

10.13: Putting It Together- Microsoft PowerPoint Intermediate Skills

Now that you know some of the more visual-based tricks in PowerPoint, let's take a look at our opening list of possible presentation goals and match those with the skills you just learned.

1. You want to show a clip from an advertising campaign. *You can achieve this by inserting the video and even trim it to a shorter segment.*
2. You want to provide a visual introduction of newly hired employees. *You can easily insert headshots of the new employees, and can even use the grouping and arranging options to make sure everyone gets equal billing in photo size and position.*

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