



Microsoft PowerPoint – From User to Power User

November 17-18, 2021 – 10:00 AM – 5:00PM Eastern Time

\$399-\$425/person, use registration link below to find more information:

<https://www.eventbrite.com/e/microsoft-powerpoint-from-user-to-power-user-tickets>

This workshop is a comprehensive, 2-day program that teaches YOU how to plan, organize, and deliver multimedia presentations like PowerPoint Power Users do. Our instructor-led, LIVE, virtual workshop provides everything you need to quickly create and deliver impressive, professional presentations. Focused on the most efficient and effective Power User features, you'll get in-depth training to make your PowerPoints more effective, engaging and interactive.



What Will We Cover?

- ★ Structure your PowerPoint presentations for the BEST possible results
- ★ Eliminate bullets and enhance slides with SmartArt
- ★ Learn how creating a “slide deck” will save your team time and get presentations done quickly
- ★ Add more interactivity to any presentation with “Summary Zoom”
- ★ Connect your presentation to other Office® and web applications
- ★ Discover how to set up slide transitions and time them correctly
- ★ Set up a storyboard to organize your slides
- ★ Demonstrate how to insert hyperlinks within a presentation or externally
- ★ Work faster with all the keyboard shortcuts the pros use
- ★ Learn how to create user-friendly, print-ready handouts
- ★ Master the core elements of PowerPoint
- ★ Capture audience attention like a public speaking pro
- ★ Use proven strategies to make your message memorable
- ★ **Plus, so much MORE!**

★ VIRTUAL EVENT DETAILS ★

All events are held on Zoom starting promptly at 10:00am until 5:00pm (EST). Login will begin at 9:30am. (EST)

3 Simple Ways to Reserve Your Spot:

Visit us at www.LeaderDevelopmentInstitute.eventbrite.com ★ Call us at 1-888-474-8534 ★ Email us at solutions@LDiWorld.com

Save time and money, reserve your tickets using our Special 6-Ticket Package*!

*Mix and match 6 tickets between any of our LDi events and/or between 6 different employees.

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