MICROSOFT POWERPOINT II COURSE

Sign Up Today!

Microsoft PowerPoint 2 is an intermediate-level course designed for users who have a basic understanding of Microsoft PowerPoint and wish to enhance their skills.

This course will cover advanced features and functionalities that will enable participants to create professional documents with efficiency and precision.

In this course, we will cover the following key topics:

- Advanced Slide Design
- Animation and Transitions
- Multimedia Integration
- Charts and Graphs
- Collaboration Tools
- Presentation Techniques
- Interactive Features
- Exporting and Sharing

April 22nd, 2025

9:00 AM to 4:00 PM

There are only 10 spots available.
Supervisors Approval needed. To register please