See more at www.zandax.com/courses/powerpoint-2019-advanced

Course information from ZandaX

Microsoft PowerPoint 2019 Advanced

A premier Microsoft Powerpoint training course from ZandaX

Course duration: 2 hours 30 minutes of comprehensive content (Revisit, review and revise as often as you want)

What you'll learn

✔ Notes & Transitions
✔ Animations, Objects & Hyperlinks
✔ Slide Shows
✔ Delivering, Printing & Saving Presentations
✔ Custom Templates, Themes & Settings

What does our PowerPoint 2019 Advanced course cover?

All You Need to Become a PowerPoint Super User

This course is for anyone who is fully conversant with what we teach in the Introduction and Intermediate courses, and wants to move to the highest level so their presentations possess the WOW factor that wins over audiences.

When you use what we teach you in this course, your presentations will move to the highest level, enhancing your message - and your own professionalism.

This Microsoft Powerpoint skills training course, like all our courses, has been developed over many years of classroom and online delivery.   Content has been thoroughly researched and is constantly updated so it's always leading edge.   It's completely interactive and is full of practical knowledge and solutions.

Still wondering whether to do the course?
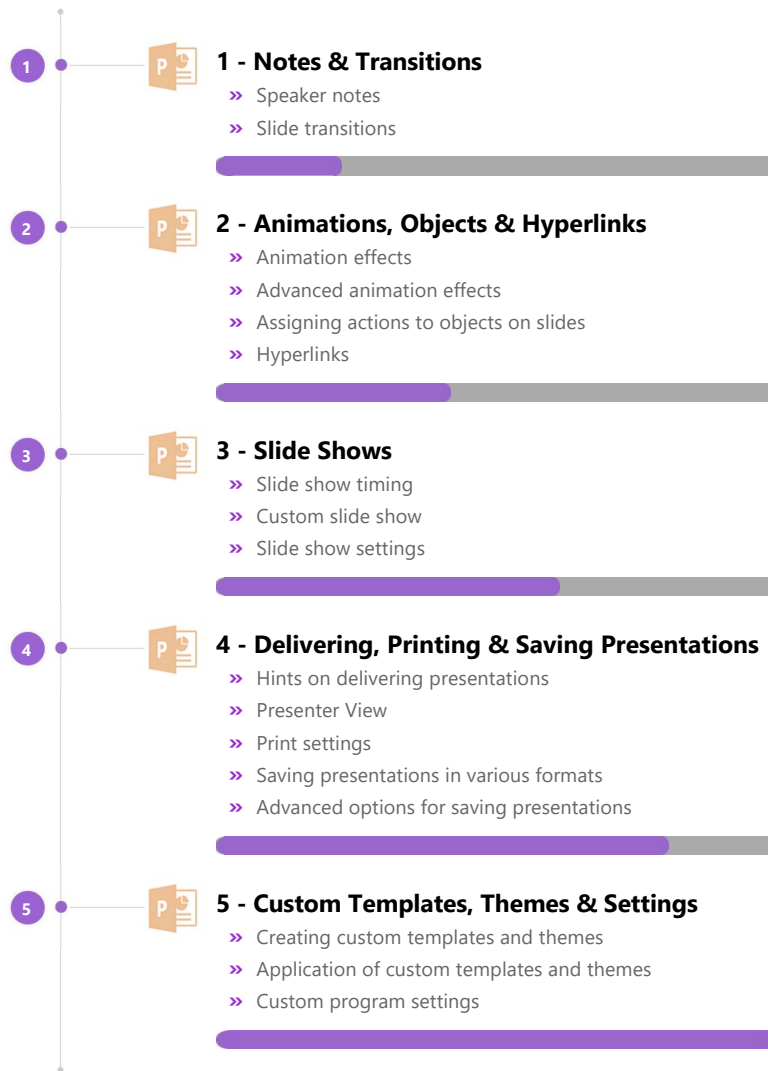Just think about this: how much would you benefit if you had better Microsoft Powerpoint skills?

Course requirements

You should have a good working knowledge and understanding of the concepts covered in the Introduction course.

Who's this course for?

Users with a good understanding of Microsoft PowerPoint who want to expand their capabilities in a short space of time.

Course content for Microsoft PowerPoint 2019 Advanced

1 - Notes & Transitions
- » Speaker notes
- » Slide transitions

2 - Animations, Objects & Hyperlinks
- » Animation effects
- » Advanced animation effects
- » Assigning actions to objects on slides
- » Hyperlinks

3 - Slide Shows
- » Slide show timing
- » Custom slide show
- » Slide show settings

4 - Delivering, Printing & Saving Presentations
- » Hints on delivering presentations
- » Presenter View
- » Print settings
- » Saving presentations in various formats
- » Advanced options for saving presentations

5 - Custom Templates, Themes & Settings
- » Creating custom templates and themes
- » Application of custom templates and themes
- » Custom program settings

More about the ZandaX Microsoft PowerPoint 2019 Advanced course

Take Your PowerPoint Skills to the Highest Level

Our Advanced PowerPoint course gives you the skills and understanding to take your presentations as far as you can!

You'll start by learning how to use transitions and animations and hyperlinks. Then you'll find out how to set up slide shows.

Next, you'll learn about saving and printing documents, and you'll finish with custom templates and themes.

Microsoft PowerPoint is an incredibly powerful tool that's under-utlized: when you've finished this course, you'll be way ahead of the pack, producing work that's not only better than other people's, but also more fun to do!

Watch the modules, revisit them time and again ... and have fun with improving your skills!

Learning format

The course is offered as follows:

You'll learn using easy-to-follow on-screen videos which you can pause, re-run and revisit as often as you like, and also through interactive content with short quizzes and questions appropriate to the course subject.
You also get accompanying exercises that you can use to reinforce your learning.
The course is arranged into modules, each with several lessons. Refer to the course content for more details on what's covered. This combination of videos and interactive content will enable you to get a thorough understanding of the subject.

View this course online

Visit our website at www.zandax.com/courses/powerpoint-2019-advanced to view the latest details, including related courses, prices and quantity discounts.