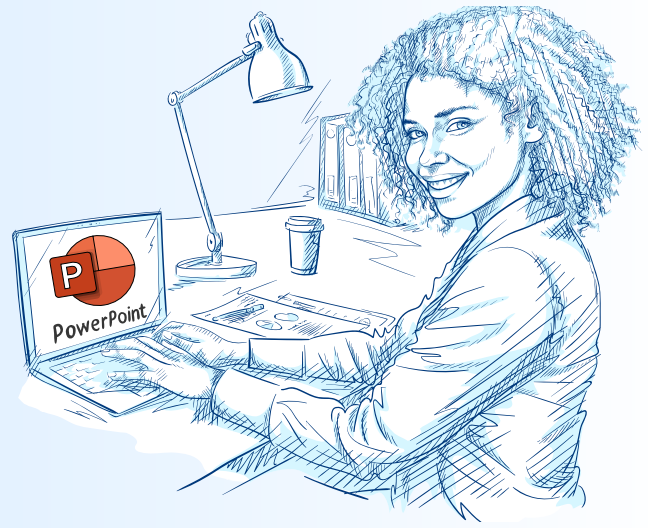


Microsoft PowerPoint Advanced


Ever watched a presentation with perfectly timed animations and stunning transitions and wondered how they did that? This advanced PowerPoint course transforms capable creators into presentation power players.

Perfect for regular PowerPoint users ready to level up, you'll master advanced animations, custom shows, and sophisticated features that make your presentations truly exceptional.




What You'll Get With This Course

 **Live Instructor-Led Training**
Highly experienced and approachable trainers

 **Comprehensive Materials**
PDF manual and training files included!

 **eCertificate of Completion**
Proudly recognise your achievement

 **Lifetime Support**
Expert help, always within reach

Skill Level: Intermediate/Advanced

Duration: 1 Day

Time: 9:00am – 4:00pm

Course Content

Slide Masters

- Viewing Slide Masters
- Modifying Masters
- Working with Placeholders
- Adding Slide Numbers

Advanced Animations

- Applying Custom Animations
- Using the Animation Pane
- Effect Timing
- Reordering Animations

Combining Shapes

- Grouping Shapes
- Merging Shapes

Photo Album

- Creating a Photo Album
- The Album Dialog Box

Zoom

- Using Zoom
- Creating a Summary Zoom

Rehearse Timings

- Setting up the Slide Show
- Rehearsing Timing
- Recording the Slide Show

Action Buttons

- Adding Action Buttons
- Action Button Settings

Custom Shows

- Understanding Custom Shows
- Creating Custom Shows
- Running Custom Shows
- Linking Custom Shows

Presenter View

- About Presenter View
- Using Presenter View