

**Unit of Work:** Information publication or presentation

**Context:** Changes occur all around us all of the time. They range from buildings to people.

**Challenge:** Design and make a publication or presentation that will inform people on one type of change.

**Area of Interaction:** Environment

### Step A: Investigate

#### **The problem**

Explain the problem in your own words.

**Available equipment** (available but you do not have to use both)

- Presentation software (MS PowerPoint)
- Publication software (MS Publisher)

#### **Design brief**

Using the information gathered, explain the type change you intend to explore and present and why? Produce a design specification.

Using a broad range of sources (remember to acknowledge your sources)

- Type of change – explain the change topic you have chosen. Why did you choose that one?
- Sources – explore and name the range of sources available to you. Identify the type of information you could get from each type of source. *E.g. I am exploring what influences a person to change from a child to a teenager. I will conduct an interview to ask each teenager how their feelings have changed since being a child and what they think influenced that change in feeling. I will go to a website on to get expert information on changes that happen in the brain as a child grows into a teenager.*
- Presentation software – what are the features of presentation software such as MS PowerPoint? *E.g. slides that show images and text to an audience.*
- Publication software – what are the features of publication software such as MS Publisher? *E.g. columns that put the text in a format that is easy to read.*

#### **Design specification**

Here are some common requirements. All designs must qualify for these. They are limitations. Please add more of your own.

- The product must inform the reader about a change that takes place in any context.
- The information must be delivered as either a presentation or a publication.
- The product must make full use of the software chosen e.g. MS PowerPoint or MS Publisher.

#### **The test**

Describe how you intend to test the final product to ensure that it meets all the requirements *above* and is successful? Will you hand out any questionnaires for peers to respond on? Which questions will you ask the tester? Write down what you will look for to indicate that you have created a successful product.

### Step B: Design

Produce 3 designs of how the product will be presented or published. It should contain an example from both presentation and publisher.

- Design 1: diagram, description, advantages and disadvantages, design specification checklist
- Design 2: diagram, description, advantages and disadvantages, design specification checklist
- Design 3: diagram, description, advantages and disadvantages, design specification checklist
- Chosen design with justification
- Modifications

Analyse each product against the brief and the design specification.

### Step C: Plan:

#### **Step-by-step plan**

This must include: numbered steps, diagrams on how to make, measurements, explanation on how to construct e.g. how to animate slides in MS PowerPoint or create columns in MS Publisher. Use the steps to create a table to organise your steps. For each software it must include:

#### Presentation software

- Theme chosen
- Process (slide transition, how the text and images appear and disappear, colour contrast)

#### Publication software

- The layout of the publication
- The position of text and images

#### **Table / Gantt Chart**

Draw up a table with the following headings as shown (or create a Gantt chart):

<b>Date/Day/ Lessons/Week</b>	<b>Time Allocated</b>	<b>Activity</b>	<b>Who</b>	<b>Resources</b>

Using this table produce a production plan outlining your estimated use of time and resources when creating your product.

It is likely to include activities such as: read through information with partner, edit the information, gather more information if necessary, collect useful images, explore the software fully with partner, check all sources, type up information in our words, check it through, prepare the software, insert the information, check it over, go through to make it look more professional, check it through, present it to Mr. Mainwaring.

#### **Modifications**

List any modifications made since the design stage.  
Explain why the modifications were made.

#### Step D: Create:

Follow your production plan to prepare product.

#### **Modifications**

Identify modifications made since the plan.  
Explain the reasons for the modifications.

#### **Process Journal**

Keep a process journal for the create stage.  
Be sure to include: screenshots that show the product in stages of production, your notes, regular dated-entries.

#### Step E: Evaluate:

Evaluate the success of your product based on the **results of testing** and the **views of others**. Reflect on your own performance **at each stage of the design cycle** and suggests improvements. Consider the task as a whole and the impact it could have on life, society and/or the environment.

The evaluation proforma is saved on the server.

#### Step F: Attitudes

Attitudes when working in technology focuses on the overall assessment of two aspects:

- Personal engagement (motivation, independence, general positive attitude)
- Attitudes towards safety, cooperation and respect for others

#### DUE DATES

Investigate: 16-20 Feb

Design: 23-27 Feb

Plan: 2-6 March

Create / test: 9-20 March

Present: 23 March

Evaluate: 27 March

Full report and product: 17 April