

Advanced Powerpoint

North East Scotland College

Venues

Off campus

Content

Microsoft Powerpoint open learning units have been specifically designed to provide the knowledge and techniques needed for the successful creation and manipulation of a Powerpoint presentation. The guide will help you get the most out of the software and enable you to develop a presentation that is both functional and professional.

You will cover a range of key topics, including:

Master Slides, Templates, Manipulating Objects, Editing Objects, Editing Images, Linking to Data, Hyperlinks, Custom Shows, Custom Animation, Using Sound, Macros, Reviewing presentations;
Web Publishing, Broadcasting

Start Date

Flexible

Qualification

Other

Study Method

Distance and Flexible learning

Course Length

6 months

Department

Computing

Entry Requirements

No formal entry requirements. All students are assigned a login to Microsoft Office 365 which includes online access to Microsoft PowerPoint 2016 at no extra cost.

SCQF Points

«SCQFPoints»

Progression Routes

ICDL (International Computer Driving Licence) - SCQF Level 5)

Combination Courses

«htmlCombinationCourse»

«htmlCombinationUCASCode»

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