

Presentation Game 5 Help

Overview

The Presentation Game 5 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 as many as 36 players or teams and score points for each as you present and play (see graphic of the open Menu below under "Show Menu"). 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. You can also take points away from a player if an answer is incorrect. A Notes/Rules pop-up is provided to keep follow up notes during game play. Detailed instructions on how to setup your presentation game, and complete feature descriptions can be found below.

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.

ENABLING MACROS

In PPT 2002/2003:

- Choose Tools | Macro | Security.
- On the Security Level tab, click Medium.
- Close all open dialog boxes.

NOTE: When user opens a file that contains macros, PPT will display a warning dialog box and offer the choice to enable the macros or not.

In PPT 2007:

- Choose Office Button | PowerPoint Options | Trust Center | Trust Center Settings.
- Click Macro Settings.
- Click Disable all macros with notification.
- Close all open dialog boxes.

NOTE: When user opens a file that contains macros, PPT will display a bar beneath the ribbon with the text "Security Warning: Macros have been disabled" and an Options... button. Users should click Options... then click Enable this content to permit macros to run. See the instructions on the side of the opening slide to enable macros in the various versions of PowerPoint 2002/2003 & 2007.

Getting Started



Open the Presentation Game and press the “F5” key. This will show you the Main Slide (left) in slideshow view. There are two buttons on this slide. The Start button moves to the next slide to start your presentation. The Options button toggles an option menu on/off. These three buttons will:

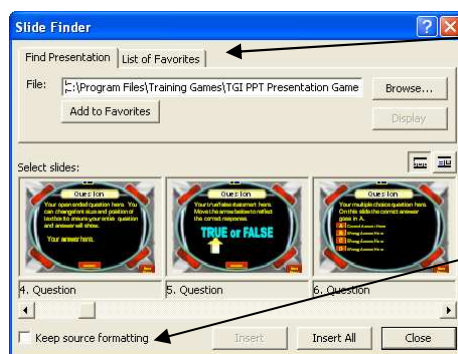
1. **Toolbar:** activates the Presentation Game Toolbar and exits from slideshow mode so it can be used.
2. **Help:** (*launches this file*) detailed instructions for creating a presentation game.
3. **Music:** plays background music. Can be used for program introductions, breaks and at other times during your program if needed.

Presentation Game Toolbar



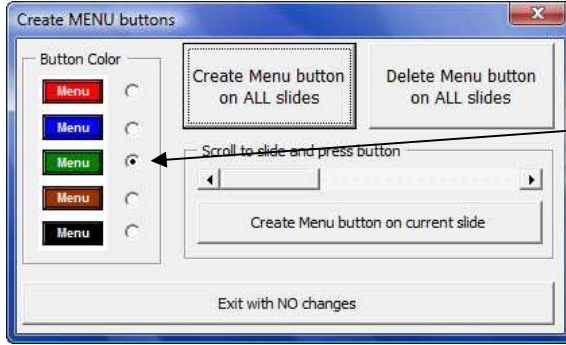
To make the Presentation Game easy to setup, a special Presentation Game toolbar is provided. Here is a recap of this toolbar’s five buttons and their functions (shown above):

1. **Import Slides:** The first thing you’ll want to do is to import slides from your presentation/s into the Presentation Game. Your Presentation Game 5 application also includes the very important TGI Interactive Slides PPT file, which contains various question formats (multiple choice, True/False, etc.), interactive game exercises (Feud Game, Bingo, etc.), musical intros and game finales, prize presentation selectors and other slides designed to enhance your presentation game. These slides, along with the menu features, will serve to make your presentation game 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.
2. 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.



We recommend adding the TGI Interactive Slide presentation as a “favorite” for convenient access and checking the “Keep source formatting” box in order to maintain the slides’ original formatting. In addition, you may wish to open the TGI Interactive Slide PPT and review the various interactive slides. This will give you a good idea of the slides you might want to import into your presentation game.

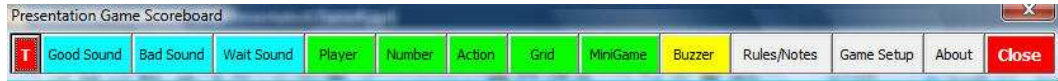
3. **Adding Menu buttons to slides:** A special Menu of buttons can be added to all of the slides in your presentation. The menu opens the scoreboard, and gives you access to many other game options (shown below # 4). First, select a button color. The (2) buttons on top create or delete menu buttons on ALL of the slides in the entire presentation. Below these a scrollbar and button allow you to choose a particular slide in your presentation and to add a menu button to just that slide.



4. **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.
5. **Show Menu:**



This opens the special game Menu (above) while you are still in edit mode (shown open above). It is an easy way to setup the game options for your next presentation game. The above Menu is of course also available by pressing the Menu button while presenting and playing your game in slide show mode. The red "T" button on the menu will collapse the menu allowing you to keep only the menu activity buttons onscreen during game play (right corner below).



6. **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). If the sound recorder does not appear when pressed, check with your IT department. Some businesses remove this app (Window accessory) along with solitaire.

What's on the Presentation Game Menu

You can really enhance your presentation game using some of the features on the Menu (see open menu above). First of all you can keep score on the game menu. Adjacent to the Score column are rows of **+** and **-** buttons which add/subtract points to a player or team score. You can also edit a score by typing directly into 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 immediately 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 (shows plays/teams). Note: We show the menu with 36 players/teams above. You'll see how to adjust the number of teams/players in (5.) "Game Setup" below. Also from this Menu you can access sounds and random functions.

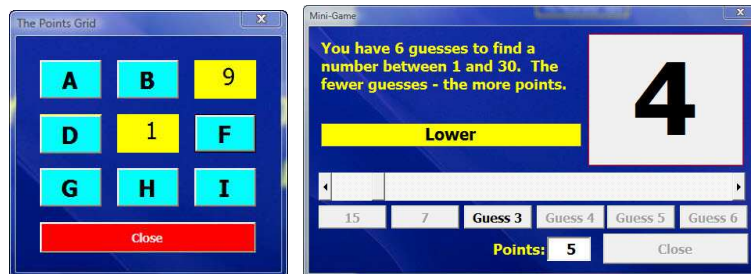
1. Sounds. Pressing the Good or Bad sound buttons will randomly generate 20 different Good and Bad (light blue buttons shown above). You'll have fun with these! Speakers are always a good idea in a large classroom setting.
2. Use the Random (green) buttons to select a team, a number, or an action at random. From a game perspective these options can add fun and a bit of playing strategy to your presentation game. For example, you may opt to choose teams/players using the random "Player" button, or select a question's point value using the random number selector. Perhaps you'll use the random "Action" button to have your teams/players do something clever when they answer a question incorrectly! As you can see the game's rules are limited only by your own imagination.



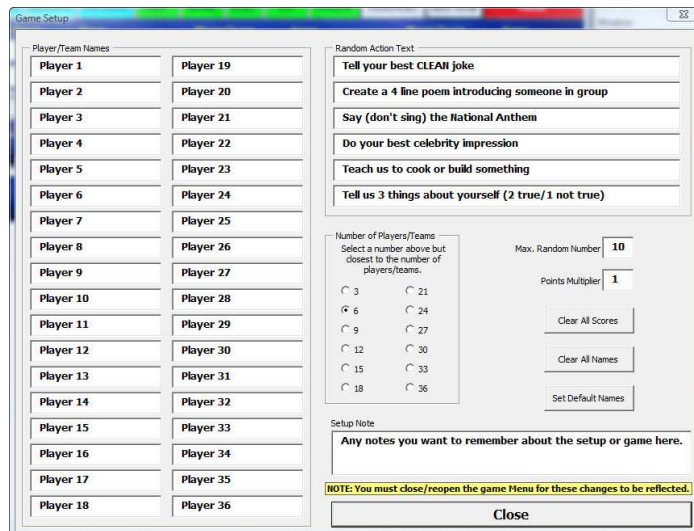
3. Results are displayed on brightly colored blue buttons (above) which can also be pressed repeatedly to display a different random selection. Use the "Game Setup" button (shown below) to choose the maximum random number or to edit a list of random actions/game consequences. In addition, the number of players/teams participating in a game is controlled through the game setup (only list the player/team names participating in your presentation game on the game setup. Delete the other default names from the list).

4. 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. Note: Each time the grid is opened, the numbers change behind each alpha character. In addition, the point multiplier (i.e. points are advanced in 10s versus 1 point/click) will be reflected on the grid as well.

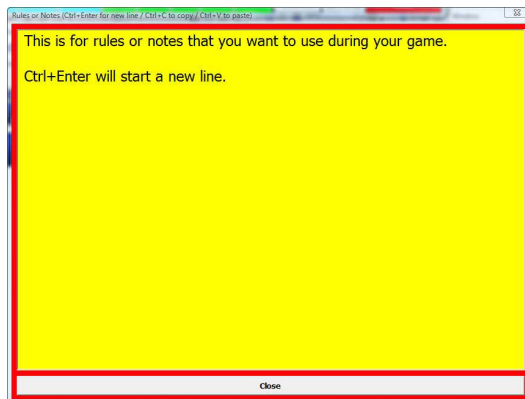
The adjacent Mini-game is a high/low guessing game. Players try to find a hidden number between 1 & 30 and are given 6 chances to do so. Keep guessing, but the sooner you guess the actual number, the higher your point score will be.



5. The Game Setup box allows 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.



- Rules/Notes pop-up provides you with a place to enter your own game rules, keep notes or jot down follow up questions 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 copy the text 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).



Main Game Startup Slide

This slide can be edited to include your program name, your name and or your logo/picture. It is an excellent holding slide for the period of time just before your presentation starts. Add to the excitement by playing some introductory music as your class participants enter.



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 the presentation game, just as your presentation is imported into the application. Once your presentation and the interactive slides have been imported and appear as you want, you can save the entire file so it is all ready for your next presentation game. Note: Where needed, we have provided instruction slides with the available exercise or game slides in the interactive game file. All slides are labeled 1 of 1 OR 1 of 2 (when accompanied by an instruction slide). Keep these slides together in your presentation to help explain the game or exercise to your audience. 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. A listing of the interactive game slides is found below:

Pre-formatted question slides:

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

Interactive game slides:

1. Fun Feud
2. Bingo
3. Keyword
4. Word Jumble
5. Role Play Format
6. Describe Things That

Interactive exercise slides:

1. Keywords
2. Team Meeting
3. Speak To The Topic
4. Turn Around
5. Hidden Keywords

Icebreaker slides:

1. Icebreaker Wheel
2. Keep Talking

Introduction slides:

1. Short version
2. Long version

Finales

1. Short version
2. Long version

Prize selector slides:

1. Two versions

Break timer slides:

1. 15 minutes (break)
2. 30 minutes (break)
3. 45 minutes (lunch)
4. 60 minutes (lunch)

Bonus round slides:

1. Pyramid Style
2. Jeopardy Style

Suggested Rules slides (just to give you some ideas):

1. Quiz Show Game
2. Participation Pays
3. Grid Points Quiz
4. Feud Frenzy Game
5. Match Game
6. Speak To This Topic
7. Truth or Consequences

The Interactive Slides file also contains six unique slide backgrounds which can also be imported and used in your presentation game.