessibility as it relates to contrast. Here is a great resource https://www.w3.org/TR/UNDERSTANDING-WCAG20/visual-audio-contrast-contrast.html
32	How much "hang time" would you recommend per slide (for example, no more than 2 mins)?	2 min is a long time. I would suggest when you display a new slide, pause for a couple of seconds to let your audience take it in.
33	Would love a tips sheet for ADA compliance for PPTs	I can provide

34	In online settings, are you recommending converting to pdf or keeping as a Powerpoint?	I like converting to a pdf for the audience to have access to as opposed to providing the ppt.
35	how do you best use powerpoints in a fully online class?	I use them to supplement what I am wanting to teach about. Remember, the students come to see you talk and learn from. Your ppt should support your lecture, not the other way around. So if I am doing a synchronous class I will use ppt to support my lecture. If it is asynchronous, I will do a voice-over ppt.
36	can you use screen castomatic for voice over powerpoint	Yes you can. Here is a great link: https://screencastomatic.com/integrations/powerpoint/
37	What is the ideal number of lines on a slide and what is the ideal number of words on one line?	I usually follow the 7x7 rule. No more than 7 lines per slide, no more than 7 words per line
38	Do you use Smart Art in your PowerPoints?	I do!
39	Is there a free readability test program? I thought there was a website where you can go... I can't remember.	I only know of one in Word. You could always write your content in Word and check readability and then incorporate it into your ppt
40	Do you provide a set of lecture notes to your students? I teach A&P and due to the large amount of detail, a set of purchased notes help, but all the slides would be expensive to reproduce.	I think it depends on the course. Some of my courses I do not. In A&P there is so much information that I have provided a skeleton version and students take notes, but also providing the purchased notes is a great idea as well. Some students learn by taking notes, others by listening.
41	Does powerpoint have the ability for students to take note on (ie. students can take notes on PP itself while listening to lecture)?	If you provide the ppt simultaneously or beforehand for them to download, they can use the notes section at the bottom of the single slide
42	Wow, this was so helpful! Best free video editor? Are dark backgrounds any advantage over lights backgrounds?	Here is a link: https://www.oberlo.com/blog/best-free-video-editing-software . Dark or light doesn't have an advantage of one over the other. The more important aspect is the color of the writing over that background. You want to make sure you follow the rules I talked about in my presentation
43	Excellent ppt lecture. With distance learning, how do you incorporate a power point in Canvas? Do you share your screen or upload ppt and students look while I lecture	You can upload a ppt in Canvas but it depends on how you want to use it. You can upload a voice-over (or pre-recorded)
44	Can you show an example of how to do a hyperlink?	You can copy and paste the link in your content in your slide. It will show as being underlined. You can then go into "Insert", "Link" and also place your link there
45	What do you think about providing outlines for students. Is it helpful to provide outlines in our slides?	I do think it is helpful
46	What is the MAX number of slides that you suggest for a presentation?	It depends on how long your presentation is, do you want to have any other activities in your class, what is the purpose of your presentation - is it for lecturing or to supplement. There are a lot of variables
47	For doing a voice over recording for PPTs can one use a cursor to point to particular items on a slide?	Yes, you can
48	Also, there is an automatic closed caption function in PPT?	yes. Here are the instructions: https://support.microsoft.com/en-us/office/add-closed-captions-or-subtitles-to-media-in-powerpoint-df091537-fb22-4507-898f-2358ddc0df18

49	Could you confirm that using any Google Images do not need to be credited?	It depends on if the image is copywritten. If it is, you have to give attribution. If there is a Creative Commons license attached also you need to give attribution.
50	Does Google Slides also have an accessibility checker?	It does have a screen reader support but only applies to google docs as far as I am aware
51	Can you review what you said about 60%, 30%, 10% colors?	60% should be a lighter neutral color, 30% a darker neutral color, 10% complimentary color
52	How did you add the voiceover to the Powerpoint?	here is the link: https://support.microsoft.com/en-us/office/record-a-slide-show-with-narration-and-slide-timings-0b9502c6-5f6c-40ae-b1e7-e47d8741161c
53	My burning question is about which program is best for PPT slides.	I am not sure "which program" you are referring to.
54	So how should we do hyperlink? Could you give an example?	You can copy and paste the link in your content in your slide. It will show as being underlined. You can then go into "Insert", "Link" and also place your link there
55	Is it better to avoid underlining always?	I try and avoid underlining. There are other ways to emphasize your text
56	Is it necessary or appropriate to add refereneces at the end or on each slide?	I add citations at the end of the line (as if you were writing a paper)
57	I have started using the dyslexie font. Any experience with it?	I haven't used it I try and use larger font (18 pt or larger), sans serif fonts and lots of white space
58	My students usually download everything. Arial uses a lot of ink. So do you have an alternative font for this?	Unfortunately I do not
59	So, we should include the entire url to the hyperlink, or can we put the hyperlink into a title, for example, put the hyperlink for how to write an introduction in the title "How to Write an Introduction"?	I would use the entire hyperlink.