



Co-funded by
the European Union

Digital Presentations

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University of Pristina
Kosovska Mitrovica



E-learning



AI slide generation



PowerPoint



E-Accessibility



Universal Design



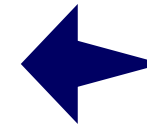
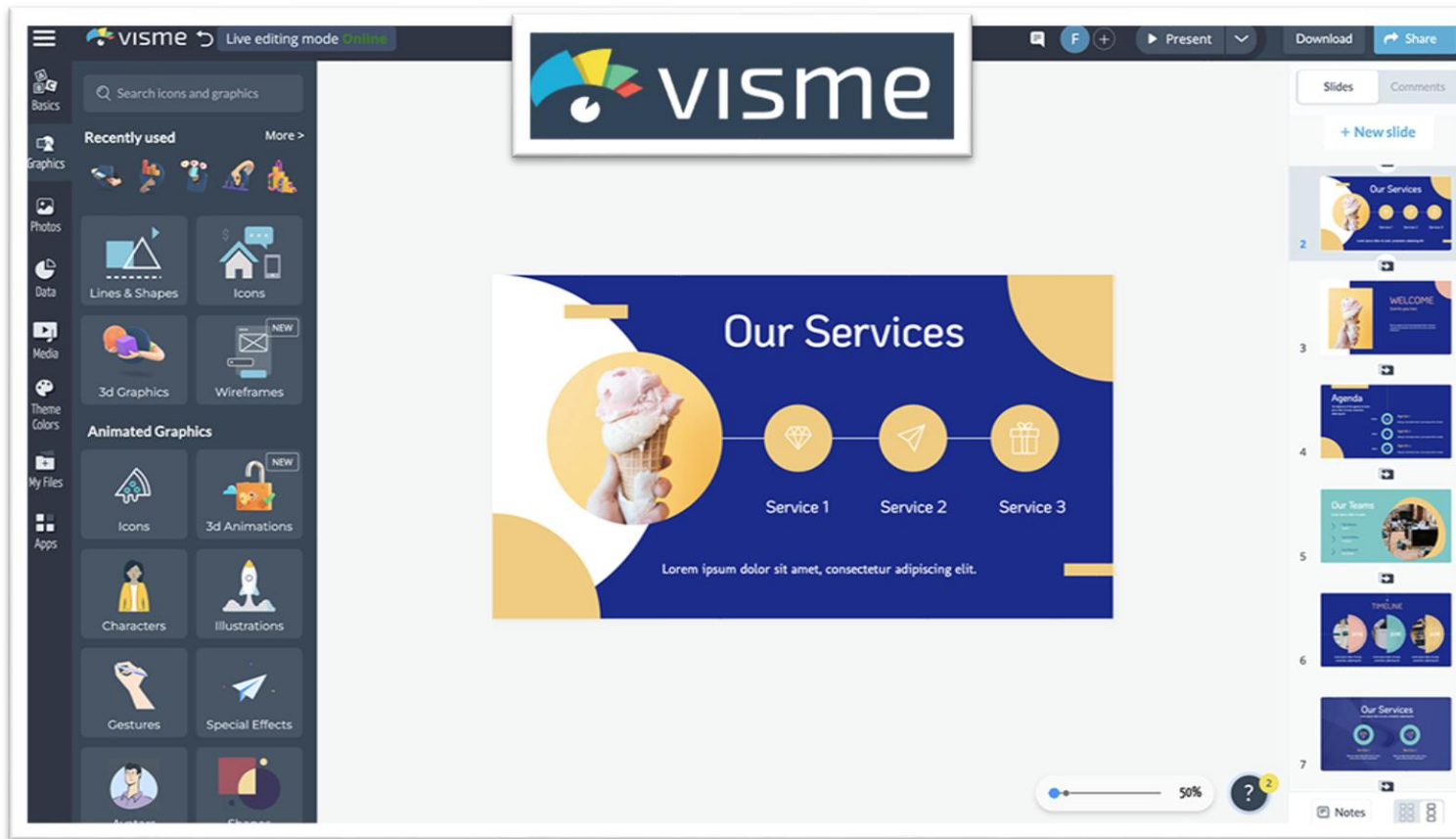
• Lifelong Learning

Man learns throughout life

- Human memory:
 - 10% of what they read
 - 20% of what they hear
 - 30% of what they see
 - 40% of what they see and hear
 - 50% of what they discuss
 - 70% of what they experience
 - 95% of what they teach, do, or experience themselves



Presentation Software - Visme



Welcome back Stefan,
What do you want to create in Visme?

Search for templates

Create with AI



Presentations



Documents



Whiteboards



Infographics



Social Media



Email



Marketing



Web Graphics



Printables



Web Graphics



More

Your Recent Projects

Projects you created or recently opened will show here.



Create new

Let's Get Started!

Create your first Visme using the above panel or play with these Visme guides.



Presentations - Proposals Guide

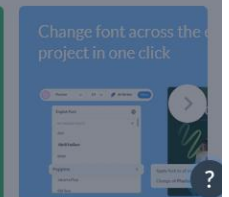
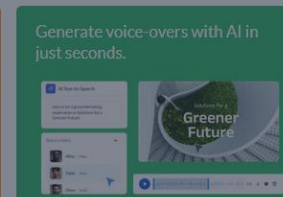
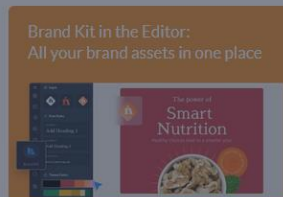
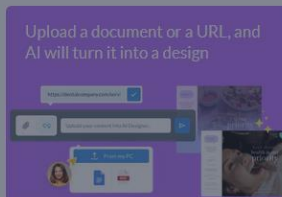
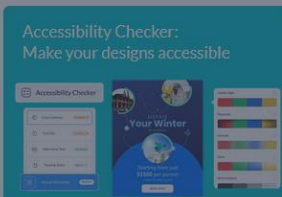
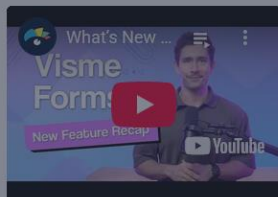


Infographics - Product Spec Sheets

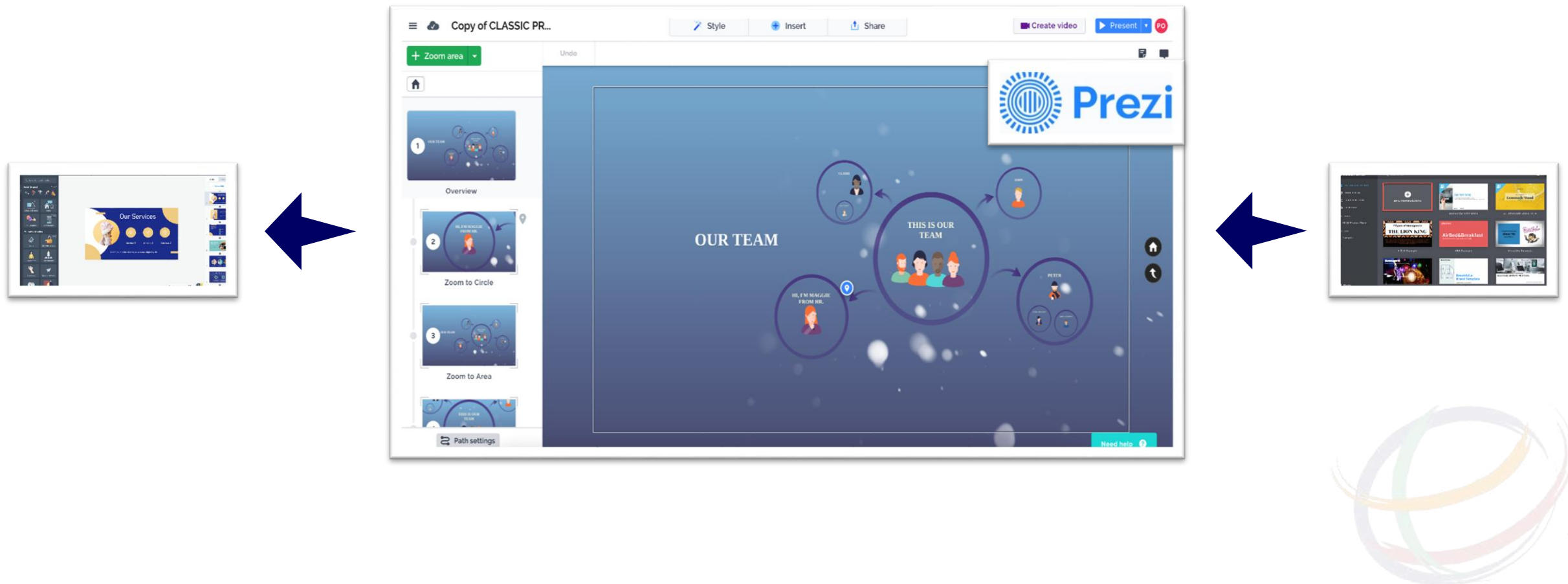


Infographics - Learning Resources

New Features and Improvements in Visme



Presentation Software - Prezi



Better presentations, faster with AI

Standout presentations that engage your audience in minutes.

Describe your presentation

≡ Audience

✦ Create with AI



Business

Keep teams engaged and
customers asking for more



Educators

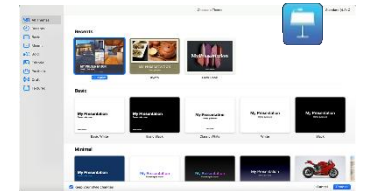
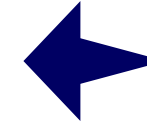
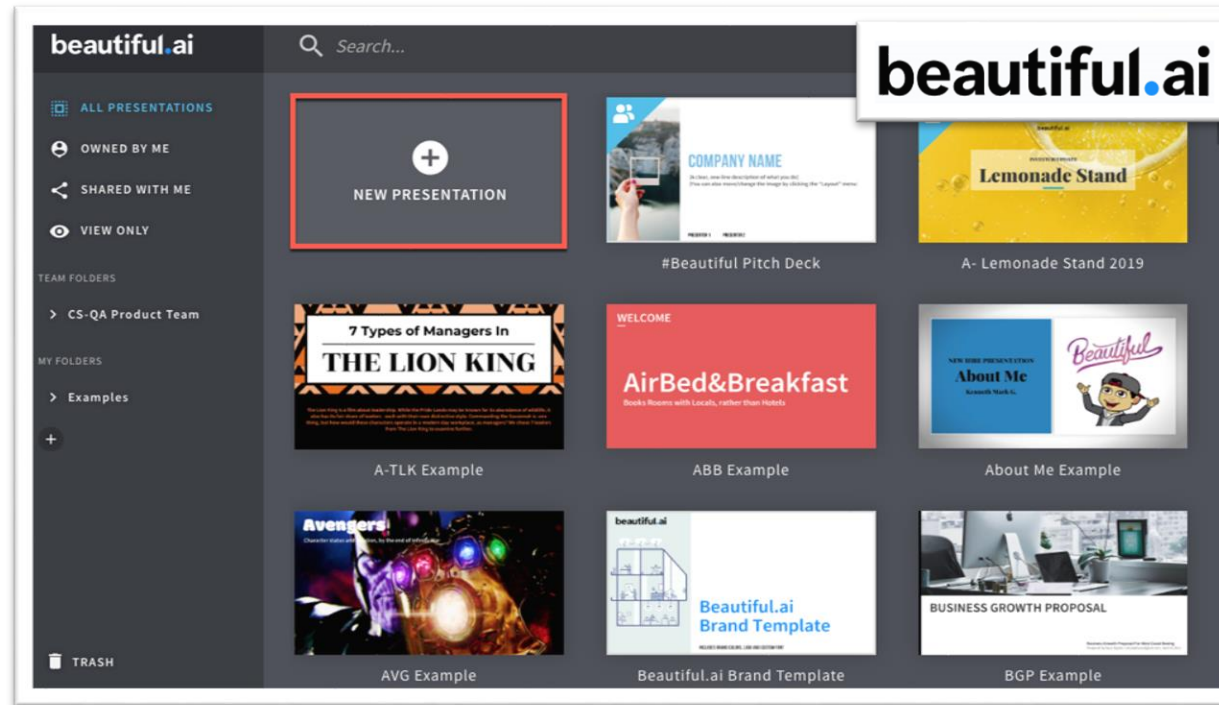
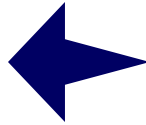
Make lessons more exciting
and easier to remember



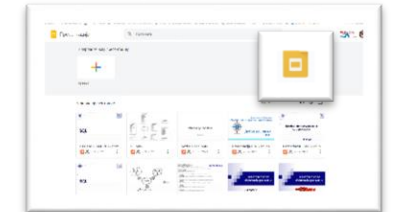
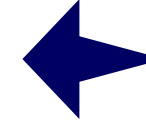
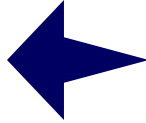
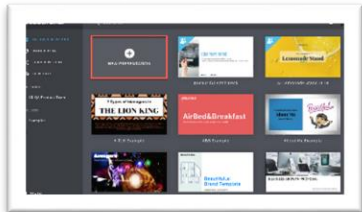
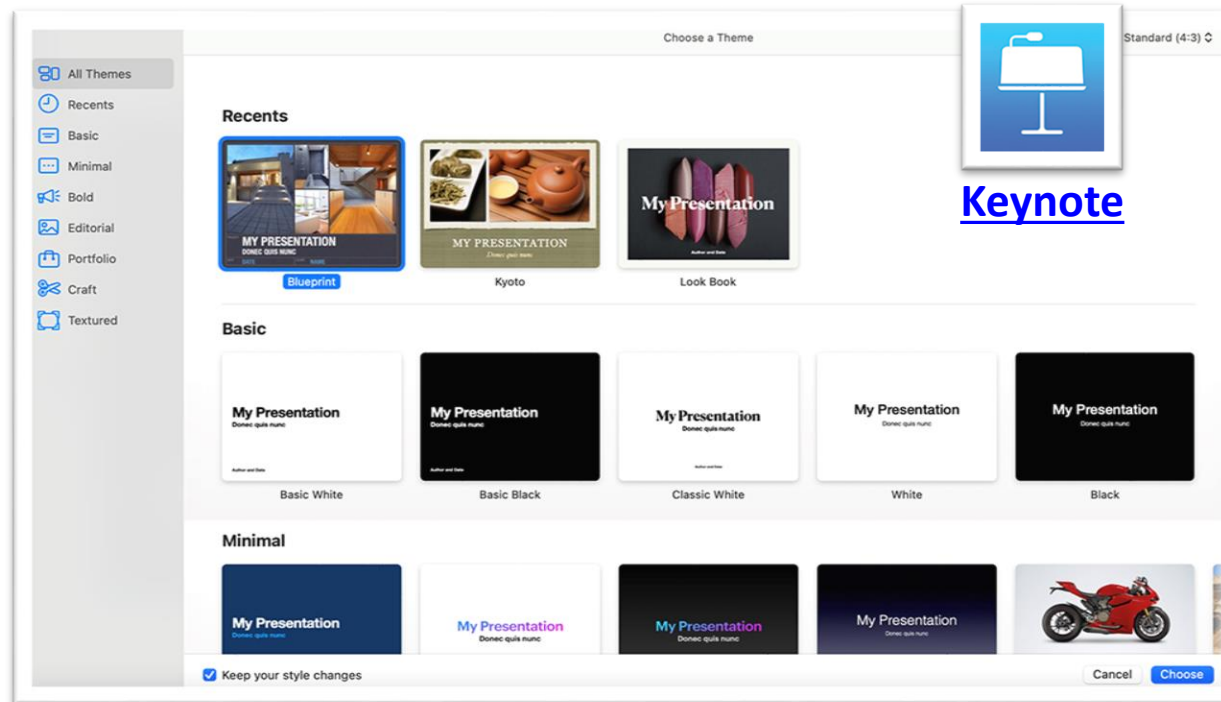
Students

Present classwork in a format that
gets noticed and remembered

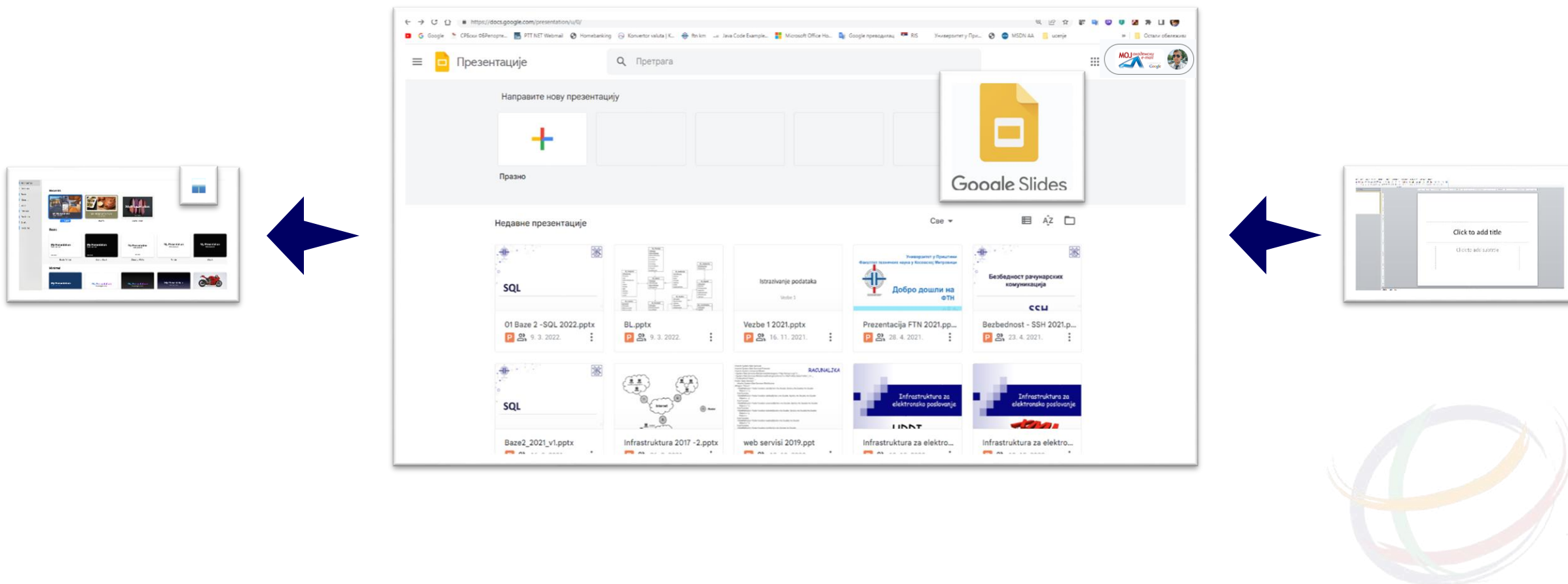
Presentation Software - Beautiful.ai



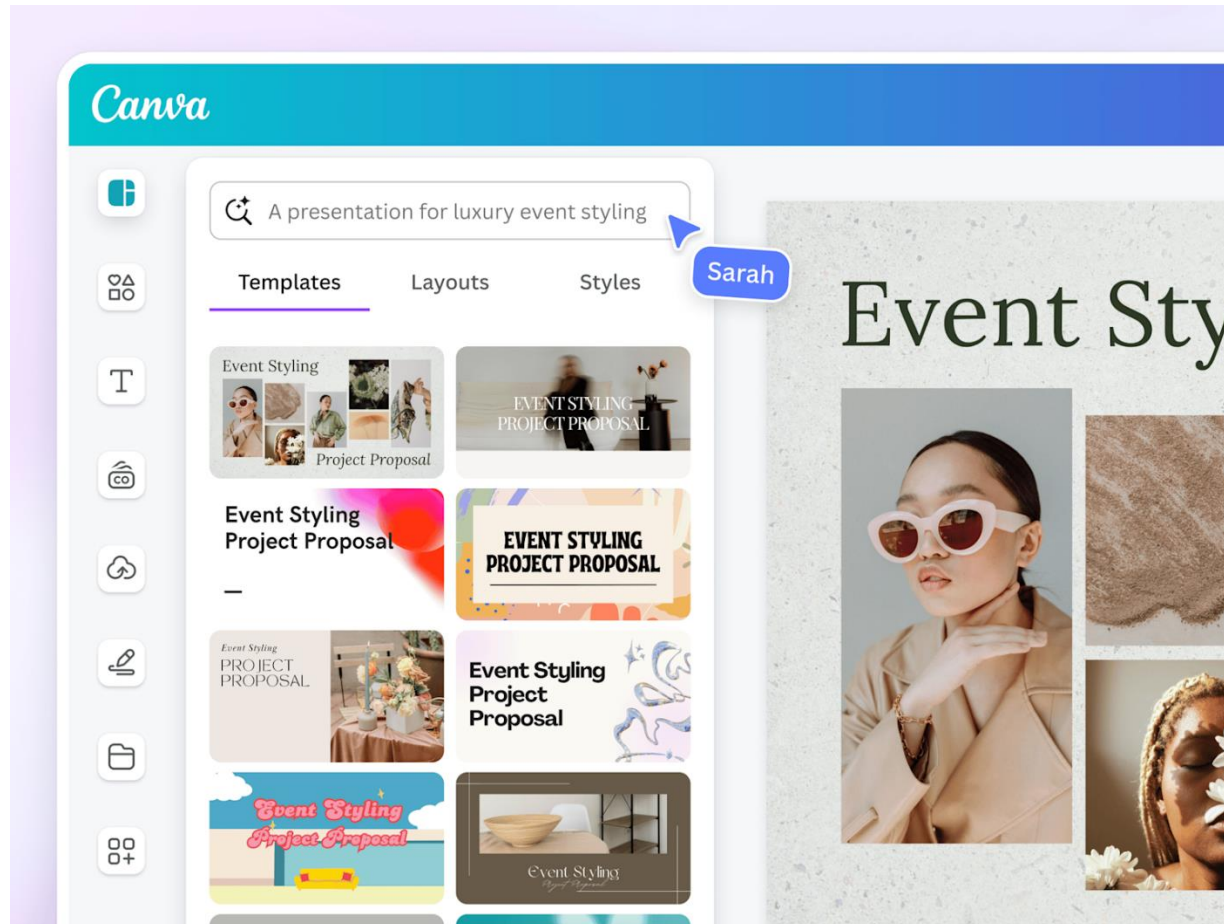
Presentation Software - Keynote



Presentation Software - Google Slides



Presentation Software - Canva Magic Design



Templates

Photos

Graphics

Creators

Starred content

Start your free trial

What will you design today?

Your designs

Templates

Canva AI

Search millions of templates

✖

→

Boost productivity

Halloween

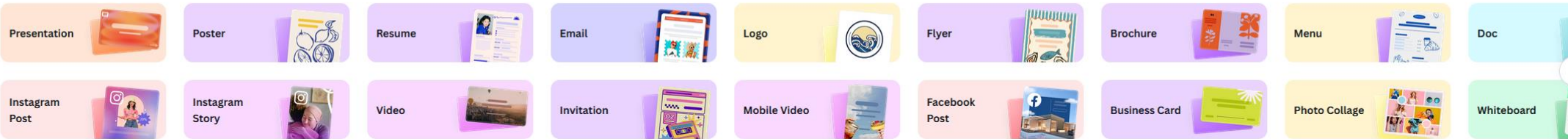
Business

Plan great events

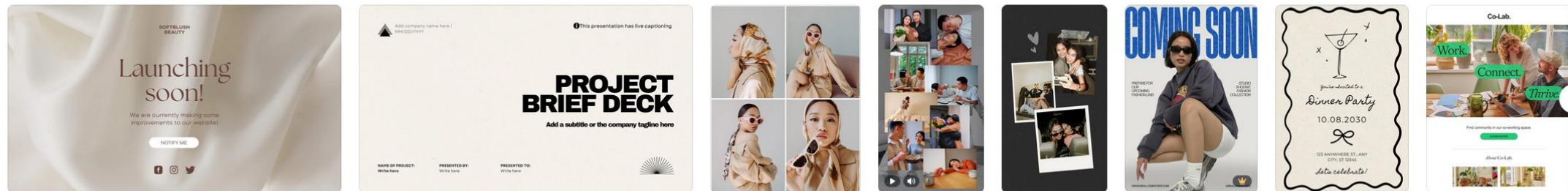
Sumpah Pemuda

Marketing

Explore templates



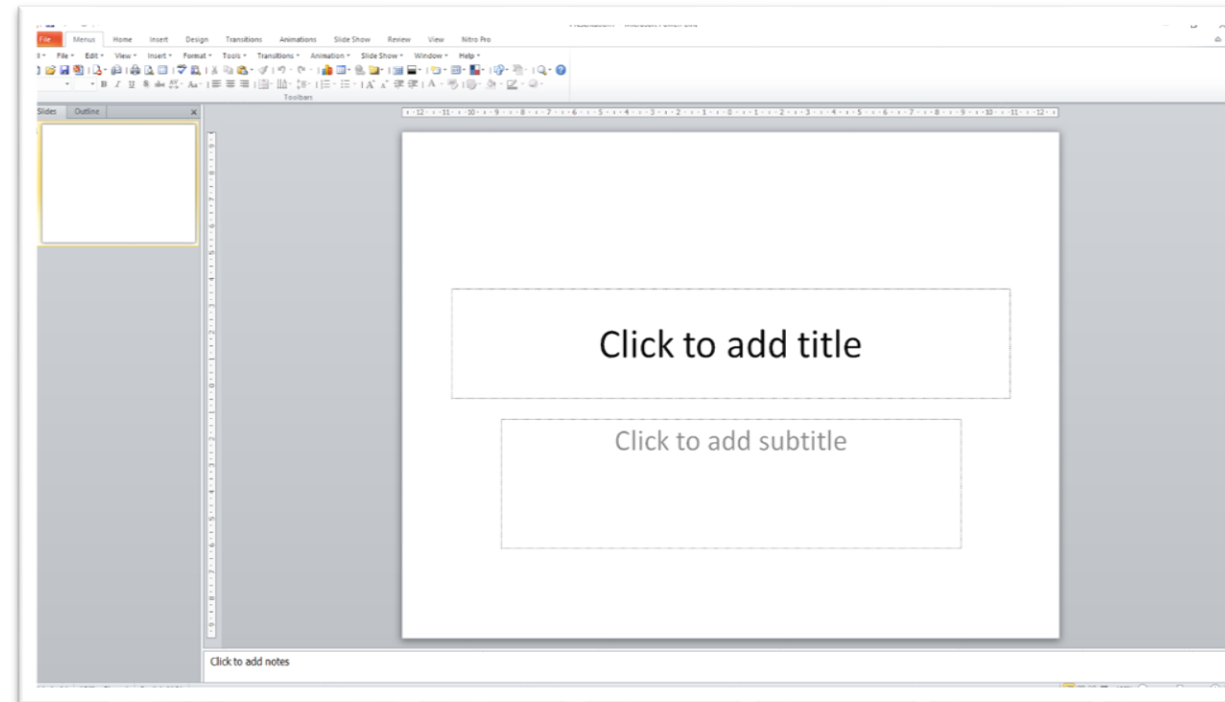
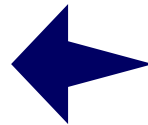
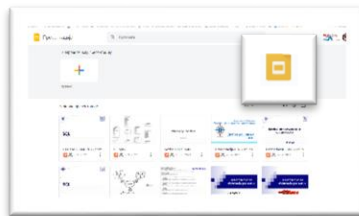
Discover Canva



Trending near you

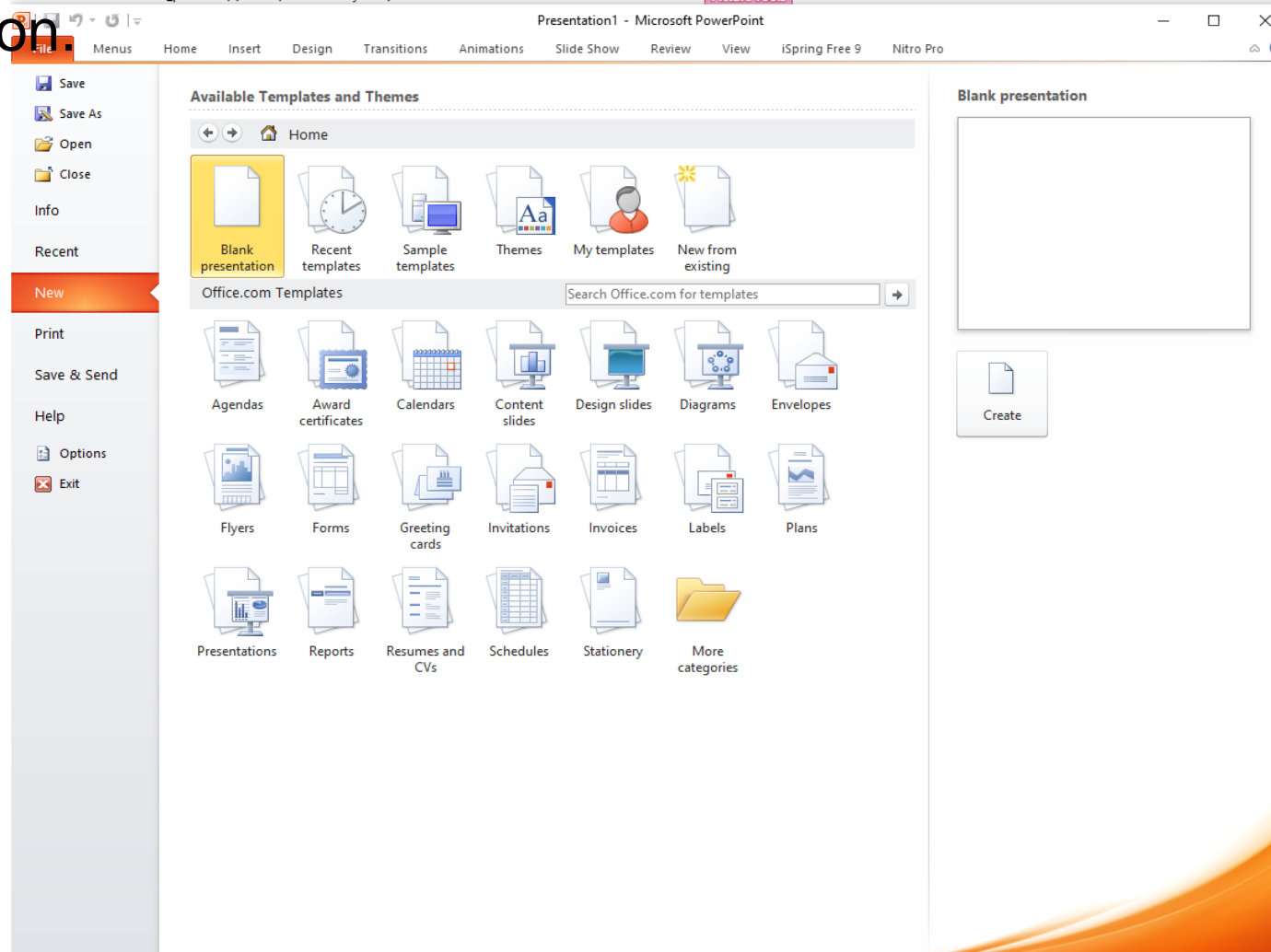


Presentation Software - Microsoft PowerPoint

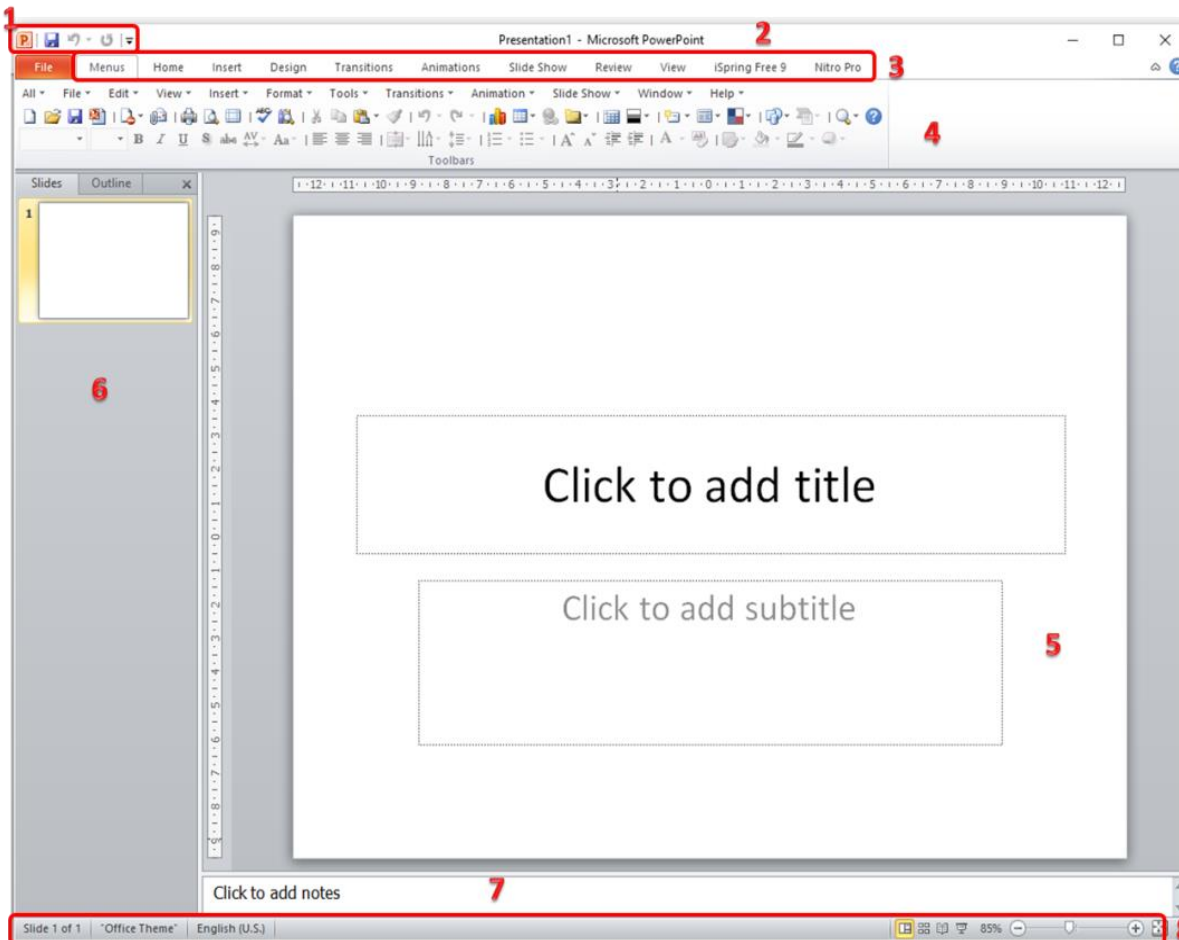


Creating a New PowerPoint Presentation

- Instructions for creating a new PowerPoint presentation

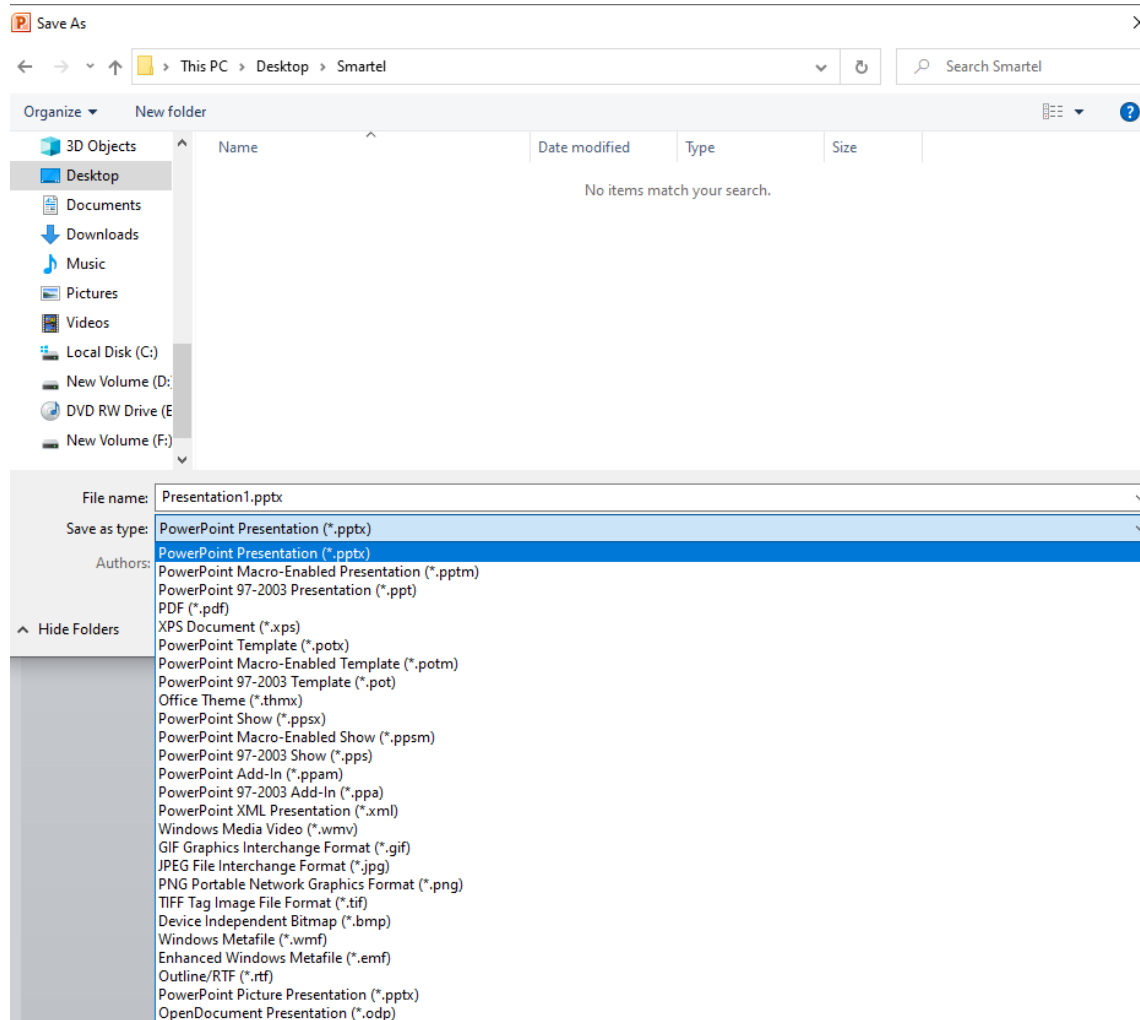


Window Components



1. **Quick Access Bar** – shortcuts to commonly used tools
2. **Title Bar** – file name and application
3. **Menu Bar** – commands needed for working in the program
4. **Ribbon** – logical groupings of tools
5. **Working Area** – main part of the window
6. **Slide View** – Slides and Outline
7. **Notes Pane** – notes/explanations related to the current slide
8. **Status Bar** – information about the current presentation

Saving Presentations



.pptx/.ppt – presentation

.potx/.pot – template

.ppsx/.pps – slideshow

.pptm – file with macros

.pdf – protected file suitable for printing

.xml – standalone XML file

.mp4 – MPEG-4 video

.wmv – Windows Media Video

.gif, .jpg, .png, .tif, .bmp – image formats for web use

.rtf – Rich Text Format

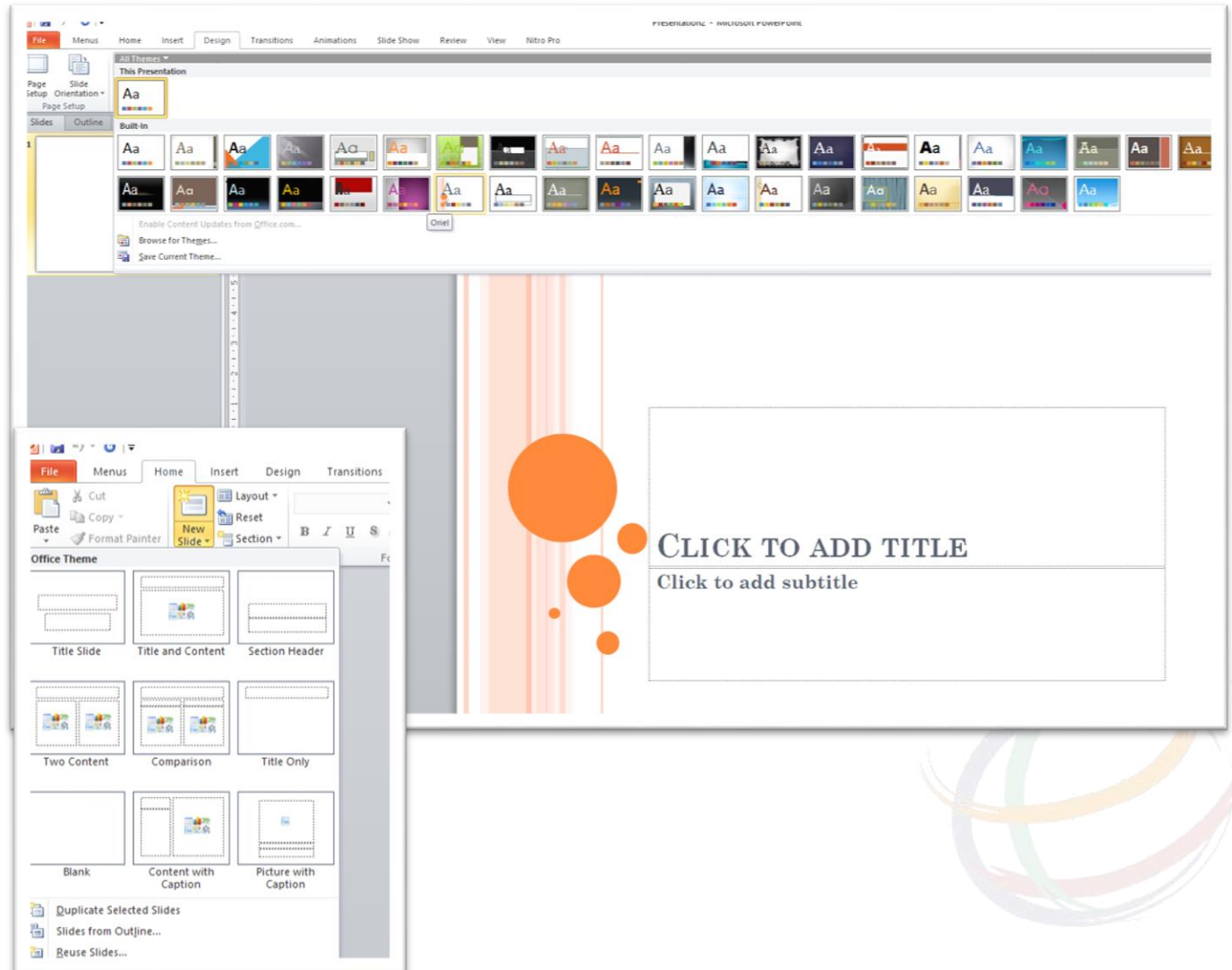
.odp – open format used by other presentation apps



Working with Slides

Basic operations:

- Adding and inserting new slides
- Changing slide layout
- Copying, moving, deleting slides
- Organizing slides into sections
- Changing slide background color



Slide Contents

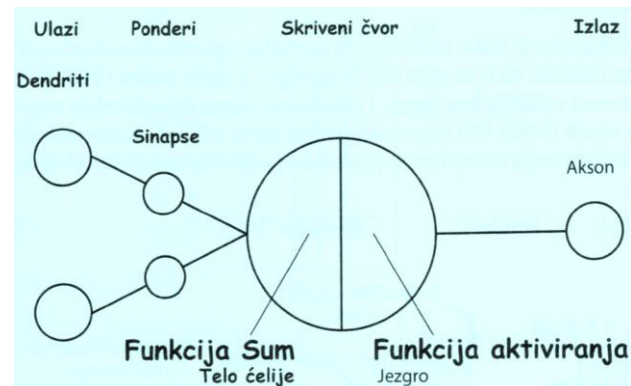
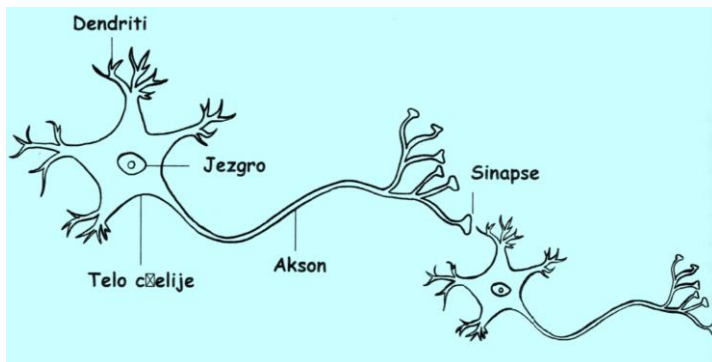
- Text
- Tables
- Charts and diagrams
- Graphic objects
- Multimedia content



Iris Versicolor

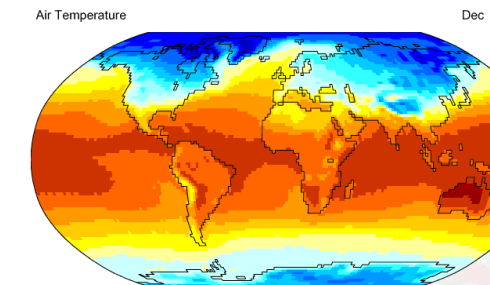
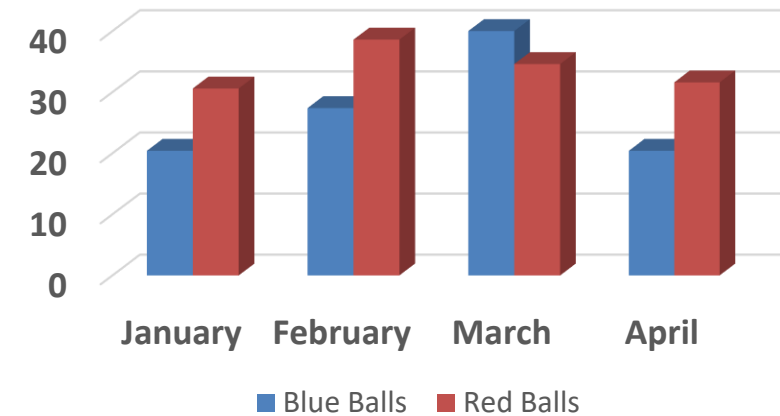
Iris Setosa

Iris Virginica

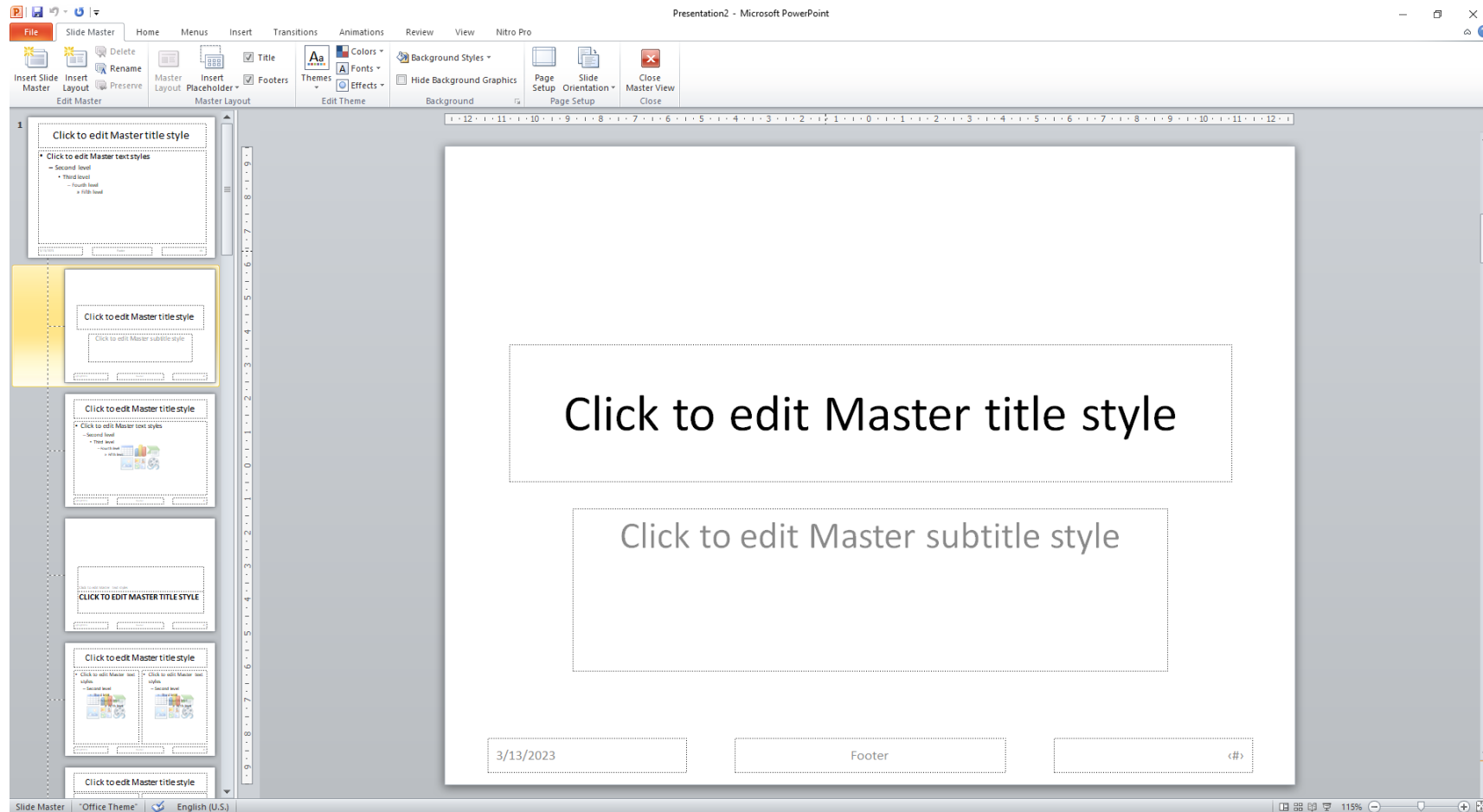


Sample

	January	February	March	April
Blue Balls	20.4	27.4	90	20.4
Red Balls	30.6	38.6	34.6	31.6

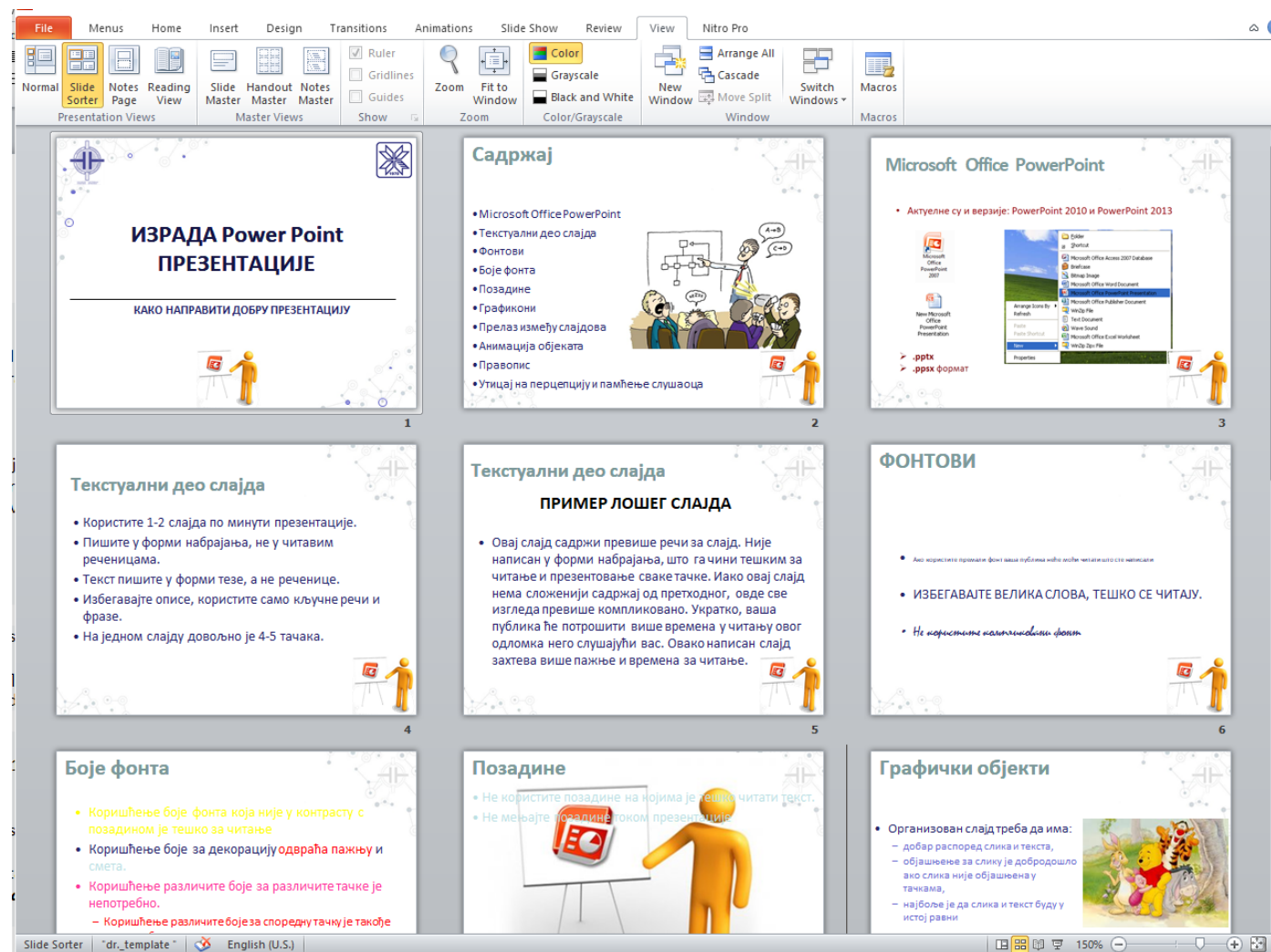
Surface temperature of the
Earth

Slide Master



Structure of the Presentation

- Opening slide
 - Title (and subtitle)
 - Date of presentation
 - Author's name
- Presentation contents
- Short introduction
- Main part
- Conclusion



Text on Slides

It is advisable to:

- Write in bullet points – up to 6 points
- Avoid descriptions
- Use keywords
- Include only main messages and basic info

Font choice:

- Minimum font size: 18 pt
- Sans Serif fonts (e.g., Arial)
- Font colors in contrast with background

ФОНТОВИ

- Ако користите премали фонт ваша публика неће моћи читати што сте написали
- ИЗБЕГАВАЈТЕ ВЕЛИКА СЛОВА, ТЕШКО СЕ ЧИТАЈУ.
- Не користите наглашавани фонт



Боје фонта

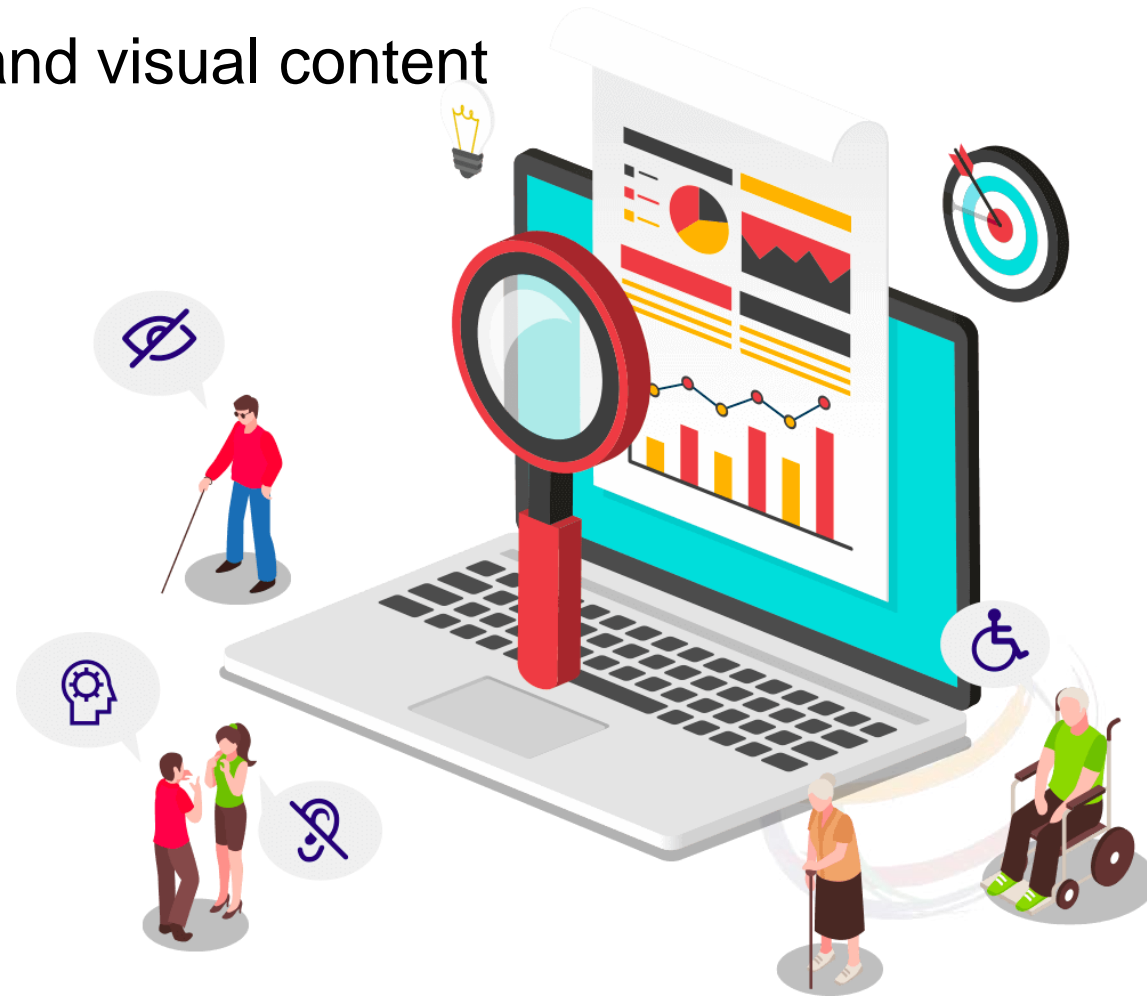
- Коришћење боје фонта која није у контрасту с позадином је тешко за читање
- Коришћење боје за декорацију одвраћа пажњу и смета.
- Коришћење различите боје за различите тачке је непотребно.
 - Коришћење различите боје за споредну тачку је такође непотребно.
- Креативност на погрешан начин може довести до катастрофалних резултата.



Electronic Accessibility

W3C guidelines for e-accessibility:

- Provide equivalent alternatives for audio and visual content
- Do not rely solely on color
- Appropriately mark content
- Simplify the writing language
- Provide clear navigation mechanisms
- Ensure documents are simple and clear

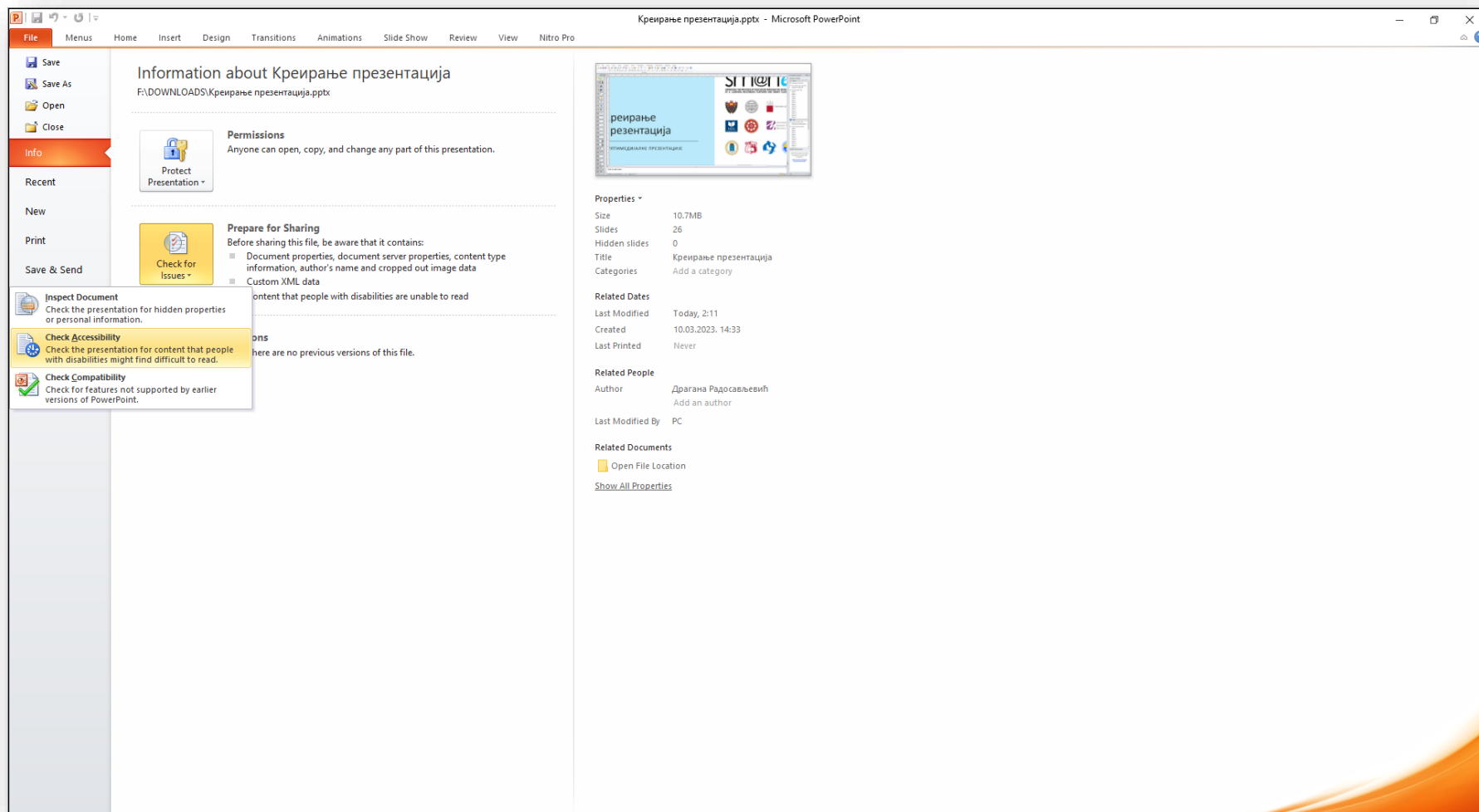


E-accessibility of Written Content

- Simplest and clearest written language possible
- Avoid red/green color combinations and poor contrast schemes
- Use provided styles for headings and formatting
- Use increased spacing, simple font styles with minimum size 18 pt
- Provide adequate descriptions for images, tables, and charts
- For video, provide audio descriptions and captions
- Navigation—describe the destination



E-accessibility and PowerPoint



Accessibility Checker

Using Accessibility Checker

The screenshot shows the Microsoft PowerPoint interface with the Accessibility Checker tool open. The main slide is titled "Контролор приступачност" (Accessibility Controller). The Accessibility Checker pane on the right lists the following errors:

- Missing Alt Text (85)
- Missing Slide Title
- Slide 6
- Slide 7
- Slide 8
- Slide 9
- Slide 10

The pane also includes a "Tips" section with the following advice:

- Duplicate Slide Title
- Електронска приступачност...
- Check Reading Order (19)

The "Additional Information" section provides the following details:

Why Fix: Slide titles are used for navigation and selection by those who are not able to view the slide.

How To Fix: To add a visible slide title: 1) Click Reset on the Home tab to restore slide placeholders for the selected slide. 2) Type a unique name in the Title text box which appears.

Arrows in the image point to the "File" menu, the "Arrange" button in the "Picture Tools" tab, and the "Selection Pane" button in the "Picture Tools" tab.

The screenshot shows the Microsoft PowerPoint 2010 interface. The main slide is titled "Контролор приступачности" (Accessibility Controller) and features a placeholder image of a computer screen. The "Format Picture" task pane is open, showing the "Alt Text" tab. The "Title" field is set to "Accessibility Checker" and the "Description" field is set to "кориснеће контролора приступачности" (usefulness of the accessibility controller). A purple arrow points to the "Alt Text" tab in the task pane, and another purple arrow points to the "Description" field. A third purple arrow points to the "Format Picture" task pane itself. The "Selection and Visibility" pane on the right shows the "Accessibility Checker" shape selected. The "Accessibility Checker" pane on the far right shows the "Inspection Results" for the slide, listing "Missing Alt Text (89)" and "Missing Slide Title".

Templates

←

Info

New

Open

Save

Save As

Print

Share

Export

Close

Account


Options

ИЗРАДА PowerPoint ПРЕЗЕНТАЦИЈА (2).pptx - PowerPoint

Dragana Radosavljevic


New

Home accessible templates




PRESENTATION TITLE

Feathered design




PRESENTATION TITLE

Outdoors presentation




Presentation title

Universal presentation




ADD TITLE

Modern classic block presentation




PRESENTATION TITLE

Blue spheres presentation




Presentation Title

Hexagon presentation dark




PRESENTATION TITLE

Modern bold sophisticated prese...




PRESENTATION TITLE

Dark modernist presentation




YOUR TITLE GOES HERE

Modern clean sophisticated pres...




Presentation Title

Hexagon presentation light



PRESENTATION COVER TITLE

Organic presentation



Presentation title goes here

Classic bold block presentation

Category

Personal	197
Presentations	139
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Cards	85
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Themes	45
Fun and Games	43
Planners and Trackers	40
Decorations	38
Labels	38
Posters	33
Certificates	32
Photo Albums	31



Slide Settings for Accessibility

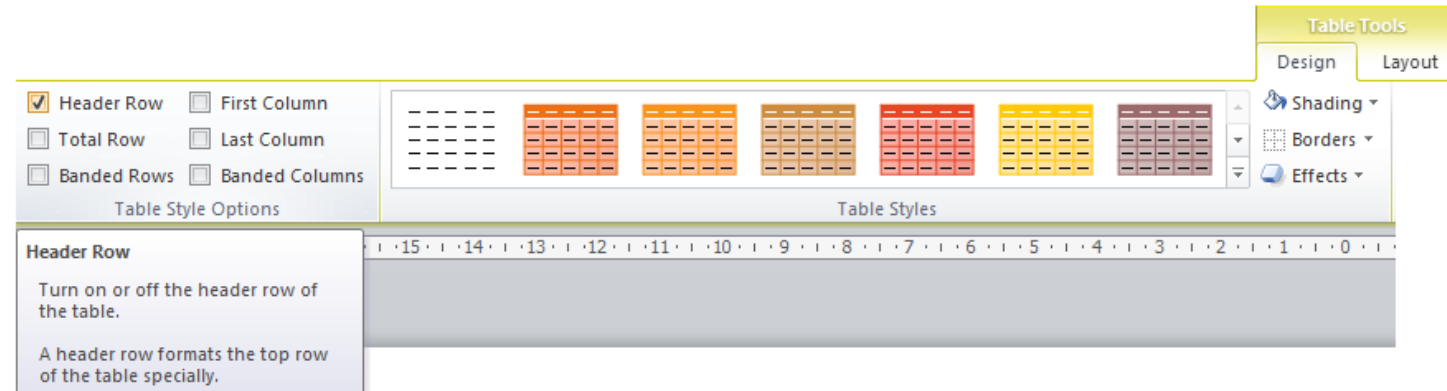
- Title on every slide
- Resetting slide design
- Setting content reading order
- Predefined slide designs



Slide Content Settings for Accessibility

Using tables

- Simple table structure
- Column header info mandatory
- Avoid
 - nested tables
 - merged cells
 - empty cells

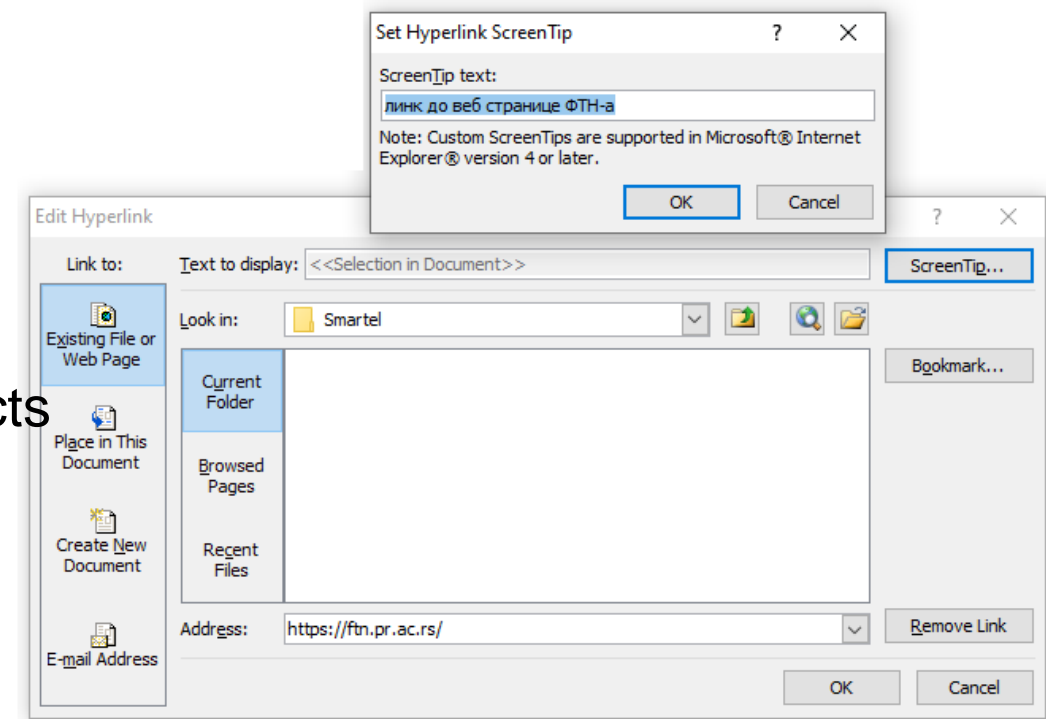


Prodaja	Januar	Februar	Mart	April
Plave lopte	20.4	27.4	90	20.4
Crvene lopte	30.6	38.6	34.6	31.6



Visual Elements & Media Accessibility

- Add alternative text for visual elements
- Provide captions for audio and video content
- Hyperlinks: full page title, notes above linked objects
- Use accessible color formats and fonts
- Screen reader: Narrator (Ctrl + Windows + Enter)



Complementary, analogous, triadic color scheme

Problem	How to Find / Fix
No alt text for visuals	Use Accessibility Checker
Can't read slide content in order	Use Accessibility Checker
Hyperlinks/notes are not described	Visually scan slides
Color is the only indicator	Use Accessibility Checker/scan
Poor contrast	Use Accessibility Checker/scan
No title on each slide	Use Accessibility Checker
No table headers / merged/nested cells	Use Accessibility Checker
Poor font, size, spacing	Visually scan for crowded/hard-to-read slides
Audio/video not accessible	Scan slides with media

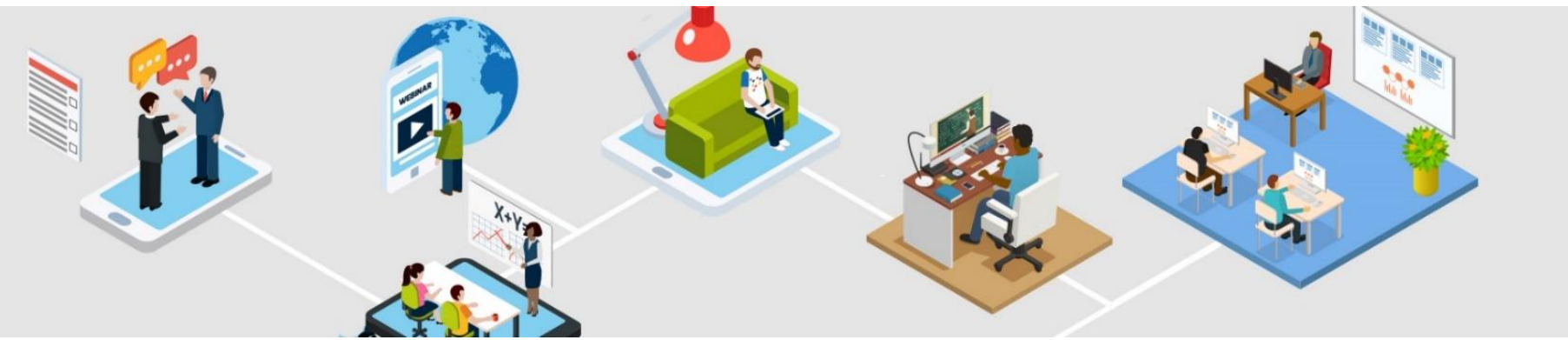
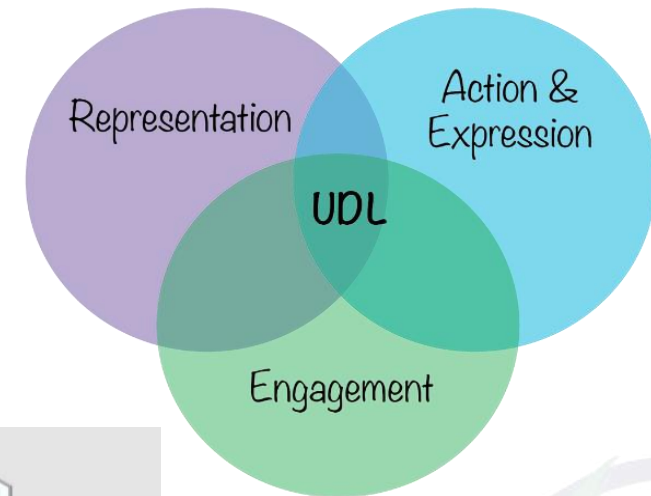
Application of Universal Design

Principles of universal design:

- Equal use
- Flexibility in use
- Simple and intuitive use
- Perceptible information
- Error tolerance
- Low physical effort
- Size and space for access/use

Universal Design for Learning:

- Multiple means of representation
- Multiple means of action
- Multiple means of engagement



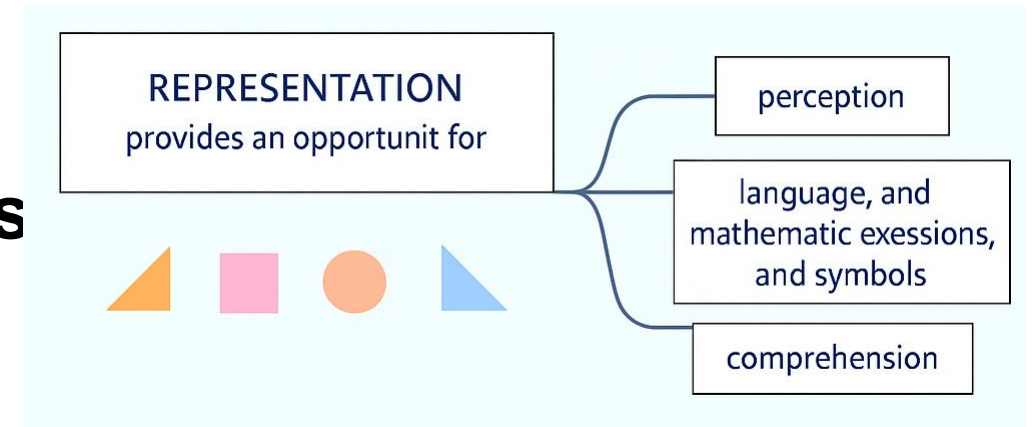
Providing Multiple Means of Representation

Perception:

- Adapt the way information is displayed
- Use digital documents participants can adjust
- Provide alternatives for key audio/visual info

Options for language, math, symbols

- Clarify terms, symbols, structures
- Support decoding of text, math, symbols
- Use varied media



Comprehension:

- Connect new material to prior knowledge
- Highlight key features and relationships
- Scaffold processing, representation, manipulating info



Providing Multiple Means of Action & Expression

Physical activity:

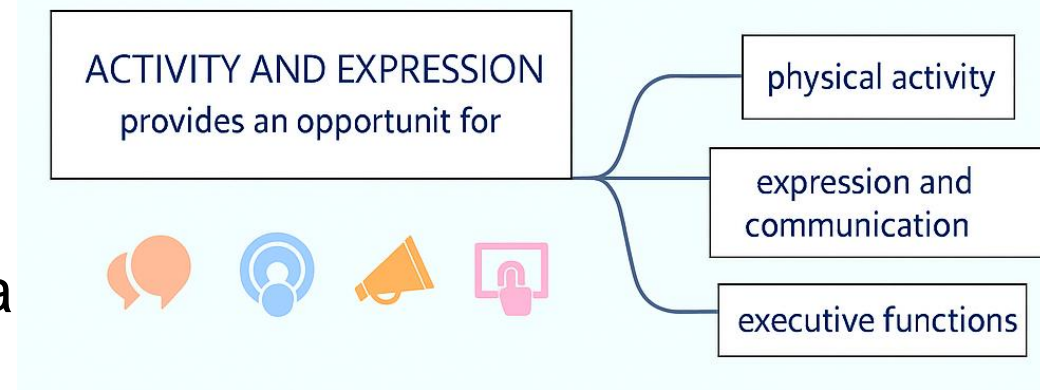
- Vary time, speed, range and amount of interaction needed with material, objects, and technology
- Enable manual handling of materials when possible

Expression & Communication:

- Use various media for communication
- Employ social media, interactive web tools
- Progressively develop literacy in various domains

Executive functions:

- Set and manage goals, strategies
- Monitor personal progress



Providing Multiple Means of Engagement

Stimulate interest

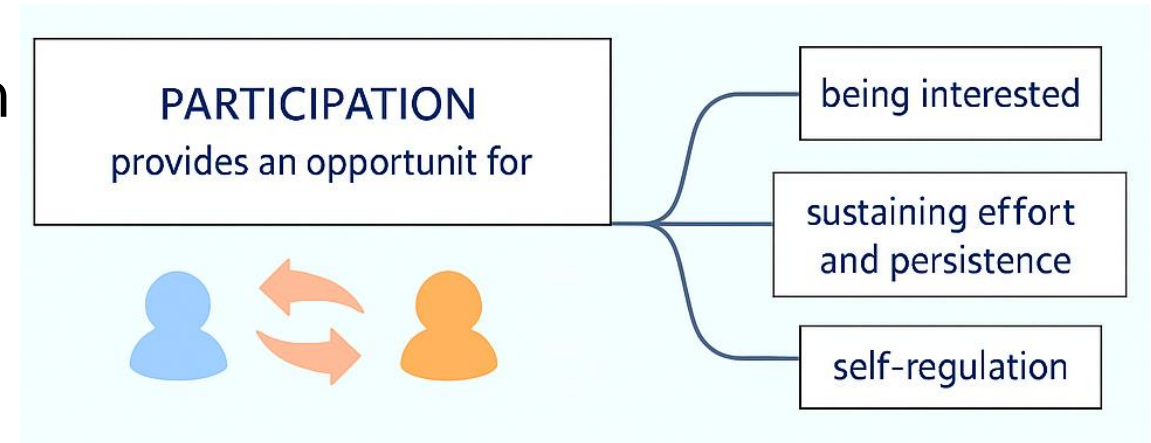
- Choices in how learning outcomes are achieved
- Discretion and autonomy
- Relevance, value, authenticity
- Activities that encourage imagination

Sustain effort and persistence

- Clarify importance of goals/tasks
- Collaboration/communication
- Feedback

Self-regulation

- Foster expectations and beliefs for motivation
- Coping skills and strategies
- Self-assessment and reflection



Universal Design - Process Flow

Consideration

- What are the participants facing?
- What do they need to learn?

Determination

- How to meet the participants' needs?

Application in teaching

- New method or strategy

Evaluation

- How do the participants demonstrate their knowledge/skills?

Reflection

- How did this principle affect learning outcomes for the participants?

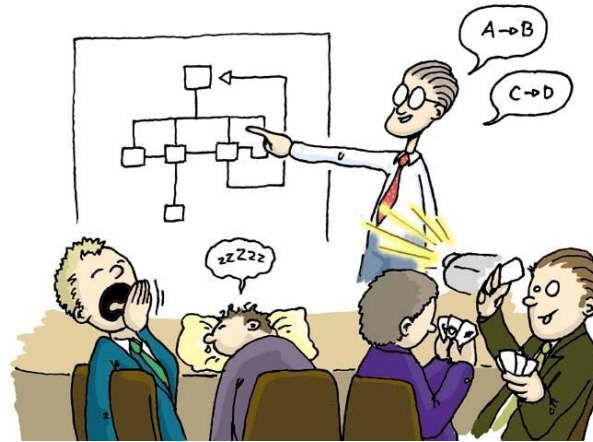


Conclusion

- Adapt teaching materials to people, not vice versa
- Adapt materials according to accessibility rules
- Use Check Accessibility tool
- Use ready-made accessible templates
- Follow Universal Design for Learning principles



Questions & Answers (Q&A)



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Network of centers for regional short study programs in the countries of the Western Balkans

Call: ERASMUS-EDU-2023-CBHE

Project number: 101128813