Answers to Critical Thinking Questions – Module 7

Student answers could vary from those presented in this document.

**Apply Your Knowledge – Assignment Instruction**

15. Did the color and corrections formatting changes enhance the Slide 1 picture? Why would you click the Slide 1 hyperlink? Were the revised lengths of the video and audio clips sufficient? In Step 7 you converted the bulleted list to the Segmented Process SmartArt graphic. Was this layout a good choice? Why or why not? In Step 11, you changed the SmartArt colors. Was the Colorful Range a good choice? Why or why not?

**Apply Your Knowledge – Possible Answer**

15. Yes, the color and corrections formatting changes enhanced the Slide 1 picture because they made the wintery conditions look more ominous. The blue saturation, decreased brightness, and increased contrast changed the background so that it allowed the audience to focus on the white slide title text background. I would want to click the Slide 1 hyperlink so that I could explain the driving tips on Slide 3 without having to show the video. The Segmented Process SmartArt graphic layout is appropriate because the three rectangles resemble highway lanes and prominently show the important steps drivers can take to be cautious in adverse conditions. The colors are appropriate because they stand out against the blue background. The three different colors allow a speaker to point out each driving tip by announcing the color and then drawing the audience’s attention to that specific information.

**Extend Your Knowledge – Assignment Instruction**

13. In this assignment, you changed WordArt to SmartArt and then changed a SmartArt graphic to text and to a shape. Was the original Slide 1 with WordArt easier or more difficult to comprehend than the revised Slide 1 with SmartArt? Was the Vertical Bracket List a good layout choice? Is Slide 2 or Slide 3 the better choice to display the junk mail information? What are the advantages and disadvantages of converting a SmartArt graphic to a shape?

**Extend Your Knowledge – Possible Answer**

13. Both slides were easy to read and had good design principles. The revised slide displays the specific documents clearly in the blue boxes, so the categories are defined well. The Vertical Bracket List is a good layout choice because it lists the four types of documents on the left side and several examples in the blue boxes. Slide 3 is a better choice because the blue boxes are similar, but not identical to, the SmartArt on Slide 1. The slide background is different, so it adds some variety to the presentation. Advantages of using a shape instead of SmartArt are that is can be moved, resized, or deleted independently of any other shape in the SmartArt. A disadvantage is that it cannot be edited if changes are desired.

**Expand Your World – Assignment Instruction**

7. Which SmartArt images on the Google Images webpage did you use for your presentation? Why did you select these particular examples? Did you change any SmartArt styles and colors or arrange the slide elements? Why or why not?

**Expand Your World – Possible Answer**

7. Student answers will vary. They might discuss the SmartArt designs, relevance to the slide content, and line styles. They also may discuss why they changed the SmartArt styles, colors, and slide elements.

**In the Lab – Assignment Instruction**

Part 2: You made several decisions while creating the presentation in this assignment: what content to include, how to format the slides and pictures, and which styles and effects to apply. What was the rationale behind each of these decisions? Where would you recommend showing this slide show? When you reviewed the document, what changes did you make?

**In the Lab – Possible Answer**

Part 2: This assignment requires students to explain why they made these decisions in creating their presentation:

What content to include

What formatting changes made to slides

What formatting changes made to pictures

Which SmartArt graphic to use

Which styles to apply

Which effects to apply

Students also should explain what revisions they made and where they would recommend showing their presentation.