

Checklist for a Presentation Slide

Checklist for Slide Template

Items to Complete:



Does your timeline have your name in the title? Does your name end with an 's to make it possessive?



Is your picture large enough to cover the green box underneath?



Does your timeline progress from left to right with the words, Past, Present and Future?



Do your boxes for Past, Present and Future contain complete sentences?



Did you remember to copy and paste the philanthropy icons next to the words Past, Present and Future?



When you completed the bottom right-hand box about how you feel, did you remember to delete all of the underline marks?



Did you remember to make that sentence in the lower right hand corner a complete sentence?



Does your timeline look clean?



Did you check for misspellings?





Are all of your words typed in an Arial font?



Did you save all of your changes?



Is your slide template saved?



Did you hand in or send a copy of your slide to your teacher?

