



The difference between ordinary and extraordinary is that little "extra". -Keith D. Harrell

How to Prepare a Successful PowerPoint Presentation

By Erin Breslin Hunt

As spring brings forth a new semester, many of us will be applying knowledge we have learned into visual presentations on varying subjects. As you may be required to prepare a PowerPoint presentation for a specific course, I wanted to articulate the finer points and particular rules to consider for preparing an effective presentation:

- Prepare a script that details the foundation of your presentation. The script is important, as you will utilize the script when delivering your presentation.
- Please bear in mind that you should never read directly from your presentation. The audience viewing your presentation can read the slides for themselves. The script that you will either memorize or read from when delivering the presentation is the most effective way to communicate your message.
- 7 by 7 rule: According to Shelly, Cashman, and Rosenblatt (2008), this means "no more than seven items per slide, and no more than seven words per item" (p. 572).

As you are displaying one topic per slide, attempt to highlight the important aspects in few words and then follow your script (or notes from PowerPoint) to provide additional information to your audience.

- Select font styles that are easily readable by the audience. The size of the font in the body of the presentation should be smaller than the title section for each slide. Try using a 40 point font for the title and a 32 point font for the body.
- Always utilize a spell-check and grammar tool for each slide.
- Color selection and design of the slides are important tools. When choosing a darker background or design for a slide, keep the font color lighter for readability purposes.

There is such a thing as too much information! Keep it simple!
Erin Hunt Senior, Information Management

Shelly, G.B., Cashman, T.J., & Rosenblatt, H.J. (2008). Systems Analysis and Design. Boston, MA: Course Technology Cengage Learning.

Access & Success Celebrates Student Parent Week April 20-25

By Shelly Bjick, Access & Success

College is demanding. While it is also fulfilling, college requires a student's time, energy, and commitment. What happens when the college student is also raising a family? There is an extra burden placed on the student. Student mothers can feel they are never fully present; worrying about papers, tests, and other projects when spending time with the family, and missing their children as they sit in class or spend time on homework. That's why Access & Success is offering Student Parent week, **April 20 through April 25** -- to celebrate YOU, as a student parent, for all you do every day.

There will be different events going on all week for the different student populations. Each day during the week a different Student Parent will be highlighted on Kateway's Daily Update. Pictures and write-ups of these students can also be found in the display case near the main stairway in the Coeur de Catherine. **On Friday night, April 25, all students who are parents are invited to Family Fun Night.** This event, hosted in

Rauenhorst Hall, will offer a lot of activities, food, and prizes. The younger kids will enjoy the guest appearance of the Teddy Bear Band. This event is sponsored by SKAT, Access & Success, and the Alumnae Association.

On Saturday, April 25, Access and Success will host a luncheon. Also over the noon hour, 20 WEC students will have a chance to enjoy a free 10-minute massage, courtesy of the WEC Advisory Board. To sign up for the massage, contact Shelly Bjick in Access & Success at mjbjick@stkate.edu. Please indicate your time preference by 30 minute increments: 11:30 a.m. – noon, 12:00 – 12:30 p.m., 12:30 – 1:00 p.m., or 1:00 – 1:30 p.m. First come, first served – so make your reservation early!

Next WEC Board Meeting:
Saturday, April 4th @ 7:15 am
Student Org. Center, CdC
Breakfast is served. Please join us!



What brought you to St. Kate's?

I was working for Lutheran Brotherhood for several years, and my position was eliminated. As part of my severance package, I received education assistance. After completing two years at North Hennepin Community College, my professors encouraged me to continue pursuing my degree. I really wanted to enroll at St. Kate's.

Is this your first college experience? If not, how does it compare? No, this isn't my first college experience – but this time, I really care about what I am doing, and I know how it will affect my future. Furthering my education, and doing well along the way, will help me to help myself.

Considering St. Kate' mission is to educate women to lead and influence, what experiences at St. Kate's have helped you to become a more effective leader or more influential?

All of my classes at St. Kate's have helped to instill self-confidence. One of the best classes that I have taken was Leadership Communications, as it really taught me about the many types of leadership.

What is your most unusual classroom moment?

I have two moments that stand out for me. First, in my TRW class, I was told that my paper on dyslexia was dyslexic...hmmm! Second, in my Financial Management class, we were given a list of books that we could read for extra credit. The unusual selection that I chose was "What's so Amazing About Grace?" Given my recent job layoff, this was a perfect book for my situation - very reflective, and truly an encounter with grace. This is the type of wonderful opportunity that sets St. Kate's apart as a unique educational community.

Why does the WEC format work well for you?

While I was working, it made schooling available to me.

Please share a positive experience you have had at the College of St. Catherine.

Recently, I was laid off from my latest job and have been able to utilize the career counseling services at St. Kate's. I have received assistance with resume building, preparations for interviews, and a lot of moral support. The staff has been fabulous!

The school/life balance is difficult for the non-traditional student.

What advice would you give a new non-traditional student?

My advice would be to take it slow. In my case, I just take one class per term, so I can have balance in my life. If you can take more than one class, go for it, but don't be afraid to ask your family for help.

In your free time, what are some of your hobbies, interests, or community involvement?

I really enjoy exercising – taking care of myself physically, emotionally, and spiritually. When I'm not in classes, I love to read. Also, with two active teenagers, I enjoy attending their sporting events – basketball, football, and soccer. It keeps me busy!

"My advice would be to take it slow. In my case, I just take one class per term, so I can have balance in my life."

What is a homework assignment that you would love to get?

I would love to get an assignment to read a novel and be able to relate it to my life through writing a report or journal.

What motivates you to do your best work?

In addition to always pushing myself to achieve that sought-after "A," I want to be an example for my children. Perhaps my hard work and success will help to inspire them to succeed in their schooling.

Beth Filek is a senior and will graduate after Summer 2010 with a BS in Accounting. She lives in New Hope with her husband, Randy, and her two children, Steven and Krista.

Scholarships!! Check these out!

Judith Gorman Krieger Scholarship (Due: April 22, 2009)

Are you generous with the time you give to others? A Krieger Scholarship recipient should be a giver, someone willing to share time with a sibling, an older family member, or people in the community. A \$4,000 tuition-based scholarship will be awarded during the 2009-2010 academic year. Eligible applicants must meet all the following criteria:

- be willing to share time with a family member, a friend, or people in the community;
- have senior class status during the 2009-2010 academic year (92 or more credits) and be in good academic standing with the College of St. Catherine;
- be enrolled at CSC in the Day or Weekend baccalaureate degree program as at least a half-time student (6 credits in Day Program; 4 credits in Weekend College) during all or part of the 2009-2010 academic year;
- expect to graduate in May or December 2010.

For a scholarship application (consisting of a scholarship application form, an essay, and two recommendation letters), visit the Abigail Quigley McCarthy Center for Women online at www.stkate.edu/centerforwomen or call the Center at (651) 690-6783.

Mary Jane Young Scholarship (Deadline: April 30, 2009)

The Abigail Quigley McCarthy Center for Women is now accepting applications from re-entry transfer student parents for the 2009-2010 Mary Jane Young Scholarship. Awards typically range from \$500 to \$3,000. Eligibility criteria and scholarship applications are available in the Center for Women, Coeur de Catherine Rm 230, or on the Center's website www.stkate.edu/centerforwomen. For more information, call the Center at 651-690-6783 or e-mail us at centerforwomen@stkate.edu