# Procedure for Developing a Multimedia Presentation

**Directions:** Record the details of each stage of a multimedia presentation development process.

| **Step** | | **Procedure** |
| --- | --- | --- |
|  | | Determine the Purpose |
|  | | Identify the Target Audience |
|  | | Storyboard the Content |
|  | | Details: |
|  | | Select a Design |
|  | | Details: |
|  | | Edit the Master Slide |
|  | | Details: |
|  | | Enter the Content |
|  | | Details: |
|  | Add and Format Graphics, Audio, and Video (optional) | |
|  | Details: | |
|  | Add Animations and Transitions (optional) | |
|  | Details: | |
|  | Practice | |
|  |  | |
| 10. | Revise as Needed | |
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