

CHAPTER OVERVIEW

11: Microsoft PowerPoint Advanced Skills

Learning Objectives

- Use colors in PowerPoint
- Create tables in slides
- Use animations in PowerPoint
- Use charts in PowerPoint
- Modify PowerPoint custom template presentation
- Use internet tools to enhance PowerPoint presentations

[11.1: Why It Matters- Microsoft PowerPoint Advanced Skills](#)

[11.2: Introduction to Colors](#)

[11.3: Color Themes](#)

[11.4: Custom Color Themes](#)

[11.5: Introduction to Tables in PowerPoint](#)

[11.6: Create Tables](#)

[11.7: Format Tables](#)

[11.8: Modify Tables](#)

[11.9: Introduction to Animations in PowerPoint](#)

[11.10: Animations in PowerPoint](#)

[11.11: Introduction to Charts in PowerPoint](#)

[11.12: Create Charts](#)

[11.13: Format Charts](#)

[11.14: Modify Charts](#)

[11.15: Introduction to Customized PowerPoint Template](#)

[11.16: Customized PowerPoint Templates](#)

[11.17: Introduction to Internet and PowerPoint](#)

[11.18: Internet and PowerPoint](#)

[11.19: Putting It Together- Microsoft PowerPoint Advanced Skills](#)

[11.20: Assignment- Modify Existing PowerPoint Presentations](#)

[11.21: Discussion- Ten Extra Tips for PowerPoint](#)

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