
**POWERPOINT SKILLS NEEDED BY BUSINESS EDUCATION POST
GRADUATE STUDENTS FOR EFFECTIVE PRESENTATION OF RESEARCH
WORKS IN ENUGU STATE**

BY

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Abstract

The need to ensure effective presentation of research works necessitated this study to determine PowerPoint skills needed by business education postgraduate students for effective presentation of research works in Enugu state. Five research questions guided the study. The study employed a survey research design. The sample used for the study was 120 business education postgraduate lecturers in two government owned universities in Enugu state. A 32 – item structured questionnaire which was face validated by three experts was used for data collection. The reliability coefficient of the instrument was tested using cronbach Alpha which yielded overall value of 0.86. Data collected from the study were analyzed with mean and standard deviation to answer research questions. Findings indicated that business education postgraduate students needs PowerPoint skills – manipulative, electronic, interpersonal and communication for effective presentation of their research works. Based on the findings and conclusion some recommendations were made.

Introduction

Business Education is one of the courses offered at the university level of Nigerian educational system. Business Education has been defined in various ways by various Business educators. Aliya (2000) defined Business Education as an education that teaches and shows students and the public on how to make a living, develop plan and forecast for the future.

Chibuikwe (2012) defined Business Education as a programme of study primarily designed to develop appropriate skills and competencies in individuals for a career in business. Moreover, Business Education is one of the courses offered in university which prepare the recipients for a career in education and business.

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The Business Education postgraduate students are those running various courses in business education either in full time or part-time basis. According to (ESUT, 2016) the postgraduate programmes are postgraduate Diploma in Education (PGDE), Masters of Science Degree (M.Sc) and Doctor of Philosophy (Ph.D). Apart from course works, there is also research work which is usually presentation before authorities concerned, using PowerPoint.

Presentation of research works, it dissertation or thesis, has various stages viz proposal (at department level) seminar (faculty level) and oral defence (with external examiner) (ESUT, 2016). Business Education, just as like other disciplines in Nigerian universities is in transition regarding the method of research work presentation. Ekpenyong (2012) observes that higher education in Nigeria stands at a crossroad. Ekpanyong further opined that without change, the traditional University structure of education and training tomorrow's business educators is likely to be surpassed and discarded in the increasing diverse and technological

development. Business Education postgraduate students at University level need presentation programme skills for effective presentations of research works. Business education postgraduate students need to use PowerPoint to present or project their research work during proposal, seminar and oral defence.

PowerPoint is a complete presentation graphics package that gives you everything you need to produce acceptable event (Mbaezue & Ezennia 2015). PowerPoint offers word processing, outlining, drawing, graphing and presentation management tools, all designed to be easy to use and learn. According to YourDictionary (2016) PowerPoint is computer software created by Microsoft which allows the user to create slides with recordings, narrations, transitions and other features in order to present information. Business education postgraduate students need PowerPoint as a handy tool for communication and expression during research work presentation to make it easier for the audience to follow and understand the work.

The term "PowerPoint presentation" was coined when Microsoft introduced its software (presentation) program PowerPoint (Business dictionary 2016). It is vital for the presenters (Business education postgraduate student) to use PowerPoint as a digital aid when presenting their work to audience. According to Umah and Ugwu (2015), PowerPoint presentation is a powerful representation which enables viewers to understand better the meaning of words or concepts used.

According to an on-line dictionary, BusinessDictionary.com (2016), skill is referred to as an ability and capacity acquired through deliberate; systematic and sustained effort to smoothly and

skills (Mbaezue, 2010). Communication skills refers to effective, articulate and fluent exchange of ideas devoid of misinterpretation of any kind (Umoru, 2010). Nwankwo (2001) opines that improved communication skill is a vital ingredient in contemporary society for effective performance.

Business Education postgraduate lecturers used for this study are males and females lecturers in public universities in Enugu state. These variables are likely to influence their assessment. Effective presentation of research works by university Business Education postgraduate students will depend on their ability to have the above PowerPoint skills. PowerPoint saves a presenter from too much time and labour. Moreover, PowerPoint helps to involve viewers not just by words, but also through visuals thereby stimulating both senses of sight and hearing (Asogwa and Echemazu, 2011).

Consequently, the need arises to determine PowerPoint skills needed by Business Education postgraduate students for effective presentation of research works in Enugu State.

Statement of the Problem

The traditional method of presenting research works by business education postgraduate students in government universities in Enugu has become obsolete. And have caused these students poor presentation; poor application of computer and lack of manipulative skills among others.

Information Communication Technology facilities have been adjudged to be critical to teaching and learning. Consequently, university teaching shall seek to inculcate community spirit in the students through project and action researches (FRN, 2014). PowerPoint presentation no doubt is a tool for

communication and expression during research work presentation. There is need for PowerPoint skills – manipulative, electronic, communication, interpersonal and presentation programs for effective presentation of these research works.

A cursory look at various departments of Business Education gives one the impression that these skills seem to be lacking in many postgraduate students. This is an indication that gaps may exist between the research work written and the way by which it is being presented. This situation calls for determination of PowerPoint skills needed by Business Education postgraduate students for effective presentation of research works in Enugu State. Therefore, the problem of this study posed as a question: what are the PowerPoint skills needed by business education postgraduate students for effective presentation of research works in Enugu State.

Purpose of the study

The main purpose of this study was to determine the PowerPoint skills needed by Business Education postgraduate students for effective presentation of research works in Enugu State. Specifically, the study sought to determine the:

1. manipulative skills needed by Business Education postgraduate students for effective presentation of research works.
2. electronic skills needed by Business Education postgraduate students for effective presentation of research works.
3. interpersonal skills needed by Business Education postgraduate students for effective presentation of research works.
4. communication skills needed by Business Education postgraduate students for effective presentation

adaptively carry out complex activities or job functions involving ideas (cognitive skills), things (technical skills), and/or people (interpersonal skills). PowerPoint skills, on the other hand are ability to utilize the software (PowerPoint presentation) of Microsoft computer (Wikipedia, 2009). University Business Education Postgraduate students should effectively present research works. They should have PowerPoint skills to manipulate, communicate and present programs. Manipulative skills are their abilities to manipulate keys on computer.

Electronic skills involves the proper utilization of Information Communication Technology facilities. The skills enable social communication and interaction. The ability to relate between individuals are interpersonal skills (Mbaezue, 2010). Communication skills refers to effective, articulate and fluent exchange of ideas devoid of misinterpretation of any kind (Umoru, 2010). Nwankwo (2001) opines that improved communication skill is a vital ingredient in contemporary society for effective performance.

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Table 1: Mean ratings and standard deviation of the respondents on the manipulative skills needed by business education postgraduate students for effective presentation of research works in Enugu State.

S/N	Items on manipulative skills. The ability to:	\bar{X}	SD	Decision

Table 1 shows that items number 1, 2, 3, 4, 5 and 6 respectively have means of 3.33, 3.13, 2.18, 3.17, 3.21 and 3.50 respectively. This shows that Business Education postgraduate students highly needed manipulative skills for effective presentation of their research works using PowerPoint in Enugu State. Their

standard deviations also ranged from 0.50 to 0.90. This is an indication that their responses are close or homogeneous.

Research Question 2: What are electronic skills needed by Business Education postgraduate students for effective presentation of research works?

Table 2: Mean ratings and standard deviation on the electronic skills needed by business education postgraduate students for effective presentation of research works in Enugu state.

S/N	Items on interpersonal skills. The ability to:	\bar{X}	SD	Decision
7.	relate positively with others	3.21	0.82	HN
8.	possess sense of humour	2.50	1.20	MN
9.	possess spirit of tolerance	3.00	0.79	HN
10.	demonstrate high level of understanding	3.21	0.82	HN
11.	Interact with other people	2.42	1.36	MN
12.	Provide quality service	3.13	0.88	HN
	Cluster mean and standard deviation	2.91	0.98	HN

Table 2 shows that mean ratings of 3.58, 3.29, 3.00, 3.45, 3.00 and 3.45 were obtained for items, 7, 8, 9, 10, 11 and 12 respectively, indicating that the respondents were of the view that business education postgraduate students are highly in need of electronic skills for effective presentation of their research works.

A grand mean of 3.30, with standard deviation of 0.76, were obtained for the items. This is indicative of the fact

that the business education postgraduate lecturers we are of the opinion that their postgraduate students highly needed electronic skills for effective presentation of their research works in Enugu state.

Research Question 3: What are the interpersonal skills needed by business education postgraduate students for effective presentation of research works in Enugu State?

Table 3: Mean ratings and standard deviation of the respondents on interpersonal skills needed by business education postgraduate students for effective presentation of research work in Enugu state.

n = 120

S/N	Items on interpersonal skills. The ability to:	X	SD	Decision
13.				
14.				
15.				
16.				
17.				
18.				

Table 3 shows that mean ratings of 3.21, 3.00, 3.21 and 3.13 respectively were recorded for items 13, 15, 16 and 18 respectively, thereby indicating that the interpersonal skills represented by those items are highly needed by business education postgraduate students for effective presentation of research works. Again, lowly needed rating of 2.50 and 2.42 were recorded for items 14 and 17

respectively. This invariably shows that the interpersonal skills represented by those items are not highly needed by the research students.

Research Question 4: What are the communication skills needed by business education postgraduate students for effective presentation of research works?

Table 4: Mean ratings and standard deviation on communication skills needed by business education postgraduate students for effective presentation of research works in Enugu state.

n = 120

S/N	Items on communication skills. The ability to:	\bar{X}	SD	Decision
19.	speak good (command) of English language	3.58	0.79	HN
20.	communicate meaningfully	3.17	0.94	HN
21.	Speak loudly	3.13	0.72	HN
22.	listen attentively	3.29	0.73	HN
23.	use body language	3.47	0.53	HN
24.	Use official terminologies	3.18	0.83	HN
Cluster mean and standard deviation		3.30	0.76	HN

Table 4 shows that mean ratings were 3.58, 3.17, 3.13, 3.29, 3.47 and 3.18 respectively for items 19, 20, 21, 22, 23 and 24 respectively indicating that business education postgraduate students were highly in need of communication skills for effective PowerPoint presentation of their research works in Enugu state.

Research Question 5: What are the challenges facing the use of PowerPoint facilities by business education postgraduate students for effective presentation of research works in Enugu State?

Table 5: Mean ratings and standard deviation of the respondents on challenges facing the use of effective presentation of research works in Enugu state.

n = 120

S/N	Items on presentation program. The ability to:	\bar{X}	SD	Decision
25.	unsteady power supply	3.67	0.78	SA
26.	negative attitude on the use of PowerPoint by students & lecturer	3.01	0.79	A
27.	high cost of PowerPoint facilities	3.45	0.65	A
28.	inadequacy of fund leading to limited access to PowerPoint facilities	3.00	0.91	A
29.	unwillingness to change	3.29	0.84	A
30.	inadequacy of qualified lecturers with PowerPoint skills	3.58	0.79	A
31.	Non-availability of spare parts for the different PowerPoint facilities	3.13	0.88	A
32.	Poor background in typing skill	2.42	1.36	A
Cluster mean and standard deviation		3.21	0.83	A

Table 5 shows mean ratings of 3.67, 3.01, 3.45, 3.00, 3.29, 3.13, and 2.42 respectively for items 25, 26, 27, 28, 29, 30, 31 and 32. This is an indication that the respondents were of the opinion that business education postgraduate students are faced with challenges in using PowerPoint facilities for effective presentation and their research works.

Discussion

Data in table 1 shows that business education postgraduate students needed (highly) manipulative skills for effective presentation of research works in Enugu state. This is in consonance with Ugwunwoti (2016) that in application to motor skills (fingers), the term dexterity is commonly used.

Results in table 2 shows that the respondents were of the view that business education postgraduate students need electronic skills for effective presentation of their research works.

Findings of the study in respect of research question 3 (Table 3) revealed that interpersonal skills are highly needed by business education, postgraduate students for effective presentation of research works.

Findings from research question four, revealed that business education postgraduate students were highly in need of communication skills for effective presentation of research works in Enugu state. This finding is in line with Nwankwo (2001) who opines that improved communication skill is a vital ingredient in contemporary society for effective performance.

The result of the analysis as shown in Table 5, indicates that the respondents were of the opinion on the challenges facing the use of PowerPoint facilities and business education postgraduate students needed are high.

Conclusion

From the findings of this study, one can see the PowerPoint facilities could help in improving that academic performance of business education postgraduate students in Enugu state; it will also close the gaps between works written and its presentation. This could be achieved through manipulative, electronic communication and interpersonal skills by the students.

Recommendations

Based on the findings of this study, the following recommendations were made:

1. The use of PowerPoint facilities for the presentation of research work by postgraduate students should be enforced.
2. The authority concern should provide PowerPoint facilities to the department in question.
3. Seminar & workshops on the use of PowerPoint should be organized for postgraduate students.
4. PowerPoint skills should be included in postgraduate courses to equip the student to the necessary skills for the effective use of PowerPoint.
5. There should be alternative power supply to ensure regular use of PowerPoint facilities.

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