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Microsoft Powerpoint 2010

Powerpoint 2010 Basic

Intro To PowerPoint Basic
The PowerPoint Interface
Creating A New Presentation With Templates
Slide Layout
Visually Appealing Presentations
Preview Mode And Page Setup
Transitions
Creating Custom Slides
Animating Text
Animating Objects
Animation Timing
Conclusion

Powerpoint 2010 Intermediate

Introduction To PowerPoint Intermediate
Sections And Organizing Slides
Adding Autoshapes
Inserting And Editing Pictures
Inserting And Editing Video
Inserting And Editing Tables
SmartArt
Animating Smart Art And Inserting Audio
Headers And Footers In PowerPoint
Setup Slideshow And Rehearsal Timing
Conclusion

Powerpoint 2010 Advanced

Intro To PowerPoint Advanced
Master Slides
Styles
More Functions With Video In PowerPoint
Transitions And Action Buttons
Customizing The Show
Printing In PowerPoint
Conclusion