**“Dallas”**

**Directions**: The 2012 BPA State Leadership Conference will be held in Dallas, TX on February 29 – March 4, 2012. The conference hotel is the Dallas Sheraton in downtown Dallas (400 N. Olive Street). Use the Internet to help search for various restaurants, attractions, and shopping malls within 3 – 5 miles of the hotel. You will create a 10-slide PowerPoint presentation. Be sure to include the distance from the hotel to **each** location including the driving time between the hotel and **each** location. An excellent website is <http://classic.mapquest.com>. You will include pictures, and a brief description **summary** (no copy/paste) for each site recommended.

Slide 1: “Title Slide” will include your title for the presentation, be sure to include the word “Dallas” somewhere in your title. Include the following\* on your PowerPoint Title Slide:

 1) Your title

 2) Current date

 3) Class period

 4) Your name
**\*REQUIRED IN THIS ORDER (Points WILL be deducted if you do not following instructions)**

Slides 2-4: Restaurants (3 restaurants per slide – No fast-food or 5-star restaurants).
Make sure the restaurants are fun, interesting, and not cost-prohibitive for the BPA students.

Slides 5-7: Attractions (3 attractions per slide including but not limited to museums, and tourist attractions).

Slides 8-10: Shopping Malls (1 mall per slide including but not limited to indoor and outlet malls).

* Each slide is worth **5 points** each, and must demonstrate effort, creativity, and good taste.
* You must include a title and ***at least*** 3 pictures on **each** slide. Pictures may be Internet images, or ClipArt.
* You **MUST** follow the “**Rule of 6**” which means you must **NOT** use more than 6 bullets per slide, and each bullet must **NOT** use more than 6 words (Summarize – NO COPY/PASTE).
* Bonus points will be awarded if the PowerPoint slides are animated.
* PowerPoint presentation **MUST** be completed by the end of class. No extensions, no exceptions.
* Insert a Header to your PowerPoint:
	+ *Click the Insert Tab*
	+ *Click Header and Footer*
	+ *Click on the “Notes and Handout” tab*
	+ *Click on the “Header” checkbox, and type* ***YOUR*** *full name in the textbox.*
	+ *Click on the “Footer” checkbox, and type the class period in the textbox.*
	+ *Click “Apply to All”*
* Presentation will be printed in Black & White as a handout (3 slides per page).
Select the Oki laser printer (**NO COLOR**), and use the following steps:
	+ *Save your PowerPoint file to your “My Documents” folder.*
	+ *Click on the Office Button*
	+ *Click Print*
	+ *Under “Print What” choose Handout (3 slides per page). This will print 3 slides per page as a handout.*
	+ *Click “OK.” Your PowerPoint printout (10 slides) should be 4 pages.*
* MAKE SURE YOU FOLLOW **ALL** INSTRUCTIONS AND REQUIREMENTS.
Points **WILL** be deducted if you fail to follow all instructions!!!