Course Title: Intermediate PowerPoint in a Day

Course Description:
Enhancing Charts; Inserting Illustrations, Objects and Media Clips; Using Advanced Features.

Course Prerequisite(s):
PowerPoint in a Day

Textbook(s):
Microsoft PowerPoint 2013: Level 2
Labyrinth Learning

Next Class Possibilities: Advanced PowerPoint in a Day

Lesson Plan – by week or session
Lesson 1:
Lesson 2:
Lesson 3:
Lesson 4: