Leadership PowerPoint Assignment

Create a recorded presentation using PowerPoint and Screencast-O-Matic. Your presentation will address several questions related to Chapter One in the text, “The Servant”. The purpose of this assignment is to practice using PowerPoint and a recording tool. Don’t forget to use pictures on slides when appropriate. The grading rubric for this assignment can be found under Assessment→Rubric on D2L.

Address each of the following questions on a separate slide:

- What is your definition of leadership?
- How does it agree to disagree with the definition on page 28.
- Is there a difference between power and authority?
- How are they different? How are they a like? See page 30.

Requirements for the Powerpoint presentation:

- Must be at least 5-10 slides.
- Must include a title slide
- Include at least 3 pictures, graphics or clip art.
- Animate the text or image on at least 1-3 slides.
- Use a footer for any references such as the images, books, websites or other articles.

Requirements for the Recorded Presentation:

- Once you have your Powerpoint built you will want to record the presentation and post it on YouTube.
- You can record right into Powerpoint, use Screencast-o-matic or any other technique you know. Tutorial videos on both techniques can be found on D2L.
- You can capture just your voice or your voice and webcam.
- The entire recorded presentation should be no longer than 10-12 minutes. Any longer can be difficult to upload to YouTube.

What to turn in:

- YouTube link embed in a discussion thread on the Discussion Board.
- Review at least 5 others’ link and provide ONE of them feedback for improvement as well as what you liked about the presentation or what went well.
- Powerpoint in the D2L Dropbox...this would be BEFORE you record the presentation. Do a File→Save As- and name the file with your last name. Again this would be just the PowerPoint with no recording. I can watch the recording via the Discussion Boards.
Review **PowerPoint Checklist** (See below) before and after recording your lectures. This will help you create an effective presentation.

<table>
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<th>Category</th>
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| Content                         | o  The information is interesting, important and relevant to the topic  
|                                 | o  The information is reliable and factual  
|                                 | o  The concepts from the book are well explained and thought out  
|                                 | o  The facts are supported by personal or healthcare industry experiences  
|                                 | o  There is a clear introduction, body and conclusion  
|                                 | o  You met all the requirements of the assignment—see assignment above.  |
| Organization of the presentation | o  The ideas are organized in a logical way  
|                                 | o  The information or arguments are easy to understand  
|                                 | o  The content and delivery stayed focused and on topic  
|                                 | o  The introduction included clear statements and main points  
|                                 | o  The body of the presentation contained supportive details about the main points  
|                                 | o  There is a strong conclusion  |
| Visuals and Technology          | o  Pictures and graphics improves the presentation and reinforces the main points  
|                                 | o  Pictures/graphics are creatively placed and not distracting  
|                                 | o  Presentation is attractive and the theme is used consistently  
|                                 | o  Text is size is easy to read  
|                                 | o  Text color and font type are consistent throughout the presentation  |
| Delivery and Grammar            | o  The slides contain no spelling or grammatical errors  
|                                 | o  You didn’t speak to fast or too slow  
|                                 | o  Your audio levels are good and consistent throughout the recorded presentation  
|                                 | o  You let the slides guide your presentation but do **NOT** just read from your slides  |