
Course Fee: \$129 + GST

Course Duration: 3 hrs (1/2 day)

Course Objective

This course is designed for the Learner who has the basic knowledge of creating a presentation and wants to enhance the presentation with Multimedia and learn more about delivering a Presentation. Upon successful completion of this course, the Learner should be able to efficiently :

- Work with Multimedia by inserting sounds, CD Track, Movie Clip
- Narrate a Presentation
- Rehearse Slide Show Timings
- Add Comments to a Slide
- Deliver a Presentation on a Computer
- Use the Pen and Making Annotations
- Create a Presentation that runs by Itself
- Use Presenter View
- Use the Document Inspector
- Package a Presentation

Prerequisites

A working knowledge of a Microsoft Windows operating system and have keyboard and mouse skills..

Delivery Method

Instructor led, group-paced, classroom-delivery learning with hands-on activities.

We provide manuals with each course with practice exercises and free support on information covered in the course.
