

<b>Title</b>	<b>Use a presentation application to produce an interactive multimedia presentation</b>		
<b>Level</b>	<b>3</b>	<b>Credits</b>	<b>3</b>

<b>Purpose</b>	<p>People credited with this unit standard are able to use a presentation application to produce an interactive multimedia presentation.</p> <p>This unit standard has been developed primarily for assessment as an option within programmes leading to the New Zealand Certificate in Computing (Intermediate User) (Level 3) [Ref: 2592].</p>
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<b>Classification</b>	Computing > Generic Computing
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<b>Available grade</b>	Achieved
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### Guidance Information

- 1 Recommended skills and knowledge:  
Unit 29771, *Use the main features and functions of a presentation application for a purpose*, or demonstrate equivalent knowledge and skills.
- 2 Assessment, where applicable, will be conducted in and for the context of a real or realistic situation and/or setting, and be relevant to current and/or emerging practice. The assessor may gather evidence over time from a range of scenarios rather than using one assessment where the learner has to demonstrate all of the required skills.
- 3 A brief will be supplied to the learner, either as part of the learner's employment (in the case of workplace assessment) or in response to a set task. A *brief* is defined as a clear description of both the desirable outcomes sought and the constraints to be met by the solution, and will include meeting appropriate legal, ethical and moral considerations. It contains requirements against which the success or otherwise of the integrated interactive presentation can be assessed.

Unformatted text for use in the presentation may be provided to the learner.

Multimedia used in the presentation could be created as part of the evidence for Unit 29791, *Capture and prepare digital media for integration into other applications*.

Original media may be captured by the learner on a suitable device or supplied by a stakeholder for the learner to use.

- 4 The interactive multimedia presentation must be a functional standalone package. Examples of possible solutions may include pick a path stories, quizzes, kiosks and menu driven type presentations where the viewer has to make a choice and will go to a different output depending on the choice made.

## 5 Intermediate-user level

*Interactive presentation techniques* refer to – use of timings; media controls; transitions; animations; creating and editing templates; using actions; presentation modes; setting user preferences in the application (e.g. user name); design concepts and features.

*Interactivity* refers to use of menus and/or/indexes; hyperlinks; buttons.

*Embedding* refers to other media such as sound, video and still images.

## 6 Definitions

*A conceptual design* clearly communicates a proposed outcome that has the potential to address the brief, and provides a detailed description of how the outcome would look and function. Conceptual designs can be presented using a variety of techniques.

*Interactive presentation* refers to a digital product, which allows the user to interact to generate different outputs.

*Original multimedia* refers to media created by the learner or provided by a stakeholder. Editing of the media is not required apart from preparation to allow insertion into the presentation, such as adjusting resolution, file size, video and/or audio format.

*Principles of information presentation* may include but are not limited to – order of presentation of information, clarity, simplicity, readability, consistency and appropriateness for intended audience.

*Principles of screen layout* may include but are not limited to – composition of elements upon the page, text hierarchy, consistent typography, balance, harmony, proportion, sequence, contrast repetition, alignment, and proximity.

*Typography* is the style, arrangement and appearance of letters on the page, and may involve selecting typefaces, font size, line length, line-spacing (leading), letter-spacing (tracking), adjusting the space within letters pairs (kerning) and font colours.

## 7 Legislation relevant to this unit standard includes the:

Copyright Act 1994

Copyright (New Technologies) Amendment Act 2008

Health and Safety at Work Act 2015

Privacy Act 2020

and any subsequent amendments.

Current legislation and regulations can be accessed at <http://legislation.govt.nz>.

## 8 Reference

*ACC5637 Guidelines for Using Computers - Preventing and managing discomfort, pain and injury*. Accident Compensation Corporation - Department of Labour, 2010; available from WorkSafe New Zealand, at <https://www.worksafe.govt.nz/topic-and-industry/work-related-health/ergonomics/safely-using-computers-at-work/>.

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## Outcomes and performance criteria

### Outcome 1

Use a presentation application to produce an interactive multimedia presentation.

**Performance criteria**

- 1.1 A plan for the interactive multimedia presentation is produced, outlining how the requirements of the brief will be realised.  
  
Range includes but is not limited to – purpose, target audience, constraints and specifications; planning may be oral, written, and/or graphic.
- 1.2 Conceptual designs are produced in accordance with the specifications of the brief.  
  
Range includes but is not limited to – layout, formatting, typography, interactivity, embedding.
- 1.3 Three original multimedia objects are sourced and/or created, manipulated and integrated into a presentation.  
  
Range multimedia objects may include but are not limited to – sound, static and moving images, animation.
- 1.4 An integrated, interactive presentation is created which meets the requirements of the given brief.  
  
Range includes – interactivity, embedding, and at least five intermediate-user level interactive presentation techniques.
- 1.5 The integrated, interactive presentation is checked for readability, legibility, presentation, accuracy; and correct integration to ensure media elements display/work as planned.
- 1.6 Consistent application of the principles of screen layout and of information presentation is demonstrated in the created presentation.
- 1.7 Media is used so that it complies with the laws of New Zealand in relation to copyright and privacy.

<b>Replacement information</b>	This unit standard replaced unit standard 25661.
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<b>Planned review date</b>	31 December 2026
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**Status information and last date for assessment for superseded versions**

Process	Version	Date	Last Date for Assessment
Registration	1	19 January 2017	31 December 2024
Review	2	28 April 2022	N/A

<b>Consent and Moderation Requirements (CMR) reference</b>	0099
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

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### Comments on this unit standard

Please contact Toi Mai Workforce Development Council [qualifications@toimai.nz](mailto:qualifications@toimai.nz) if you wish to suggest changes to the content of this unit standard.