

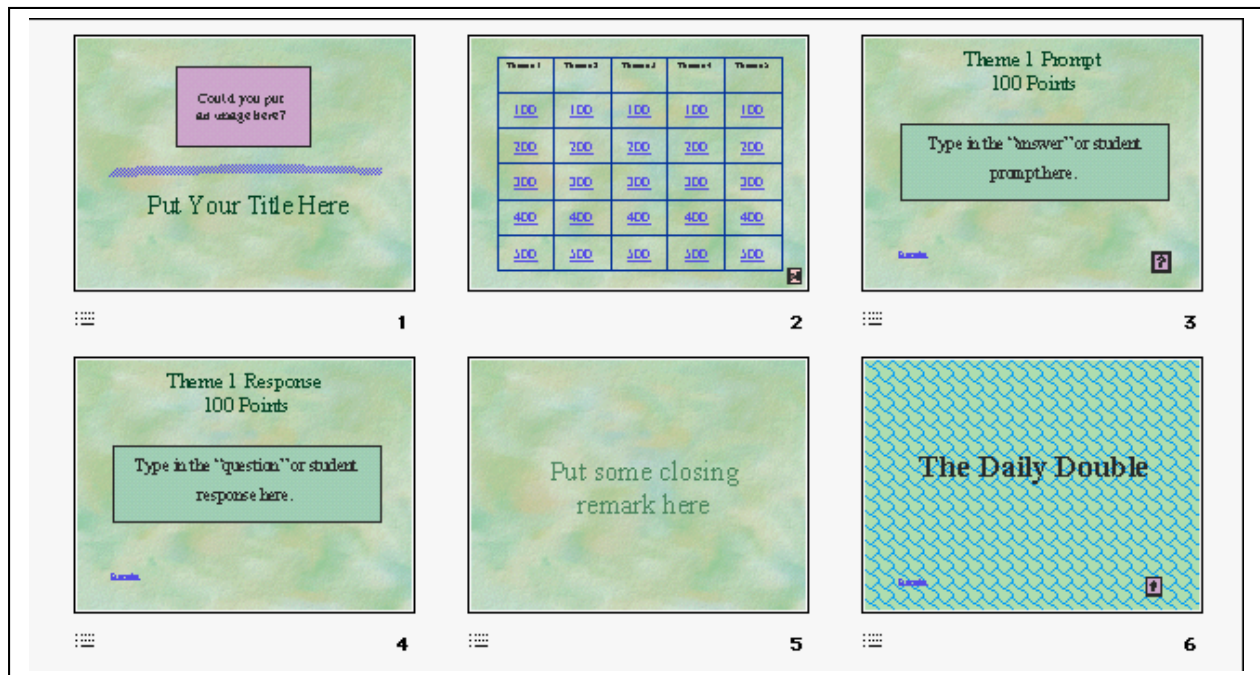
Instructions for the Jeopardy through PowerPoint Template

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LSA Instructional Support Services

Students enjoy the challenge and excitement a game provides. Jeopardy through PowerPoint is one way to capitalize on this excitement. This simple-to-adapt template enables the instructor to quickly prepare challenging and enjoyable review materials or provide a venue for students to synthesize what they know.

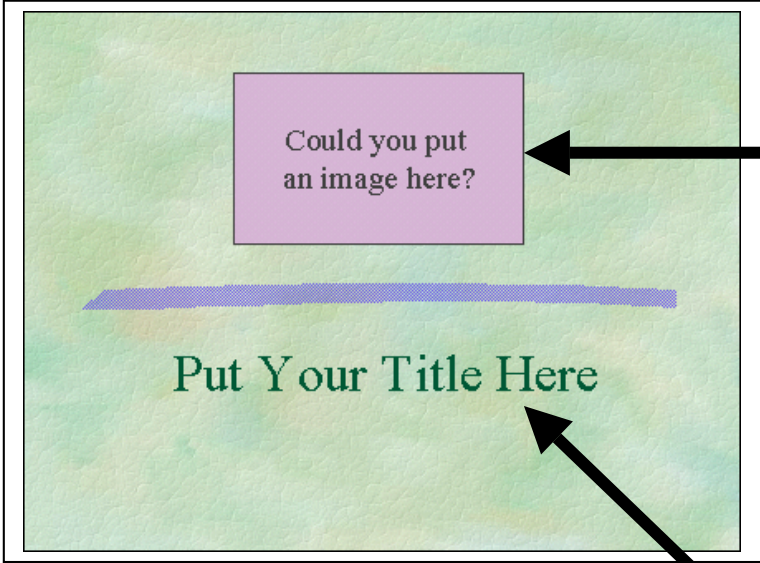
A Jeopardy prompt and response template in PowerPoint is composed of 54 slides, which have six different layouts. Layouts include the one Title slide, one Categories Slide, 25 Prompt slides, 25 Response slides, a Daily Double slide, and the End of the Game slide.



What do you need to play the game?

1. Your completed presentation (saved on a zip disk or a CD)
2. Computer and projection
3. Some means of selecting the group to start the game -- the highest card from a deck of playing cards, dice, etc.
4. Something for the groups to use to show they have an answer-- a bell, blocks to clap together, etc.
5. Something to tally scores on -- people will want to know who is winning!
(or maybe someone is designated as scorekeeper)
6. Prizes!! *(Yes, your students will expect to win something!)* candy, a free homework pass, etc.

Slide 1 or the TITLE slide



This slide can be customized to include an image, if desired. Click on the image suggestion box, and delete it. Then INSERT--Picture--From File—browse to the image on your computer and double click on it. It will appear on the slide.

If no image is desired, click on the border of the box, and press the DELETE key.

Click on the title box, delete the text and enter your own text here.

A few notes on text are useful at this point.

- Size is very important – the template is set at 28 pt. or higher.
- If you change text color, watch your color choices - remember your audience needs to be able to read what you write. Someone who is colorblind may not differentiate between red and green, for example.
- The amount of text on a slide can be overwhelming so be as brief as possible.
- *Italics* can be hard to perceive, so use sparingly.
- Be consistent with size and type.

Shortcuts with the Theme Text

The *Theme* information repeats 11 times, once on the **Categories** slide, and then again for each **Prompt** and **Response** slide. You can shortcut entering this text multiple times by using the *Find/Replace* command.

On the keyboard select CTRL + F (apple key + F on the Mac). Select *Replace*. Type Theme # in the *Find what:* box. Type your category title in the *Replace with:* box. Select *Replace All*.

THE CATEGORIES SLIDE

Slide 2 is the **Categories** slide. This is the most frequently used slide as it contains the hyperlinks to each **Prompt** (the way you can jump around from slide to slide), and is the return designation hyperlink for all **Response** slides. The **Categories** slide also links to the **End of the Game** slide.

Each **Theme** header must be customized. Follow the Shortcuts with the Theme Text instructions. This is the only entry you will make on this slide.

Each number links to the prompt for that particular item. You should not change or alter the number links.

When playing the game, click on the number your contestants select, for example Theme 1 for 100.

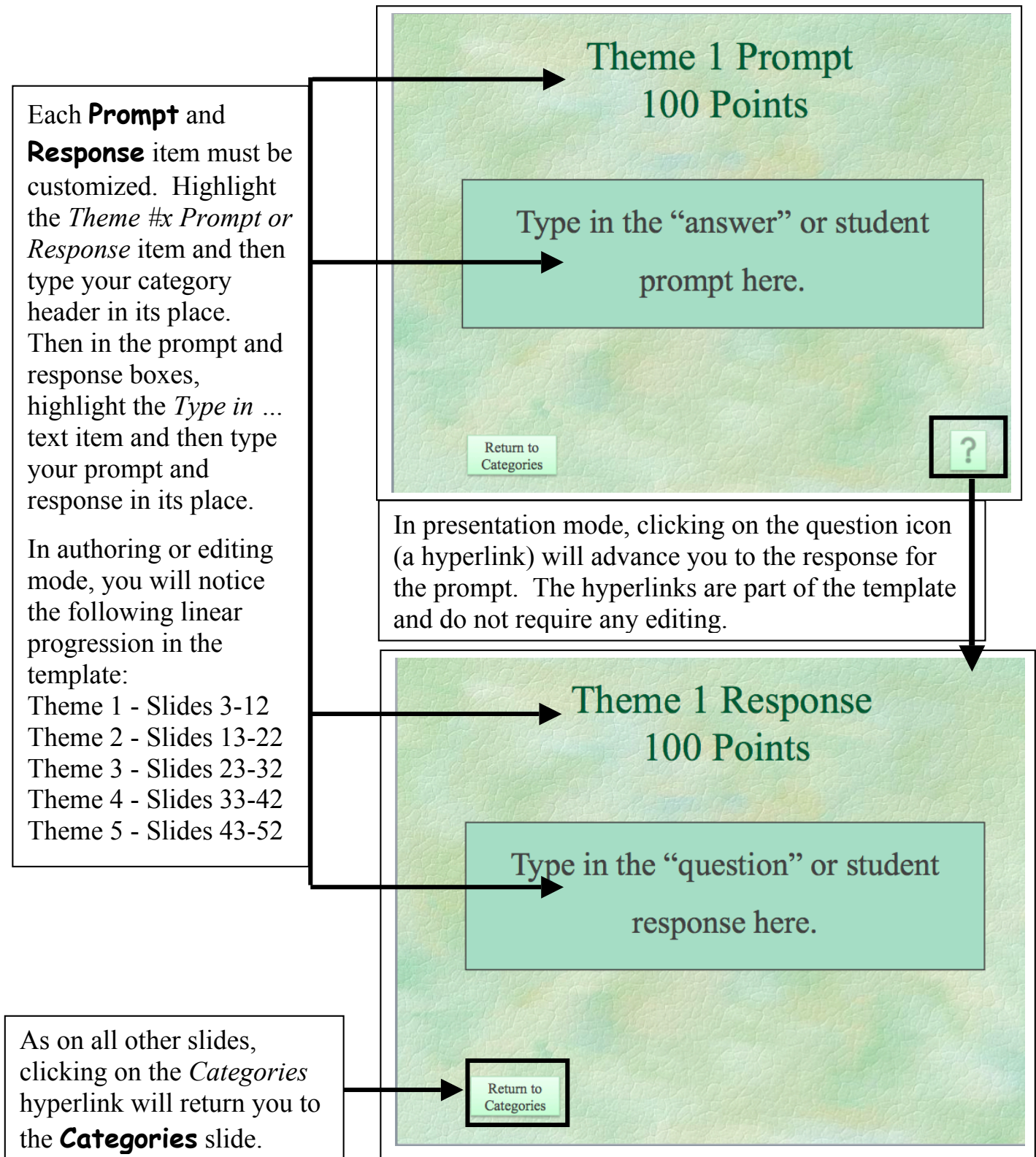
Theme 1	Theme 2	Theme 3	Theme 4	Theme 5
100	100	100	100	100
200	200	200	200	200
300	300	300	300	300
400	400	400	400	400
500	500	500	500	500

Template location of hyperlink to **Daily Double** slide. To change the location of the link, see Page 5-6, instructions for the **Daily Double** slide.

Clicking on this icon takes you to the **End of the Game** slide

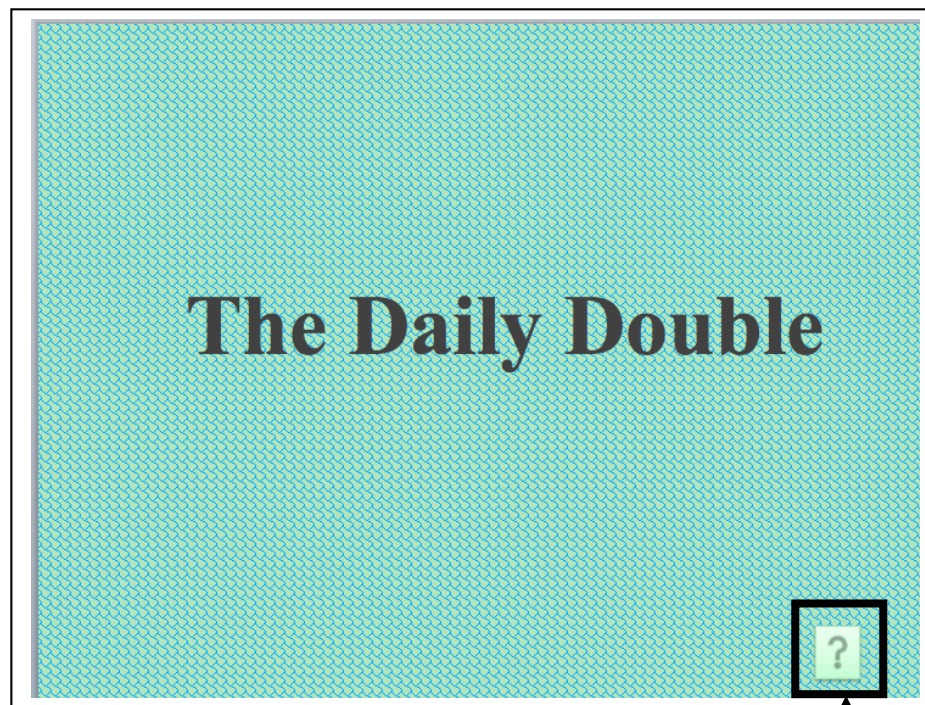
THE PROMPT AND RESPONSE SLIDES

Slides 3-52 are the **Prompt** and **Response** slides. These slides contain the individual questions and answers by which students earn the points.



The Daily Double Slide

The **Daily Double** is a special prompt, and is usually a more difficult question. In the template, the **Daily Double** is linked from the *Theme 2 for 400* category location. No editing is necessary on this slide, unless you wish to change the location of the hyperlink.



In presentation mode, clicking on the question icon (a hyperlink) will advance you to the prompt for the **Daily Double**. The hyperlink pre-exists and does not require editing.

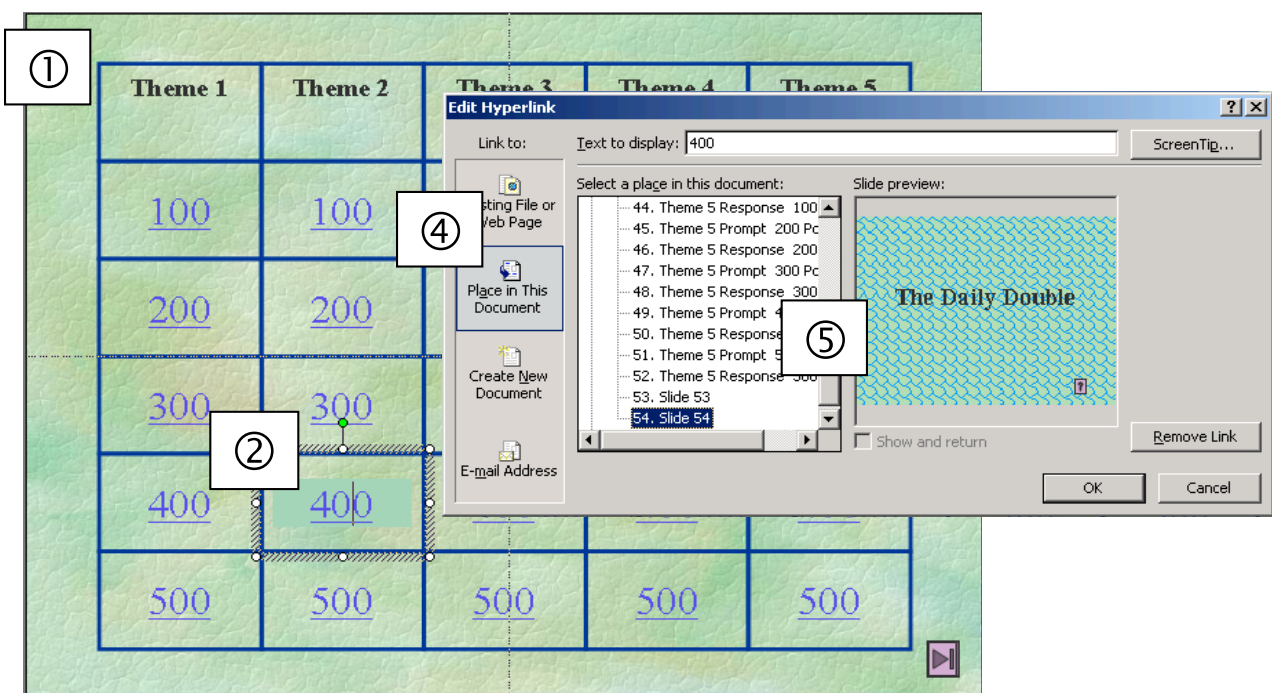
Changing the location of the Daily Double hyperlink from the *Theme 2 for 400* category location to another location

In this three step process you must first delete the link to the Daily Double from the Categories slide Theme 2 for 400. Next, you establish the link at the new location on the Category slide (for example, Theme 2 for 200). Lastly, establish the link from the Daily Double to the appropriate prompt.

Step One Re-Setting the Daily Double Link back to the normal link

1. Go to the Categories slide. (slide #2).
2. Highlight the link on the *Theme 2 for 400* item.
3. On the keyboard hit
for PC users-- CTRL + K, OR, for Mac users -- the apple key + K
A dialogue box will pop up.
4. Click on the "document" option if it is not already highlighted.
5. Scroll up in the dialogue box until you see Theme 2 Prompt 400, and click on that slide. Click OK. That dialogue box will close.

The hyperlink setting has now been changed from the Daily Double to the Theme 2 400 Prompt and no Daily Double link is set from the Category slide.

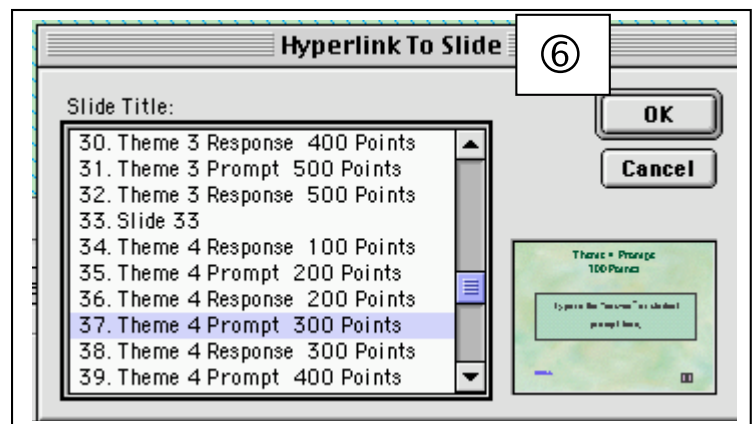
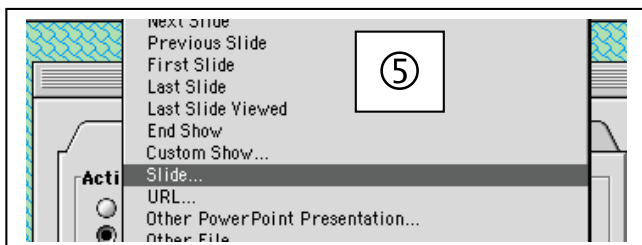
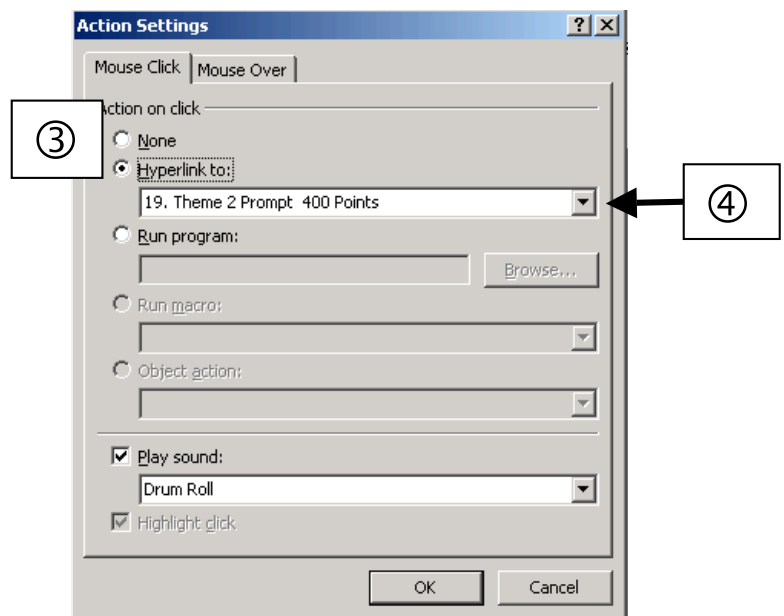
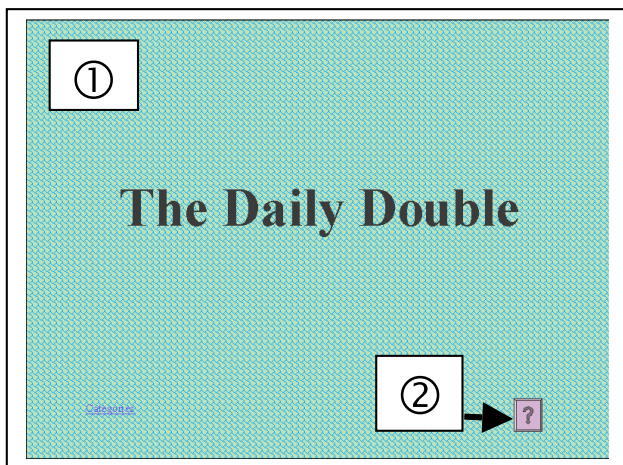


Step Two: Setting the New Daily Double Link

1. While still on the Categories Slide, click on the Theme category amount for the new Daily Double Link. Repeat Steps 3 and 4 above.
2. A Hyperlink to Slide dialogue box will pop up showing all of the slides in the presentation. Scroll down in that dialogue box to Slide 54, and click to select. Click OK. That dialogue box will close. The new location for the hyperlink to the Daily Double slide has now been set.

Step Three: Setting the Link From the Daily Double to the New Prompt Location

1. Go to the **Daily Double** Slide (Slide 54)
2. Single click on the question mark button in the bottom right hand corner of the screen.
3. On the keyboard hit
for PC users-- CTRL + K, OR, for Mac users -- the apple key + K
A dialogue box called *Action Settings* will pop up.
4. Click on the arrows next to the *Hyperlink to* drop down menu.
5. A dialogue box will appear with many options. Choose *Slide*.
6. A *Hyperlink to Slide* dialogue box will appear. Select the Category Prompt you want the Daily Double to link to.
7. The new link has now been set, and the Daily Double slide will appear when that Category Value is selected.
8. Test your new links by running the slide show.

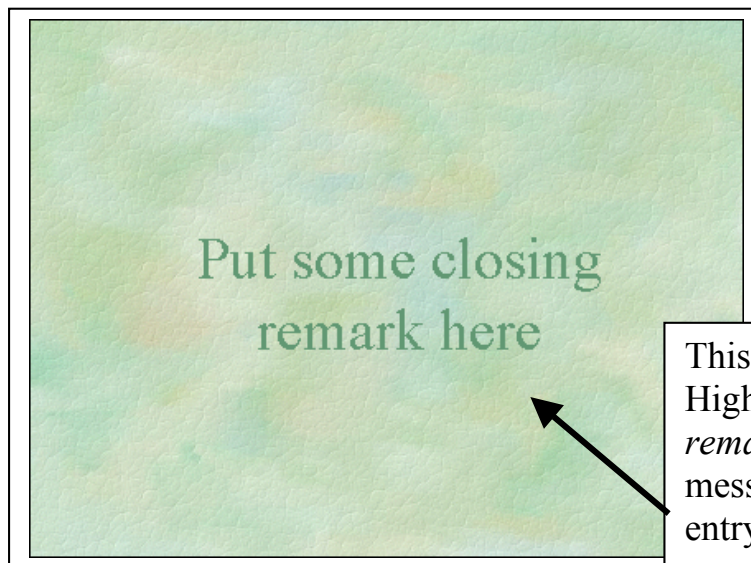


The End of the Game Slide

The ***End of the Game*** slide is the spot to draw any conclusions, wish students luck, and bring closure to the activity. It is linked from the ***Categories*** slide hyperlink in the bottom right-hand corner.

Theme 1	Theme 2	Theme 3	Theme 4	Theme 5
<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>
<u>200</u>	<u>200</u>	<u>200</u>	<u>200</u>	<u>200</u>
<u>300</u>	<u>300</u>	<u>300</u>	<u>300</u>	<u>300</u>
<u>400</u>	<u>400</u>	<u>400</u>	<u>400</u>	<u>400</u>
<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>

Clicking on this icon takes you to the end of the game.



This text must be customized. Highlight the *Put some closing remarks here* and then type your message in its place. This is the only entry you will make on this slide.

To Run The Game

Either select *SLIDE SHOW* under the *VIEW* menu, or use the screen icon found in the bottom of the editing screen to start the show. Except for the first slide, you must advance by clicking on the hyperlinks!



Reminder/Caution

Remember, PowerPoint is linear by default. That means when you run the show if you simply click on the mouse to advance, it will advance slide by slide. In this game, you want **to advance by hyperlinks**, so it is **very important** that you click on the Category Values or the hyperlinks ONLY. Practice a few times first!