

Trading Card Activity

Course Title: Business Communication

Instructor: Ms.Middleton

Assignment: Who's Who – Getting an Autograph (Trading Card)

Time: 90 minutes

Directions: In this project, students choose one person from a list of well-known people in a specific profession. Students then research and create a trading card for the person. The trading card will be the traditional 3 ½ inches high by 2 ½ inches wide size with a front and back.

Standard: BMA.BC.9.3 Apply graphical and multimedia elements to presentation by manipulating graphical elements, images, clip art, shapes, WordArt, SmartArt, and editing video and audio content.

Objective:

1. Starting from a blank template.
2. Using a theme and variant.
3. Updating the slide size.
4. Inserting slides, text boxes and images.
5. Formatting text and paragraphs.
6. Adding a shape and WordArt.

