



Microsoft PowerPoint 2010 Advanced Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card)

Beezix Inc

[Download now](#)

[Click here](#) if your download doesn't start automatically

Microsoft PowerPoint 2010 Advanced Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card)

Beezix Inc

Microsoft PowerPoint 2010 Advanced Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) Beezix Inc

Laminated quick reference guide showing step-by-step instructions and shortcuts for how to use advanced features of Microsoft Office PowerPoint 2010. This guide is suitable as a training handout, or simply an easy to use reference guide, for any type of user.

The following topics are covered:

- Reusing Slides from Other Presentations
- Adding Placeholders to a Slide Master
- Adding a Customized Layout
- Using a Theme from Another Office Document
- Creating and Using Templates
- Making Changes to a Template
- Inserting an Audio Clip
- Inserting a Video
- Inserting an Excel Table
- WordArt Effects
- Recoloring a Picture
- Ungrouping Clip Art
- Organizing Slides With Sections
- Creating a Button to Jump to Another Slide or File During a Slide Show
- Displaying the Animation Pane
- Reordering Animations
- Removing or Modifying Animations
- Previewing Animations
- Using the Animation Painter
- Syncing Animation/Text Overlays With Audio/Video
- Annotations During a Slide Show
- Setting up a Self Running Show
- Set Timings by Viewing the Show
- Recording Narration
- Saving Different Slide Orders
- Compressing Media Files
- Packaging a Presentation on a CD
- Saving a Presentation as a Video
- Broadcasting Your Presentation on the Web.

This guide is one of two titles available for PowerPoint 2010: PowerPoint 2010 Introduction (ISBN 978-1936220182), PowerPoint 2010 Advanced.

 [**Download** Microsoft PowerPoint 2010 Advanced Quick Reference ...pdf](#)

 [**Read Online** Microsoft PowerPoint 2010 Advanced Quick Referen ...pdf](#)

Download and Read Free Online Microsoft PowerPoint 2010 Advanced Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) Beezix Inc

From reader reviews:

Manuel Thomas:

The knowledge that you get from Microsoft PowerPoint 2010 Advanced Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) will be the more deep you looking the information that hide within the words the more you get thinking about reading it. It does not mean that this book is hard to understand but Microsoft PowerPoint 2010 Advanced Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) giving you buzz feeling of reading. The copy writer conveys their point in certain way that can be understood by anyone who read it because the author of this e-book is well-known enough. This specific book also makes your vocabulary increase well. It is therefore easy to understand then can go to you, both in printed or e-book style are available. We suggest you for having this kind of Microsoft PowerPoint 2010 Advanced Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) instantly.

Paul Cockrell:

You can spend your free time you just read this book this e-book. This Microsoft PowerPoint 2010 Advanced Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) is simple to develop you can read it in the playground, in the beach, train and also soon. If you did not possess much space to bring often the printed book, you can buy the particular e-book. It is make you quicker to read it. You can save typically the book in your smart phone. Thus there are a lot of benefits that you will get when you buy this book.

Samantha Peay:

Many people spending their time by playing outside along with friends, fun activity with family or just watching TV all day long. You can have new activity to pay your whole day by looking at a book. Ugh, ya think reading a book can actually hard because you have to bring the book everywhere? It alright you can have the e-book, having everywhere you want in your Touch screen phone. Like Microsoft PowerPoint 2010 Advanced Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) which is finding the e-book version. So , try out this book? Let's notice.

Lowell Bohler:

Reading a reserve make you to get more knowledge from this. You can take knowledge and information from a book. Book is prepared or printed or highlighted from each source that filled update of news. On this modern era like at this point, many ways to get information are available for an individual. From media social similar to newspaper, magazines, science guide, encyclopedia, reference book, fresh and comic. You can add your knowledge by that book. Ready to spend your spare time to open your book? Or just looking for the Microsoft PowerPoint 2010 Advanced Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) when you essential it?

**Download and Read Online Microsoft PowerPoint 2010 Advanced
Quick Reference Guide (Cheat Sheet of Instructions, Tips &
Shortcuts - Laminated Card) Beezix Inc #1GTHMK0I47F**

Read Microsoft PowerPoint 2010 Advanced Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) by Beezix Inc for online ebook

Microsoft PowerPoint 2010 Advanced Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) by Beezix Inc Free PDF d0wnl0ad, audio books, books to read, good books to read, cheap books, good books, online books, books online, book reviews epub, read books online, books to read online, online library, greatbooks to read, PDF best books to read, top books to read Microsoft PowerPoint 2010 Advanced Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) by Beezix Inc books to read online.

Online Microsoft PowerPoint 2010 Advanced Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) by Beezix Inc ebook PDF download

Microsoft PowerPoint 2010 Advanced Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) by Beezix Inc Doc

Microsoft PowerPoint 2010 Advanced Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) by Beezix Inc Mobipocket

Microsoft PowerPoint 2010 Advanced Quick Reference Guide (Cheat Sheet of Instructions, Tips & Shortcuts - Laminated Card) by Beezix Inc EPub