

Course Description

This course is designed to build on existing PowerPoint knowledge and gives you sophisticated tools to help you build professional presentations. Elements covered include:

- ◆ Diagrams
- ◆ Charts
- ◆ Video & Audio
- ◆ Animation
- ◆ Linking & Embedding
- ◆ Hyperlinks
- ◆ Merging, Comparing & Exporting
- ◆ More on Slide Shows
- ◆ Sharing Presentations
- ◆ Presentation Design & Compatibility

Who Should Attend?

People who have a good working knowledge of creating and delivering PowerPoint presentations or have already attended the Intermediate course

What Do I Do Now?

For a more detailed Course Outline, or to arrange an in-house course for your company, please complete our Enquiry Form, call us on 01733 567262 or e-mail us at admin@vitaltraining.co.uk