
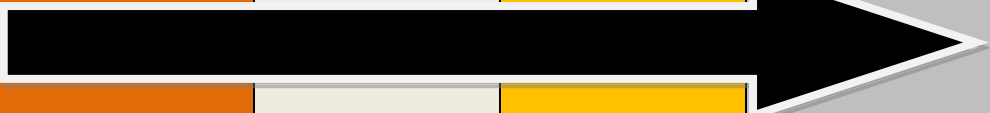




## Year 10: ASK Yourself!

**Subject: ECDL**  
**Unit: Spring Term**

	Launching 4	Developing 3	Progressing 2	Mastering 1
 S skills				
	I can create a PowerPoint presentation (E, S, L)	I can create a PowerPoint presentation and make notes for the speaker (E, S, I, L)	I can create an effective PowerPoint presentation that includes images and animation that is appropriate for the audience (E, S, I, L)	I can create an effective PowerPoint presentation that uses animation and slide transitions appropriately to suit a given audience (E, S, I, L)
 K knowledge				
	I know how to save a presentation with an alternative file format (I, E)	I know how to apply custom animation to my presentation (I, E)	I know how to print a presentation in the most appropriate format (E, I, S)	I can use images, charts and graphs in a presentation to get my point across (I, E, L, E)
	I know that there are master pages to help me set up a presentation (I)	I know how to put a header/footer on all slides using the master slide (I)	I know how to apply formatting using the master slide (E, I, E)	I know how to use the full range of views to aid the creation of an effective slide show including the slide sorter and the master slide (I, E)