

Microsoft Powerpoint 2010 Basics Answers

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If the MS PowerPoint icon is not on the desktop, go to the Start menu:
1. Click Start Programs Microsoft PowerPoint* *Occasionally, Microsoft PowerPoint will be in a folder called "Microsoft Office" or similar-this will make one more step between "Programs" and "Microsoft PowerPoint" in the diagram above.

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An easy to follow step-by-step tutorial outlining everything you need to know about PowerPoint whether it is the corporate environment, education or personal...

~~PowerPoint 2010 Tutorial: All You Need to Know About ...~~

PowerPoint 2010 i About the Tutorial Microsoft PowerPoint is a commercial presentation application written and distributed by Microsoft for Microsoft Windows and Mac OS X. The current versions at the time of writing this tutorial are 2010 for Microsoft Windows and 2011 for Mac OS X.

~~PowerPoint 2010~~ tutorialspoint.com

What does Microsoft PowerPoint 2010 call the predefined area inside a slide where text may be entered? Placeholder Which of the following describes the process of determining a presentation's purpose and target audience, the type of presentation necessary, the desired outcome, and the presentation setting?

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Explore our Text Basics lesson to learn more about inserting and using text boxes in PowerPoint 2010. To use a blank slide: For more control over your content, you may prefer a blank slide—a slide without placeholders—over one of the existing layouts. Blank slides can be customized by adding your own text boxes, pictures, charts, and more.

~~PowerPoint 2010: Slide Basics — CCFCglobal.org~~

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By the end of this course, you will: ? Have a basic understanding of the Office Ribbon in Microsoft Office 2010. ? Know how to start a new presentation in Microsoft PowerPoint, save it, and be able to find it later. ? Insert text in Microsoft PowerPoint. ? Know how to add transitions and animations to your slides. ? Be able to add images to your presentation. ? Know how to start, navigate, and exit your slideshow. ? Know how to print.

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Accompanies: Microsoft® PowerPoint Basics Microsoft ® PowerPoint 2010 Basics Directions: Answer the following questions. 1. _____ a presentation before you create it improves the _____ of your presentation, makes your presentation more _____ and enjoyable, and saves you time and effort. 2.

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On the Insert tab, select Shapes, and then select a shape from the menu that appears. In the slide area, click and drag to draw the shape. Select the Format or Shape Format tab on the ribbon. Open the Shape Styles gallery to quickly add a color and style (including shading) to the selected shape.

~~Basic tasks for creating a PowerPoint presentation ...~~

Office 2010 include essential applications such as Word, Excel, PowerPoint, and Outlook. They're available as a one-time purchase for use on a single PC. Microsoft 365 plans include premium versions of these applications plus other services that are enabled over the Internet, including online storage with OneDrive and Skype minutes for home use.

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Introduction to Microsoft PowerPoint 2010 : Open PowerPoint 2010
Double-click on the : PowerPoint: icon on the desktop. About the
Editing Screen : 2 : Ribbon : The ribbon, which spans across the top
of the PowerPoint screen, replaces the old Menu Bar and toolbars used
in Microsoft

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~~Introduction to Microsoft Office PowerPoint 2010~~

PowerPoint 2010 is a presentation software that allows you to create dynamic slide presentations that can include animation, narration, images, and videos. In this lesson, you will learn your way around the PowerPoint 2010 environment, including getting to know the new Backstage view.

~~PowerPoint 2010: Getting Started with PowerPoint~~

Come explore the basic features of Microsoft PowerPoint 2010! You'll learn about the Ribbon, which replaces the menu and toolbars so common in other programs written for the Windows operating system. You'll find out how to plan a presentation and start the PowerPoint program. And you'll practice working with different views, task panes, tabs ...

~~Introduction to Microsoft PowerPoint 2010~~

Power point is a software package that makes use of slides and pages making presentations easy and fun allowing you make presentations according to your tastes and preferences! Test you knowledge on this amazing tool by taking the test below. ... PowerPoint 2010 Quiz-4 Picture that Microsoft PowerPoint has saved for you. 7.

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