

Presentation Notes

Spoken Tutorial Project
National Mission on Education through ICT
<http://spoken-tutorial.org>

Tutorial by
DesiCrew Solutions Pvt. Ltd.
Video Production by
Spoken Tutorial Team, IIT Bombay



31 October 2014



Learning Objectives



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Learning Objectives

1. Notes



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Learning Objectives

1. **Notes**
2. **To print Notes**



Notes

Notes are used for two purposes



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Notes

Notes are used for two purposes

- ▶ **As additional material or references on each slide, for the audience**



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Notes

Notes are used for two purposes

- ▶ **As additional material or references on each slide, for the audience**
- ▶ **To help the presenter with reference notes, when presenting the slides to the audience**



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Summary



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Summary

1. Notes
2. To print Notes



Assignment



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Assignment 1

1. Open a new presentation
2. Add the content in the **Notes** place holder
3. Add a rectangle
4. Make the fontsize of the text **36** and colour it **Blue**



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Assignment II

5. Colour the rectangle with **Green**
6. Adjust the size of the **Notes** place holder in comparison with the slide text holder
7. Print the **Notes** in black and white, in **Portrait** format
8. Print 5 copies of the **Notes**



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About the Spoken Tutorial Project

- ▶ Watch the video available at http://spoken-tutorial.org/What_is_a_Spoken_Tutorial
- ▶ It summarises the Spoken Tutorial project



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- ▶ If you do not have good bandwidth, you can download and watch it



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Spoken Tutorial Workshops

The Spoken Tutorial Project Team

- ▶ Conducts workshops using spoken tutorials
- ▶ Gives certificates to those who pass an online test
- ▶ For more details, please write to contact@spoken-tutorial.org



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Acknowledgements

- ▶ Spoken Tutorial Project is a part of the Talk to a Teacher project
- ▶ It is supported by the National Mission on Education through ICT, MHRD, Government of India
- ▶ More information on this Mission is available at <http://spoken-tutorial.org/NMEICT-Intro>



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About the contributor

- ▶ This tutorial has been contributed by **DesiCrew Solutions Pvt.Ltd.**
- ▶ www.desicrew.in
- ▶ Thanks for joining

