

Business Communication & Presentation

Final Exam

For your final exam, you will have 3 choices. Read each choice below carefully before making a decision. No choice is easier or harder than the other.

Choice 1

A. Two Flash E-Cards (click to see [samples](#))

1. Create a folder in your Final Project folder called E-Cards
2. Save each file as “name of the occasion e-card fla” (birthday e-card fla)
3. The cards can be serious or humorous
4. One card needs to be continuously running
5. One card needs to require user interaction to navigate the card
6. Both cards must incorporate sound/music but does not have to be one continuous audio
 - A. Use no more than 29 seconds of any copyrighted music
 - B. All music should be edited in Audacity
 - C. All music should be in MP3 format
7. Canvas size should be 600 x 400
8. Contain buttons to play and start over
 - A. They do not have to look like buttons
 - B. It must be clear to the user where they need to click to play and start over
9. Be creative
10. Export the files into .swf format and place a webpage created in Dreamweaver
 - A. Name the web pages “name of the occasion e-card.html”
 - B. The title in the browser’s title bar should contain your name
 - C. Put a title at the top of the web page that indicates that this is a sample e-card; Use heading 1 format and center the title
 - D. Embed the .swf file on the page below the title and center it

B. Descriptive Essay

1. Compose in writing a few paragraphs describing a person, object, etc.
2. The description should be objective, specific, and precise
3. Measurements should be accurate
4. Include a title, a brief introduction, the description, and a brief conclusion
5. Use MLA format

Choice 2

A. Flash Educational Tutorial (click to see [samples](#))

1. Create an online tutorial for a specific task or activity from one of your classes. It should be a virtual flash card or how-to. You need to come up with an appropriate topic – it cannot be “How to Make a Sandwich.”
2. Create a folder called Tutorial in your Final Project folder. Save the file as tutorial.fl
3. The tutorial must adequately cover the material or teach the concept
4. Must incorporate some use of sound or music
 - A. Use no more than 29 seconds of any copyrighted music
 - B. All music should be edited in Audacity
 - C. All music should be in MP3 format
5. Canvas size of 600 x 400
6. Use at least 2 graphics you created in Fireworks
7. Contain buttons
 - A. Either to play and start over
 - B. Or to move from frame to frame
 - C. They do not have to look like buttons
 - D. It must be clear to the user where they need to click to play and start or to move from frame to frame
8. Export the file into .swf format and placed on a web page created in Dreamweaver
 - A. Name the web page “tutorial.html”
 - B. The title for the browser’s title bar should contain your name
 - C. Put a title at the top of the webpage that indicated that this is a tutorial (i.e. Accounting Tutorial); use Heading 1 Format and center the title
 - D. Embed the .swf file on the page below the title and center it

B. Descriptive Essay

1. Compose in writing a few paragraphs describing a person, object, etc.
 2. The description should be objective, specific, and precise
 3. Measurements should be accurate
 4. Include a title, a brief introduction, the description, and a brief conclusion
 5. Use MLA format
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Choice 3

A. Flash Website (click to see [samples](#))

1. Develop a Flash-based web site using on of the following topic ideas:
 - A. Music artist or band
 - B. Depict a decade in this century
 - C. Celebrity or Professional Athlete
 - D. Business or Company
2. Using Flash, create a web site. The site will contain embedded Flash file(s) that is/are the content. The website must meet the following specifications:
 - A. Make a folder called Website in your Final Project folder and save ALL work related to this project in this folder
 - B. If only one Flash file is created to make the site, name it “index fla”. If more than one Flash file is created, name the home page “index fla” and save all other files with appropriate names.
 - C. Export all Flash files into .swf format and place on a web page or multiple pages created in Dreamweaver.
 1. Name the home page index.html. Name all other files with appropriate names
 2. The title for the browser’s title bar on all pages should contain your name
 3. Embedded .swf files need to be center on the page
 - D. Canvas size of each Flash file must be 750 x 500
 - E. Create a home page for this project that solely consists on an intro animation .swf file centered on the page
 - F. Link to each page you created for this project either within Flash or on the web page in Dreamweaver. If within Flash, make sure the button has a different “over” state than the “up” state
 - G. There should be at least 5 pages or sections for your website including the home page. Use the table below as a guide:

Band	Decade	Celebrity	Business/Organization
<ul style="list-style-type: none"> • Members • Discography • Tour dates • News/about • Music samples • Products/memorabilia 	<ul style="list-style-type: none"> • News/history • Music • Movies • TV • Fashion 	<ul style="list-style-type: none"> • Accomplishments • Likes/dislikes • Personal info. • Picture gallery • Audio clips 	<ul style="list-style-type: none"> • About • Products • Location • contact

- H. Music needs to be used somewhere within the site
 1. For all music, use Audacity to crop your files down to the needed size before putting them into Flash
 2. Use at least 5 samples of 29 seconds or less each
 3. All music must be in MP3 format
 4. All audio needs to be controllable. In other words, if the viewer wants to stop hearing the sound, they need to be able to stop
 5. Only one sound at a time should be heard