PowerPoint:

How do I create engaging and didactical sound slides?

Risbo
Research-Training-Consultancy

Introduction

So you have decided to record some educational videos at the studio – great! In addition to deciding on a studio format and creating a script, preparing a PowerPoint can be extremely handy to support the information you discuss within your video. Whereas the PowerPoint slides are important within your lectures, some different rules apply when you're in the studio.

In this brief guide, you will be provided some simple tips and tricks to ensure that your PowerPoints are engaging and visually attractive, whilst also ensuring that your slides are educationally sound.

Do you want to know more about recording educational videos?

Contact us at
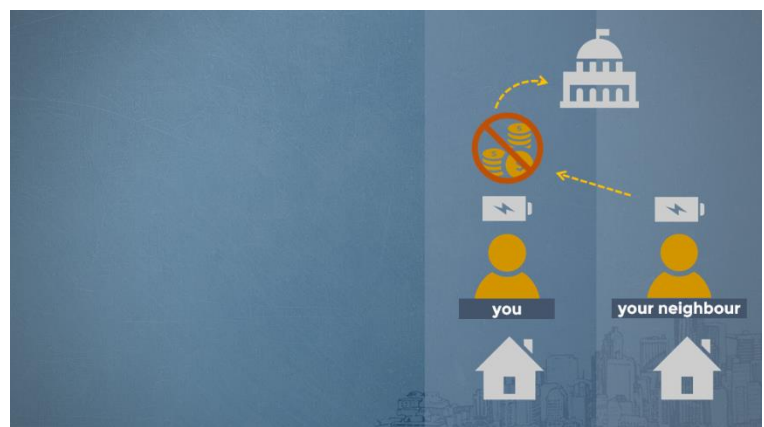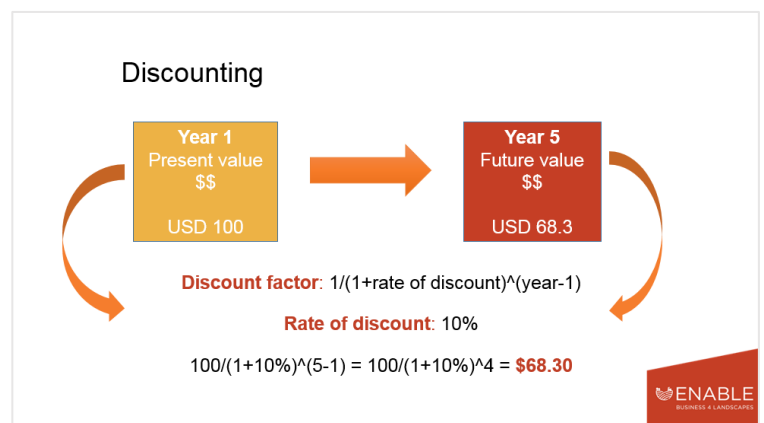**Risbo**

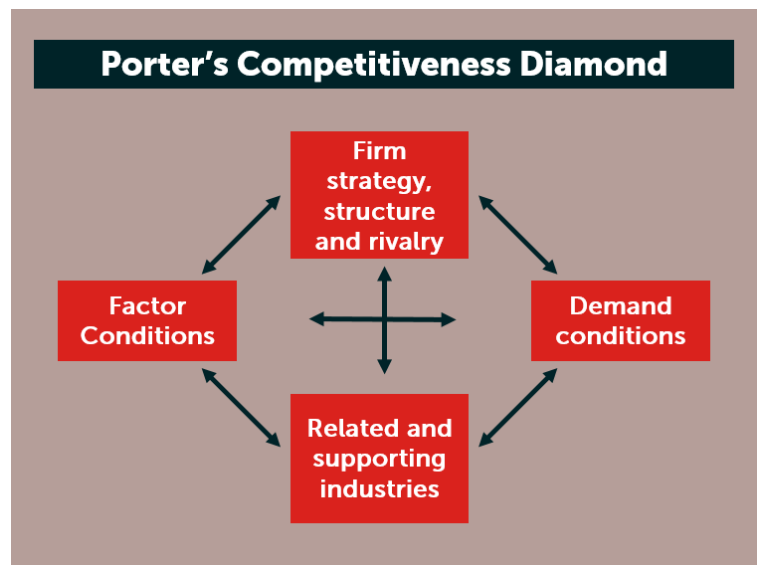**info@risbo.eur.nl**
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Content

Within an educational video, the information on a PowerPoint should support the story you are recording without distracting from the instructor. When students get information via spoken words, moving images and written words simultaneously, this can lead to a cognitive overload.

Therefore, the information on the slides should provide a recap of what the instructor is saying, listing only the key items mentioned. Try to avoid long sentences of text.

Additionally, take into account that it is difficult to both read and listen at the same time, that's why there shouldn't be text on your slides that won't be said aloud.

Adding images and graphs to your PowerPoints can also assist explanations of difficult topics - it has been proven that students learn better from words and pictures than from words alone. However, make sure that the visuals aren't distracting and that they add value to your spoken words and the education of the students.

(Nine Ways to Reduce Cognitive Load in Multimedia Learning – Mayer. 2003)

Formatting

In addition to the content of your slides, the appearance of the PowerPoint is also important as this can affect learner attainment and perception. The below points provide some guidance for formatting your slides:

As a general remark, make sure your slides have a 16:9 template

Avoid using a font size smaller than 28 – slide information should be readable on a mobile device.

If you are creating a series of videos, ensure that there is a consistent style related to colours, fonts and imagery. By doing so, learners will recognise the style, which is beneficial to the learning effect.

It is important to guide students' attention to the focus of the visual. For instance, arrows, zooming in, and highlighting can be used to make clear what you want students to pay attention to.
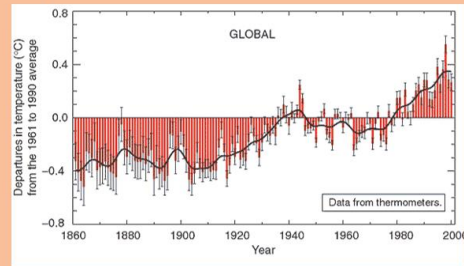
However, don't go crazy with the transitions and animations. Aim to stick to one type of transition between slides.

Avoid using several fonts and colours within one presentation.

Choose complimentary background and font colours that allow the text to be read easily.

Resources

Images

Within presentations, hi-resolution images should be used to create attractive and dynamic presentations.

Additionally, it is recommended to use images that are under the Public Domain Dedication (CC0) or the Creative Commons.

CC0 images can be copied, modified and distributed for commercial purposes without having to ask for permission from the image owner.

For more information regarding the Creative Commons, please read the right hand column of the link:

www.flickr.com/creativecommons

Below is a list of sites where you can find impressive and free stock images:

https://www.pexels.com/

https://pixabay.com/

https://unsplash.com/

http://www.lifeofpix.com/

https://www.flickr.com/creativecommons/cc0-1.0/ (with this link you can search Flickr's CC0 images)

http://www.publicdomainfiles.com/

Remember: only use images that are relevant and helpful to the story you are telling.

Videos

Videos can also be added to your presentations when relevant. The video may provide a visual overview to a concept or may display examples of what is being discussed by the instructor.

One site where you can find high quality videos is Videoblocks. The studio has membership access to the site so can download videos, however, please only select videos that have the "members-only content" icon on them, as these are free for the studio to download.

Other potential sites to find free stock videos include:

https://videos.pexels.com/

https://www.videezy.com/

https://www.videvo.net/

https://pixabay.com/

Videos can be cropped or slowed down/accelerated (depending on their quality) by a certain speed to fit next to the related spoken information.

It is recommended that you send the videos/links to the studio with instructions related to video speed and duration the day before you film to ensure the videos can be inserted/are good quality.