



### PLP : PRE-VOCATIONAL LEARNING PROGRAMME

DATE	SUBJECT	ACTIVITY
<b>FOUNDATIONAL LIFE SKILLS : MODULE 5 UNIT 3</b>		
27 July 2020	MS Power Point 2013 Opening PowerPoint The Presentation Window	Read : Learner's Guide Pages 130-133 PRACTICAL : Look at a computer
28 July 2020	Slide Layout Inserting text Font	Read : Learner's Guide Pages 134 - 136 PRACTICAL : Use a computer
29 July 2020	Saving your presentation Viewing and testing your presentation	Read : Learner's Guide Pages 136 - 138 PRACTICAL : Use a computer
30 July 2020	Running your Presentation	Read : Learner's Guide Pages 139 - 141 PRACTICAL : Use a computer
31 July 2020	Revision of MS Power Point	Read : Learner's Guide Pages 141 PRACTICAL : Use a computer I