

# EaD Comprehensive Lesson Plans



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Strand:	Productive Software	Sub-Strand:	Introduction to Presentation
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<https://TrendingGhana.net>

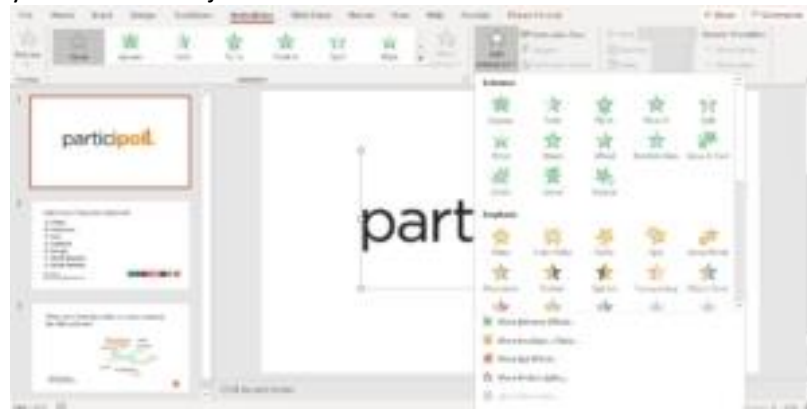
**BASIC 9**

**WEEKLY LESSON PLAN – WEEK 12**

<b>Content Standard:</b>	B9.2.2.1 Demonstrate How to use Microsoft PowerPoint (Multimedia)				
<b>Indicator (s)</b>	B9.2.2.1.2. Demonstrate how to animate slides in a presentation		<b>Performance Indicator:</b> Learners can add animations and transitions to slides in a PowerPoint presentation to enhance its visual appeal and engagement.		
<b>Week Ending</b>	29-11-2024				
<b>Class</b>	B.S.9	<b>Class Size:</b>		<b>Duration:</b>	
<b>Subject</b>	Computing				
<b>Reference</b>	Computing Curriculum, Teachers Resource Pack, Learners Resource Pack, Textbook.				
<b>Teaching / Learning Resources</b>	Personal Computer, Microsoft PowerPoint Application, Projector, Poster, Pictures, YouTube videos.		<b>Core Competencies:</b>	<ul style="list-style-type: none"><li>• Critical Thinking and Problem Solving</li><li>• Communication and Collaboration.</li></ul>	
<b>DAY/DATE</b>	<b>PHASE 1 : STARTER</b>	<b>PHASE 2: MAIN</b>			<b>PHASE 3: REFLECTION</b>
<b>MONDAY</b>	Assist Learners to differentiate between a transition and animation.	<div>1. Demonstrate on how to add animations to slides.</div> <div>2. Assist Learners to practice adding animations to slides.</div> <div>3. Using Poster, describe to the Learners about some PowerPoint animation tips and tricks.</div> <div>4. Discuss with the Learners about the importance of adding animations to slides.</div> <div>5. Learners brainstorm to explain a “transition” as used in PowerPoint Presentation.</div> <div>6. Demonstrate on how to use the features on the “transition tab”.</div> <div>7. Assist Learners to practice using the features on the “transition tab”.</div> <div>8. Discuss with the Learners about how to remove transitions from slides.</div> <div><b>How to create animations in PowerPoint (Windows)</b></div> <div>1. First, select the object that you want to animate in your presentation and click on the <b>Animations</b> tab. We’ve selected the Participoll logo.</div> <div>2. In the Animations tab, you’ll see a row of animations (shown as stars) you can use. Click on the down arrow next to them to see all the options available.</div>			Learners brainstorm to create seven-slide presentations with animations and transitions.  <b>Exercise;</b> <div>1. What is an Animation?</div> <div>2. State the steps to follow to add animations to slides.</div> <div>3. What is the difference between transitions and animations?</div>

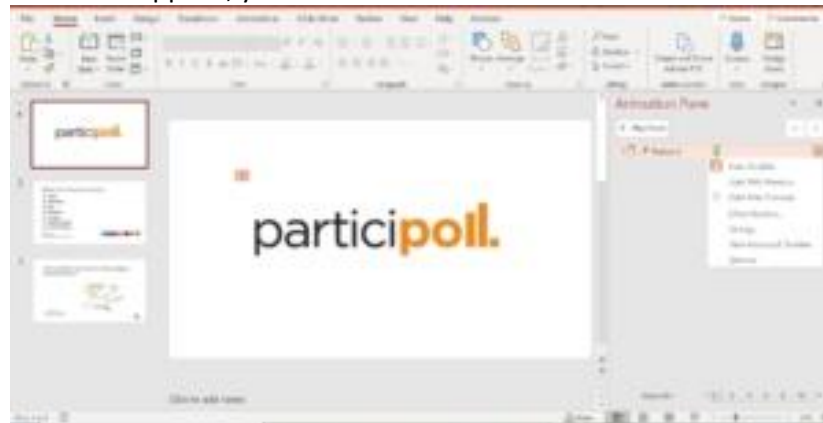


Alternatively, you can also click the **Add Animation** button and choose your animation from there. Click an animation to apply it to your selected object.

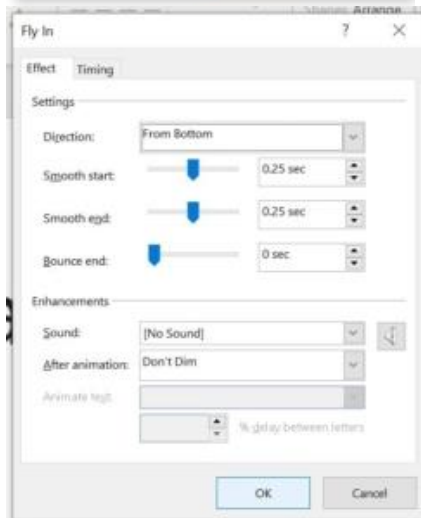
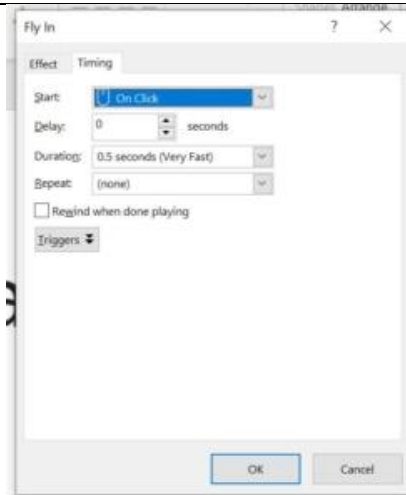


3. When you have selected your animation, click on the Animation Pane button to customize your animation. This is next to the Add Animation button (see above screenshot).

4. In the Animation Pane, you'll see a list of animations you've applied to your selected object. To customize them individually, click the down arrow next to the animation. If you have more than one animation applied, you can also reorder them here.



5. Then, you can control the timing of your animation and see effect options.



6. Finally, to see your animations in action, click the **Play From** button in the Animation Pane.




### Adding and removing transitions;

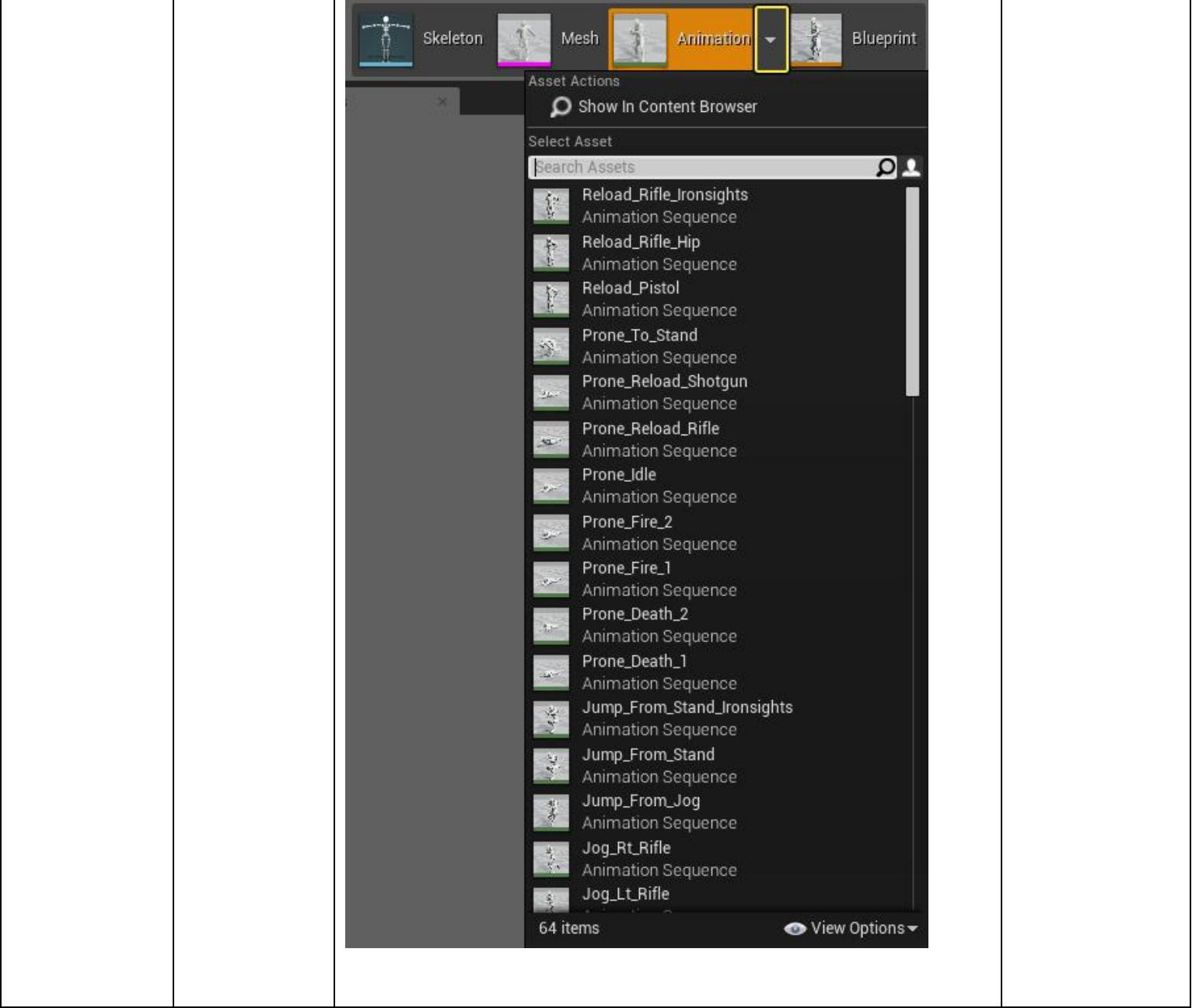
Slide transitions are the animation-like effects that happen when you move from one slide to the next during a presentation. Add slide transitions to bring your PowerPoint presentation to life.

1. Select the slide you want to add a transition to.
2. Select the **Transitions** tab and choose a transition.

Select a transition to see a preview.

3. Select **Effect Options** to choose the direction and nature of the

		<p>transition.</p> <div>Note: Not every transition has <b>Effect Options</b>.</div> <p>4. Select <b>Preview</b> to see what the transition looks like.</p> <p>To remove a transition, select <b>Transitions &gt; None</b>.</p>	
<b>FRIDAY</b>	<p>Discuss with the Learners on the importance of animations and transitions in presentations, highlighting their ability to capture audience attention and convey complex information more effectively.</p>	<div><div><div><div>1. Demonstrate on how to select an object (text, picture, shape, or object) and access the “Animations” tab.</div><div>2. Using a PowerPoint Presentation, explain how to choose an animation effect (e.g., fade, slide, spin) and customize its duration, delay, and other settings.</div><div>3. Discuss with the Learners about the importance of previewing animations to ensure they align with the presentation’s tone and style.</div><div>4. Learners in small groups to explain the difference between animations and transitions, focusing on the latter’s role in moving between slides.</div></div><div><p>Preview from Animation Editor</p><p>If the <b>Animation Editor</b> is already open, you can <b>Double-click</b> an asset in the <b>Asset Browser</b> to preview it in the Viewport.</p></div><p>Also while in the <b>Animation Editor</b> , you can set the preview animation from the asset pop-up menu.</p></div></div>	<p>Assist Learners to create their own presentation and incorporate animations and transitions to enhance its visual appeal.</p> <p><b>Exercise;</b></p> <p><b>Explain 5</b> importance of previewing animations</p>



Name of Teacher:

School:

District: