Topic 3-1	Welcome & Warmup
Description	Demonstrate the blender warm-up: 1. Shoulders over hips over heels 2. Move left shoulder back while moving right shoulder forward as a blender blade works 3. Start moving the lower body to match the shoulder movements 4. OPTIONAL MOVEMENT: Slowly bend knees slightly to stop and then slowly stand up

Topic 3-2	Distribute Session 3 Handout

Topic 3-3	Learning Objective Review
Topic 3-4	Think Back
Topic 3-5	PowerPoint Guidelines and Speaker's Notes
Topic 3-6 & 3-7 & 3-8	Participant Feedback on PowerPoint Guidelines and Speaker's Notes Content Examples with Instructor Debrief on the same
Description	Session Three PowerPoint

Topic 3-8b	Break
Description	You have 10 minutes to take a break. It is now [TIME]. Please be back in your seats at [TIME + 10 minutes]

Topic 3-9	Review Final Project Requirements
Description	In Session 1 we talked about the final project and I asked you to brainstorm an idea for an informative, persuasive, entertaining or inspiring story. • Use text and/or pictures in PowerPoint to tell a brief story to inform, persuade, entertain or inspire your audience • No more than 10 PowerPoint Slides will be shared at the last session • Must have an audio element – either music or your own spoken narration

Topic 3-10	Share It!
Description	If you have completed all the homework so far, pair off with someone you haven't talked to yet to show them the current state of your project. Remember to use the sandwich technique when giving feedback. I'll let you know when to switch roles. If you have not yet decided on your final project, please see me at the back of the room. SET TIMER FOR 15 MINUTES WHEN TIMER GOES OFF, TELL THE PARTERS TO SWITCH SET TIMER FOR 15 MINUTES

Topic 3-11	Homework
Description	Update your Final Project PowerPoint to incorporate any items you would like to update based on the topics from today's session. So think about color, font types and sizes. Does the contrast work between the background and text? Are your fonts big enough to be readable? Do you want to make a change? Think about how your content is broken down – will it make sense to other people? Do you like the layout? Really critical – remember that your on-screen items do not even have to be text, they could just be pictures. So be sure to spend some time this week reallly fleshing out the speaker's notes for your final project, especially if your on-screen content only consists of images. Please print a copy of the latest copy of your final project for next week's class. I'll be available after class or via email if you have any questions about PowerPoint, Audacity or the project.