Title	Use computer technology to create and deliver a presentation from given content		
Level	1	Credits	3

Purpose	People credited with this unit standard are able to use computer technology to plan, create, and deliver a presentation to an audience.

Classification	Computing > Generic Computing

Available grade	Achieved

Explanatory notes

1   Specifications will be provided and may include but are not limited to – layout, type and purpose of the presentation, use of specific software and use of colour.

2   Content for the presentation will be provided to the candidate. Images and sound provided to candidates must be copyright free, and meet requirements of the Copyright Act 1994.

3   A *plan* outlines a list of steps of how the requirements of the presentation will be realised. The plan may be modified during the task and changes justified. Evidence of planning may be oral, written, and/or graphic.

4   Definition
     Presentation refers to any presentation technique that uses computer technology, e.g. demonstration, desktop computer presentation, or digital media presentation.
     Audible means sound must be added via the computer technology.

5   Legislation relevant to this unit standard includes but is not limited to the:
     Copyright Act 1994;
     Copyright (New Technologies) Amendment Act 2008;
     Health and Safety in Employment Act 1992;
     Privacy Act 1993;
     and any subsequent amendments.

6   An assessment resource to support computing unit standards (Levels 1 to 4) can be found on the NZQA website at www.nzqa.govt.nz/asm.
     A specific clarification for the requirements of assessing against unit standard 5946; and '*The Computing Process - a clarification document*' can be found on the NZQA website.

Outcomes and evidence requirements

Outcome 1

Plan the presentation using computer technology, working from given specifications and content.

Evidence requirements

1.1   The plan identifies the presentation's topic, purpose, method of delivery, specifications, target audience and content.

1.2   The plan identifies the computer application to be used to create and deliver the presentation.

1.3   The plan outlines the order of content and format of the presentation.

Outcome 2

Create a presentation using computer technology.

Evidence requirements

2.1   The content is prepared and assembled according to the presentation plan.

2.2   The completed presentation is checked to ensure that it is consistent with the requirements of the plan.

Outcome 3

Deliver the presentation to the specified audience using computer technology.

Evidence requirements

3.1   The presentation is delivered to the specified audience in accordance with the requirements of the plan.

3.2   The presentation is readable and audible to the specified target audience.

Planned review date	31 December 2016

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	20 December 1995	31 December 2013
Revision	2	28 July 1998	31 December 2013
Review	3	30 November 2000	31 December 2013
Revision	4	5 July 2002	31 December 2013
Revision	5	16 July 2004	31 December 2013
Review	6	22 May 2009	31 December 2015
Rollover and Revision	7	19 September 2013	N/A

Consent and Moderation Requirements (CMR) reference	0226

This CMR can be accessed at http://www.nzqa.govt.nz/framework/search/index.do.

Please note
Providers must be granted consent to assess against standards (accredited) by NZQA, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be granted consent to assess against standards by NZQA before they can register credits from assessment against unit standards.

Providers and Industry Training Organisations, which have been granted consent and which are assessing against unit standards must engage with the moderation system that applies to those standards.

Requirements for consent to assess and an outline of the moderation system that applies to this standard are outlined in the Consent and Moderation Requirements (CMR). The CMR also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

Comments on this unit standard

Please contact NZQA National Qualifications Services nqs@nzqa.govt.nz if you wish to suggest changes to the content of this unit standard.