Discover

Microsoft® PowerPoint® 2010

Microsoft® PowerPoint® 2010 gives you more ways to create & share dynamic presentations with your audience than ever before. The Discover Microsoft® PowerPoint® 2010 training suite consists of 3 self-paced tutorials that teach you how to use PowerPoint® 2010 to create extraordinary presentations. Gain confidence in an engaging hands-on learning environment. Discover how to collaborate with others & manage presentations with tools that save time & simplify your work.

Benefits

- Learn how to bring energy & visual impact to presentations, captivate audiences with transitions and animations, work with others, and get things done faster.

- Enjoy the flexibility of self-paced on demand training.

Microsoft® PowerPoint® 2010 Courseware

Discover Microsoft® PowerPoint® 2010: Level 1

L1: The PowerPoint® 2010 Interface

L2: Basic Editing

L3: Slide Design & Clip Art

Discover Microsoft® PowerPoint® 2010: Level 2

L1: Working With AutoShapes

L2: Transitions, Printing & Help

L3: Slide Masters

Discover Microsoft® PowerPoint® 2010: Level 3

L1: Working With Pictures

L2: Working With Movies

L3: SmartArt & Animations