"Microsoft Office PowerPoint 2016: Advanced"

DATES: 14 - 16 November 2021

TIME: 09:00 a.m. - 02:00 p.m.

FEES: 50 K.D.

OBJECTIVES: At the end of the course, participants will be able to:

Modify the PowerPoint environment, customize design templates, add SmartArt to a presentation, and work with media and animation, In addition, participants will also be able to collaborate on a presentation, customize a slideshow, and secure and distribute a presentation.

INSTRUCTORS: Mr. Mina Makram, Bachelor of Computer Science, Technology Domain Institute.

PARTICIPANTS: This course is intended for participants who wish to gain the foundational understanding of Microsoft Office PowerPoint 2016; and who wish to take advantage of the application's higher-level usability, security, collaboration and distribution functionality.