

TASK 3: PRESENTATION FOR SCHOOL CHILDREN

You have received this request from Springfield School.

We would like to invite you to our school to give a presentation during assembly to some of our pupils. They are aged 7 to 9.

We would like you to tell the pupils what they can do to keep their hearts healthy.

Your presentation should be 10 minutes long. 4 or 5 slides should be just enough.

It would be helpful if the pupils could have a printed handout of your presentation.

USE a suitable application to produce the presentation. It must:

- consist of 4 or 5 slides
- have the Heart Touch logo in the same position on each slide
- have the slide number at the bottom of each slide

There is no need to include transitions or animations in your presentation.

OPEN the files:

- **Healthy Eating.txt**
- **Presentation.txt**
- **Exercise.txt**
- **Heart Touch Logo.jpg**

SELECT relevant information from these files to use in your presentation.

SELECT suitable images from clipart for your presentation.

SAVE your presentation with an appropriate name.

PRINT the presentation as a handout with two slides per A4 page. Make sure your name, candidate number and centre number are inserted in the footer of each page.

You do not have to print in colour.

Reminder:

- check your spelling
- ensure that the text is easy to read at a distance
- ensure that each image is a sensible size and in a suitable position
- make sure your slides are consistent
- remember who and what the presentation is for
- use a suitable layout and font

TOTAL FOR TASK 3: 20 MARKS