

Ms Powerpoint 2010 Custom Guide

Nancy Conner, Matthew MacDonald

Ms Powerpoint 2010 Custom Guide:

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certification The Test Bank now offers greater flexibility and provides more than 75 questions and 3 projects per lesson as well as automated grading via OfficeGrader Furthermore the latest edition s use of color in screen captures allows users to follow on screen much easier as screen captures will look the exact same as the application Additional projects throughout the book help users comprehend how a task is applied on the job OfficeGrader also helps instructors offer immediate feedback on all homework assignments and projects and additional animated tutorials on key Office tasks provides additional **PowerPoint 2010 All-in-One For Dummies** Peter Weverka, 2010-05-24 A fully updated guide to help on difficult topics creating dynamic presentations with PowerPoint 2010 PowerPoint dominates the presentation landscape With the changes in PowerPoint 2010 including the availability of an online version PowerPoint users need this comprehensive reference to make the most of the program PowerPoint 2010 All in One For Dummies features in depth coverage of the elements and the process involved in creating knockout presentations Seven minibooks cover all the new 2010 features providing a great education for beginners and showing PowerPoint veterans lots of new tricks PowerPoint is the leading presentation software used in business and education new features in PowerPoint 2010 include an online version and expanded audiovisual capabilities Seven self contained minibooks cover getting started building a presentation tables charts and diagrams graphics and shapes adding audio video and animation giving the presentation and PowerPoint for power users Explains how to use the interface and tools and shows how to represent data visually for greater impact Provides important tips on adding the human element when making a presentation Gives advanced users advice on creating templates collaboration automation and more PowerPoint 2010 All in One For Dummies gets novices up to speed and helps experienced users take their skills to the next level SharePoint® 2010 Field Guide Steven Mann, Colin Murphy, Pablo Gazmuri, Chris Caravajal, Christina Wheeler, 2012-02-21 Internet and web software PowerPoint 2010 Bible Faithe Wempen, 2010-10-19 Master PowerPoint and improve your presentation skills with one book It s no longer enough to have slide after slide of text bullets and charts It s not even enough to have good speaking skills if your PowerPoint slides bore your audience Get the very most out of all that PowerPoint 2010 has to offer while also learning priceless tips and techniques for making good presentations in this new PowerPoint 2010 Bible Well known PowerPoint expert and author Faithe Wempen provides formatting tips shows you how to work with drawings tables and SmartArt introduces new collaboration tools walks you through five special presentation labs and more Coverage includes A First Look at PowerPoint What Makes a Great Presentation Creating and Saving Presentation Files Creating Slides and Text Boxes Working with Layouts Themes and Masters Formatting Paragraphs and Text Boxes Correcting and Improving Text Creating and Formatting Tables Drawing and Formatting Objects Creating SmartArt Diagrams Using and Organizing Clip Art Working with Photographic Images Working with Charts Incorporating Content from Other Programs Adding Sound Effects Music and Soundtracks Incorporating Motion Video Creating Animation Effects and Transitions Creating Support Materials Preparing for a Live Presentation Designing User Interactive or Self Running

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