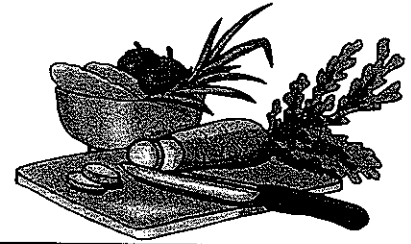


Healthy Living for Teens



OBJECTIVE:

To create a PowerPoint presentation describing how teenagers can benefit by living a healthy lifestyle

New Skills Reinforced:

In this activity, you will practice how to:

1. insert action buttons.
2. hyperlink action buttons.
3. format action buttons.



PROJECT SCENARIO:

Today's teenagers will tell you that juggling homework, sports, a job and a social life while maintaining a healthy, balanced lifestyle is often a challenging task. In this project, you will create a PowerPoint presentation that will serve as a guide for teens to use in living a healthy lifestyle.



STRATEGIES AND DESIGN TIPS TO FOLLOW:

1. Choose graphic images that are consistent with the overall look of the presentation.
2. Use a maximum of one or two fonts (typefaces) throughout the presentation.
3. Use consistent design and typestyle elements throughout your presentation.



BEFORE YOU BEGIN:

1. Carefully read through all parts included in this project.
2. Prior to starting any work on your computer, use the *Present It! Planning Layout Form* to sketch the content, layout, and design of the presentation you will be creating for this project. Use multiple copies if necessary.
3. Use the *Present It! PowerPoint Presentation Tips* provided in the Introduction as a guide while working on this project.
4. Unless otherwise noted, the layout, design, type size(s), and style(s) for this project will be left for you to decide.



Project 11: Healthy Living for Teens



INSTRUCTIONS:

1. Using Microsoft PowerPoint, create a NEW blank presentation.
2. Save the presentation as **PROJECT 11 – HEALTHY LIVING**.
3. Edit **slide 1**.



Using separate text boxes, key the text as shown.



Place text box 2 in the bottom right corner.

Insert a graphic image to enhance the appearance of the slide.

Format the size, style, and placement of the text and elements (if applicable) so that this slide projects a professional appearance.

1	Healthy Living for Teens
2	Presented by: [Your name] [Project number and title] [Current date]

4. Insert **slide 2**.



Using separate text boxes, key the text as shown.



Insert a right arrow action button in the bottom right corner.

Place text box 2 below the action button in the bottom right corner.

Format the colors of the action button to coordinate with the overall look of the slide.

Hyperlink the action button to the next slide.

Add additional text, graphics, and/or elements that will help enhance the content and appearance of this slide.


Format the size, style, and placement of the text and elements (if applicable) so that this slide projects a professional appearance.


1	Juggling school work, athletics, a part-time job, and a social life with friends, it's no wonder teenagers today struggle to live a healthy lifestyle. This presentation is a guide for teens on how to eat healthy, stay fit, and live a balanced, stress-free life.
2	Throughout this presentation, click the arrow button to advance to the next slide.



Project 11: Healthy Living for Teens

5. Insert **slide 3**.

 Using separate text boxes, key the text as shown.

-  Copy/paste the action button from previous slide and place in the bottom right corner.
- Edit the action button to hyperlink to the next slide.
 - Format text box 3 as a numbered list.
 - Add additional text, graphics, and/or elements that will help enhance the content and appearance of this slide.
 - Format the size, style, and placement of the text and elements (if applicable) so that this slide projects a professional appearance.

1 **Maintain a Healthy Diet**


2 Jumpstart your day by eating a well-balanced breakfast. Here are some quick-prep, delicious, high-protein breakfast ideas to try:


3 Oatmeal with chopped nuts, raisins, a sliced banana, or sliced strawberries. For extra protein, add a scoop of peanut butter.

Add some fresh fruit to a low fat yogurt topped with some granola or chopped nuts.

Whole grain toast or a bagel with peanut butter and a piece of fresh fruit.

6. Insert **slide 4**.

 Using separate text boxes, key the text as shown.

-  Copy/paste the action button from previous slide and place in the bottom right corner.
- Edit the action button to hyperlink to the next slide.
 - Format text box 3 as a custom bullet list.
 - Add additional text, graphics, and/or elements that will help enhance the content and appearance of this slide.
 - Format the size, style, and placement of the text and elements (if applicable) so that this slide projects a professional appearance.


1 **Pack a Lunch With a Punch**

2 Lunch time in the school cafeteria is most likely a time where eating lunch is not a priority and socializing with your friends is. Here are some easy to eat, healthy lunch ideas to help you finish your school day strong and energized.

3 Egg or tuna salad sandwich on whole wheat bread with lettuce and tomato and a piece of fruit on the side.

Turkey on a whole wheat wrap with lettuce, tomato, and cheese. Add extra veggies with a side of ranch dressing to complete your lunch.

Salad with lots of colorful veggies topped with chicken, chickpeas, or red kidney beans for protein and yogurt with fruit on the side.



Project 11: Healthy Living for Teens

7. Insert **slide 5**.



Using separate text boxes, key the text as shown.



Copy/paste the action button from previous slide and place in the bottom right corner.

Edit the action button to hyperlink to the next slide.

Format text box 3 as a custom bullet list.

Add additional text, graphics, and/or elements that will help enhance the content and appearance of this slide.

Format the size, style, and placement of the text and elements (if applicable) so that this slide projects a professional appearance.

1	Satisfying Suppers
2	Add a small salad to each of the delicious dinner ideas below and you will be able to finish your night strong and energized.
3	Stir fry vegetables with shrimp, chicken or tofu Chicken fajitas with guacamole and salsa Broiled salmon or chicken with vegetables Baked potato with vegetable or chili topping

8. Insert **slide 6**.



Using separate text boxes, key the text as shown.



Copy/paste the action button from previous slide and place in the bottom right corner.

Edit the action button to hyperlink to the next slide.

Format text box 3 as a custom bullet list.

Add additional text, graphics, and/or elements that will help enhance the content and appearance of this slide.

Format the size, style, and placement of the text and elements (if applicable) so that this slide projects a professional appearance.

1	Smart Snacking Ideas
2	Make healthy snacking a part of your everyday routine with the following healthy snack ideas:
3	Whole wheat pretzels with spicy mustard Rice cakes with peanut butter and raisins Low fat yogurt topped with fresh fruit Fresh cut veggies and hummus Trail mix – combine whole grain oats, chopped walnuts, and dried cranberries



Project 11: Healthy Living for Teens

9. Insert **slide 7**.



Using separate text boxes, key the text as shown.



Copy/paste the action button from previous slide and place in the bottom right corner.

Edit the action button to hyperlink to the next slide.

Format text box 3 as a custom bullet list.

Add additional text, graphics, and/or elements that will help enhance the content and appearance of this slide.

Format the size, style, and placement of the text and elements (if applicable) so that this slide projects a professional appearance.

1	Why Exercise is Wise
2	Experts agree that teens should get 60 minutes or more of moderate to vigorous exercise each day. Below are some of the rewards and benefits of exercise:
3	Exercise can give a person a real sense of accomplishment and boost self-esteem. Exercise can help you look better. People who exercise burn more calories and look more toned than those who don't. Exercise also helps keep your body at a healthy weight. Exercise helps people lose weight and lower the risk of certain diseases like high blood pressure and type 2 diabetes. Exercise can help a person age well. Studies have found that weight-bearing exercises, like running, jumping, or brisk walking can help keep your bones strong as you get older.



Project 11: Healthy Living for Teens

10. Insert **slide 8**.



□ Using separate text boxes, key the text as shown.



□ Copy/paste the action button from previous slide and place in the bottom right corner.

□ Edit the action button to hyperlink to the next slide.

□ Format text box 3 using a checkmark as a bullet.

□ Add additional text, graphics, and/or elements that will help enhance the content and appearance of this slide.

□ Format the size, style, and placement of the text and elements (if applicable) so that this slide projects a professional appearance.

1	What Type of Exercise is Right for You?
2	One of the biggest reasons people stop their workout program is because of lack of interest. If the activity is not fun, you will eventually become bored and quit altogether. There are three components to a well-balanced exercise routine. Combine any of the following and you are guaranteed to feel fit and energized:
3	Aerobic exercise: Includes biking, running, swimming, dancing, in-line skating, tennis, cross-country skiing, hiking, and brisk walking. Strength training: Upper body strength training may include pull-ups, push-ups, rowing, or cross-country skiing. For strong legs, try running, biking, rowing, skating, squats, and leg raises. Yoga, pilates, and crunches work best for strengthening your abdominal area. Flexibility training: Good choices to help you stay flexible are gymnastics, martial arts, pilates, and yoga. Stretching before and after your workout will also help you develop flexibility.



Project 11: Healthy Living for Teens

11. Insert **slide 9**.



Using separate text boxes, key the text as shown.



- Insert the "home" action button in the bottom right corner.
- Place text box 4 below the action button in the bottom right corner.
- Hyperlink the action button to the first slide.
- Format the colors of the action button to coordinate with the overall look of the slide.
- Add additional text, graphics, and/or elements that will help enhance the content and appearance of this slide.
- Format the size, style, and placement of the text and elements (if applicable) so that this slide projects a professional appearance.

1 **How Much Sleep Do You Need?**

2 It is recommended that teens sleep 8.5 to 9 hours each night. However, if you have difficulty waking in the morning, are falling asleep during classes, or have an inability to concentrate, than you are probably not getting enough sleep. Here are some tips that may help you sleep better:

3 Set a regular bedtime.
Exercise regularly.
Avoid caffeine after 4 pm.
Relax your mind.
Limit daytime naps.
Create the right sleeping environment.
Wake up with a bright light.

4 Click the button above to return to the first slide.

12. Resave the presentation.

13. Run the slideshow and proofread your work carefully for accuracy, design, and format.

14. Print a copy of your presentation as handouts using 3 or 6 slides per page if required by your instructor.

15. If required, present this presentation to your instructor and/or your class.