

Presentation Game Help

Overview

The Presentation Game is a PowerPoint Application that allows you to **turn your presentation into an interactive presentation game**. It's also very quick and easy to use. First you'll import your presentation slides, as well as, slides you've selected from TGI's Interactive slides, provided with this application, into the presentation game. Then with just one mouse click you'll add a Menu button to all slides, and turn your presentation into an interactive presentation game.

The Menu pop-up once placed on your presentation slides gives you the ability to do a whole variety of things to make your presentation fun and engaging. You'll be able to setup up to 36 players or teams and score points for each as you present and play. Also available from this Menu is a fast response pop-up which allows you to play quick response type games (This game is designed to accommodate a USB Buzzer System). Other Menu features include random game sounds, as well as, other fun random generators. Randomly select a team, a player, a number (perhaps a question number or the number of chances a player will receive), or an action (an activity that players might perform as a part of the game). If a player gets an answer correct let them use either The Grid or the Mini-Game to determine the number of points they'll be awarded. A Notes/Rules pop-up is provided to keep follow up notes during game play or to provide your audience with **the rules you've developed for your presentation game**. Detailed instructions on how to setup your presentation game, and complete feature descriptions can be found below.

PowerPoint Versions

The Presentation Game is provided in two formats. A ".PPT" file compatible with PowerPoint 2002/2003 and a ".PPTM" file compatible with PowerPoint 2007.

Macros

The Presentation Game uses macros to automate several different game functions. To use this file, you must enable macros when the file is opened.

- To enable macros in PowerPoint 2002/2003 – Open PowerPoint and select Tools, Options, Macro Security, then set to Medium or Low.
- To enable macros in PowerPoint 2007 – Open PowerPoint, Click on the PPT Icon (top right corner), PowerPoint Options, Trust Center, Trust Center Settings, and Enable Macros.

Registering the Game



The first time you select "Show Menu" from the game's toolbar, you will be prompted to register your copy before you can proceed. Once your product is registered, this pop-up will not appear again. Your registration information can be viewed on the About button from the Menu.

Getting Started



Open the Presentation Game and press the “F5” key. This will show you the Main Menu (above) in slideshow view.

The four buttons shown on the above Main Menu will:

1. Start Game: opens presentation, *but first you’ll want to create your Presentation Game.*
2. Quick Tutorial: quick help instructions for creating a presentation game.
3. Help: (*This file*) detailed instructions for creating a presentation game.
4. Create Toolbar: creates a special Presentation Game Toolbar (shown below)

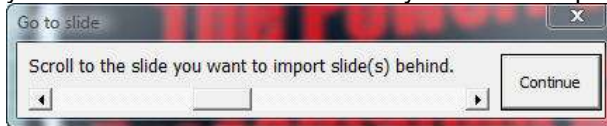
Presentation Game Toolbar



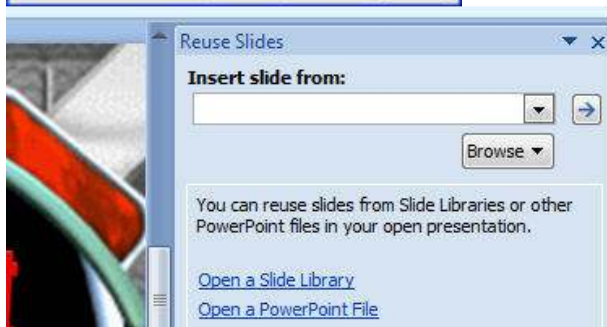
Vista – The toolbar is available from the Add-Ins tab.

To make the Presentation Game easy to setup, a special Presentation Game toolbar is provided. Here is a recap of this toolbar’s five buttons and their function (shown above):

1. **Import Slides:** The first thing you’ll want to do is to import slides from your presentation/s into the Presentation Game. We’ve also provided the TGI Interactive Slides PPT file which contains formatted question, exercise, and game slides. These help to make your presentation participative, fun and engaging. Press “Import Slides” to browse and select slides from your presentation/s and from the TGI Interactive Slides presentation provided. The TGI Interactive Slide presentation is located in the C:/Program Files/Training Games/TGI PPT Presentation Game directory. To maintain the original look of your presentation, check the box labeled “Keep source formatting” (Shown below). You can also choose to import some or all of the slides in any presentation. After selecting Yes, you will need to scroll to the slide you want to import your slides behind.



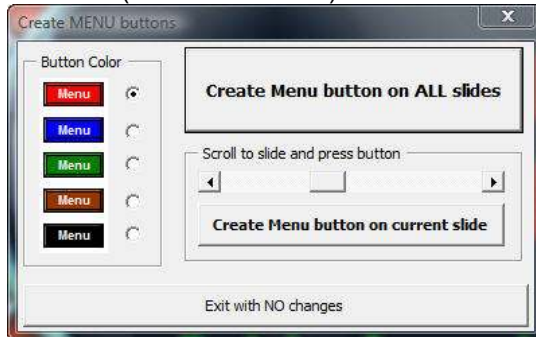
We recommend adding the TGI Interactive Slide presentation as a favorite for convenient access and checking the Keep Source Formatting box to maintain the slides original formatting.



Vista – This is called Reuse Slides and this sidebar opens next to your presentation to allow you to insert slides from. Right click on slides to select Insert Slide or Insert all slides.

2. **Add Menu button to slides:** This is to add a special Menu button to slides in your presentation. A menu opens and presents you three choices plus the ability to change

the color of the Menu button. Click on the radio button to select a color. Create MENU button on ALL slides / Create MENU button on the current slide ONLY (in case you need a button after you have created buttons on all slides) (use the Scrollbar to select the slide) / Exit this menu with NO changes other game functions detailed below. The menu button allows you access to the Presentation Game Scoreboard and other game functions (shown below # 4).

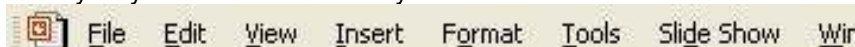


3. **Run Slideshow:** This button starts your presentation in slideshow view. Another such shortcut for opening your presentation in slideshow view is to press the F5 key.
4. **Show Menu:** This opens the special game Menu while you are still in edit mode (shown open below). It is an easy way to setup the game options for your next presentation game.

Player/Teams	Score	Player/Teams	Score	Player/Teams	Score
Player 1	0	Player 2	2	Player 3	0
Player 4	0	Player 5	0	Player 6	0
Player 7	0	Player 8	0	Player 9	0
Player 10	0	Player 11	0	Player 12	0
Player 13	0	Player 14	0	Player 15	0
Player 16	0	Player 17	0	Player 18	0
Player 19	0	Player 20	0	Player 21	0
Player 22	0	Player 23	0	Player 24	0
Player 25	0	Player 26	0	Player 27	0
Player 28	0	Player 29	0	Player 30	0
Player 31	0	Player 32	0	Player 33	0
Player 34	0	Player 35	0	Player 36	0

The above Menu is made available by pressing the Menu button while presenting slides and playing your presentation game. The red T button on the menu will collapse the menu allowing you to keep only the menu buttons on screen for your game (Below).

5. **Launch Sound Recorder:** This opens the built-in Windows sound recorder. This is an easy way to record and attach your own sound and voice files to slides (.WAV format).



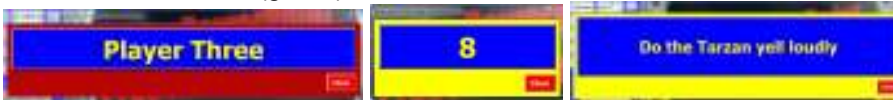
NOTE: After creating the Presentation Game Toolbar, you can also access it from edit mode by right clicking on the standard PowerPoint File menu bar (shown above) and selecting "Presentation Game Toolbar".

Presentation Game Menu

Most of the action takes place on the game Menu. From this Menu you can access all of the other Presentation Game options. Adjacent to the Score column is a column of + buttons which add points to a player or team score. You can also edit a score by typing directly in the textbox. Remember, the menu pop-up can also remain on the screen while you continue to present your slides. You can also collapse the menu (as shown above) by pressing the (T) or Toggle button

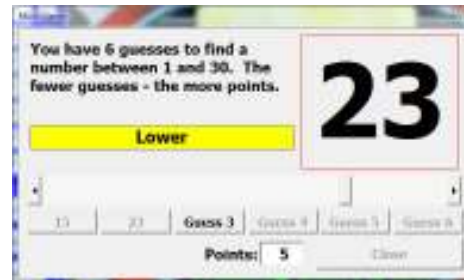
on the top left of the menu bar. Pressing it again will restore the menu to normal size. Also from this Menu you can access sounds and random functions.

1. Sounds. Pressing the Good or Bad sound buttons will randomly generate 20 different Good and Bad (blue buttons shown above). You'll have fun with these!
2. Use the Random (green) buttons, to select a team, a number or an action at random.

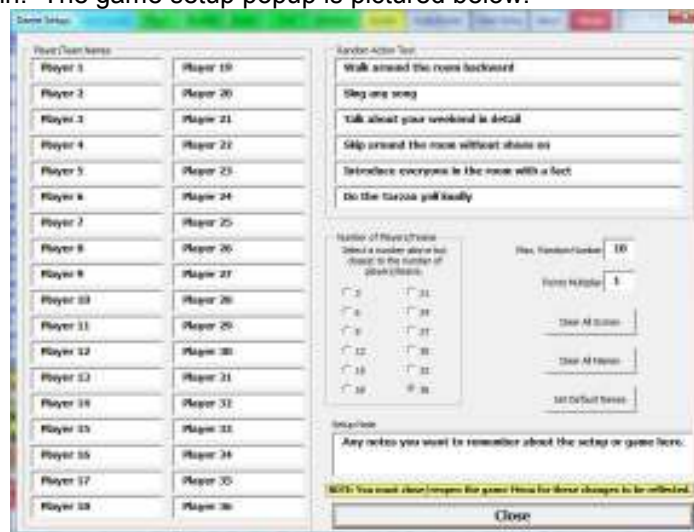


3. Results are displayed on brightly colored buttons (above) which can be pressed repeatedly to display a different random selection. Use the "Game Setup" button to choose the maximum random number or edit a list of random actions or game consequences. Two other random generators provide some game scoring fun.

Using the below Grid a player selects one alpha character, which when clicked reveals the point award. The adjacent Mini-game is a high low guessing game. Players try to find a hidden number between 1 & 30 and are given 6 chances to do so. Keep guessing, but the sooner you guess the number, the higher you score award.



4. The Setup boxes allow you to edit team or players names. Always enter names, first filling the left-hand column (top to bottom), then the right-hand column. If you don't have 36 teams or players, leave the remaining spaces blank. A button is provided to "Clear All Scores", "Clear All Names", and "Set Default Names". The Points Multiplier changes the point value increment when the team or player + buttons are pressed on the Menu. It also changes the point increment for the Grid and Mini-game. Using the Number of Player/Teams box, you can select the approximate number of players or teams participating. This will reduce the size of the Menu pop-up during the game. Remember settings and slides for each presentation game you build can be saved and used over and over again. The game setup pop up is pictured below.



5. Rules/Notes pop-up provide you with a place to enter your own game rules or keep notes during a game. You can start a new line by pressing the Ctrl+Enter key combination. If you select all of the text and use the copy shortcut of Ctrl+C, you can move to any other

document and paste the text using Ctrl+V. (Suggestion: Copy follow up notes to a word doc. then email them to class participants).



6. The Fast Response pop-up (Below) provides you the option of using a USB buzzer system to determine who will answer a question. A USB buzzer system will trigger the keystrokes for numbered keys from 1 through 8 when its buzzer pads are pressed (maximum of eight players or teams). The best way to use this option is to put the Fast Response box on the screen just prior to revealing the question slide. When the question is presented, the first to “buzz in” gets the question. A Reset button allows you to select another team or player, just in case the last answer given was incorrect. When a team or player buzzes in, the RESPOND NOW text is replaced with their name.



Remember the game will allow you to keep both the Menu and the Fast Response pop ups on screen as you advance slides. When you select the Fast Response box, the Menu is automatically closed. When you close the Fast Response box, the Menu is automatically opened to allow you to award points. Of course you don't need a fancy USB buzzer system to play a game. You could have each player or team raise their hands or a card to answer a question.

Main Game Startup Slide

The below introductory slide can be used to inform your players that the game is about to begin. It is completely editable and contains sound and music to start your presentation game with excitement. You may, of course, elect to use your own introductory slide. We suggest simply hiding versus deleting the TGI introductory slide to preserve it for future use, or to assist you with another game setup. In fact, it is always a good idea to “Save As” all of your new presentation game files, and leave the original game file intact. We suggested saving new presentation game files in the original game directory (C:/Program Files/Training Games/TGI PPT Presentation Game).



Setup Slide

This RED slide (Shown) is one slide in the Presentation Game that is hidden from slideshow view and will not be part of the game itself. It is very important however, and should not be deleted or altered in any way. This slide holds the data from the Presentation Game Menu system. It is required for the program to run properly.



Interactive Slides

Also included with this program is a separate PowerPoint file which includes many exciting pre-formatted slides. These slides can be imported into your presentation and duplicated as needed. Note: Where needed, we have provided instruction slides with the available exercise or game slide. In this event slides are labeled “1 of 2” and “2 of 2”. All slides have been specially designed to add interactivity and fun into your presentation game. Most of these slides feature animated graphics, special sounds and timers. Open the TGI Interactive Slide file and preview all of the various question, exercise, and game slides available to **turn your presentation into a presentation game**. These slides, along with the scoring and other great features found within the presentation game itself, will ensure your presentation engages your audience and maximizes its learning potential.

All of the interactive slides have the “advance slide on mouse click” turned off. This is to keep the slide from advancing before you are ready. In the upper right corner are two blue buttons. The < button goes back to the previous slide and the > button moves you to the next slide. A slide list is found below.

Pre-formatted question slides include:

1. An Open-ended question
2. Two True/False questions
3. Five Multiple-choice questions
4. A Match Question

Interactive game exercises and game slides include:

1. Fun Feud
2. Bingo
3. Key Word
4. Speak To This Topic
5. Turn Around
6. Word Jumble
7. Role Play Format
8. Team Meeting Format
9. Hidden Key Words
10. Pyramid Game Format

Other

1. Icebreaker Wheel
2. Break Timer

The interactive slides and Presentation Game make a comprehensive interactive tool to make your presentation interactive, fun and engaging. Additional instructions for the interactive slides can be found on each slide in the Interactive Slides file.

Some of the interactive slides are picture below:

