

# PowerPoint with Narration

The background of the slide is a dark blue, abstract digital composition. It features a perspective grid of glowing blue lines that recede towards a bright light source on the right side, creating a sense of depth and movement. Scattered throughout the grid are numerous small, semi-transparent blue cubes and rectangular blocks, some of which appear to be floating or moving. The overall effect is a high-tech, futuristic aesthetic.

---

Taking your PowerPoint  
presentations to a new level!

# Success Criteria

- I can:
  1. Create a PowerPoint presentation
  2. Use the Design Ideas option
  3. Add Audio Recording to slides
  4. Using Dictation



Rockhampton State High School

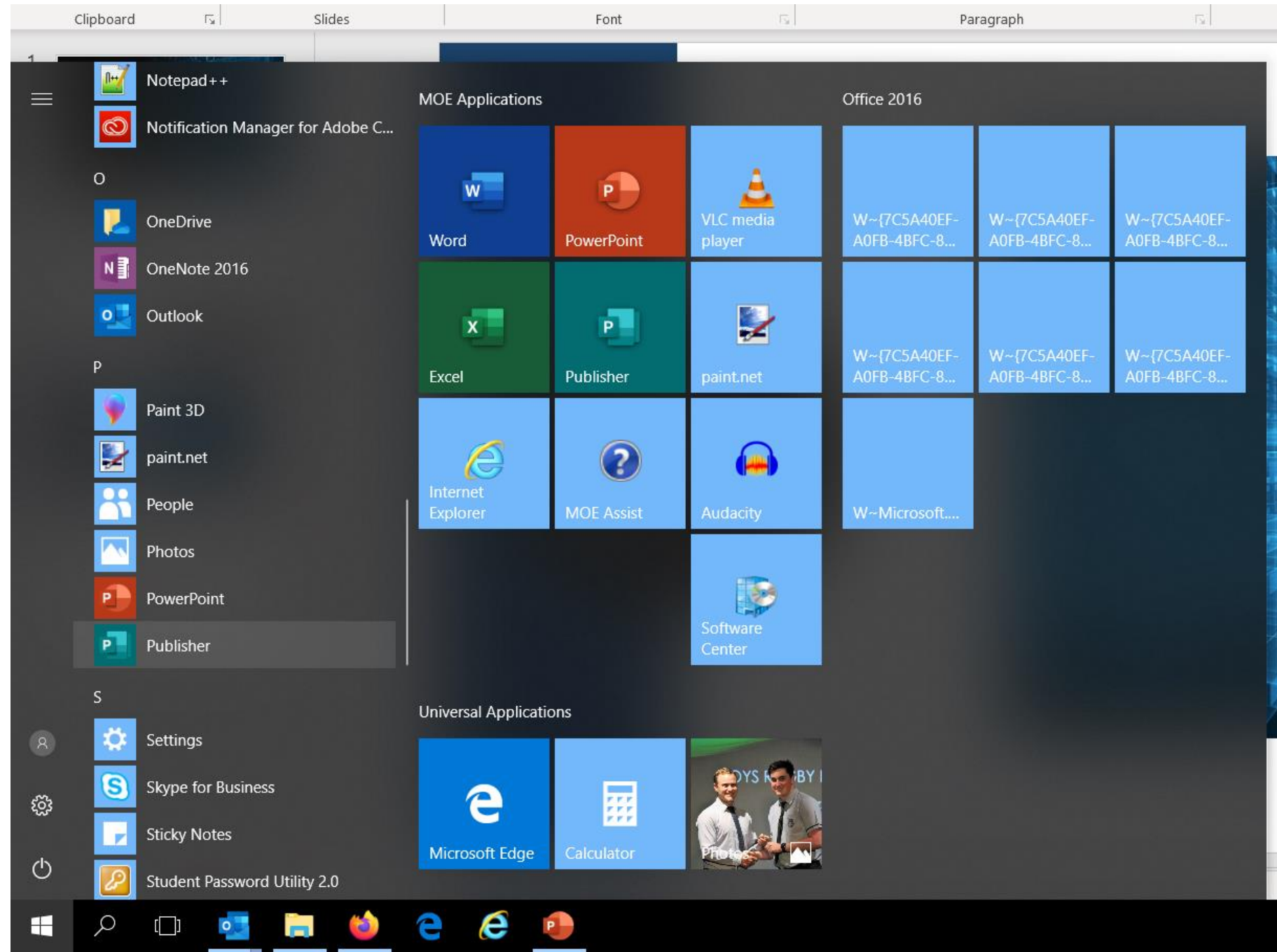


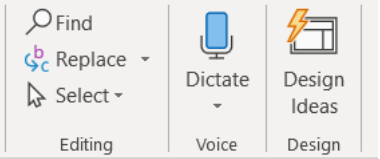
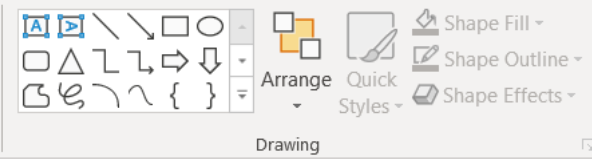
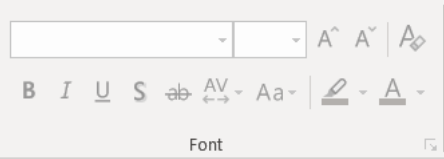


1. Create a  
PowerPoint  
presentation



PowerPoint  
is in your  
Start Menu





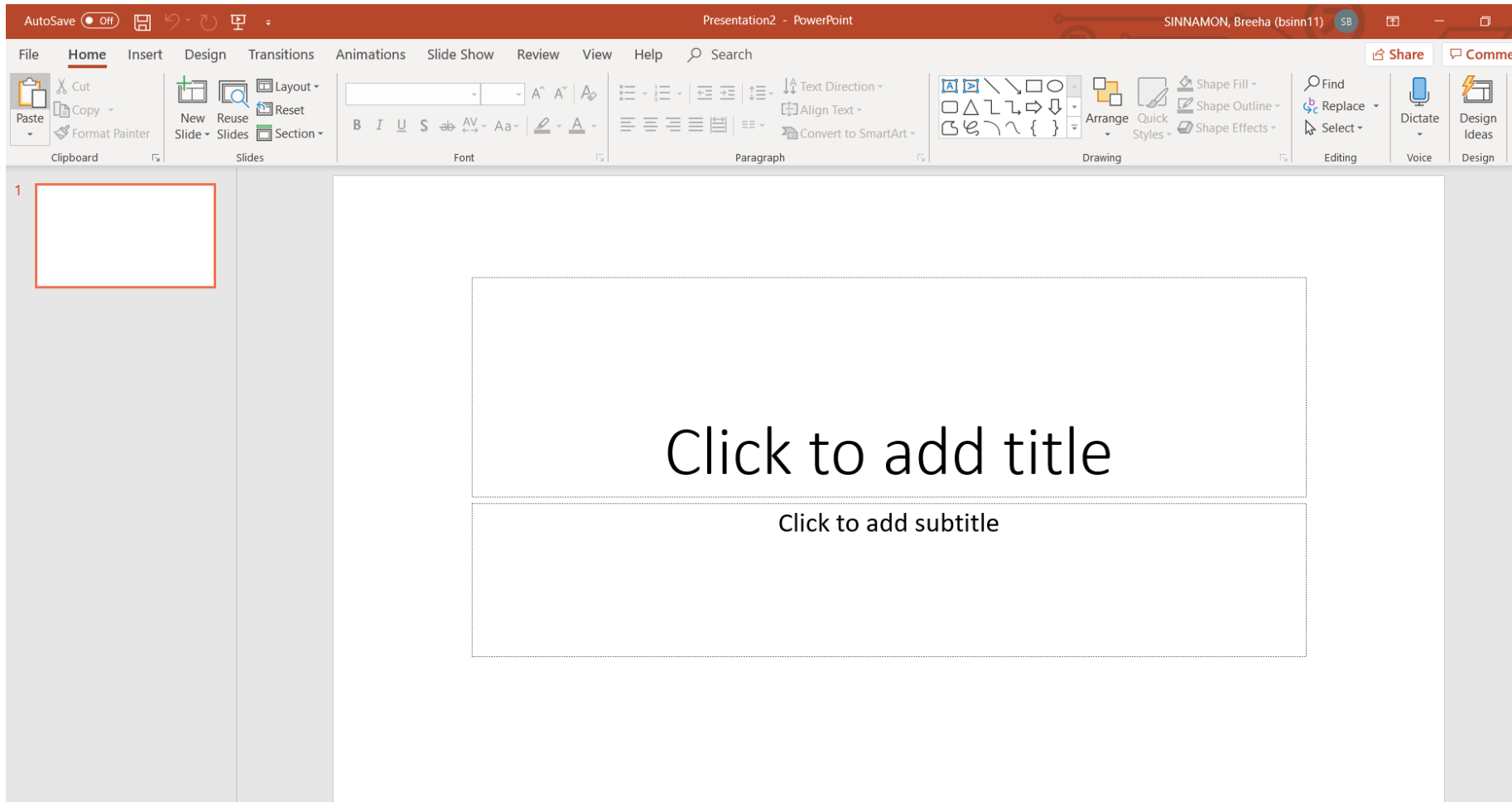
Click to add subtitle



2. Use the  
Design Ideas  
option



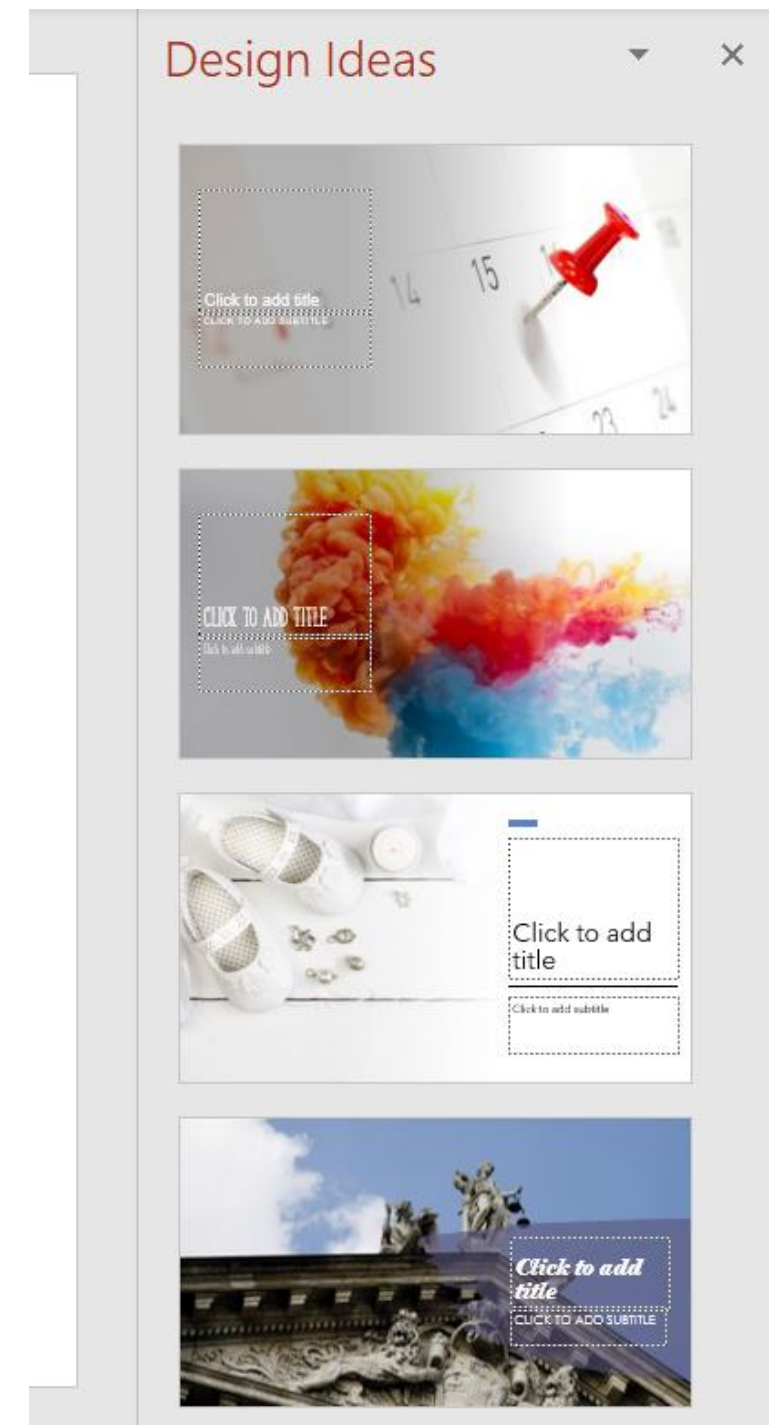
# Use PowerPoint as you usually would



Click Design Ideas for new and novel ways to jazz up your presentations

# Design Ideas

- The program bases Design Ideas off key words in your titles and information
- If you insert a picture, it will give you various design options for that, too!

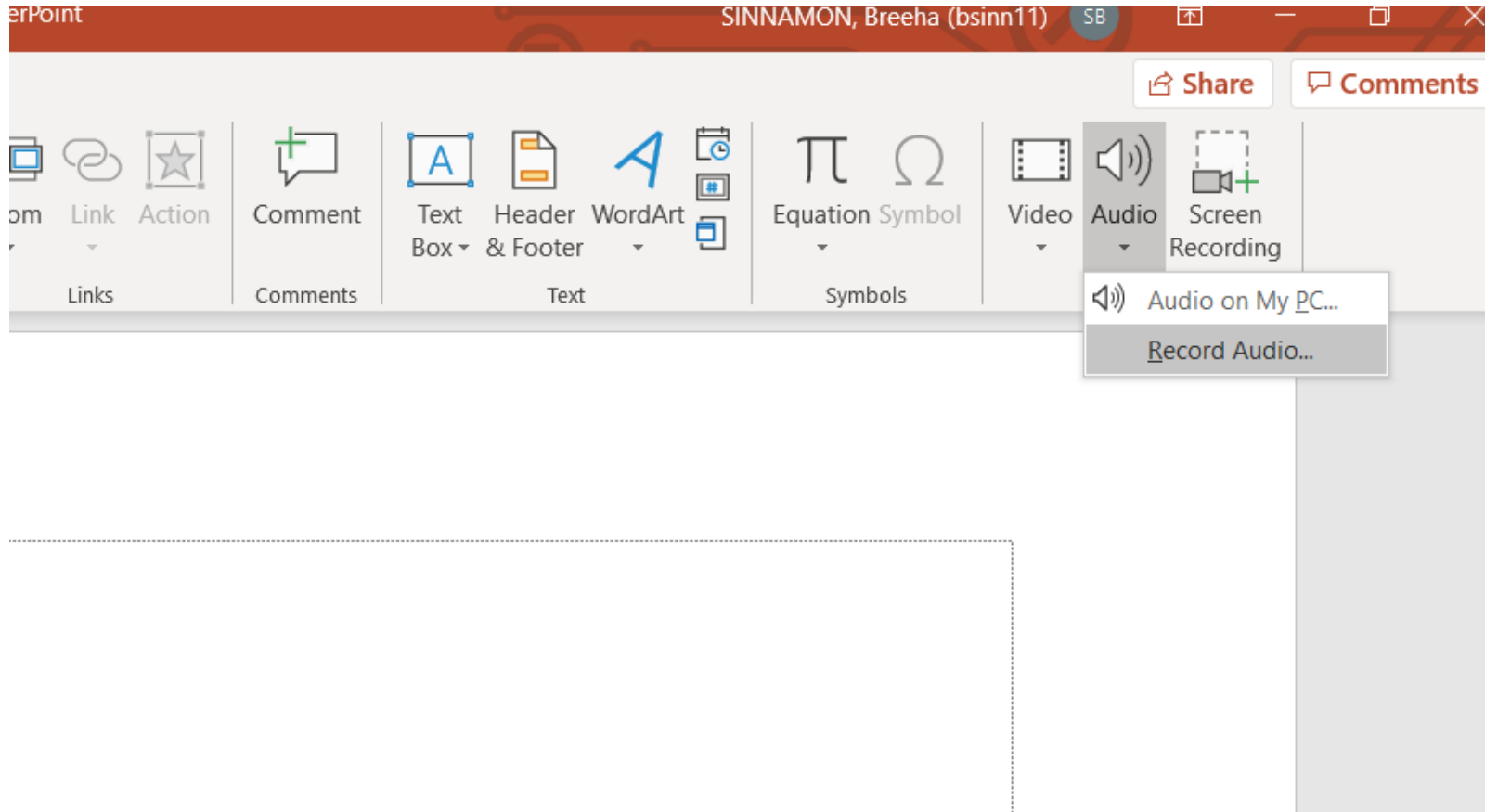




### 3. Add Audio Recording to slides



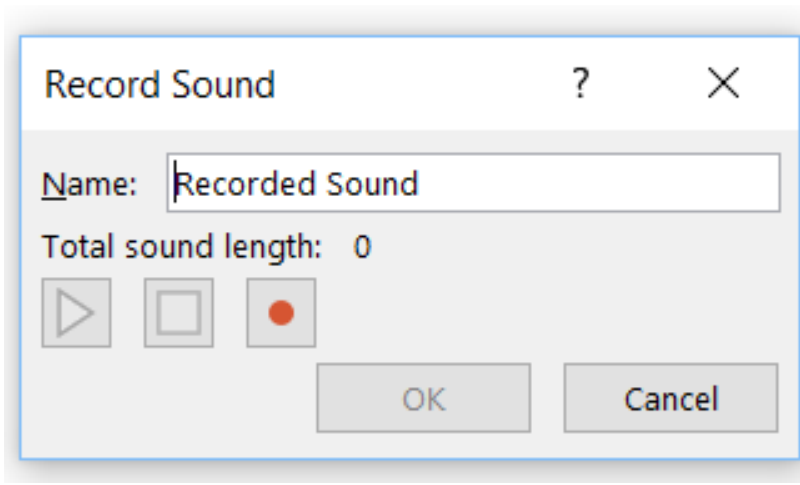
# Adding Audio from your microphone



Select 'Insert'

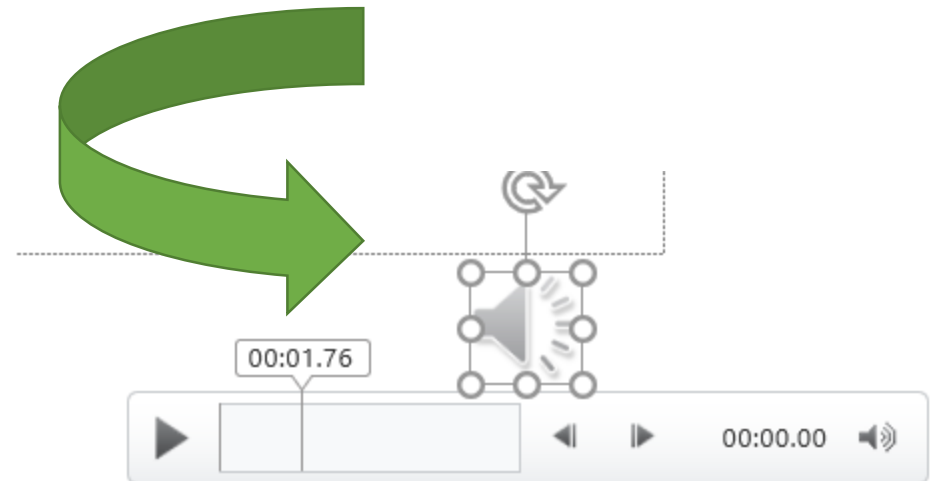
Find 'Audio' (*on right hand side*)

Select 'Record Audio'



# Record your voiceover

- When you record your voiceover, it will show up as a small speaker icon on your slide
- You can record different voiceovers for different slides.

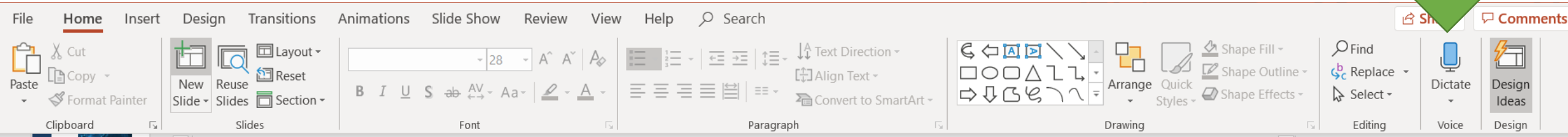




## 4. Using Dictation



# On your Home task bar...



- ...you will find 'Dictate'.
- This works to convert your voice to text on your slide.