Introduction Session 04

Lecture Title: PowerPoint

Lecturer: Mr Angelito Sciberras

Date: 7 November 2022

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PowerPoint Slideshow

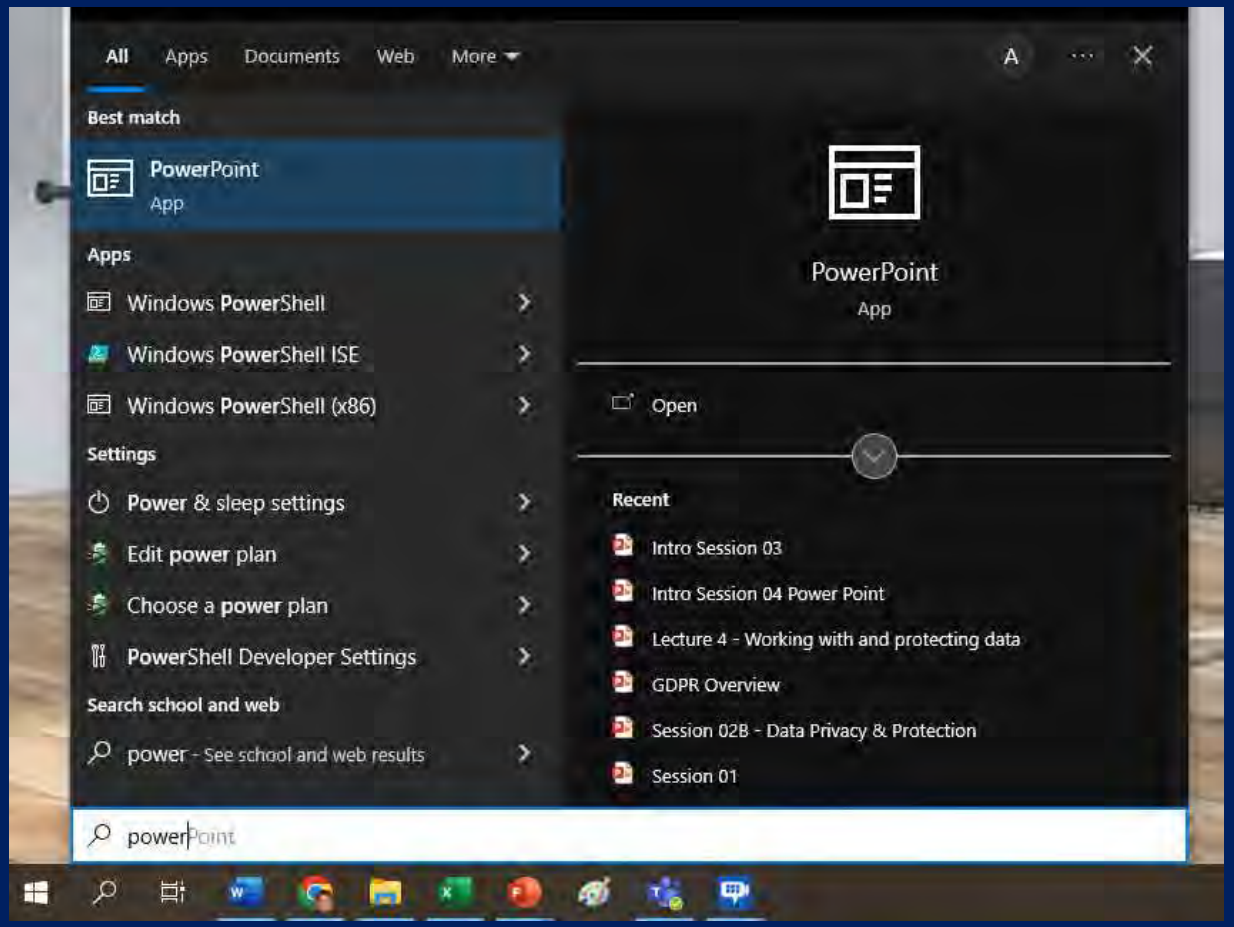
- Also known as a PowerPoint presentation
- Created on software from Microsoft
- Allows users to add audio, visual and audio/visual features to a presentation.
- Considered to be a multimedia technology
- Acts as a tool for collaboration and content sharing
- Included in Microsoft Office

PowerPoint Slideshow

- You only need to know 5% of PowerPoint to create an impactful presentation

PowerPoint Slideshow

Opening PowerPoint



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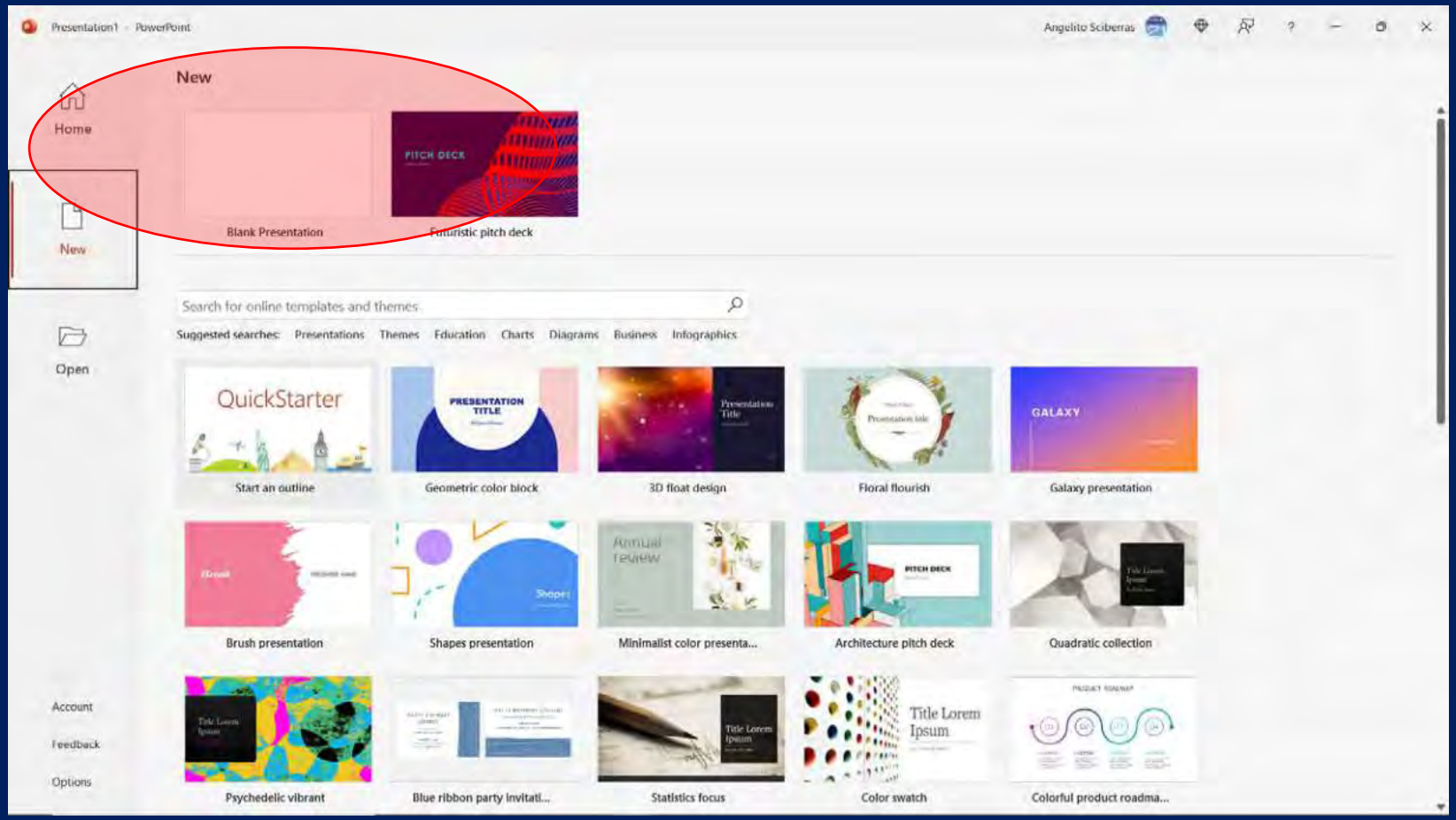
PowerPoint Slideshow

Blank Presentation vs Template

Originality vs Time

PowerPoint Slideshow

Opening PowerPoint



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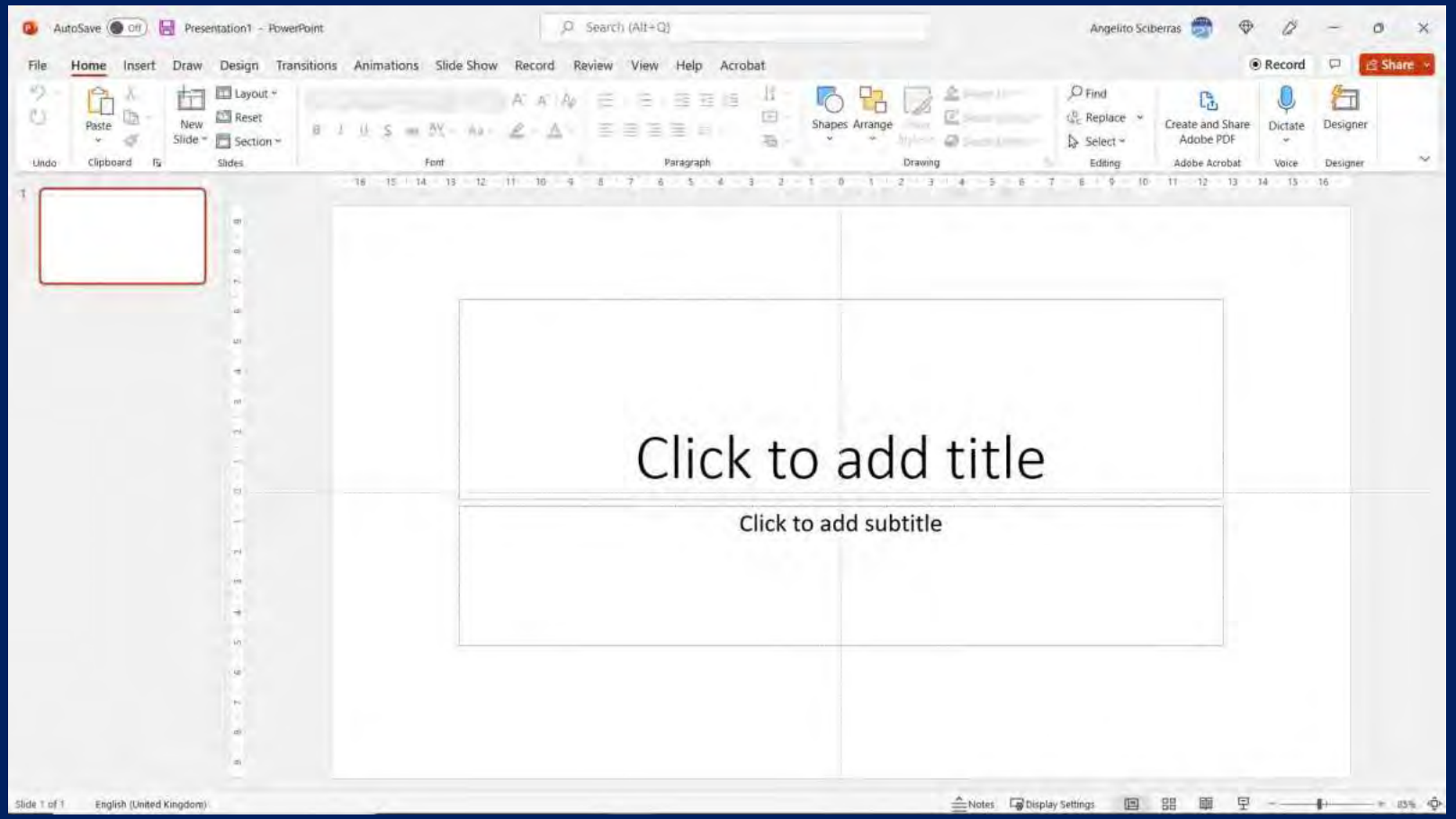

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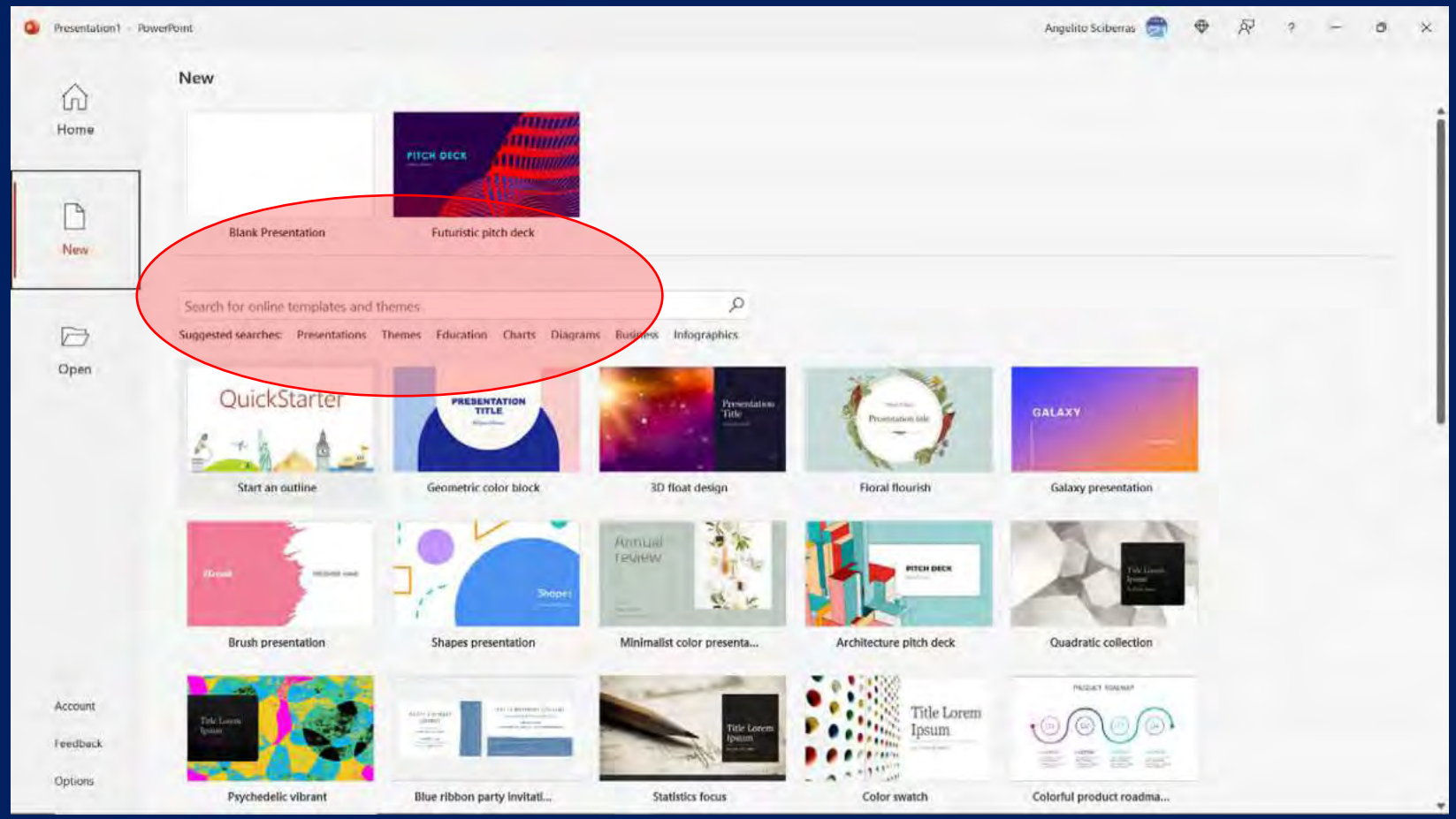

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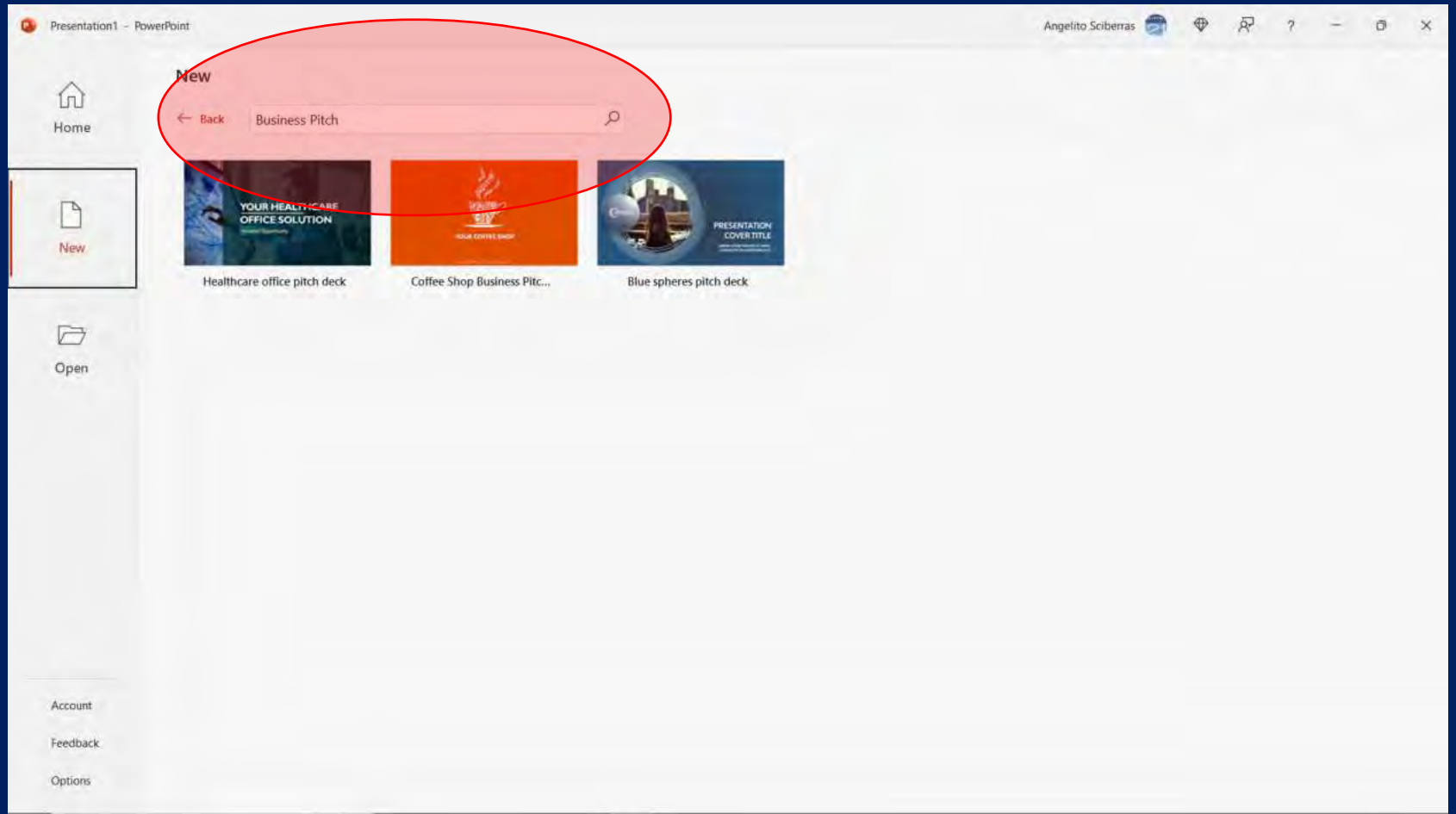

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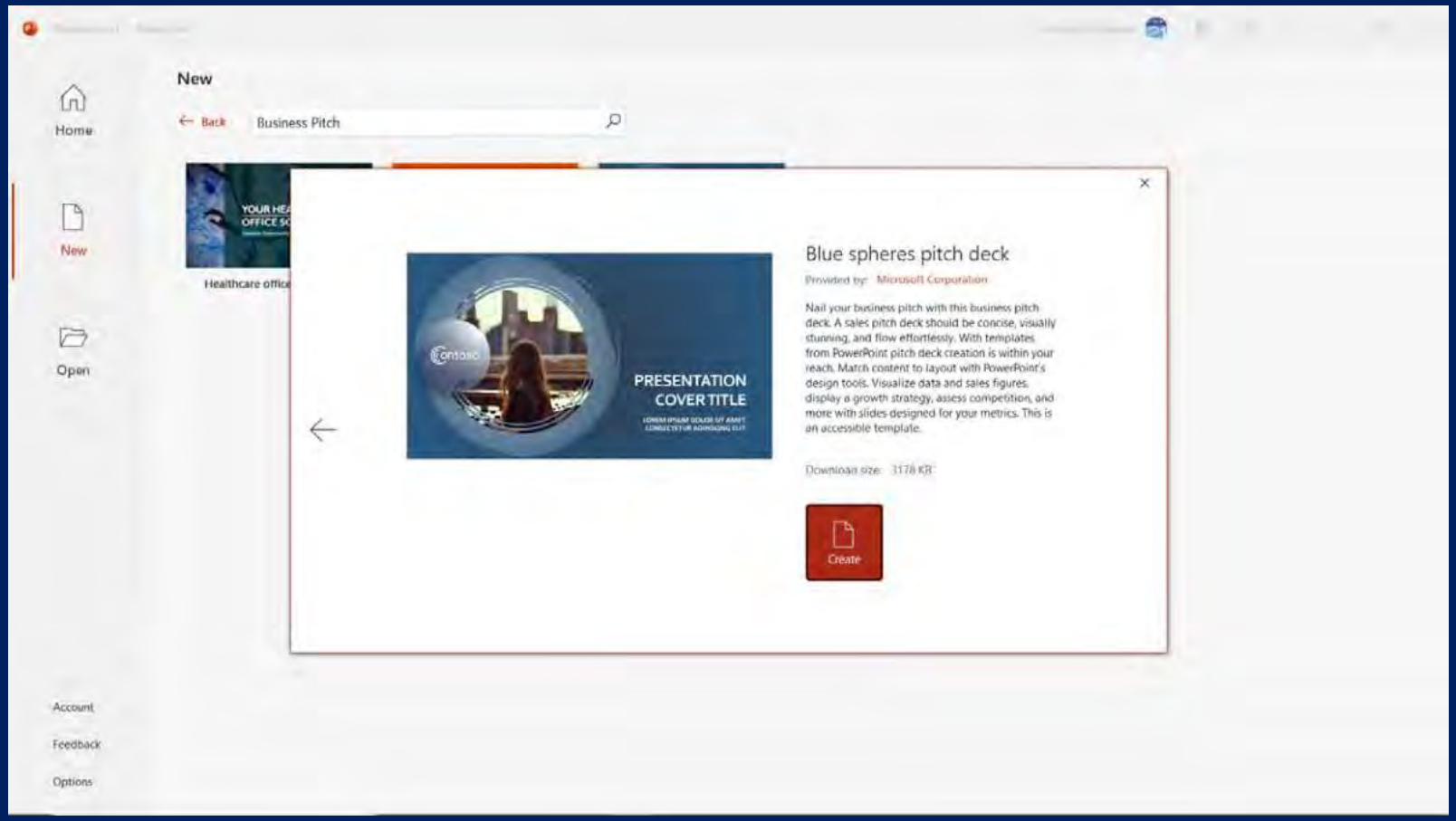

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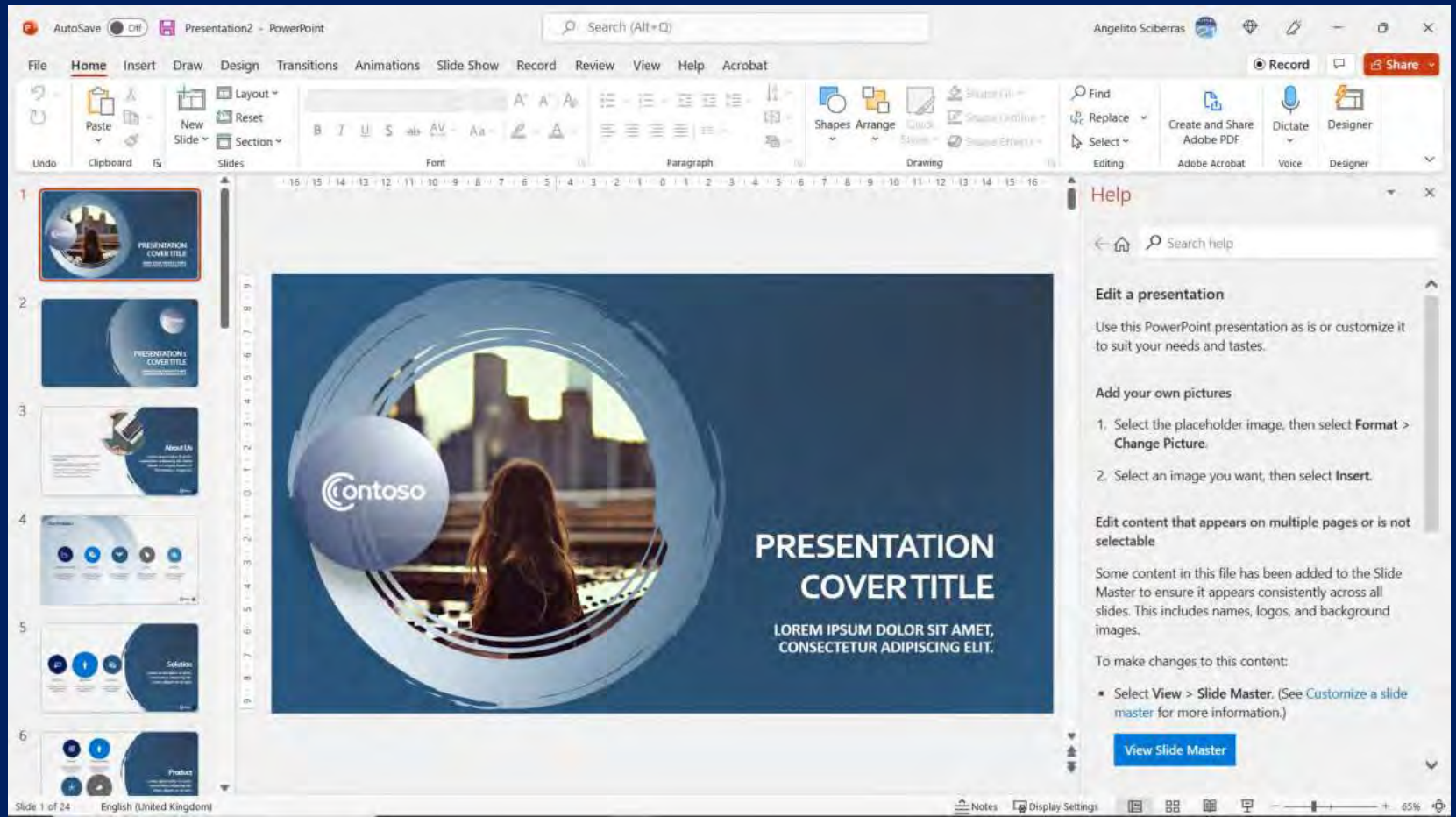

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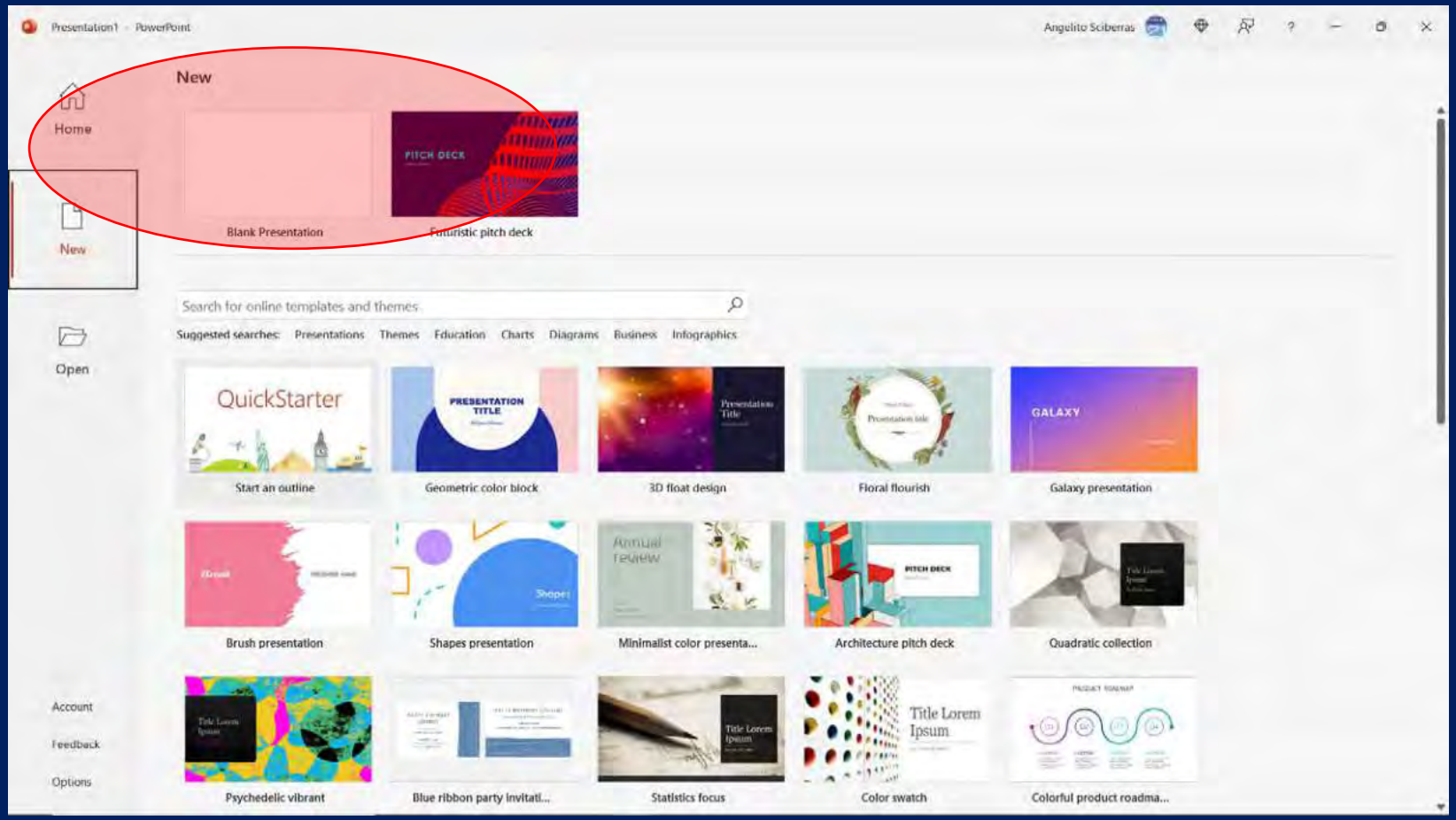

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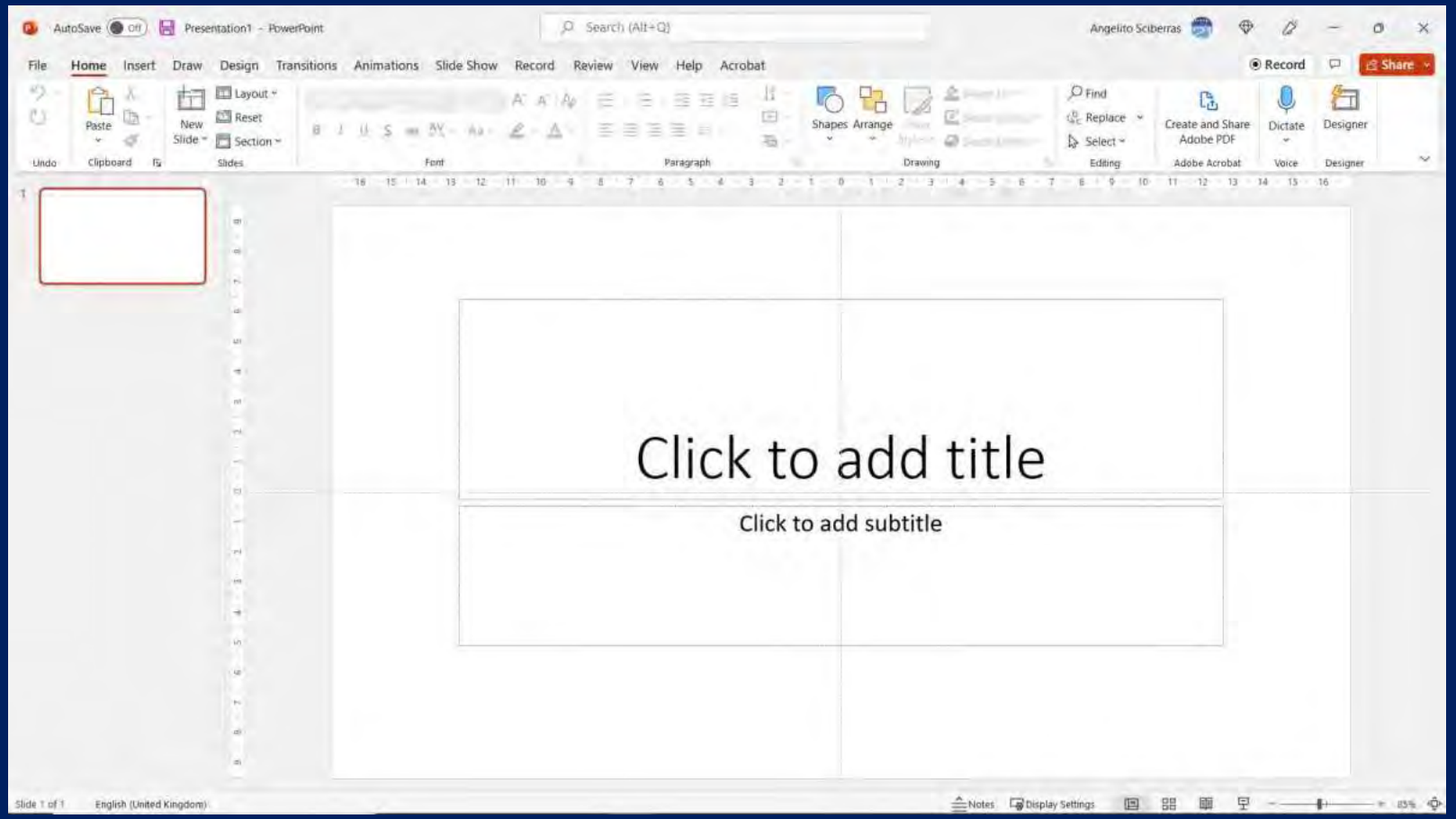

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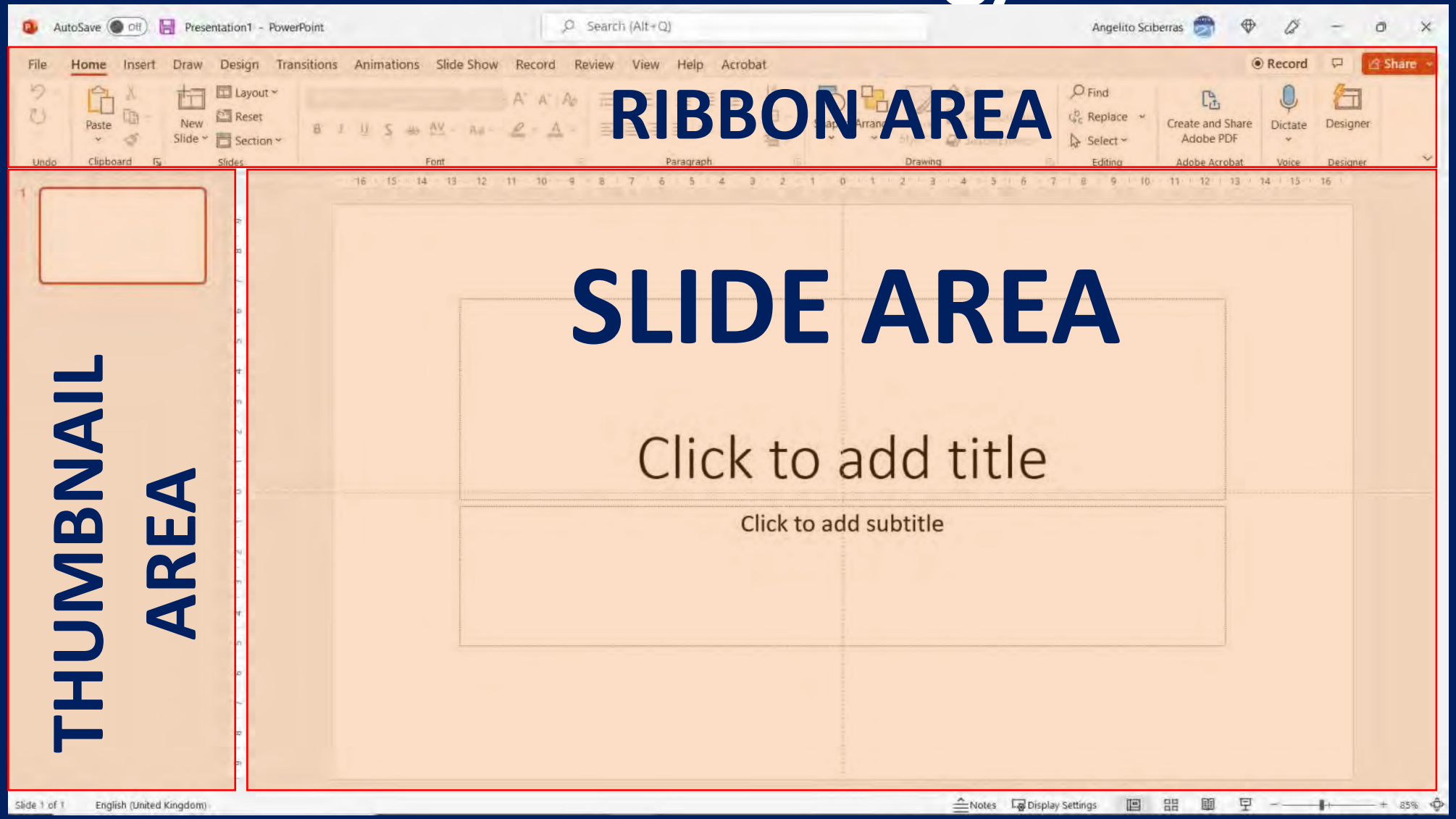
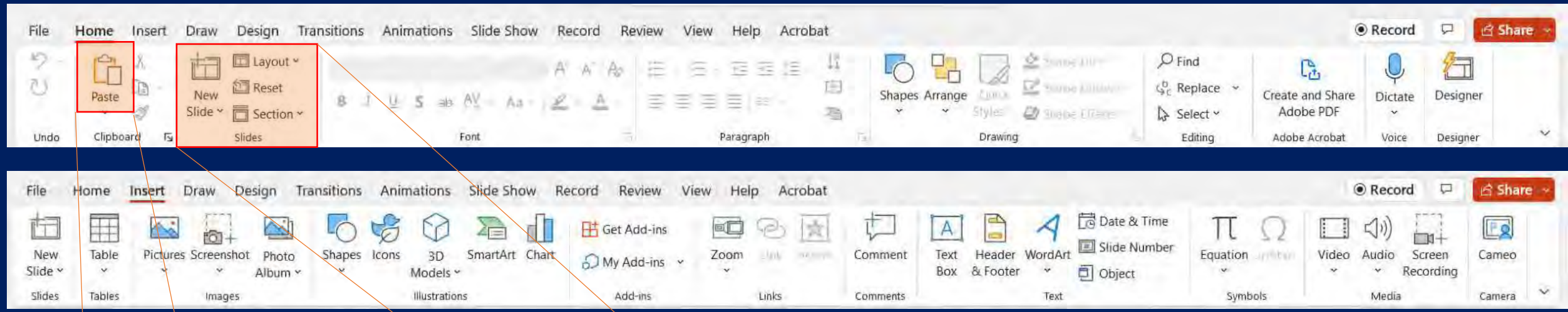
PowerPoint Terminology



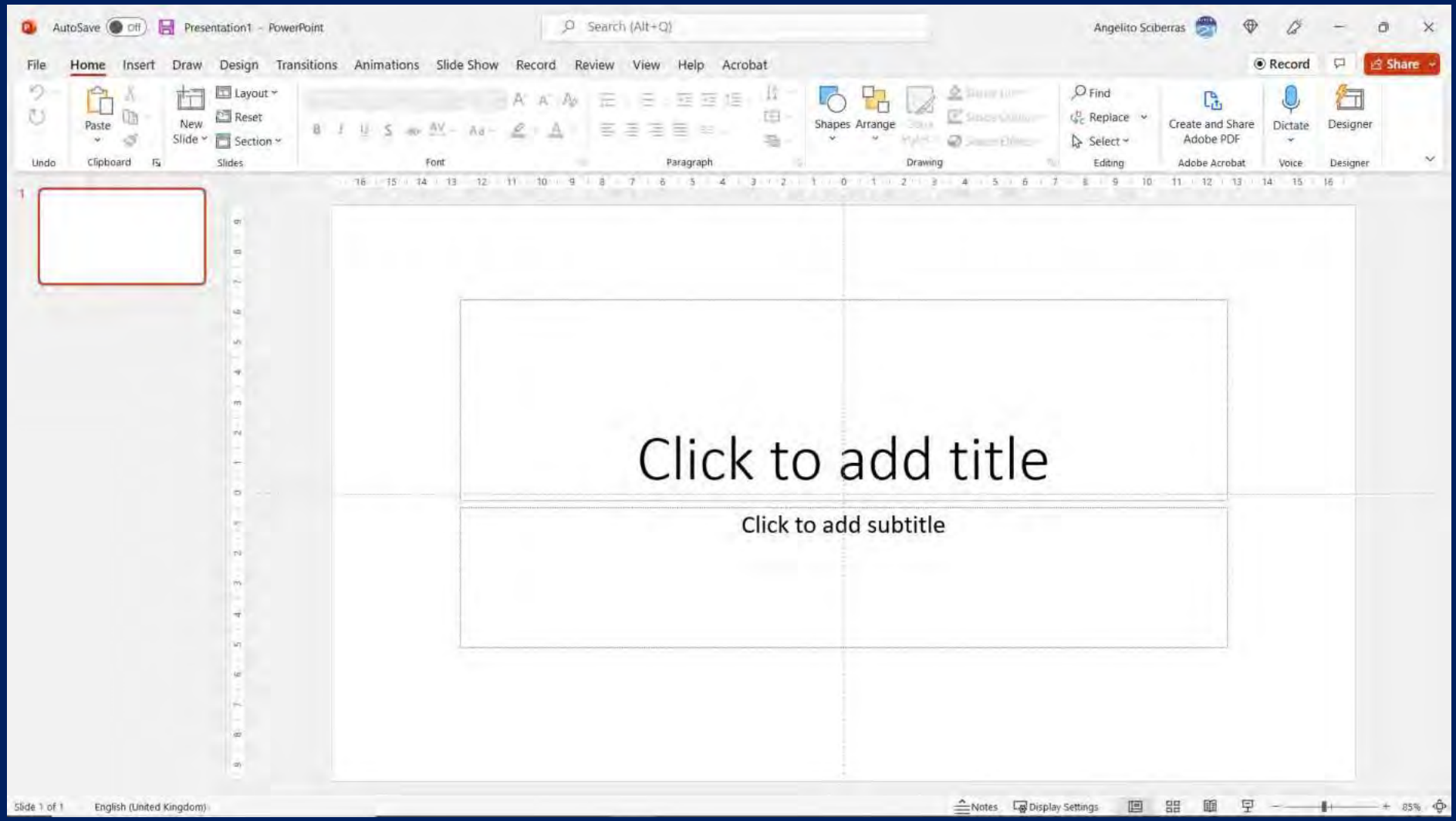
PowerPoint Terminology



Tool

Group

PowerPoint Creating Slide



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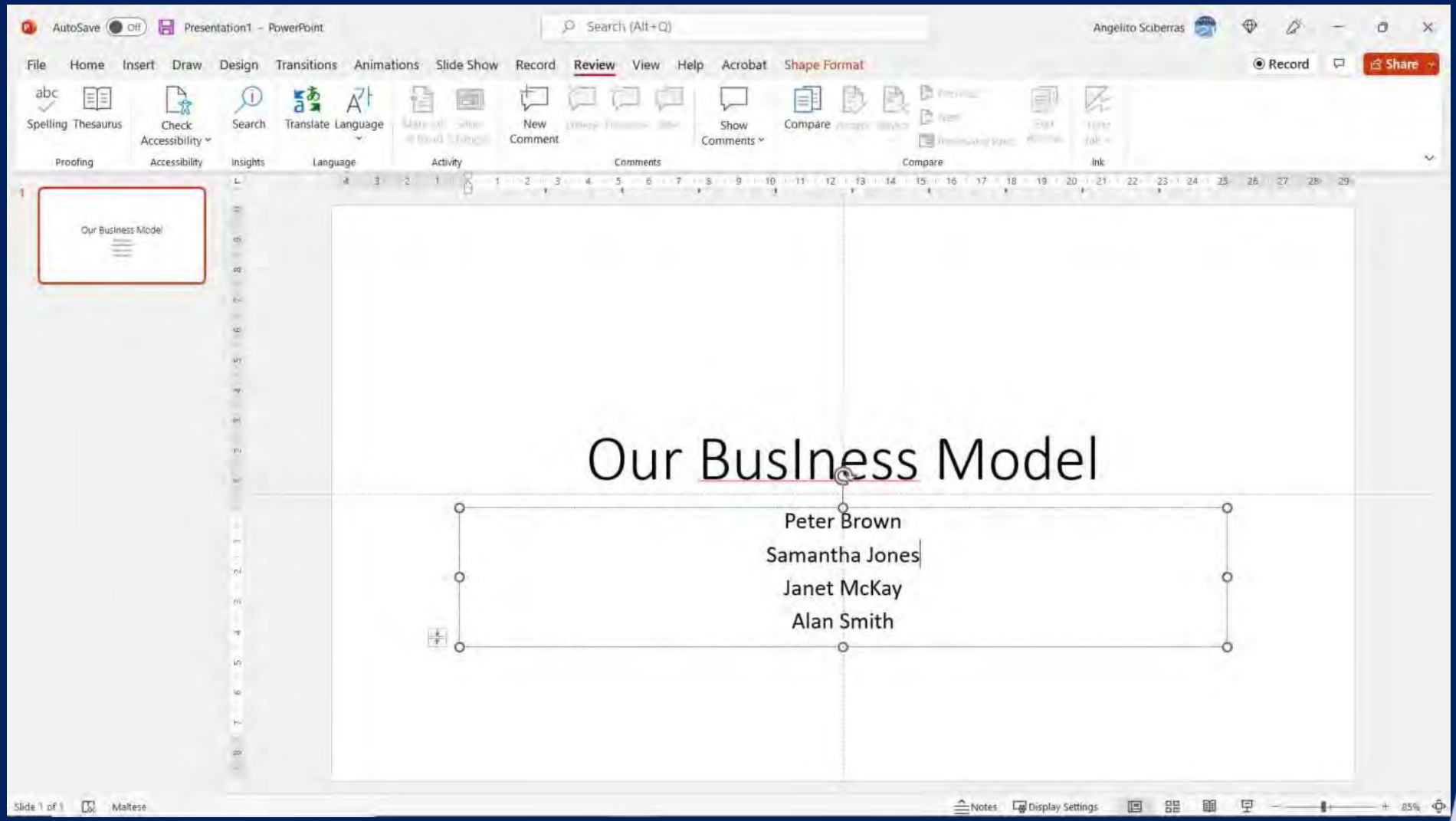

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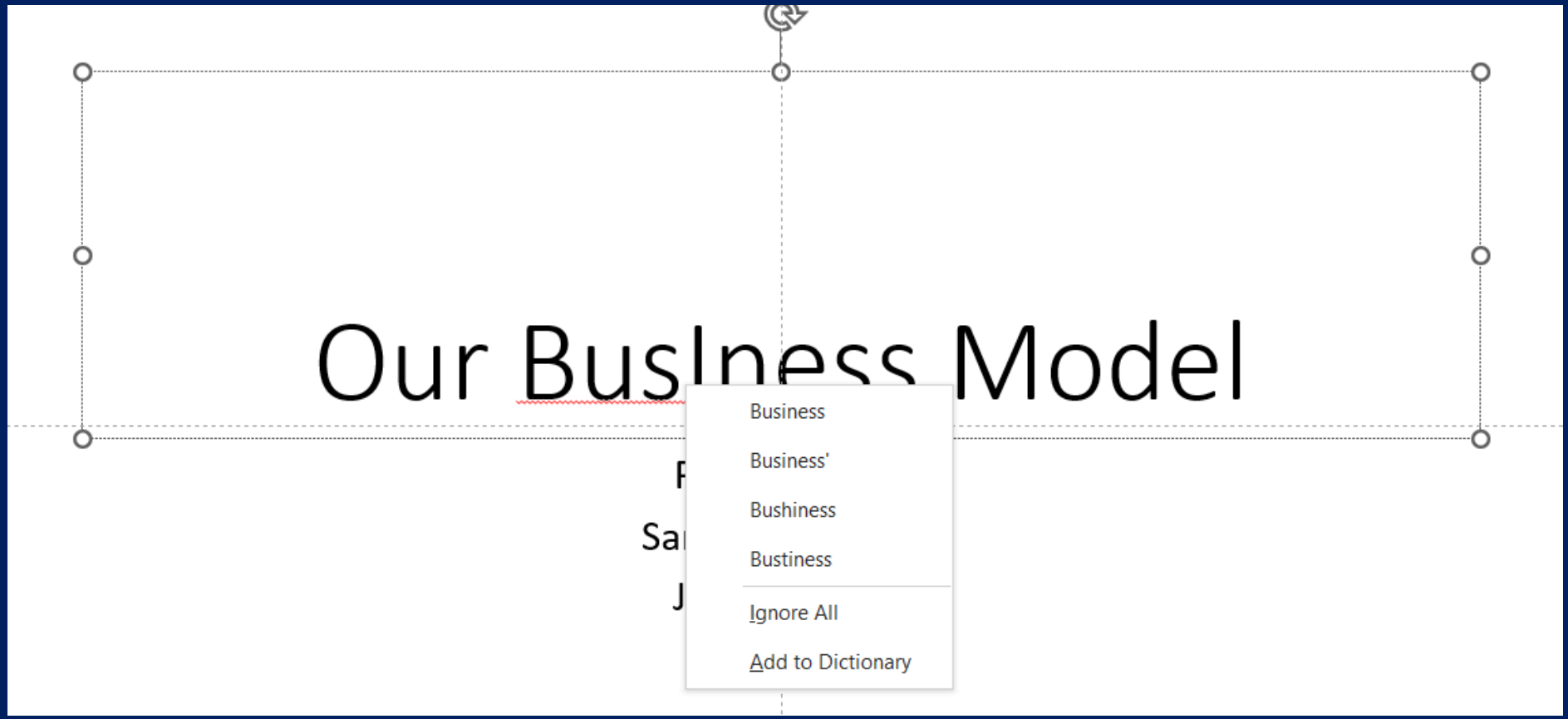

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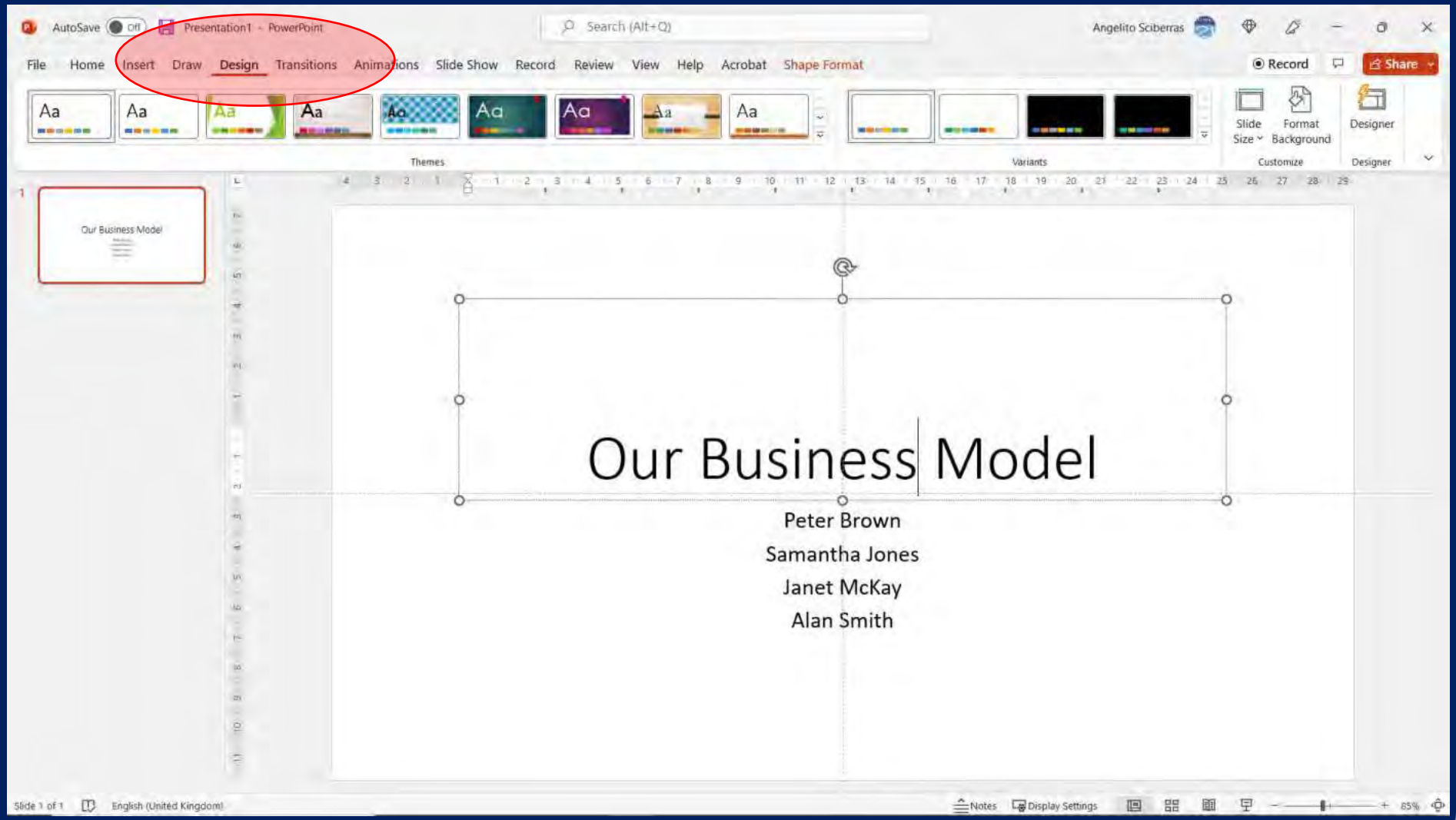

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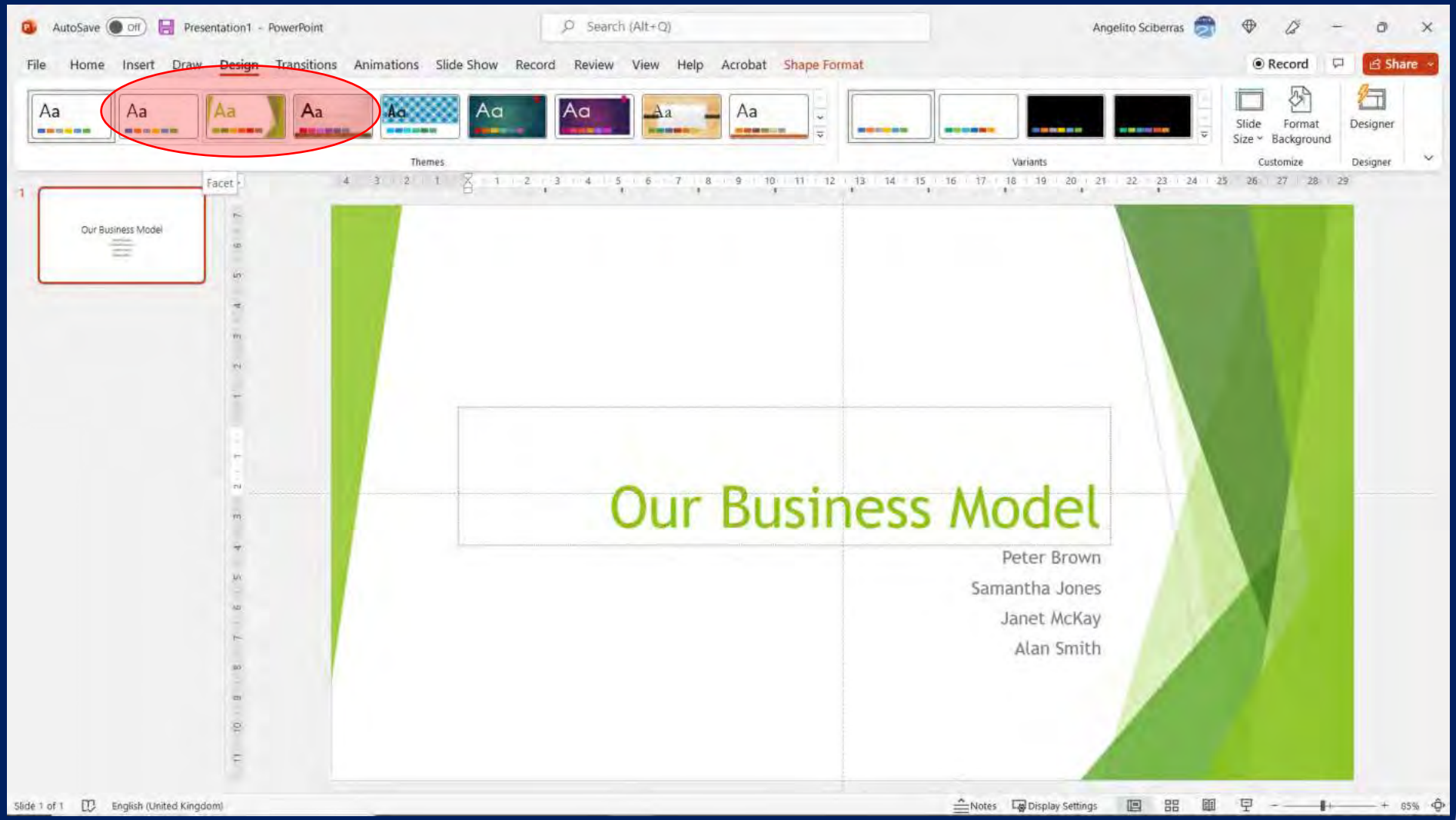

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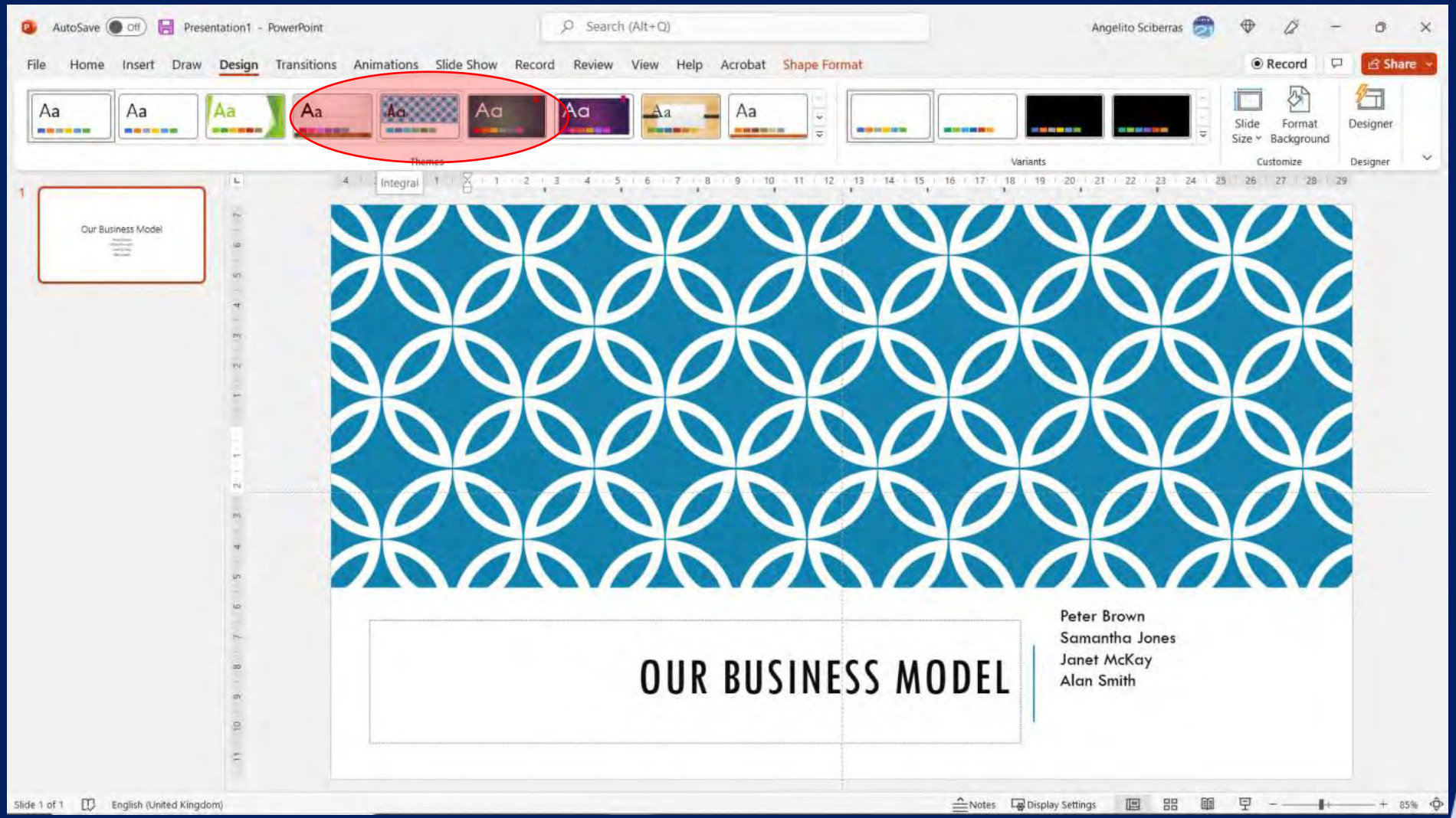

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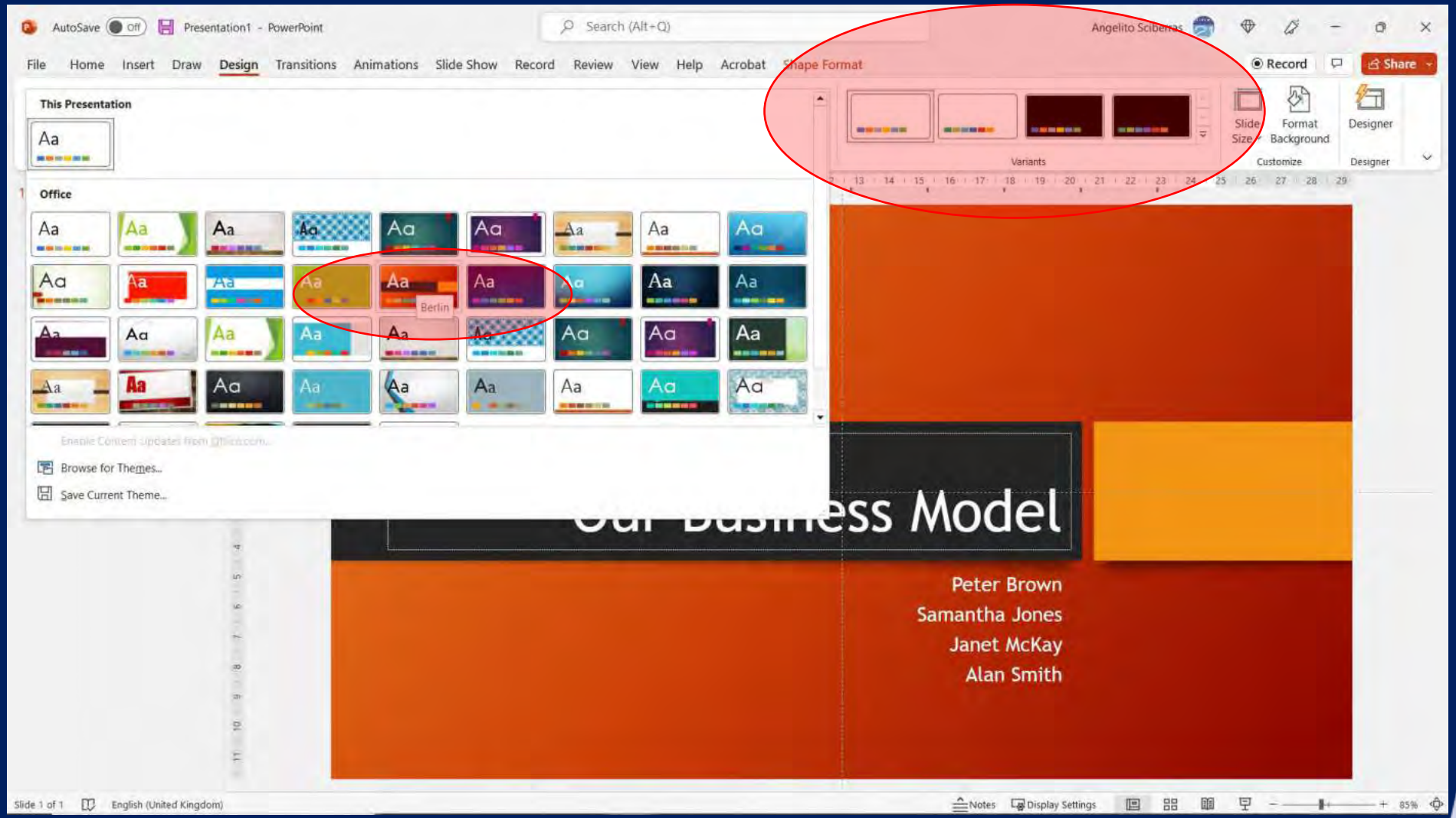

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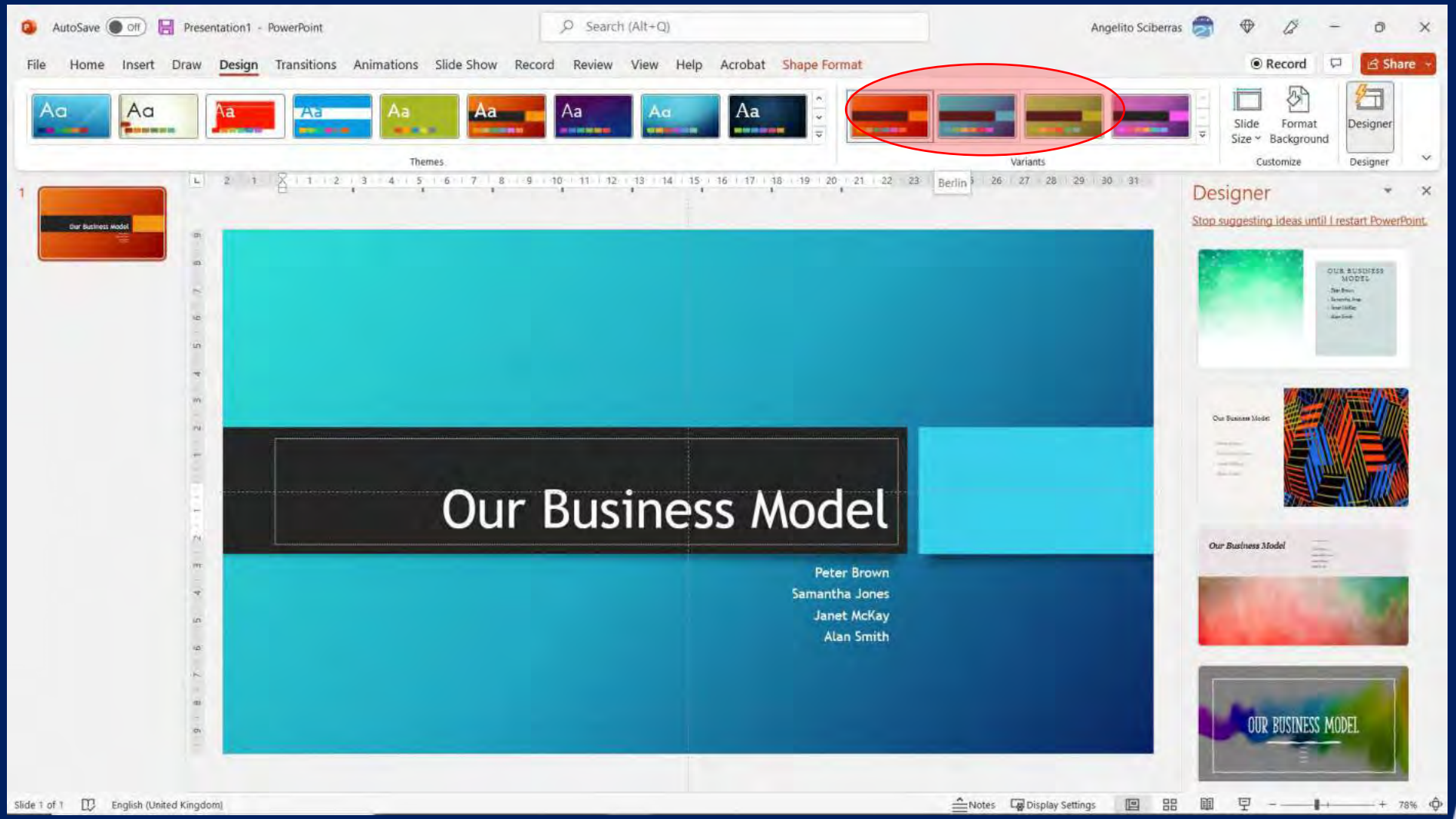

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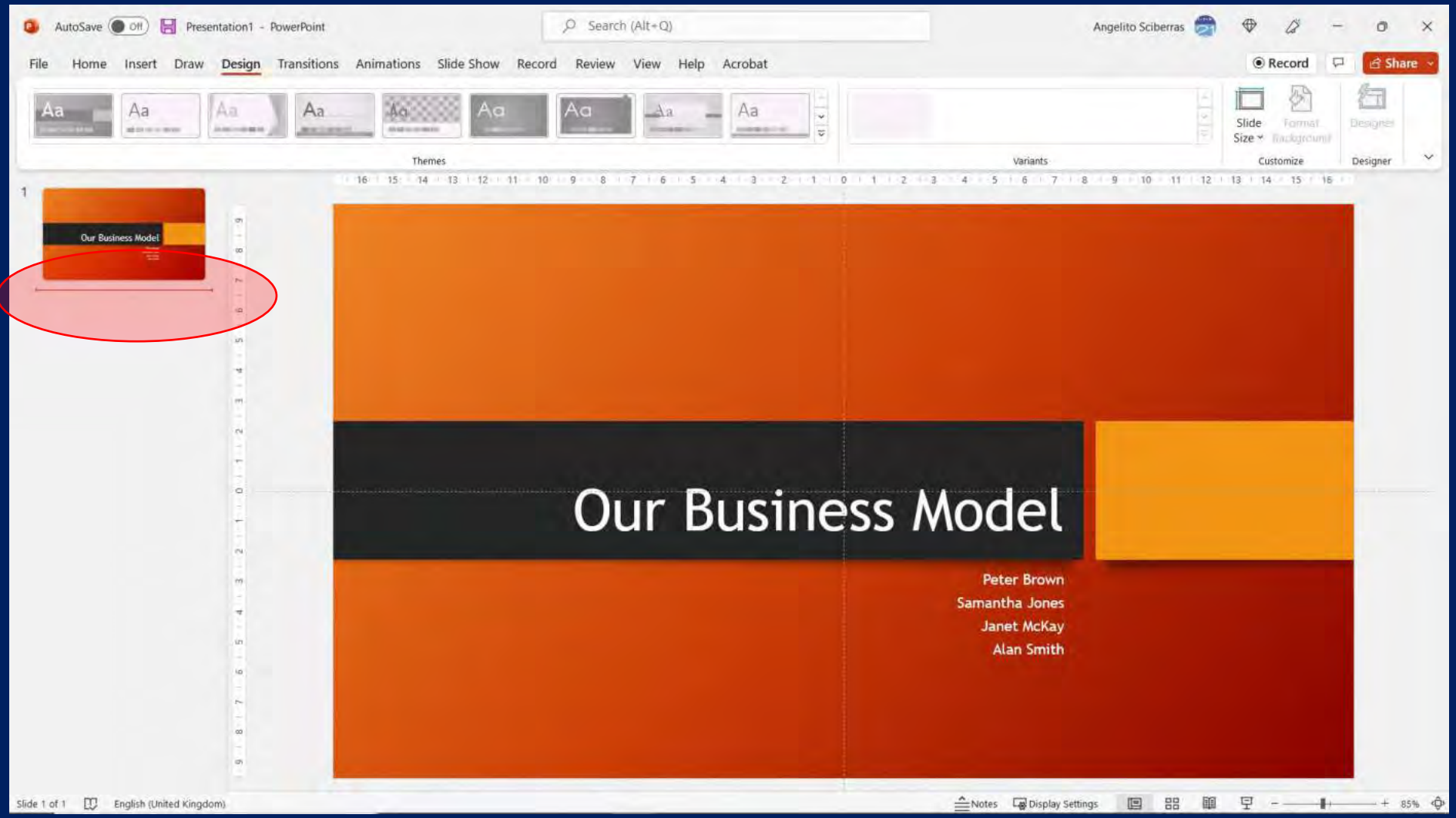

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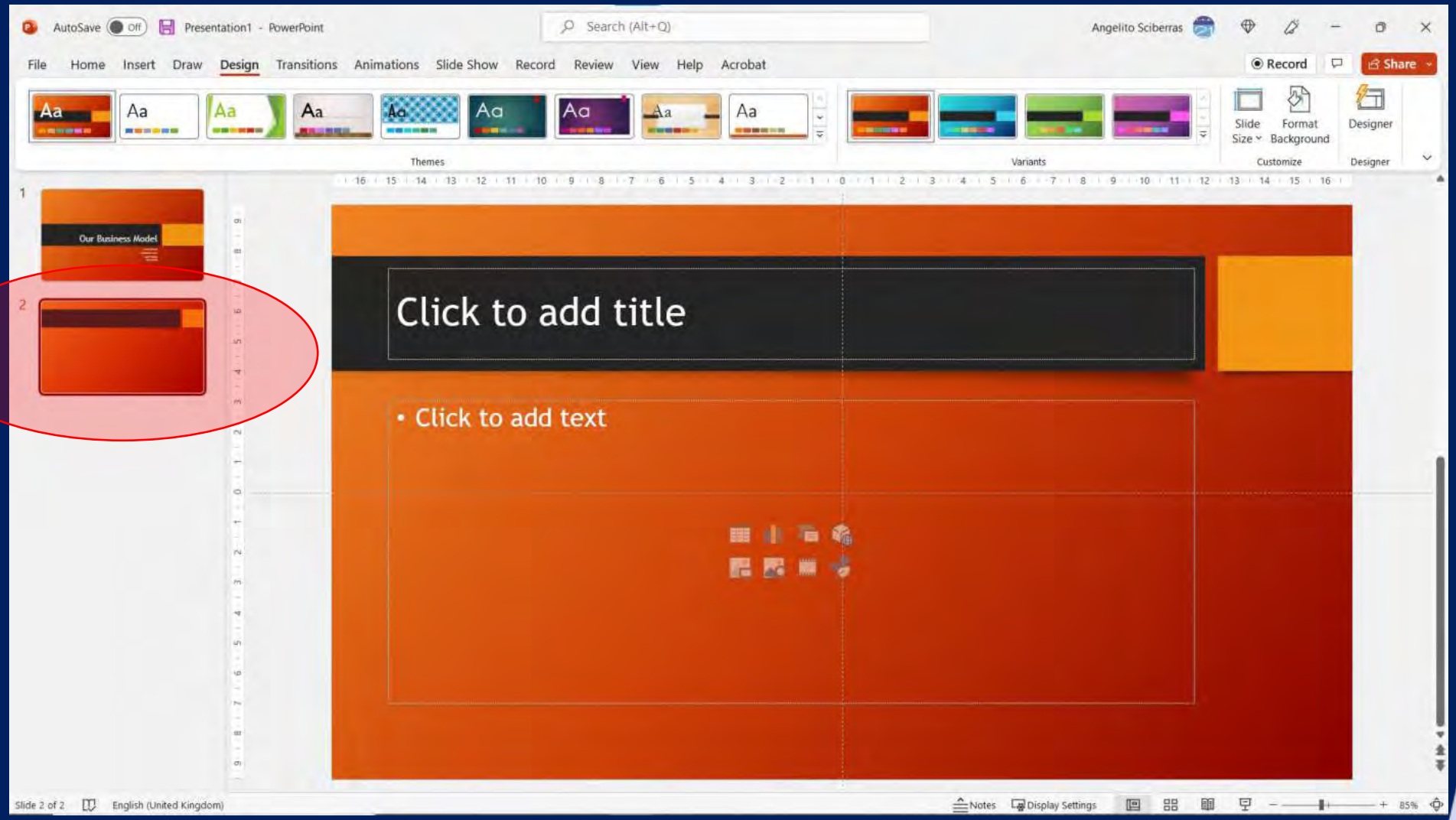

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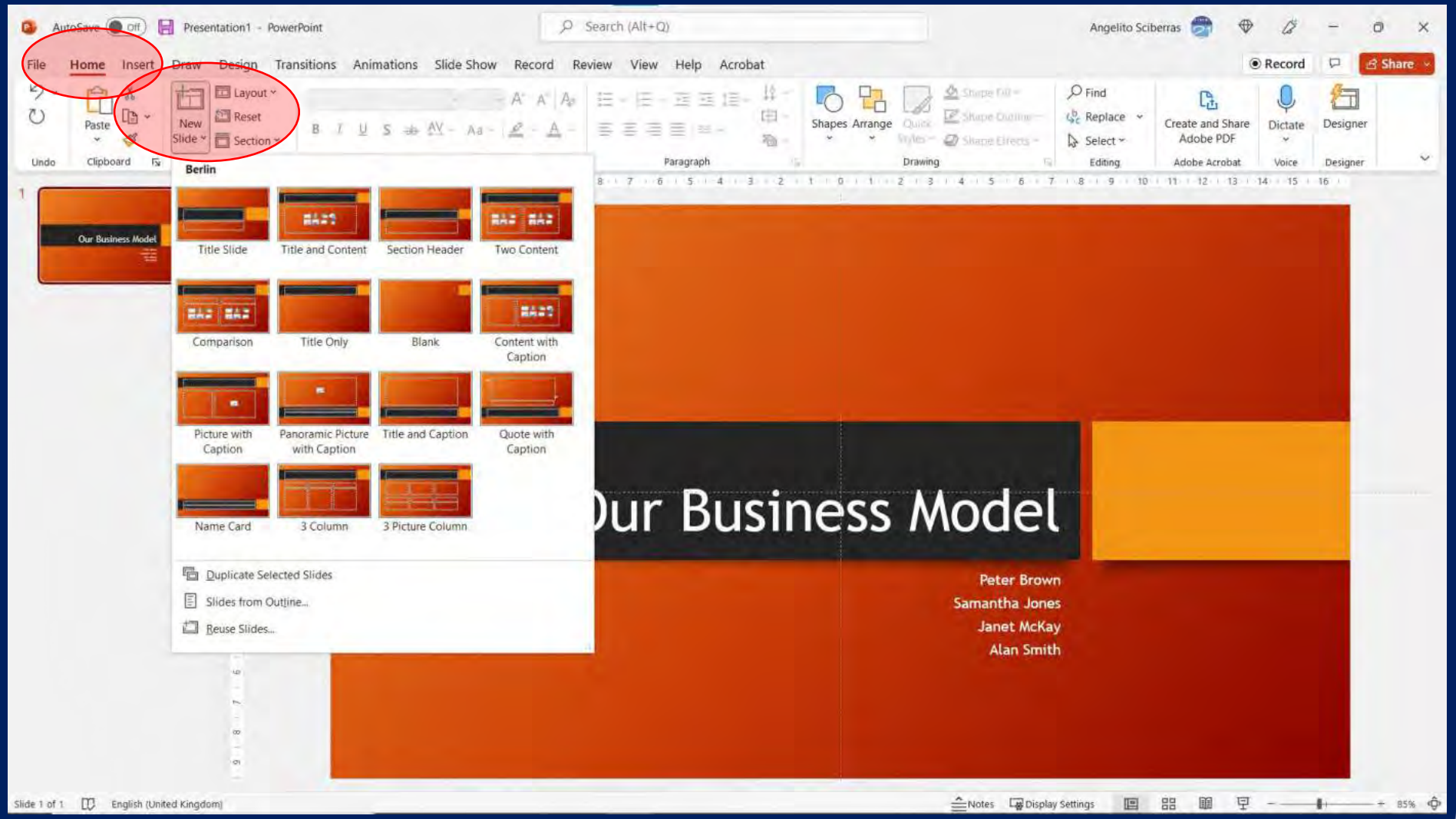

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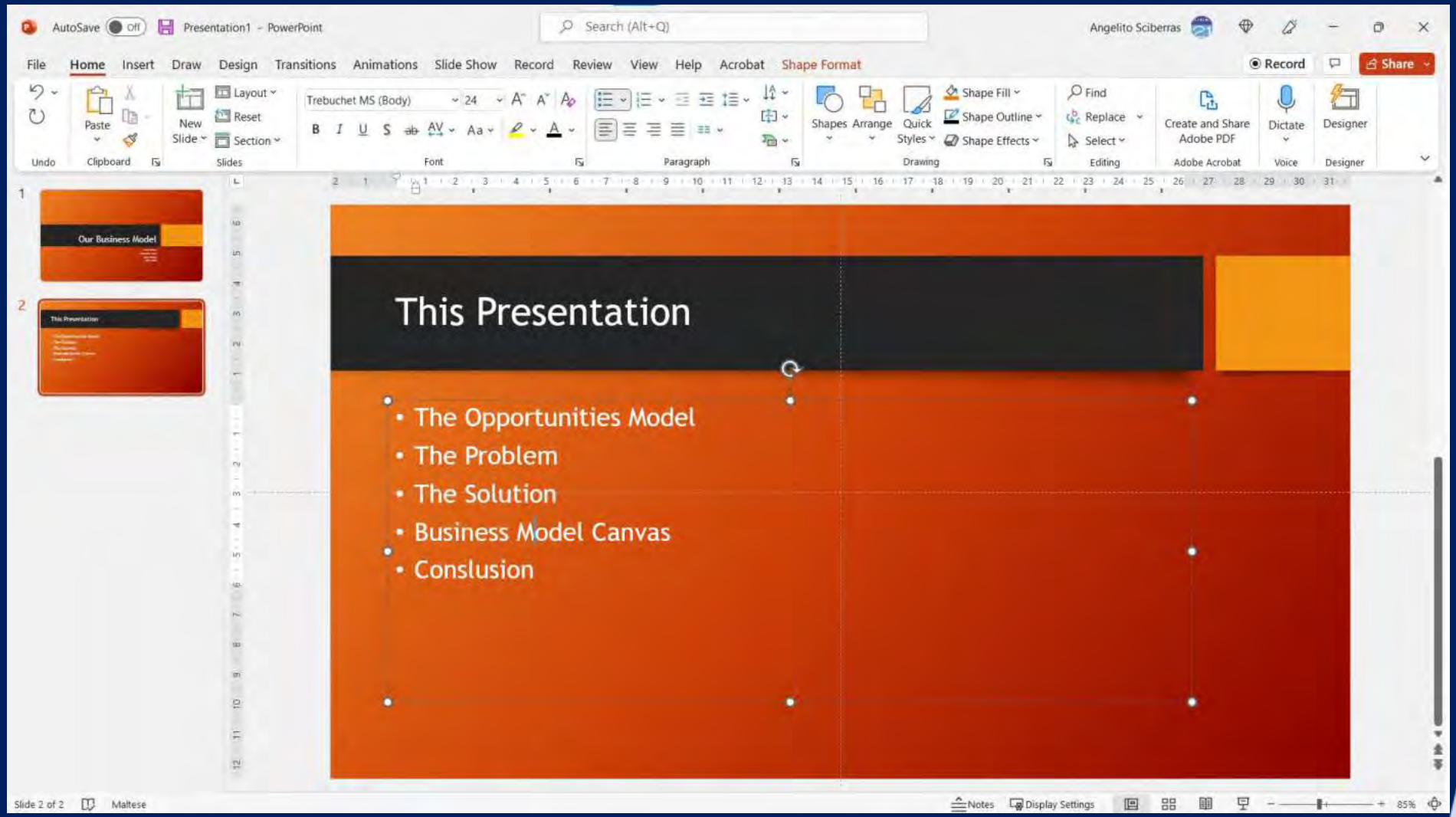

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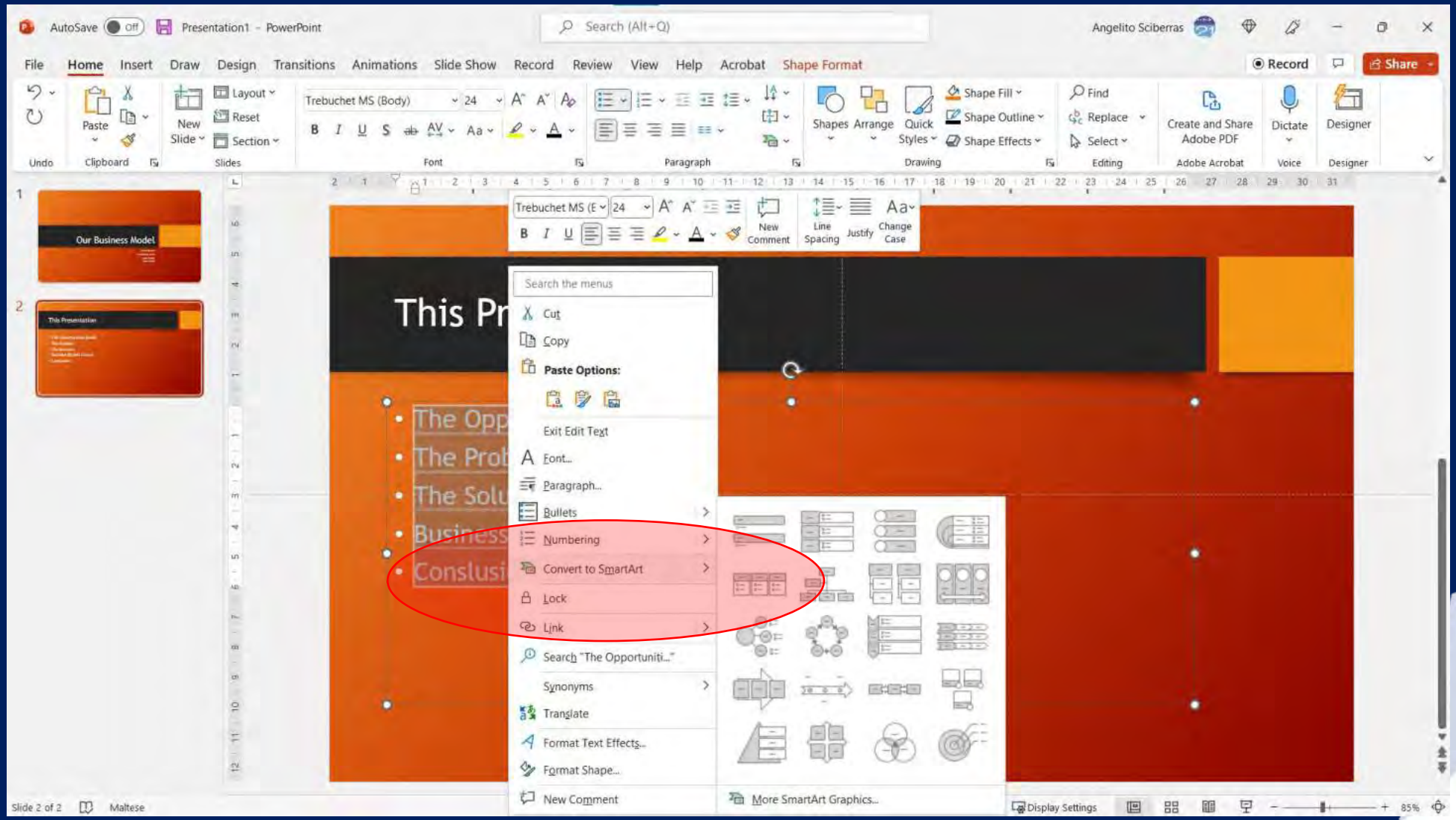

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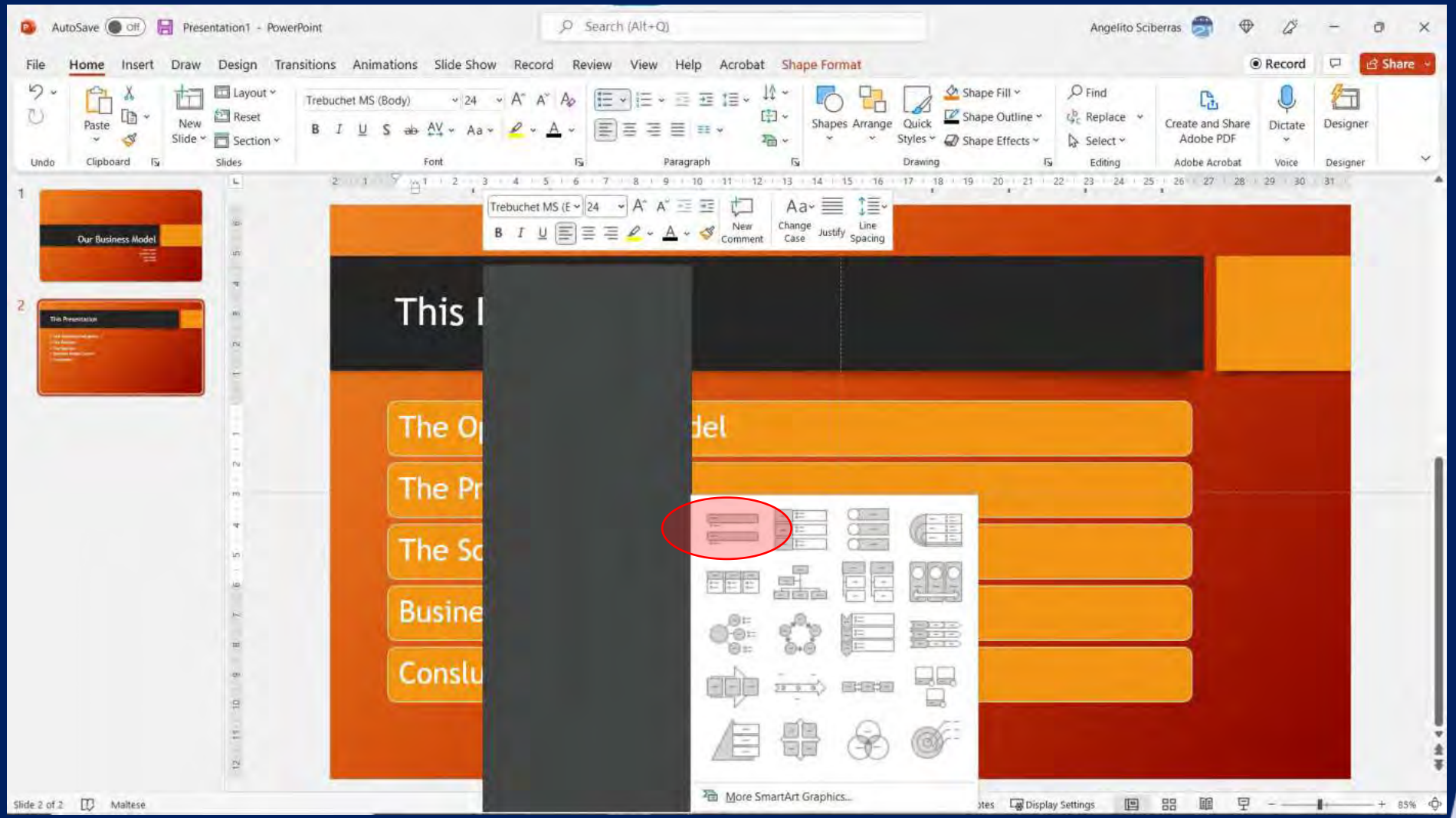

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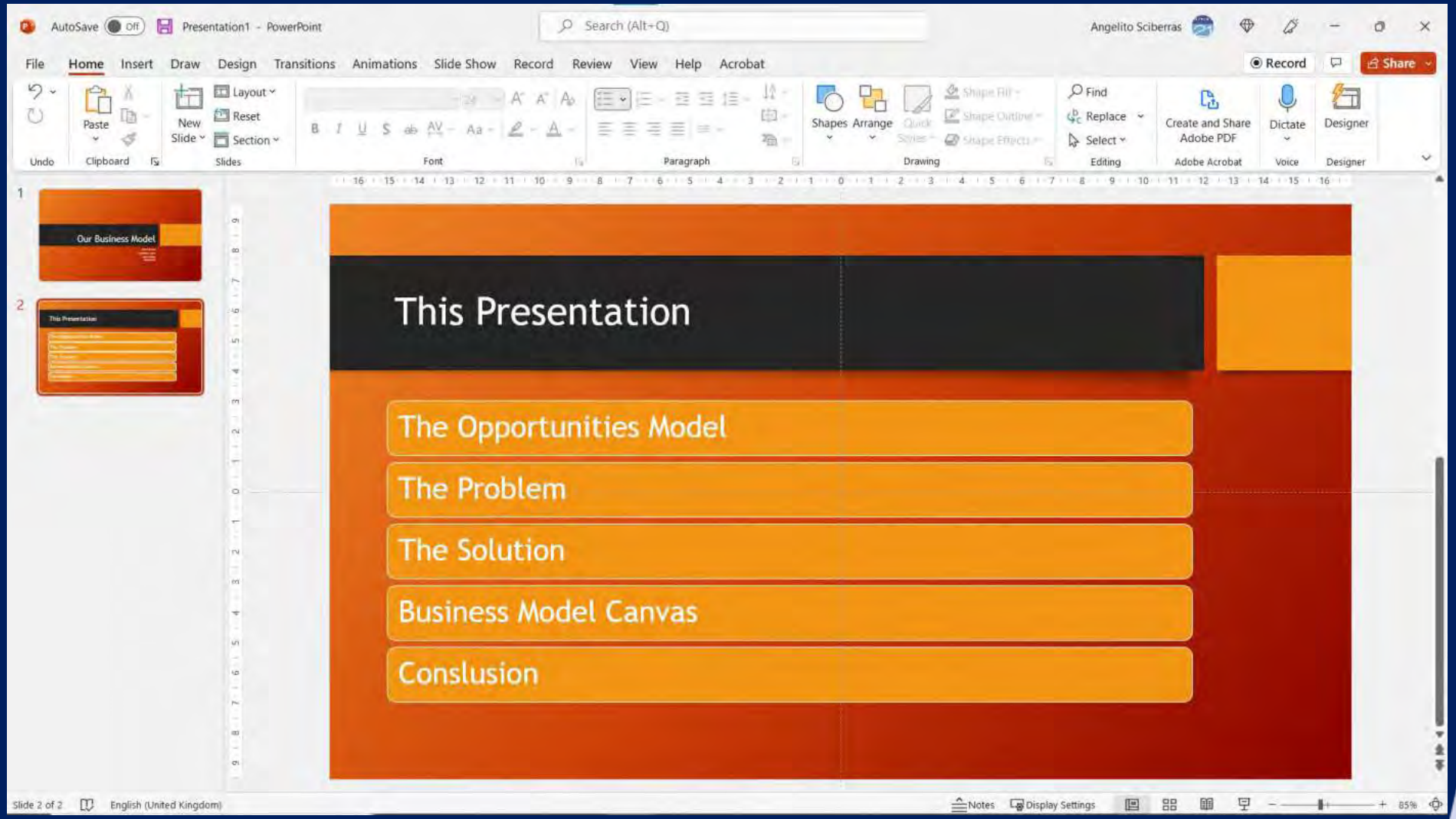

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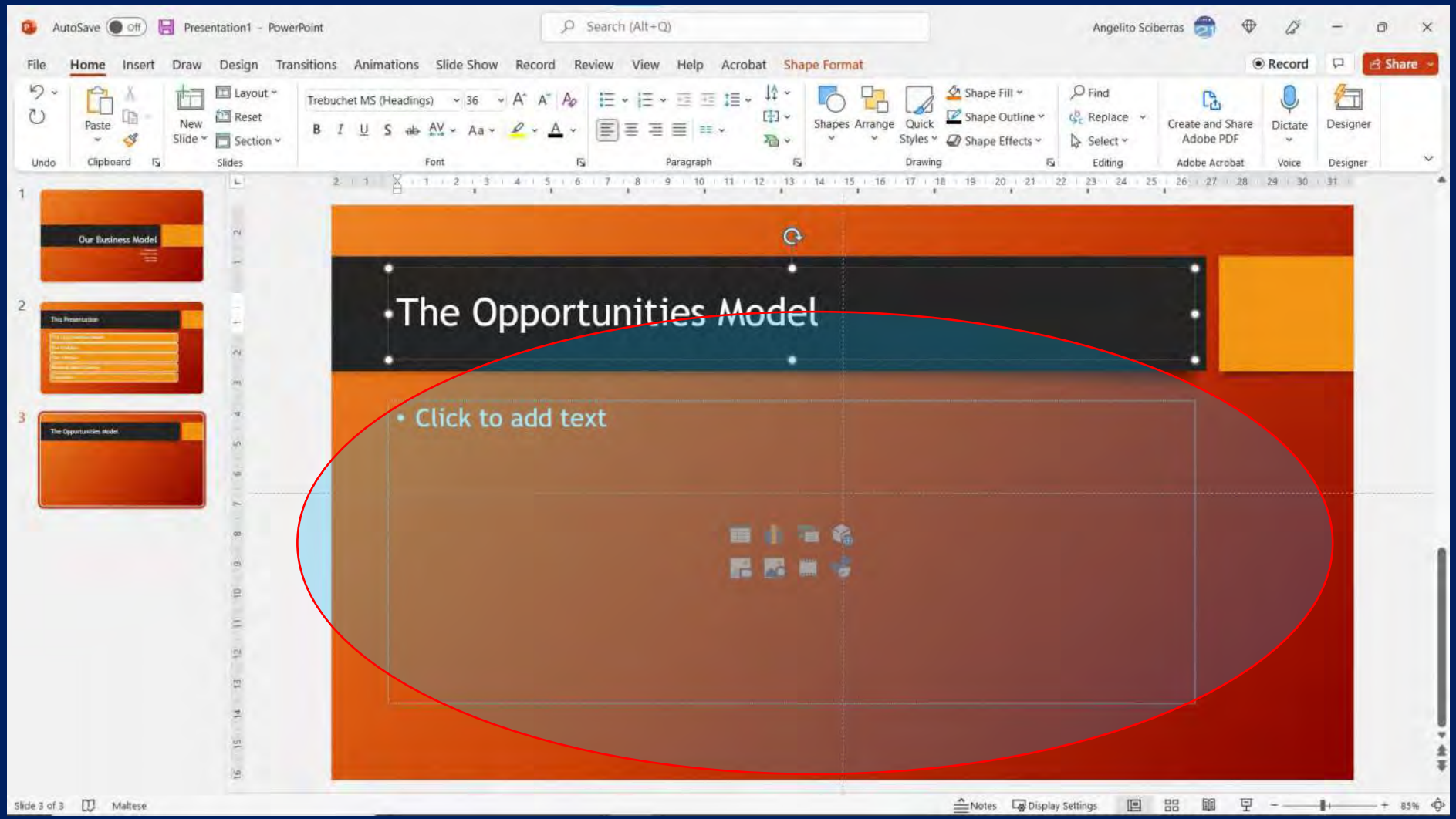
PowerPoint Inserting Pictures



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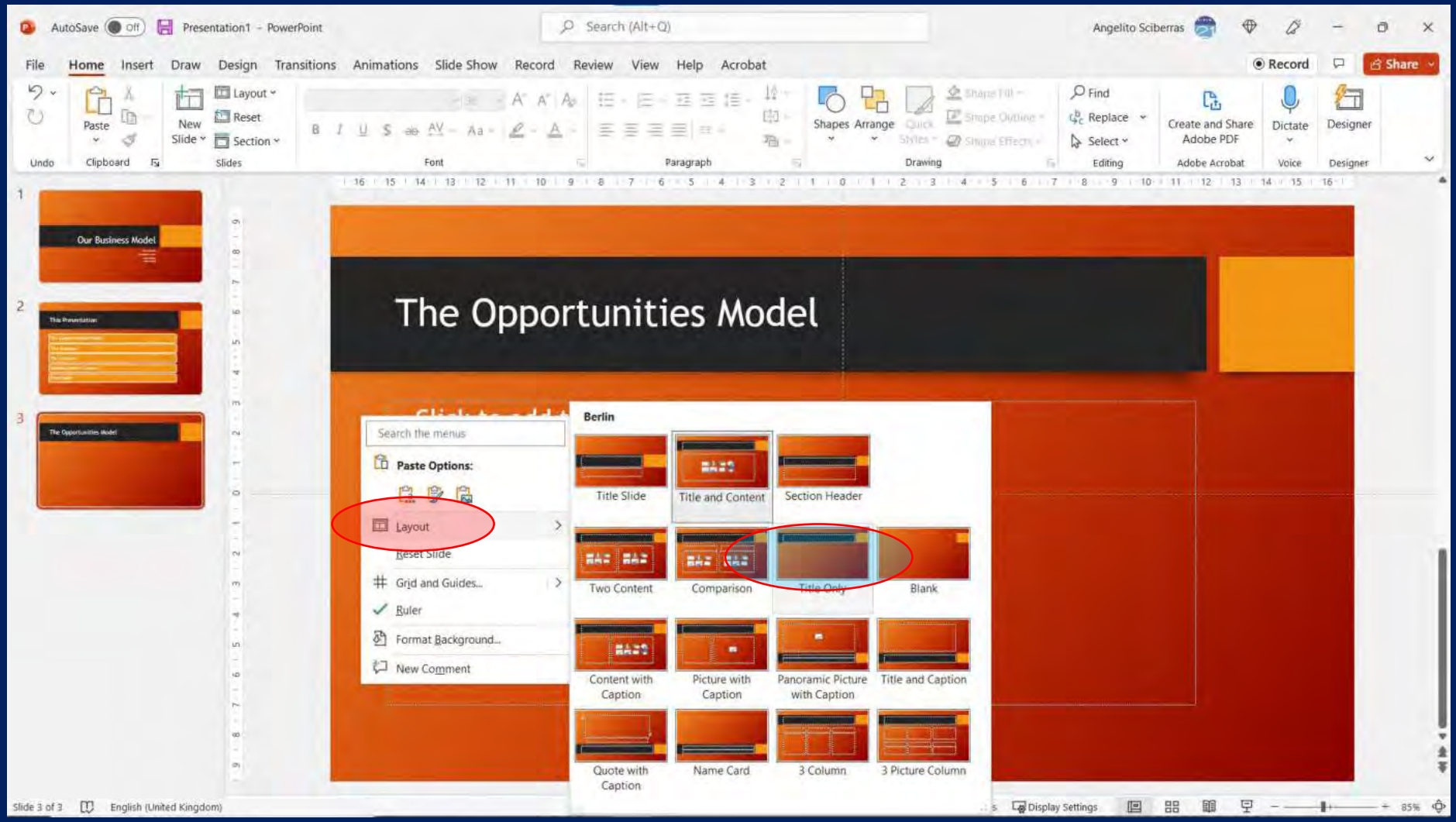

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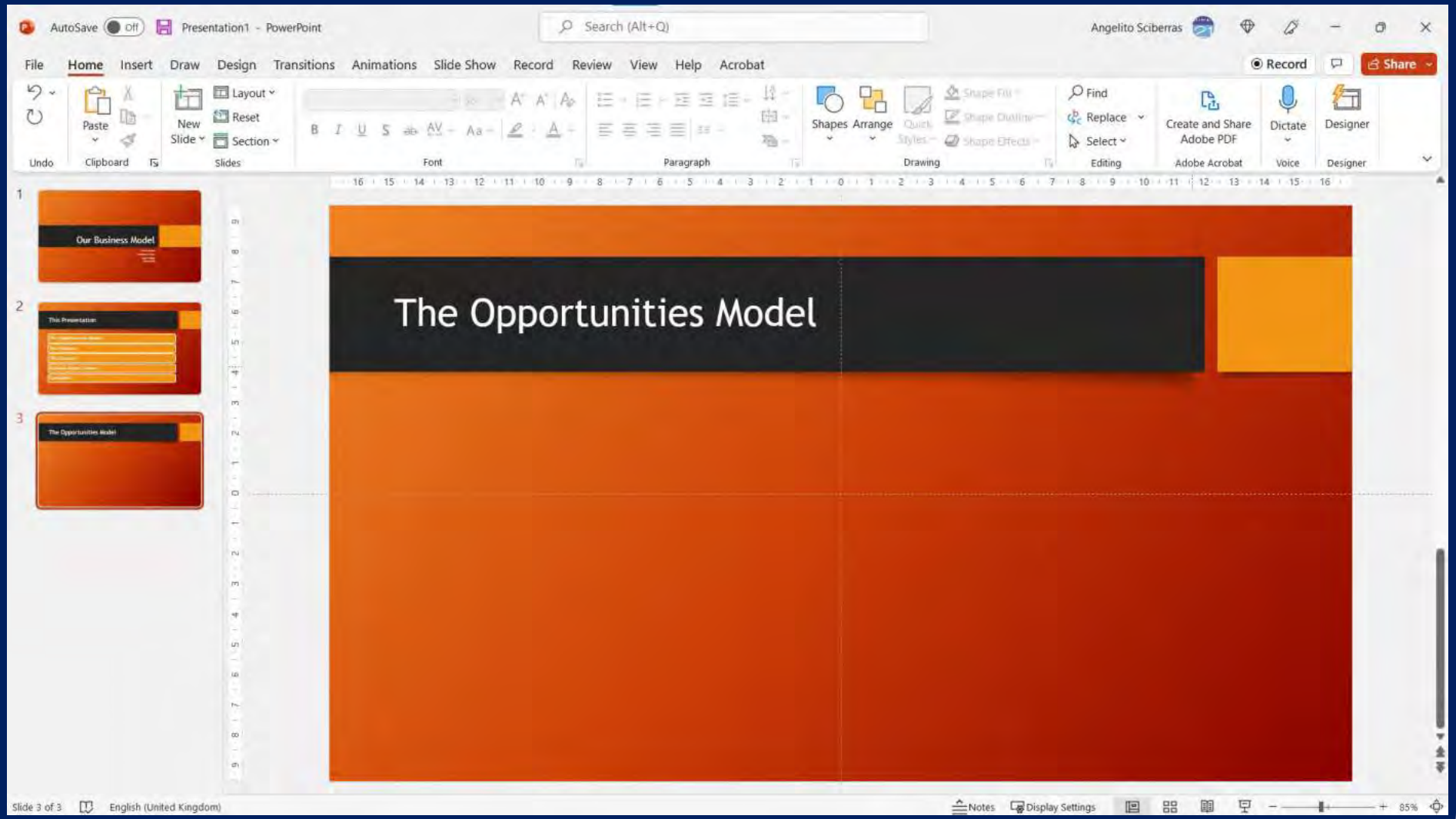

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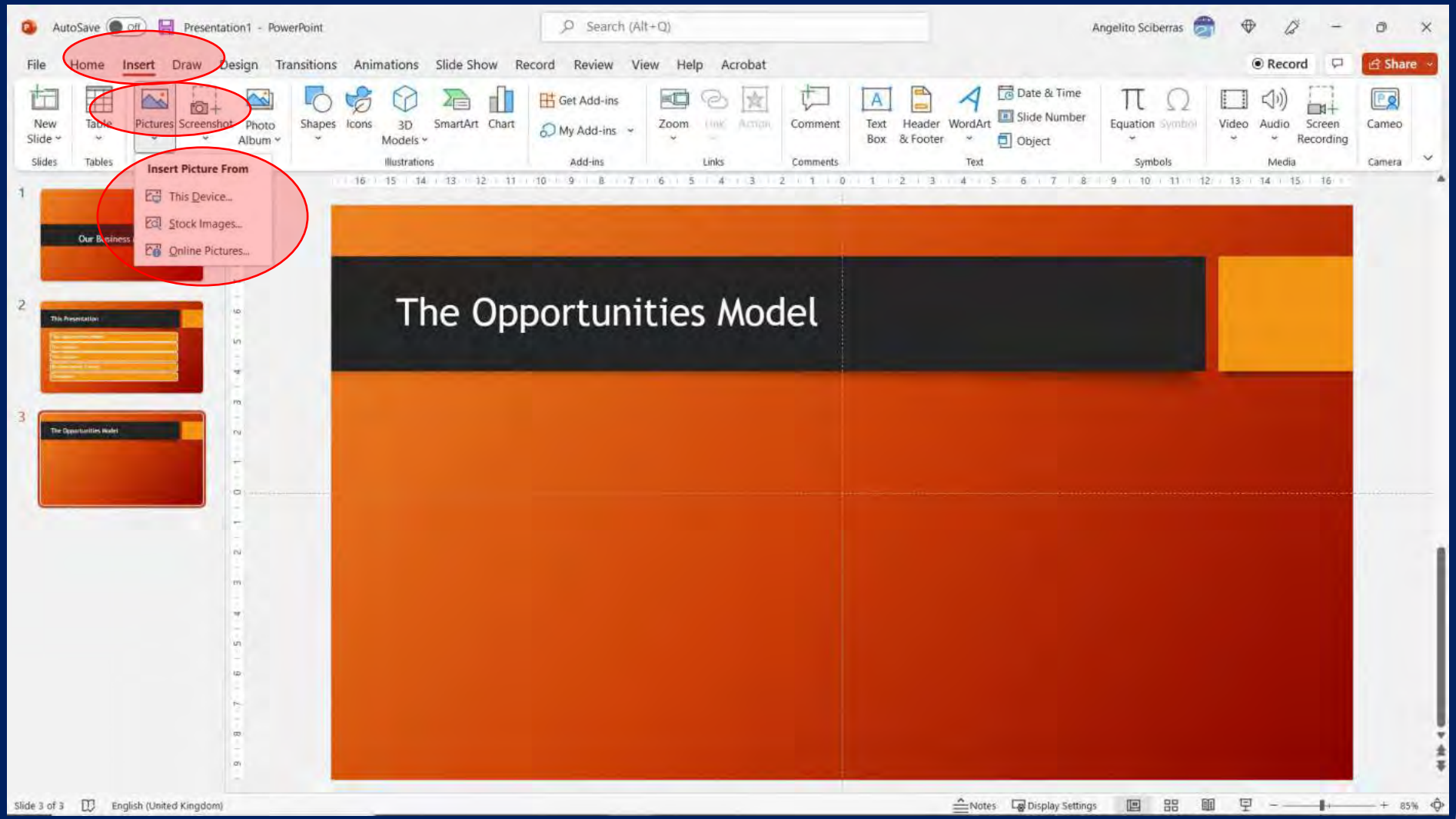

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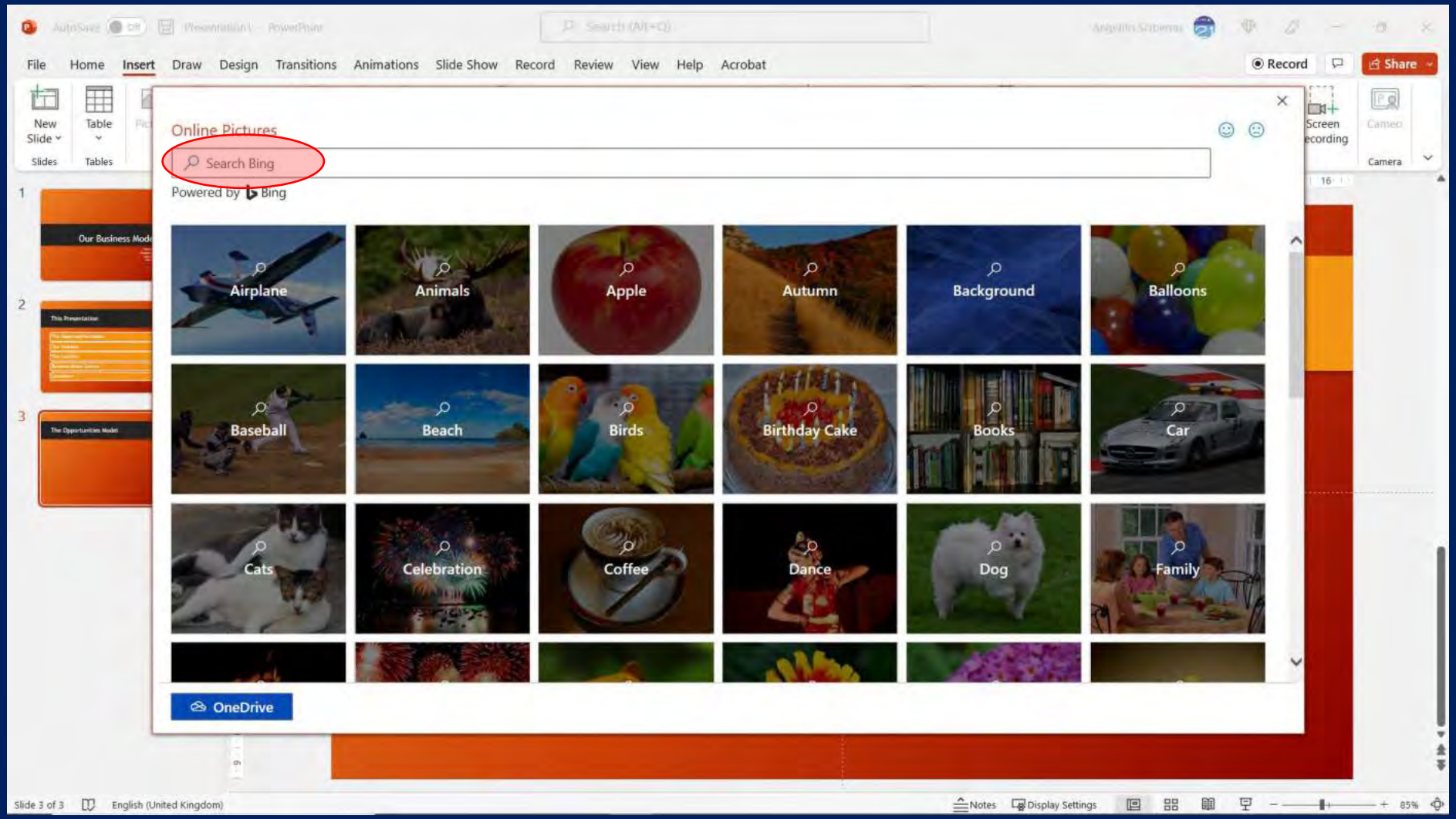

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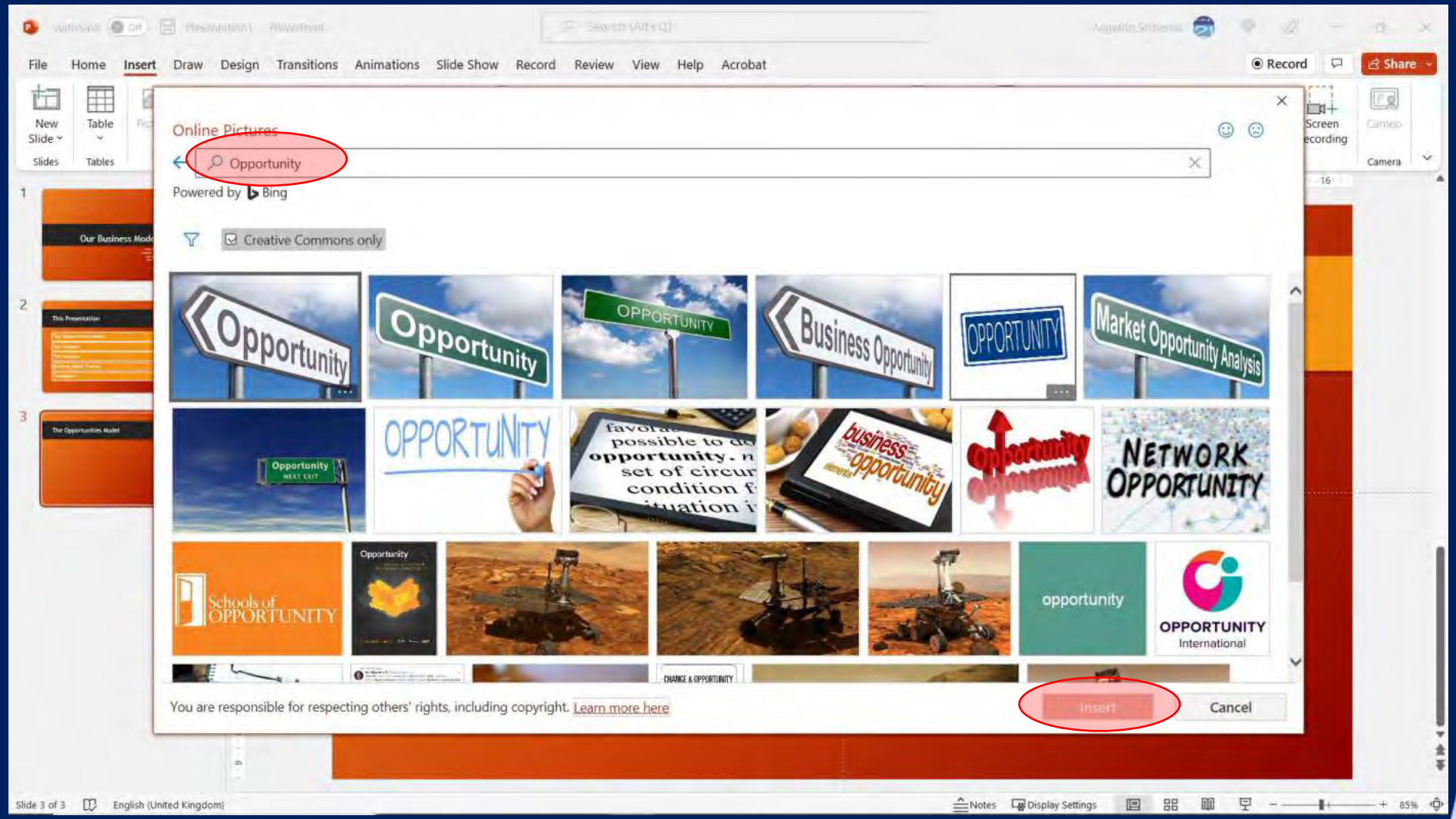

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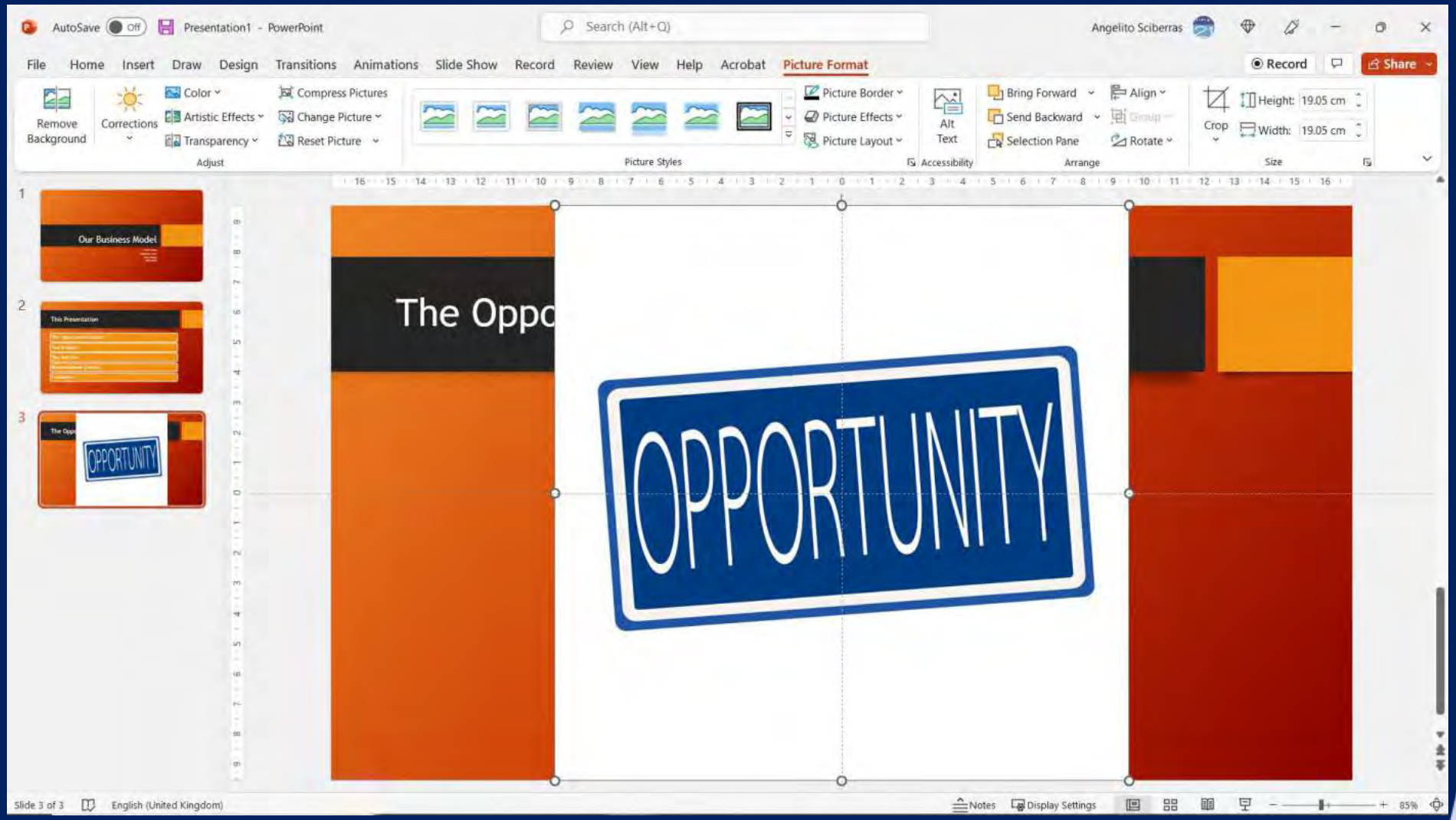

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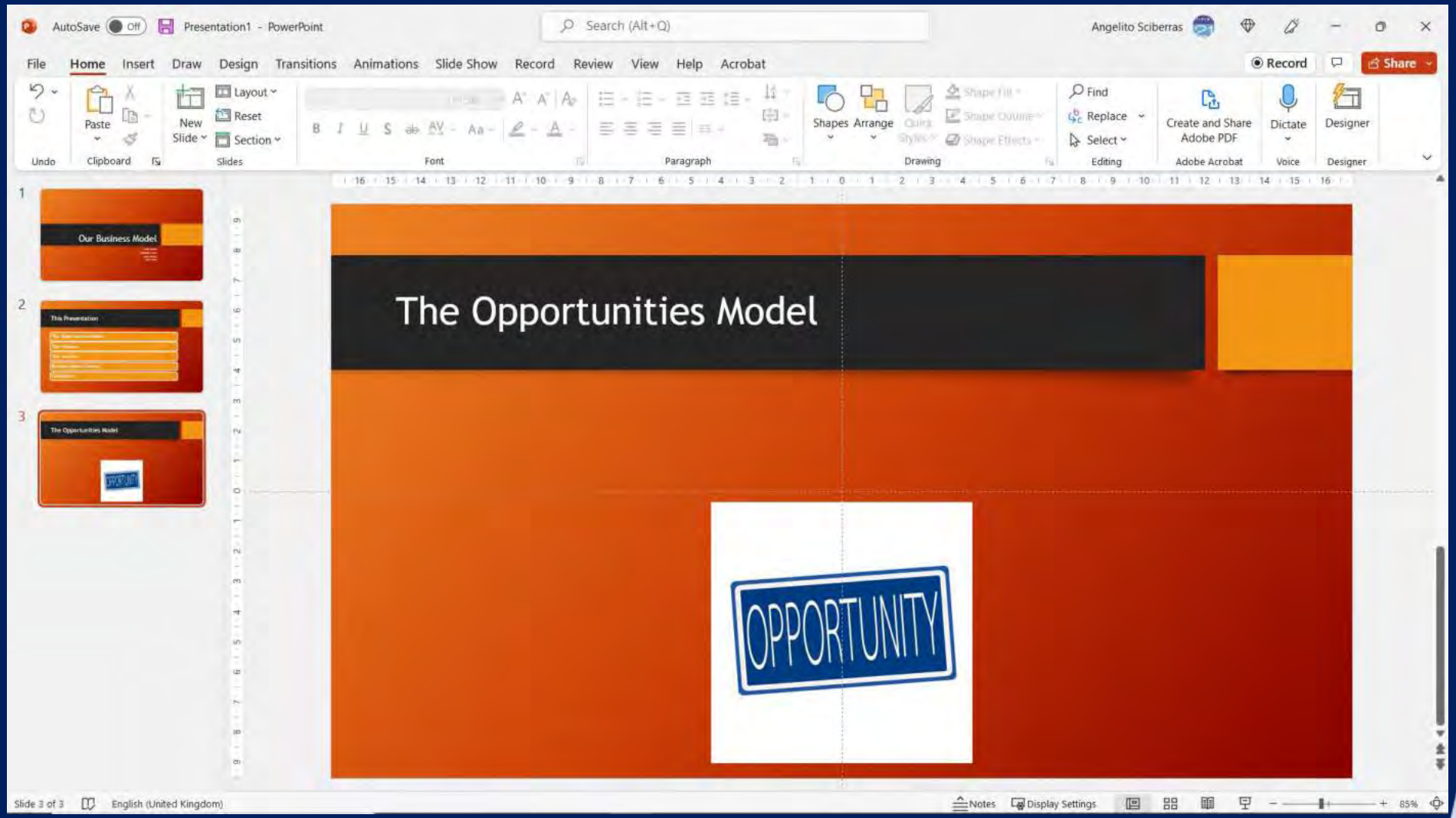

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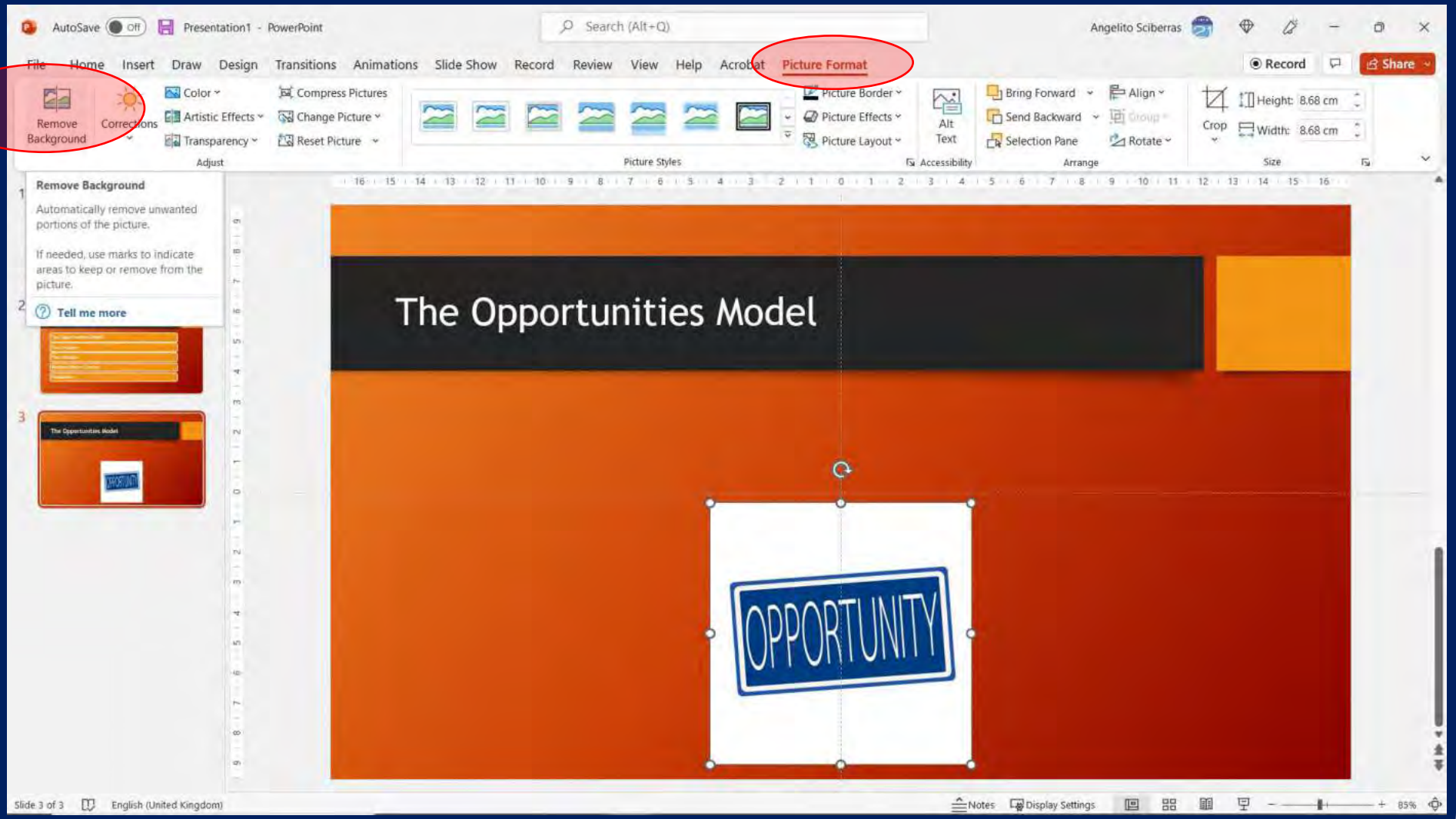

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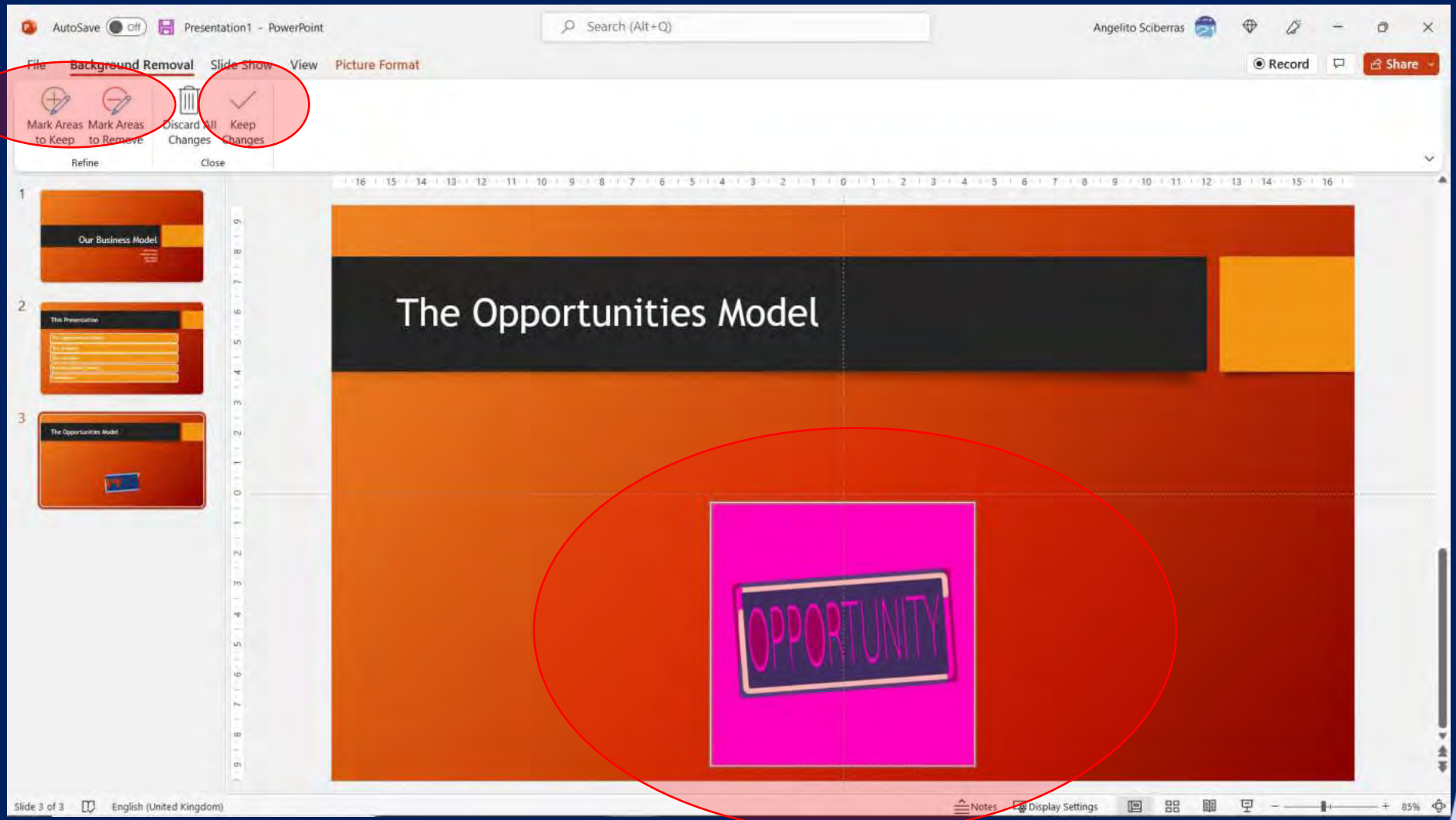

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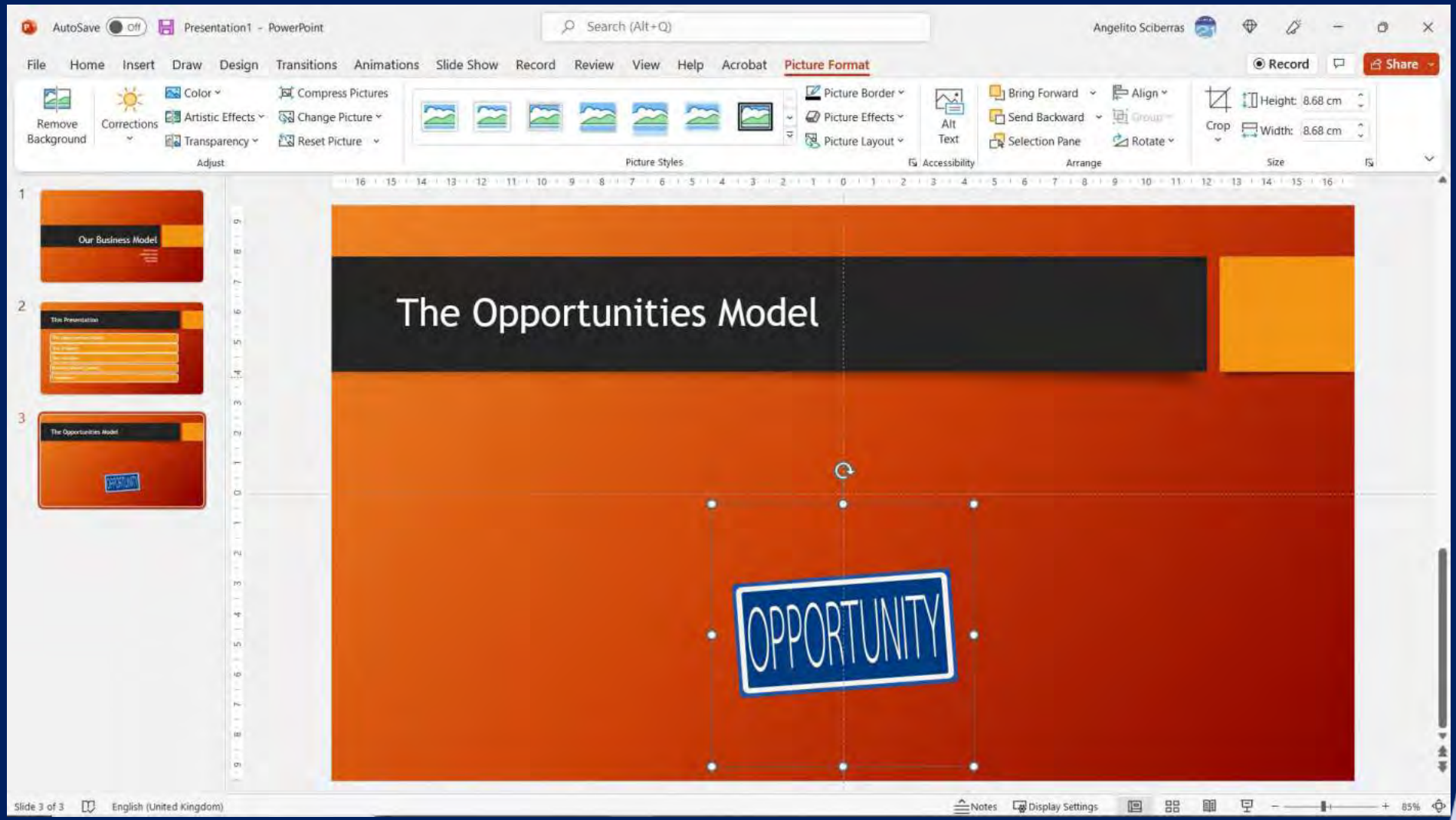

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21 ACADEMY

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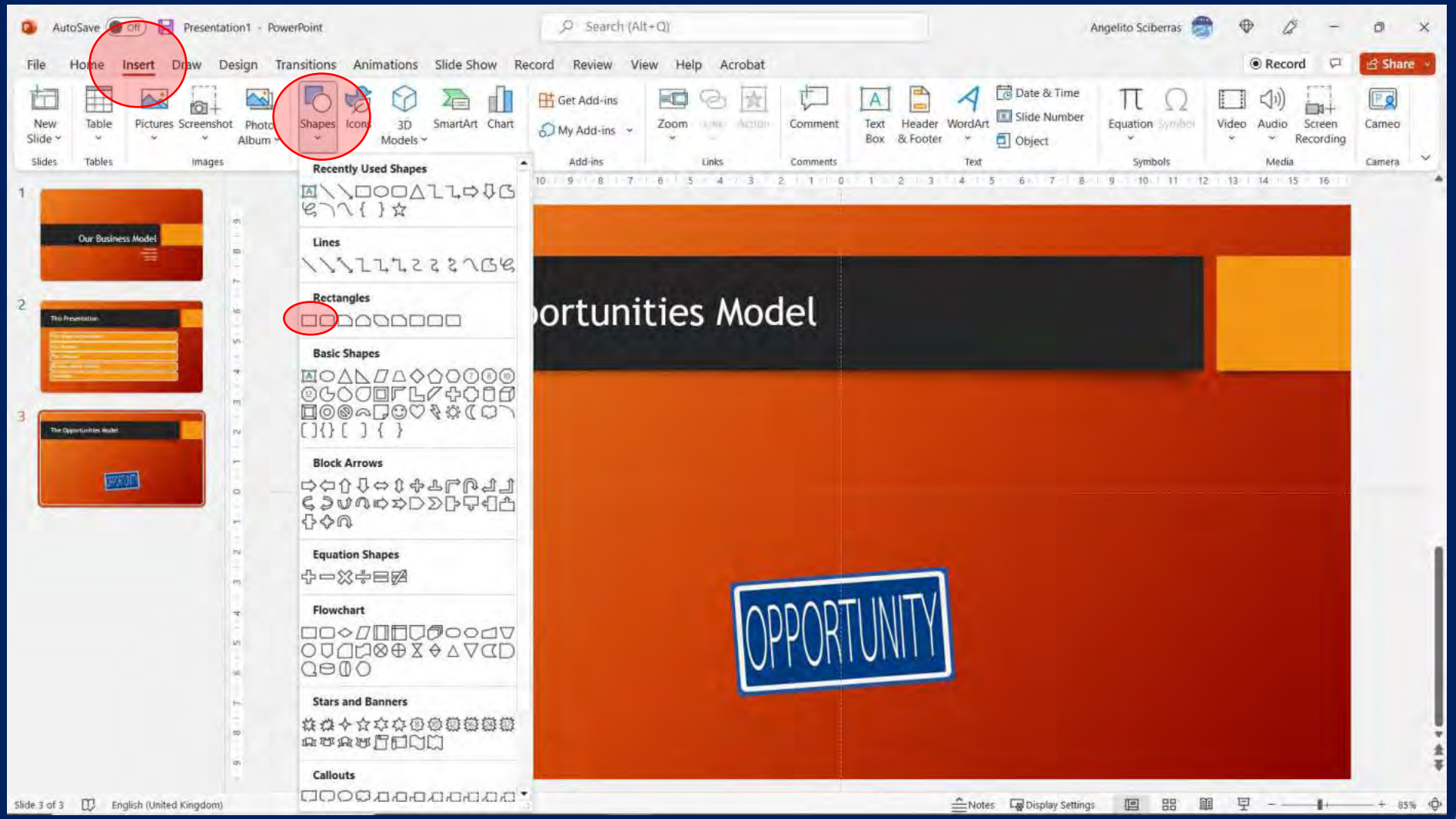
PowerPoint Inserting Shapes



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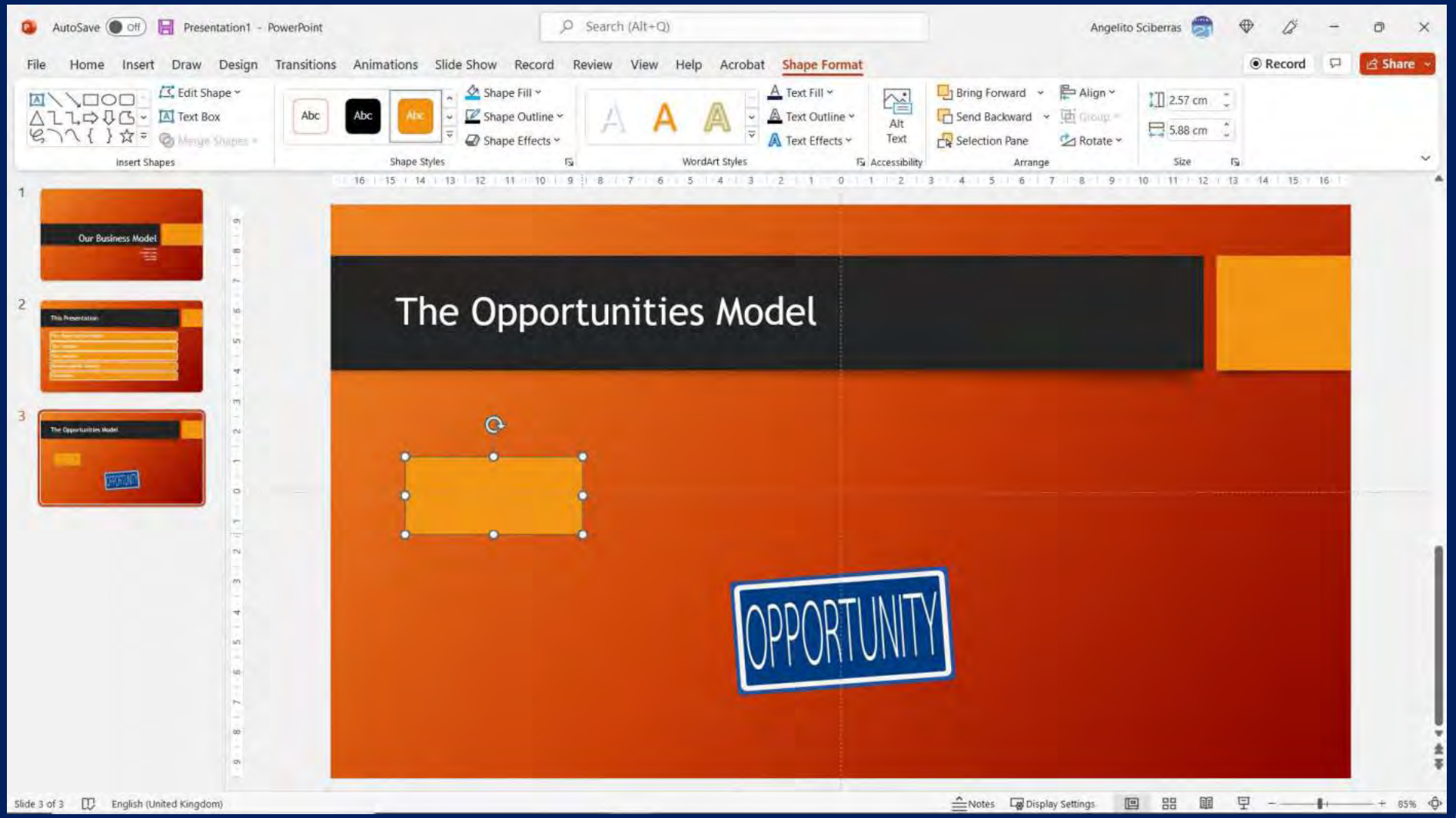

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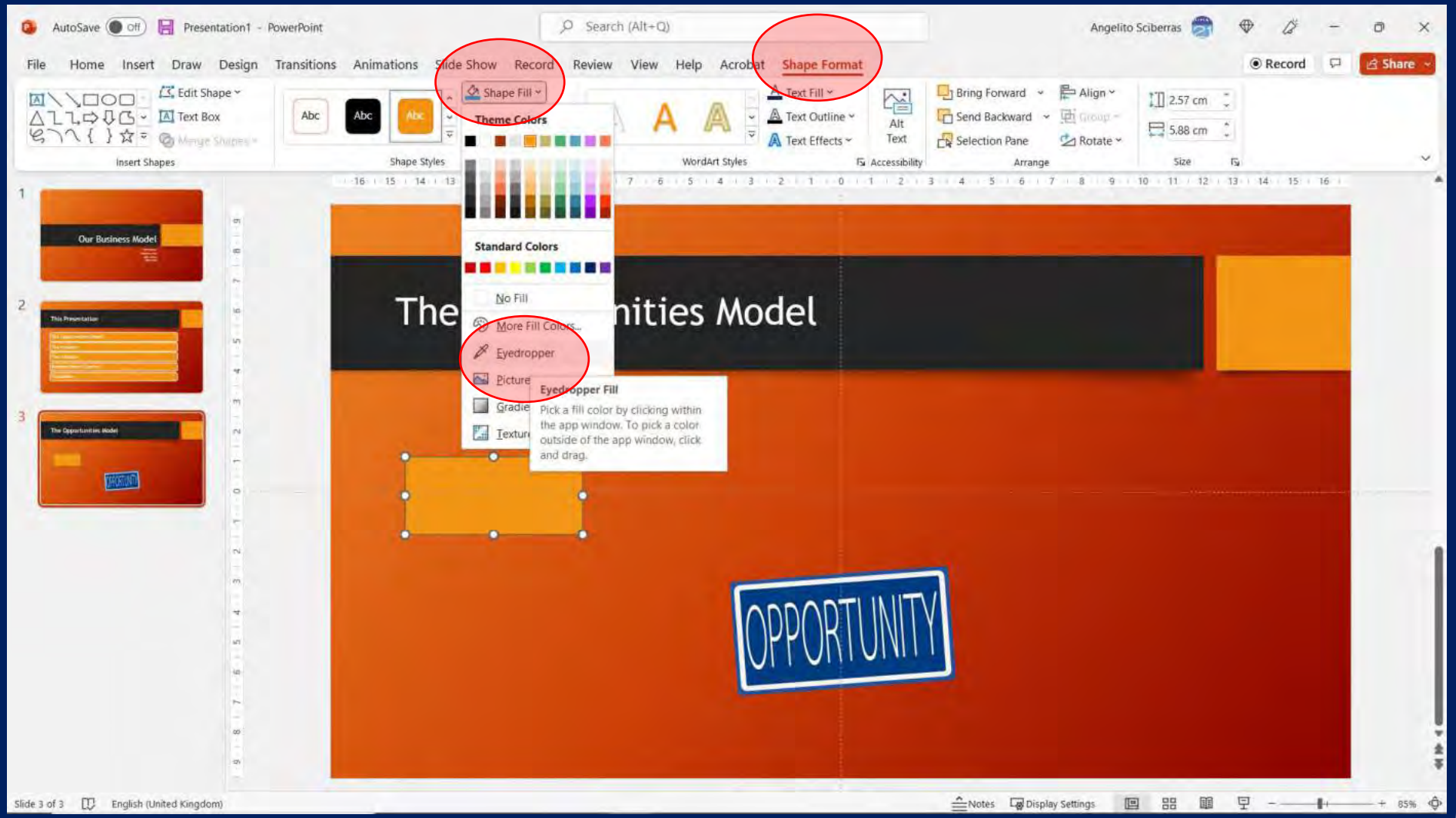

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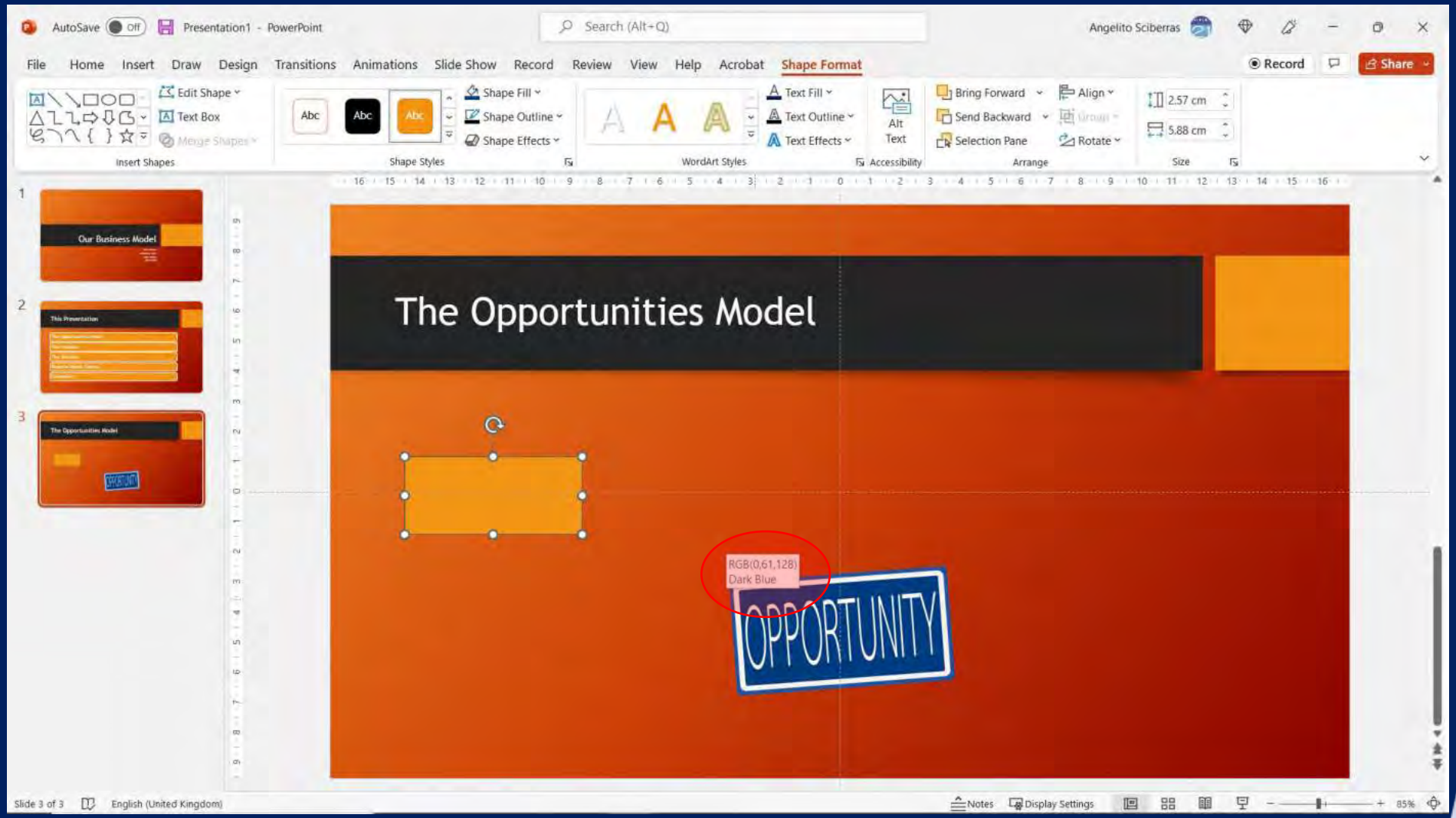

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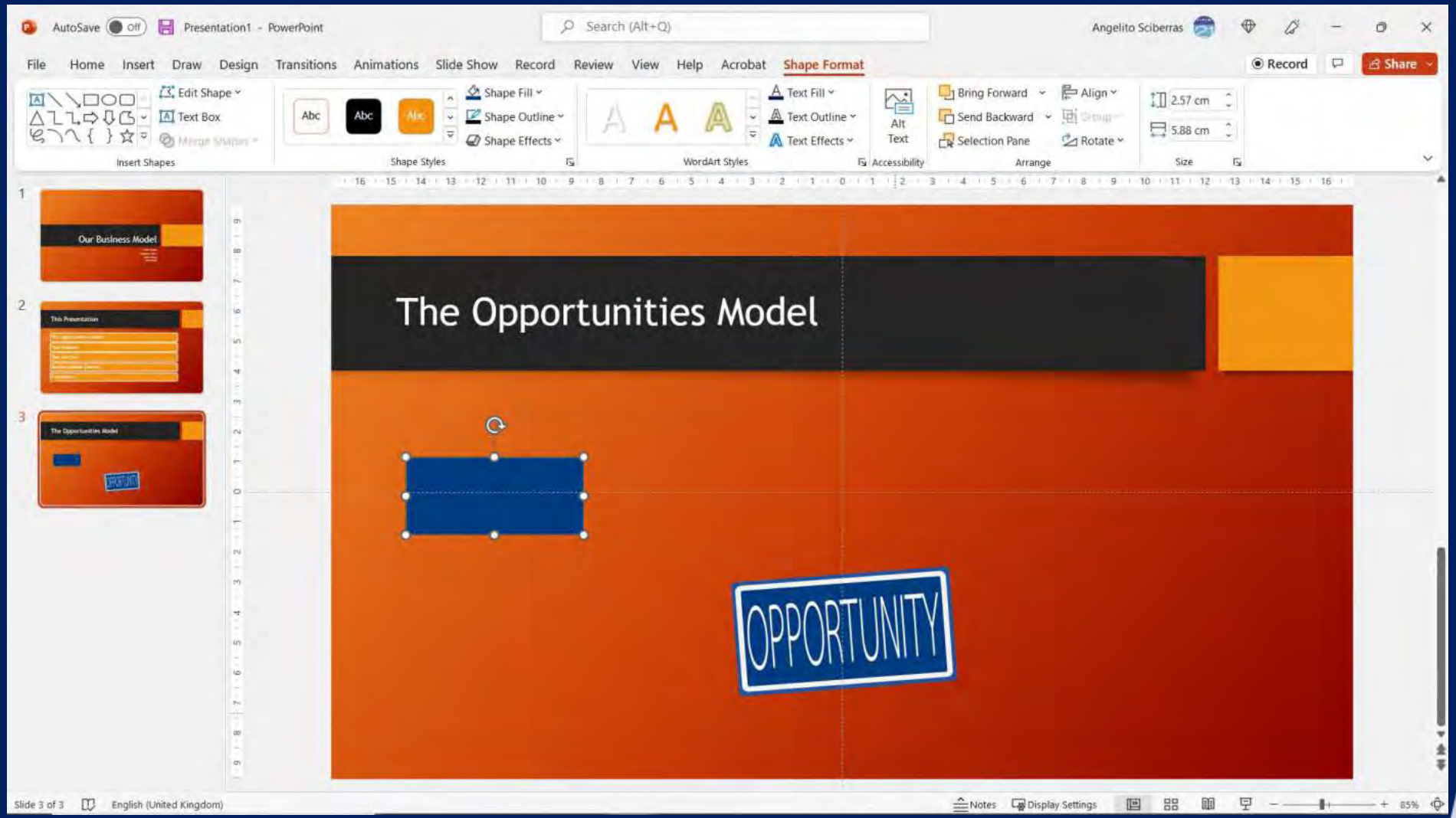

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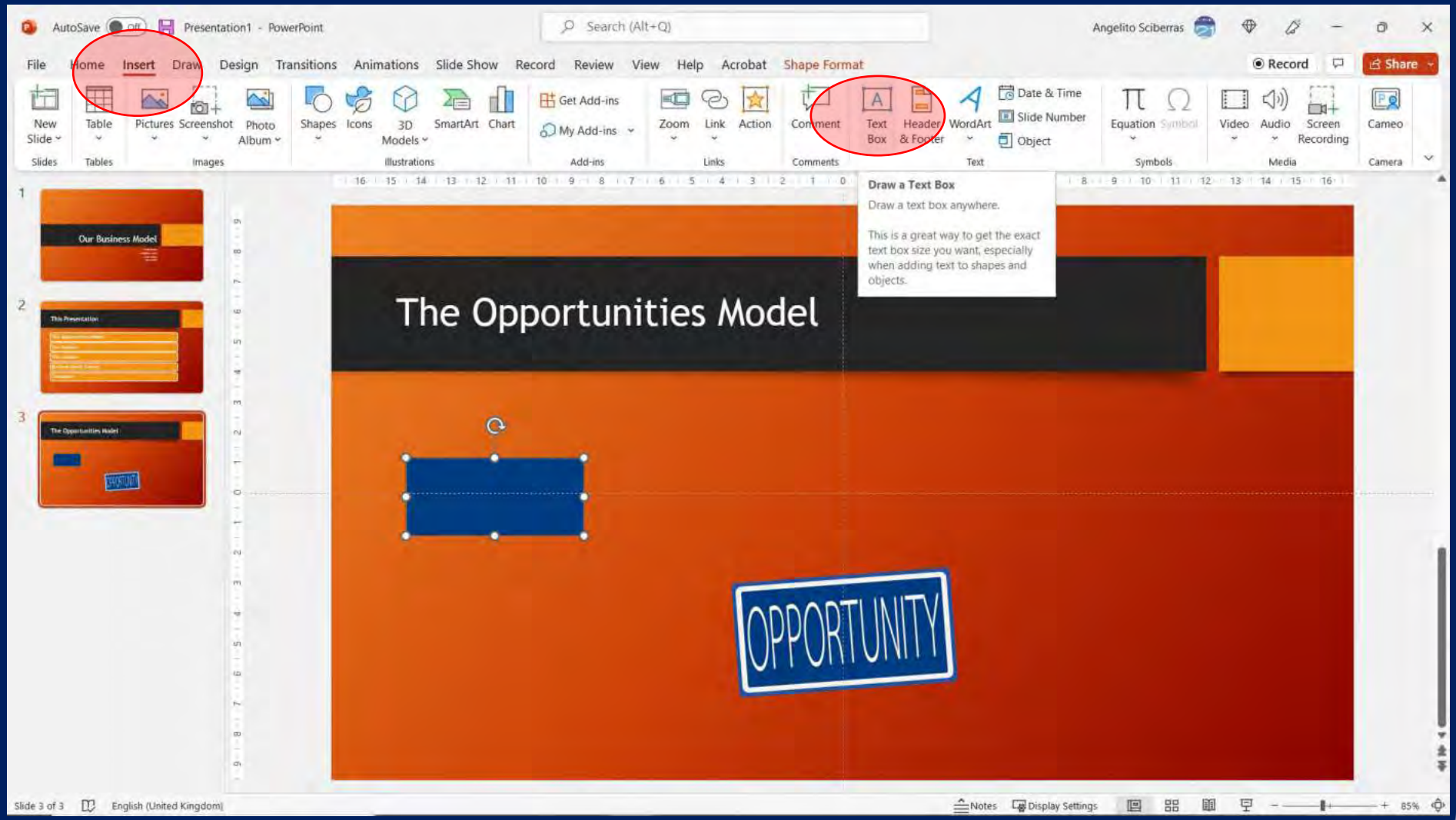

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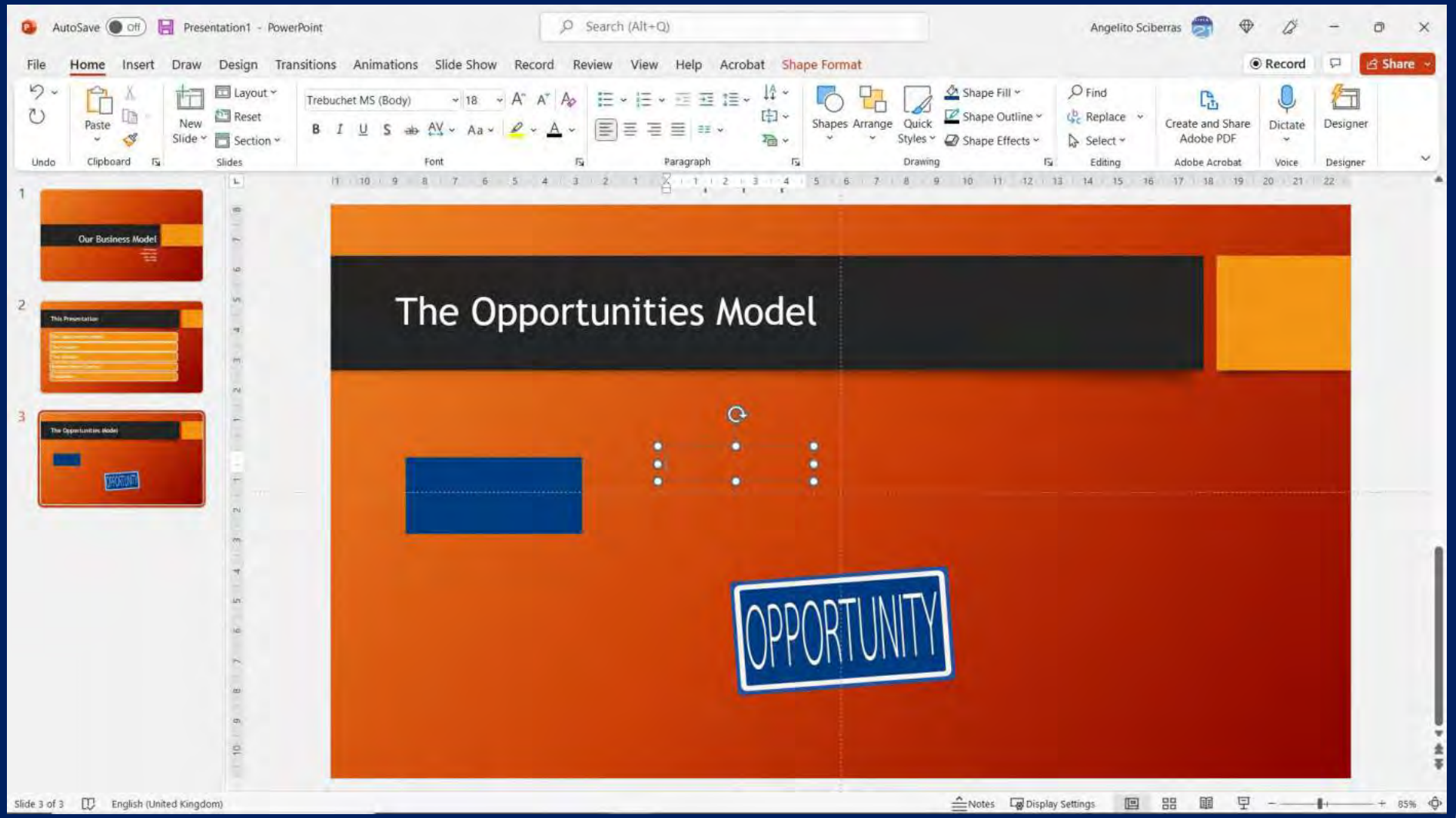

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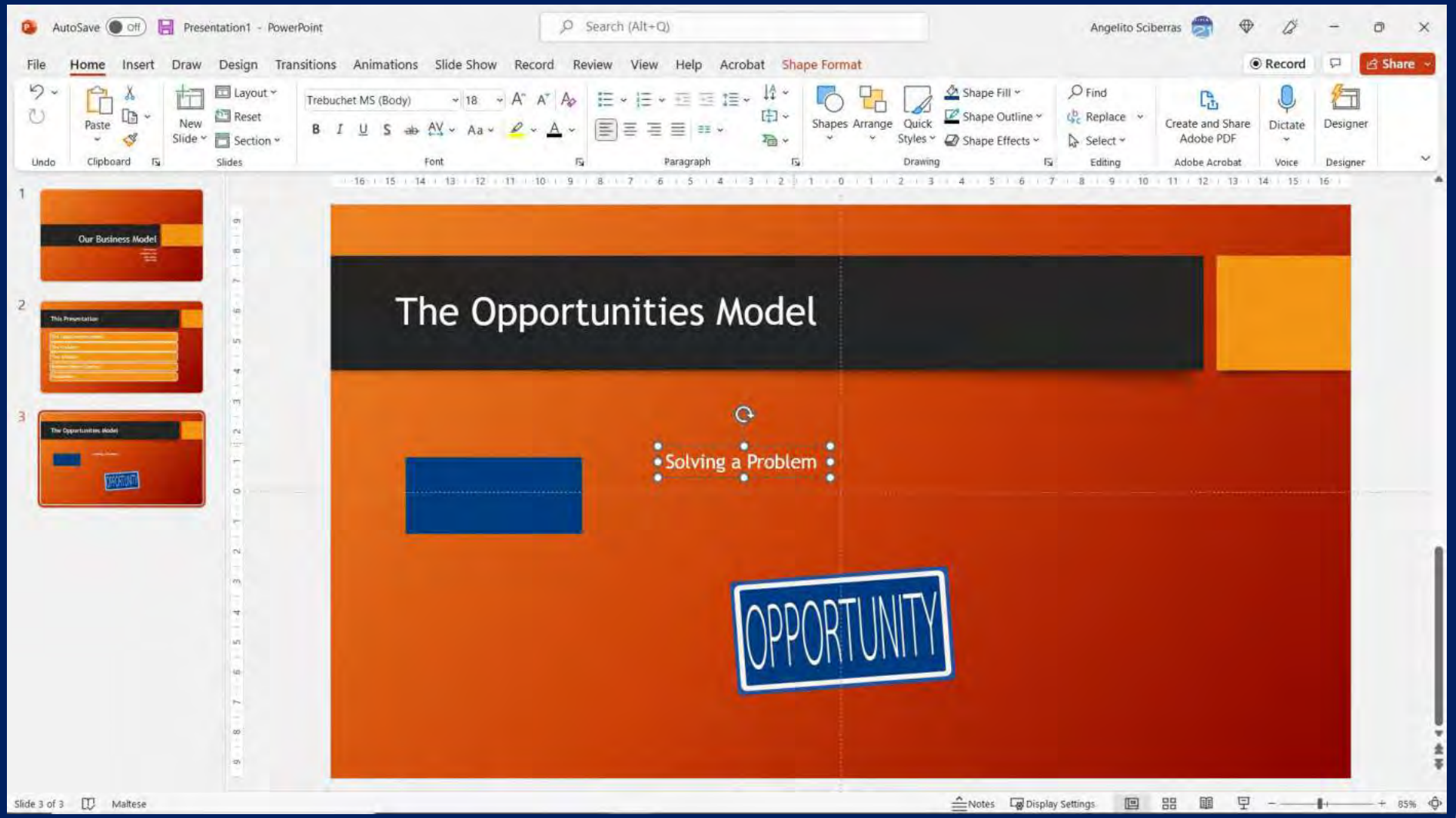

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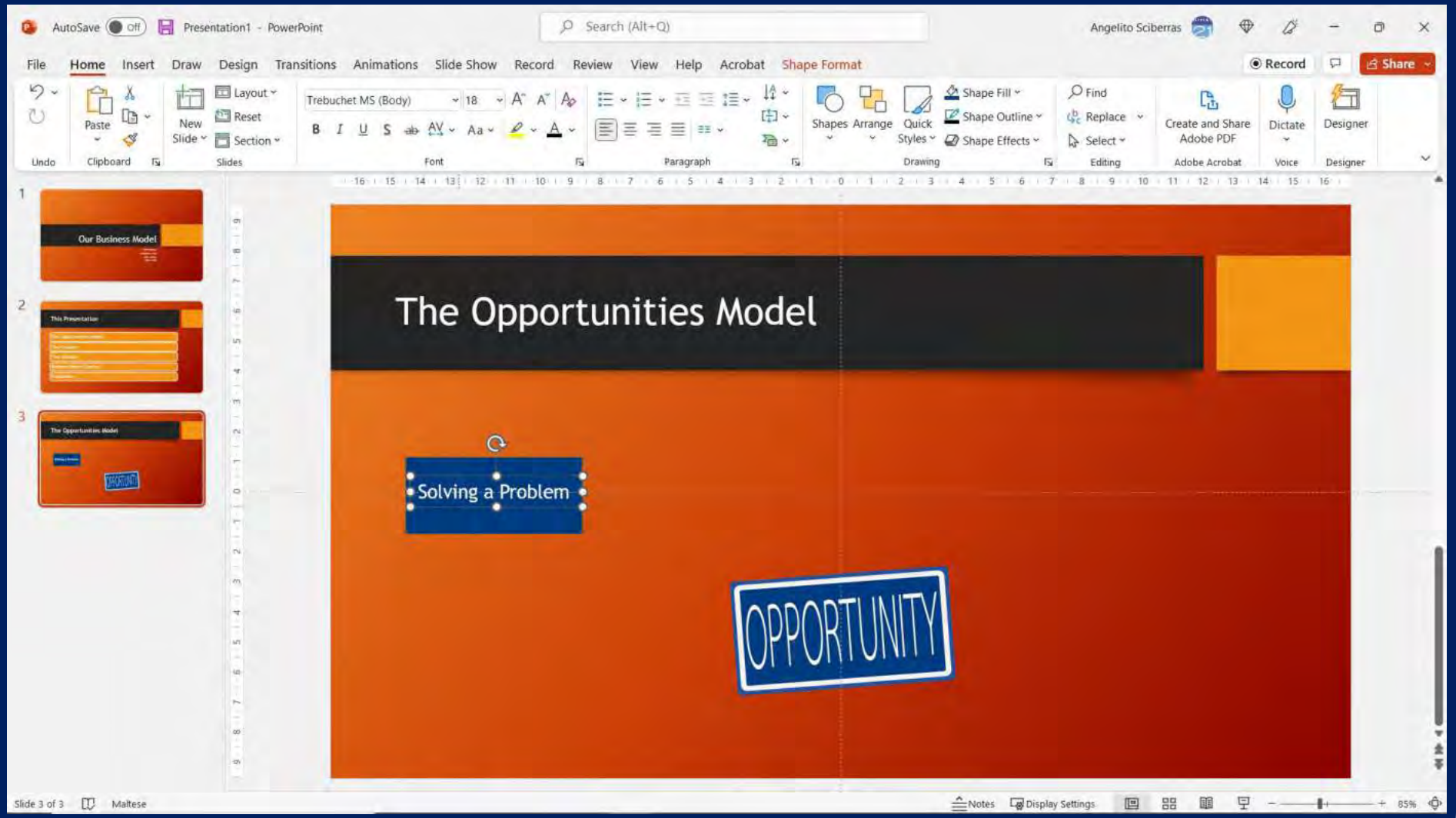

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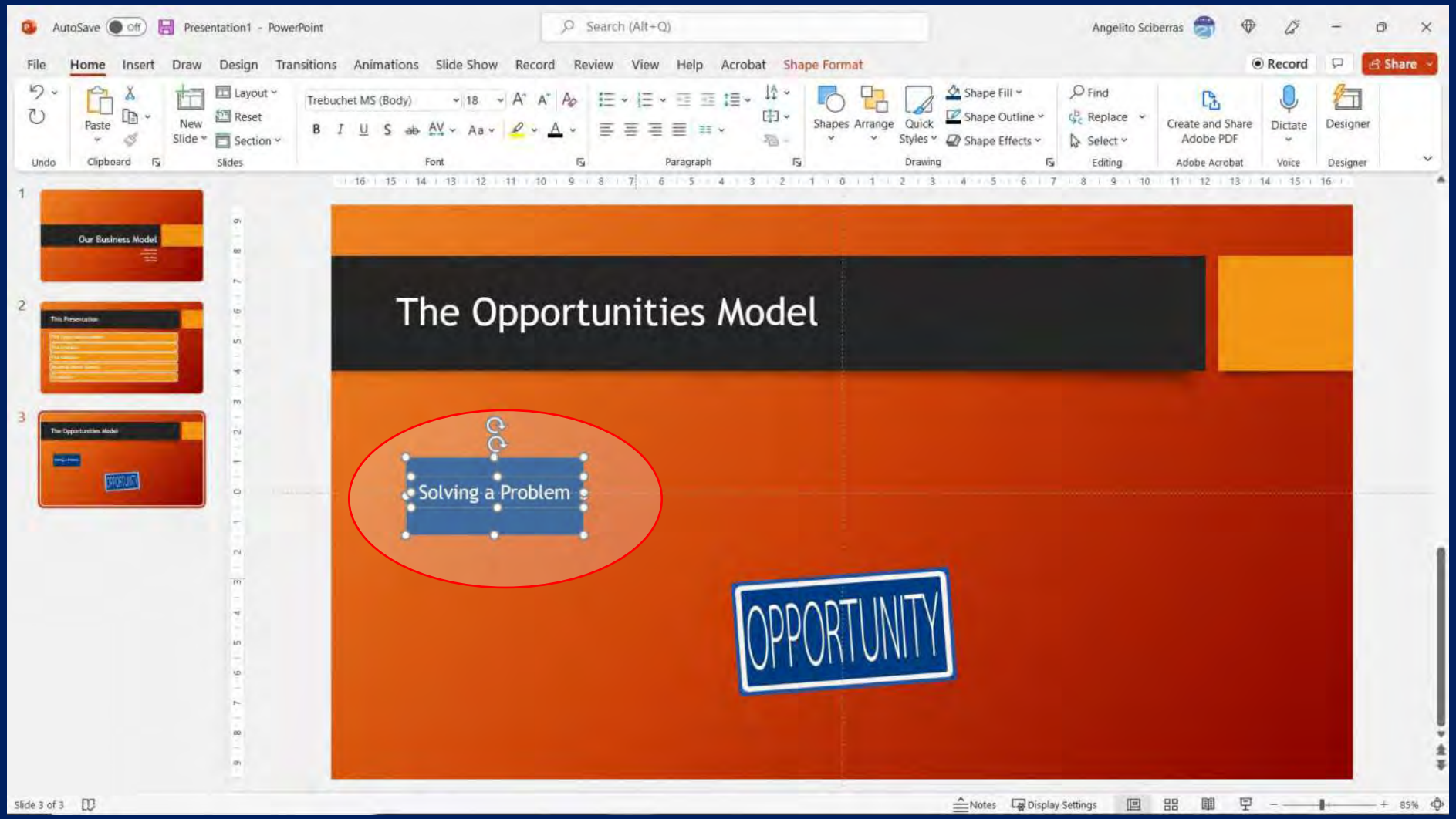

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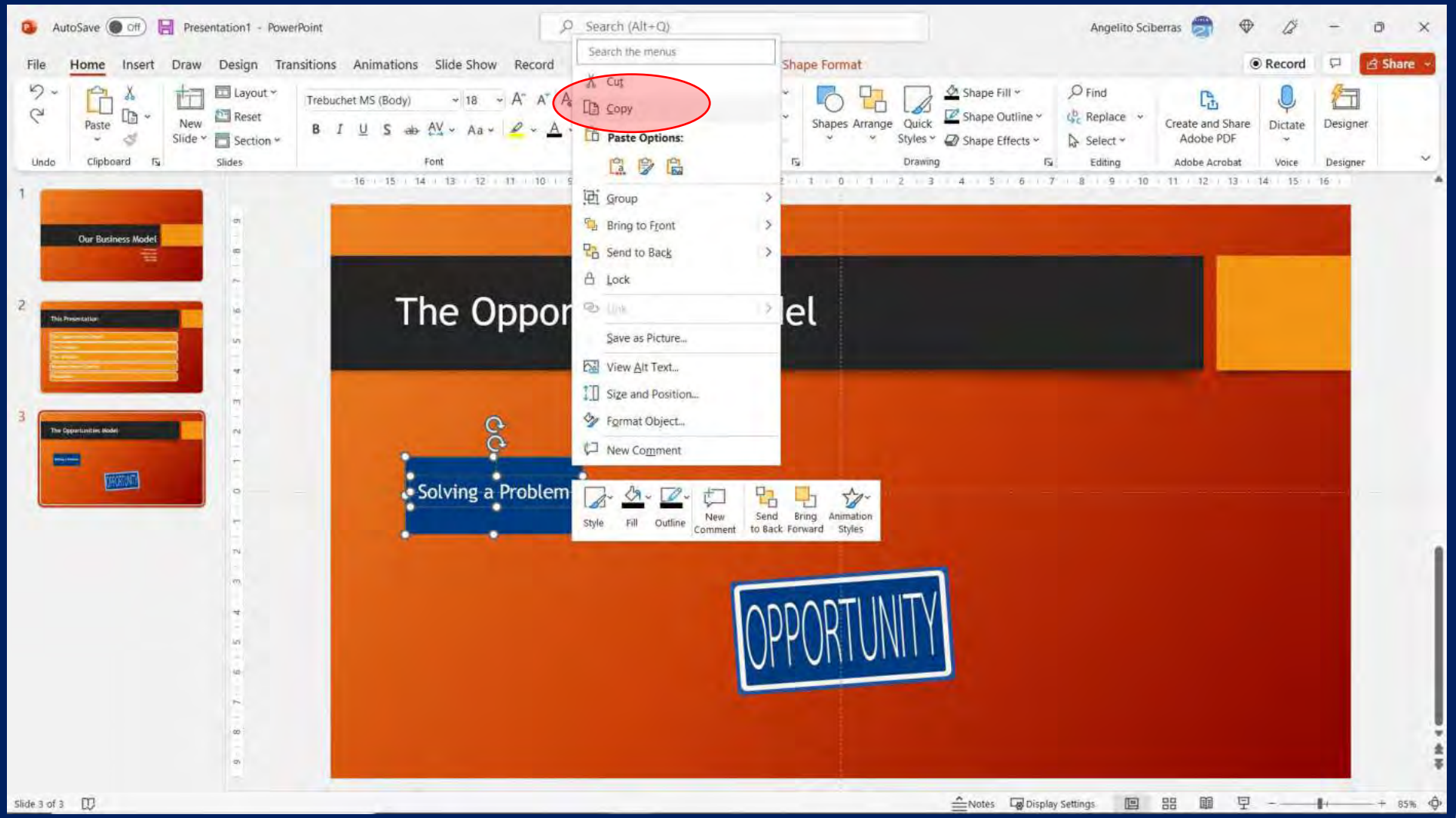

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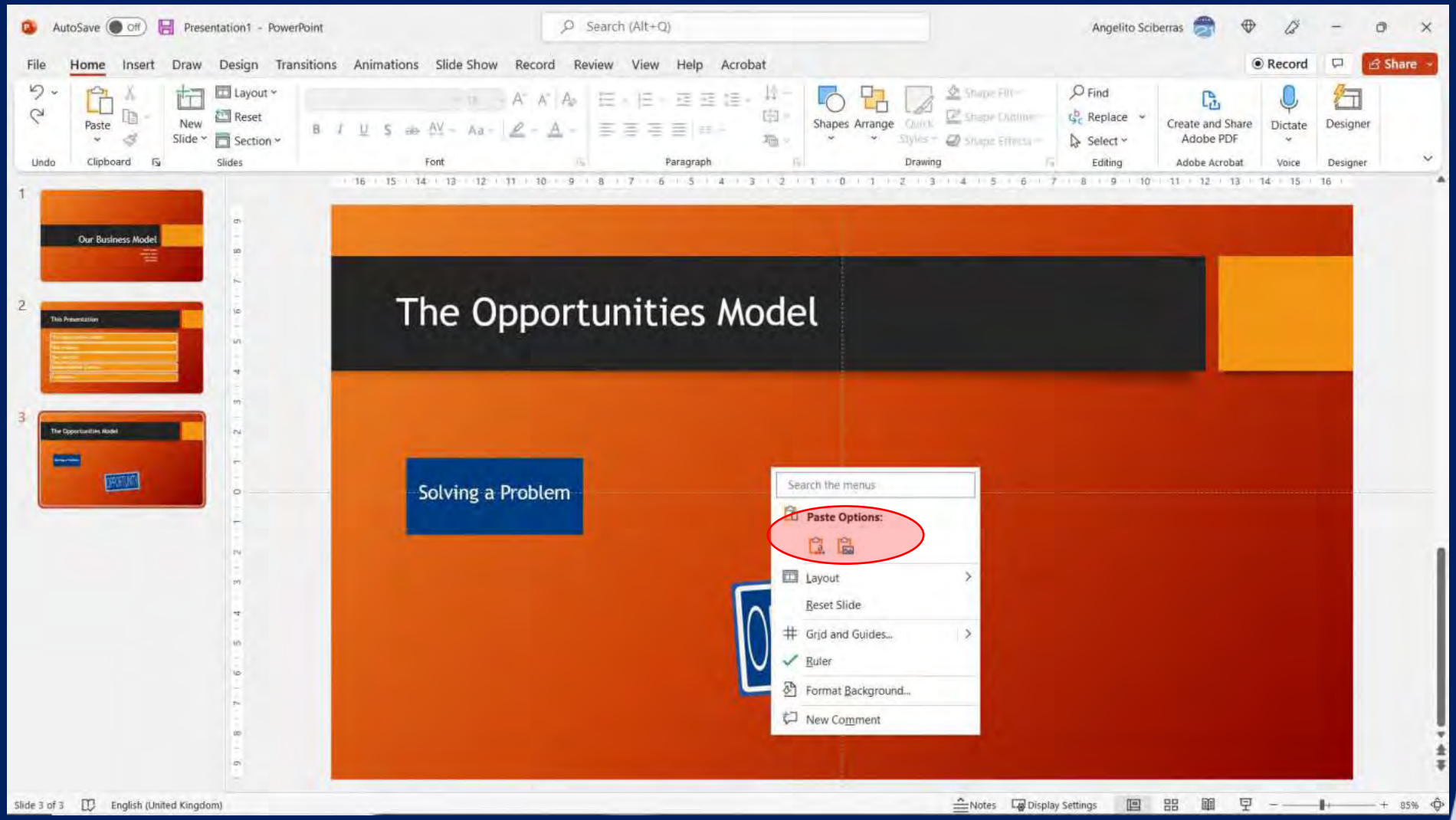

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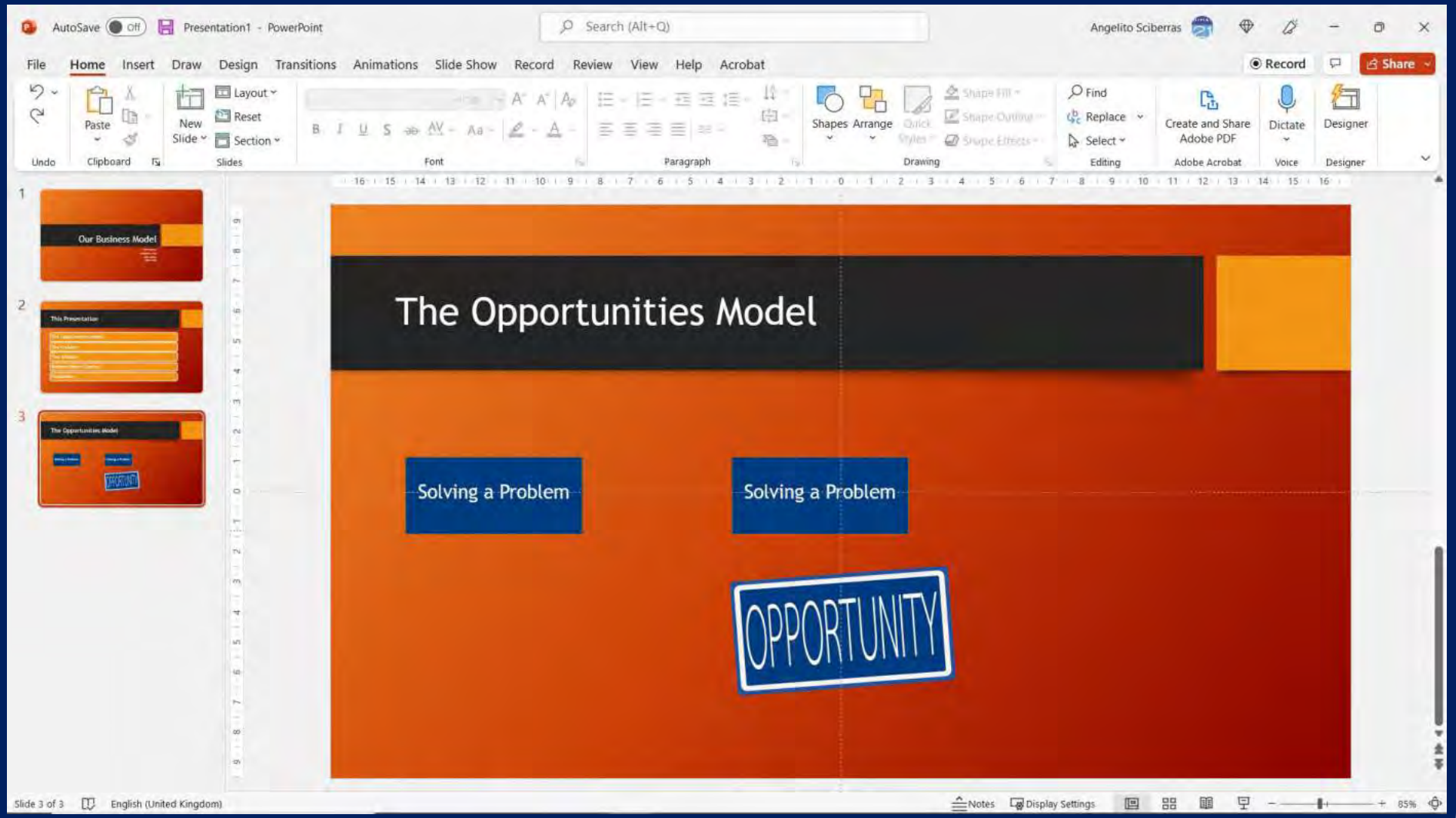

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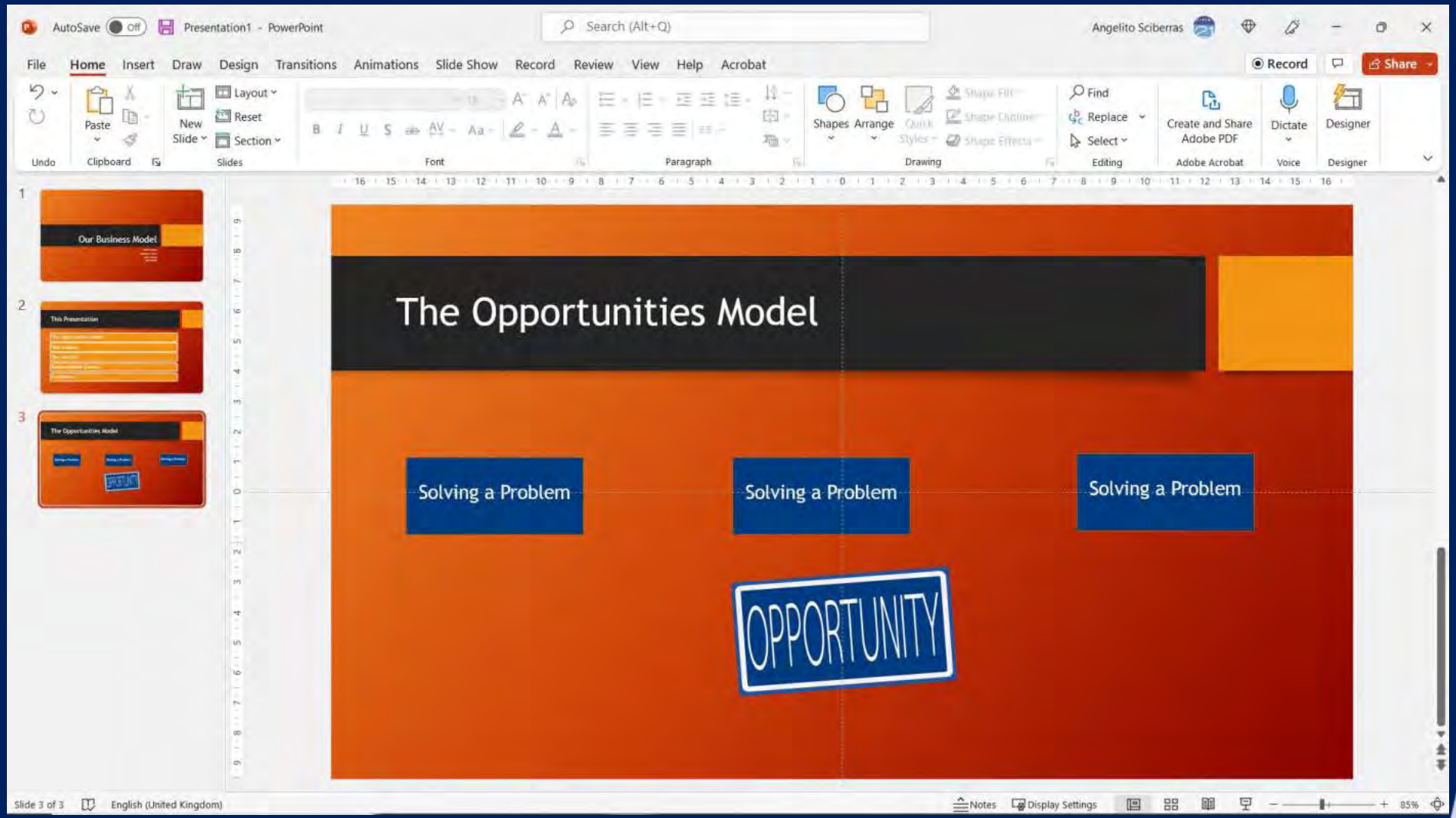

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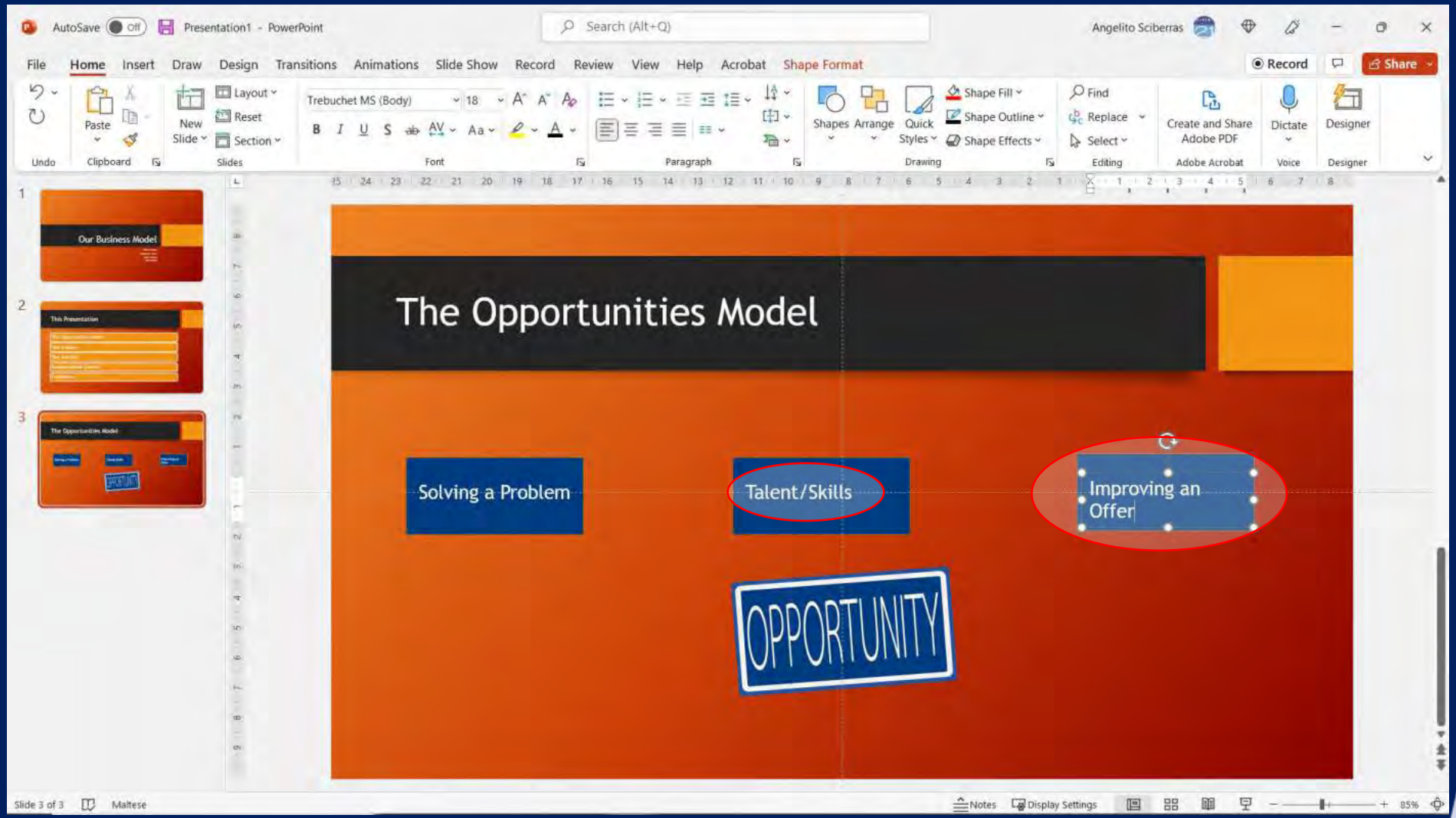

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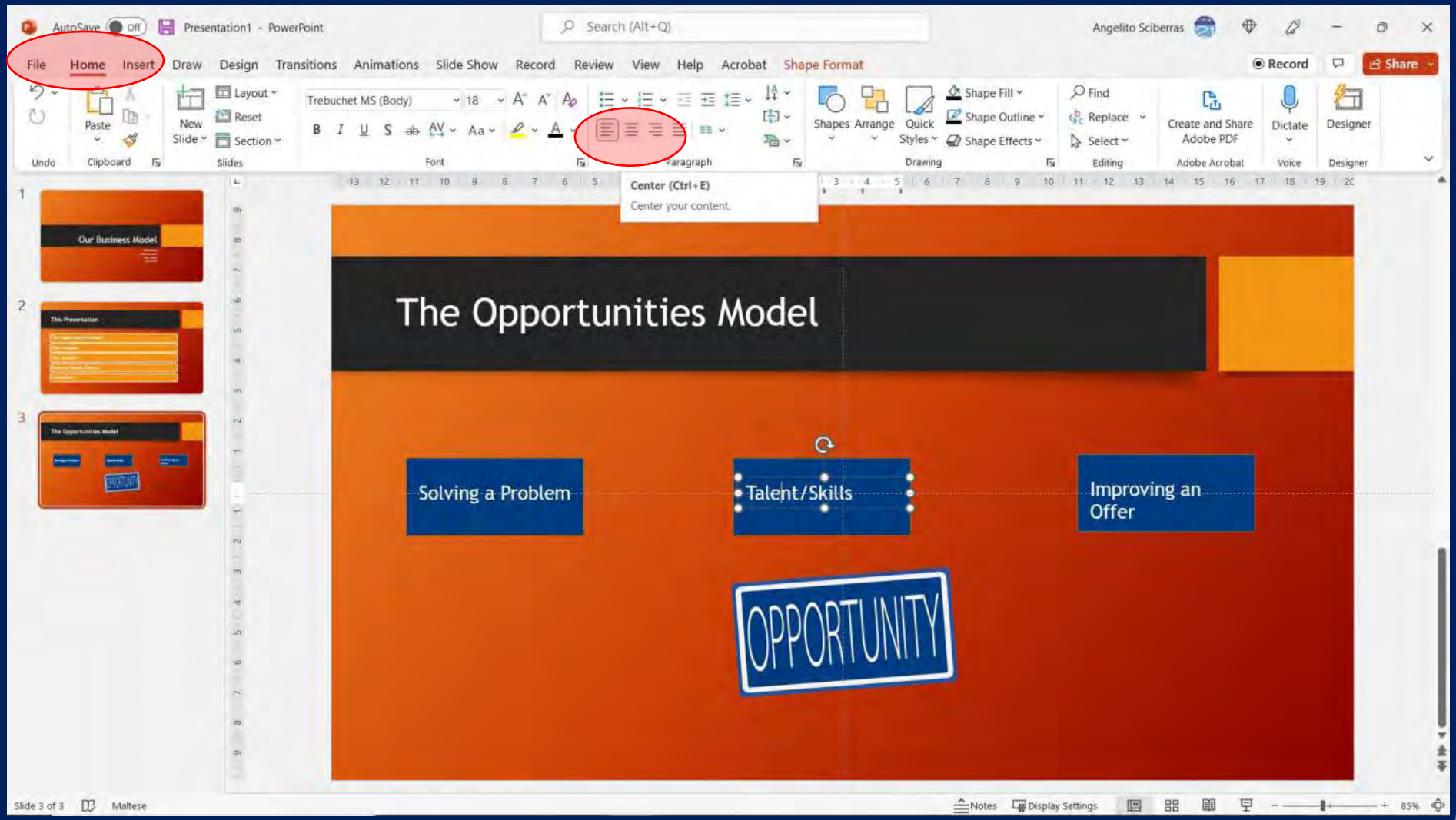

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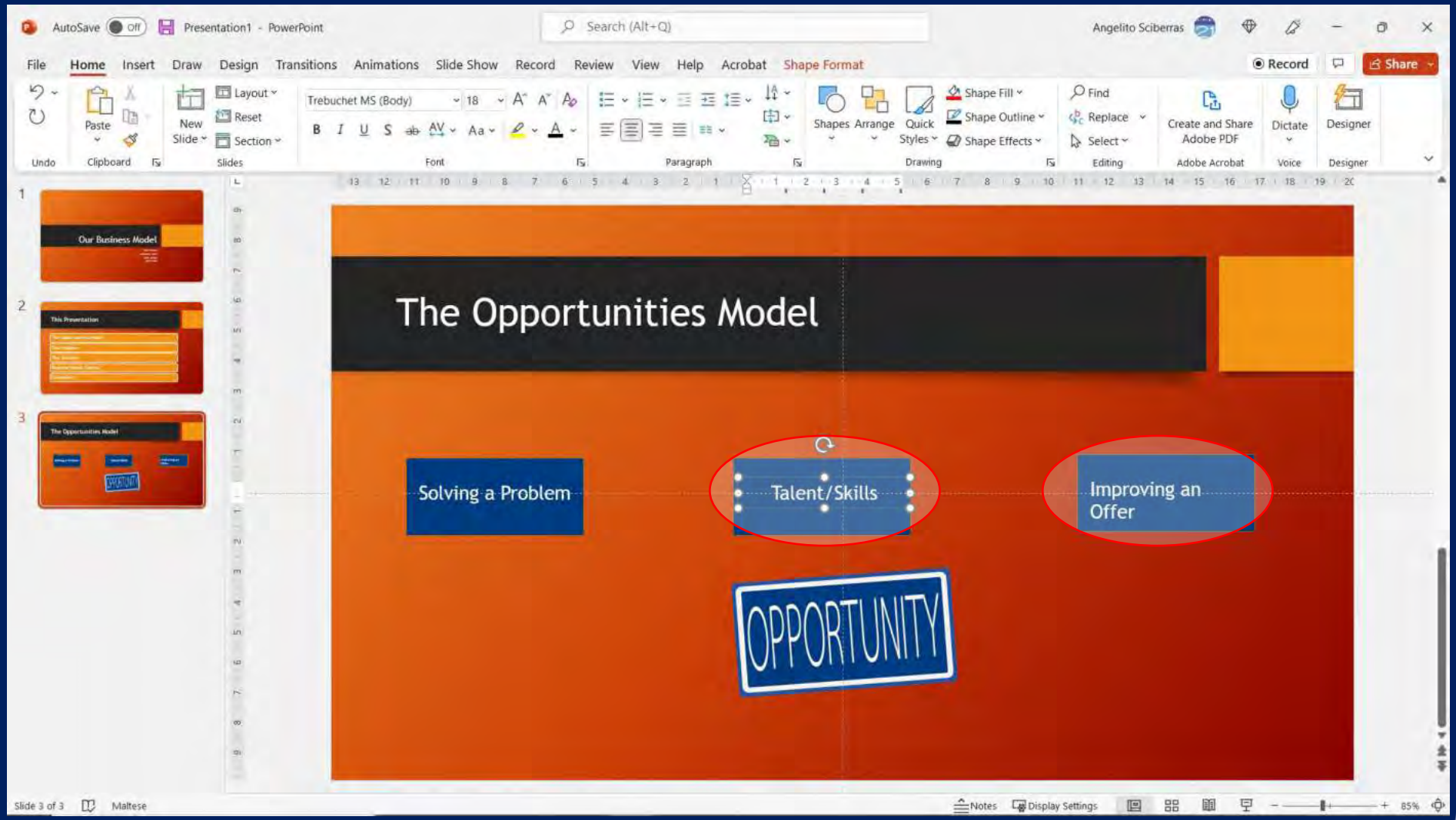

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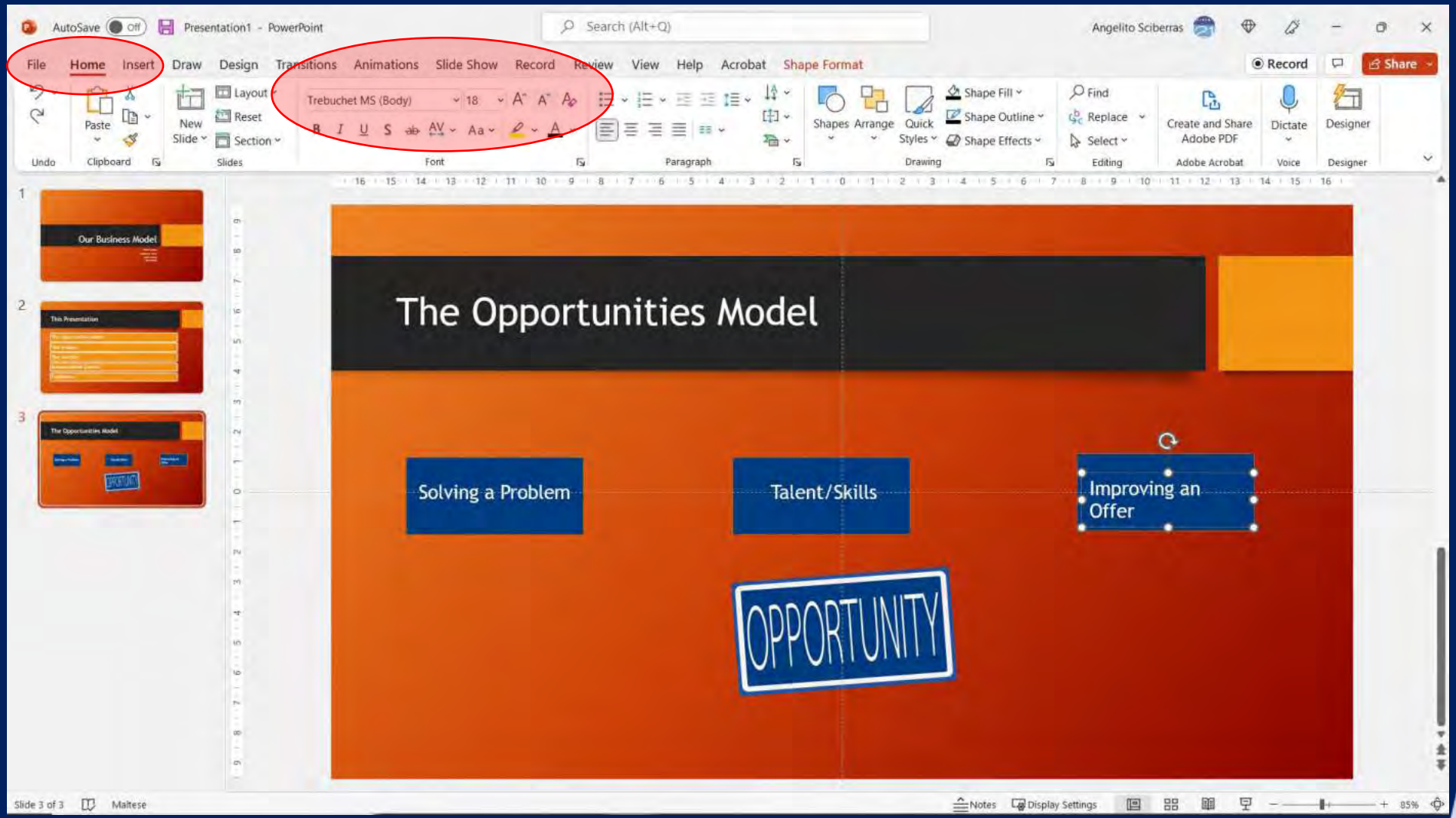

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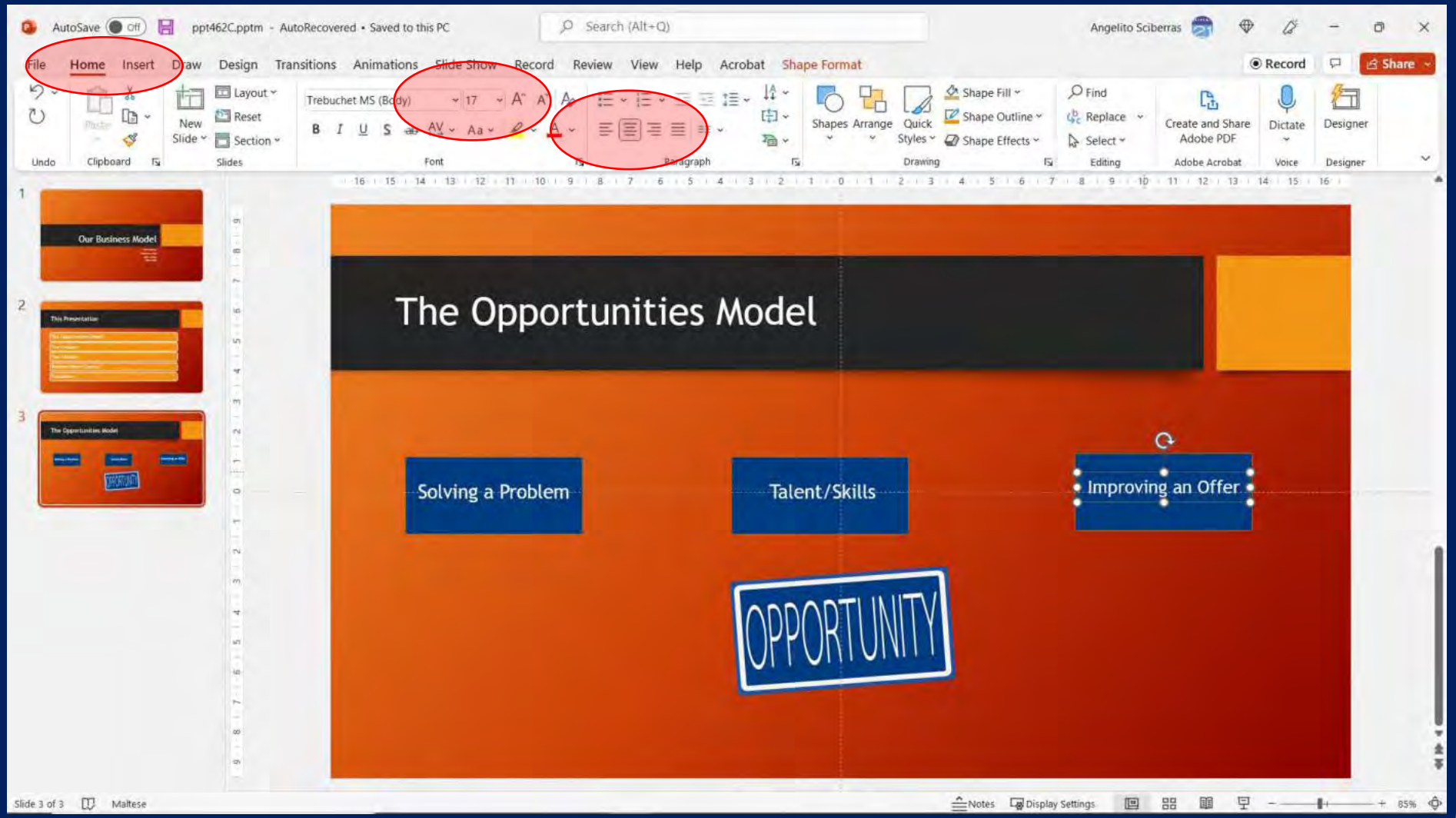

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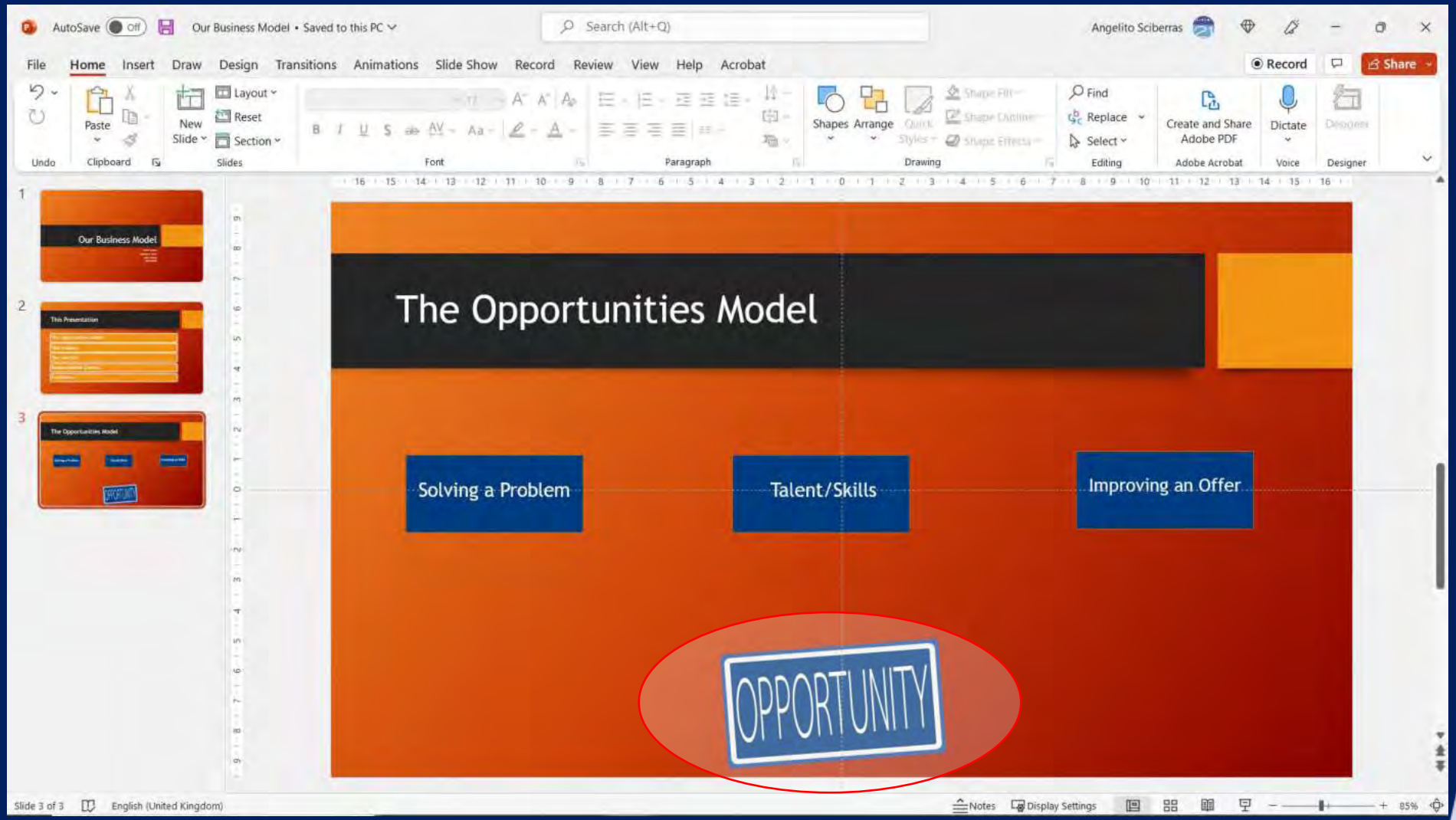

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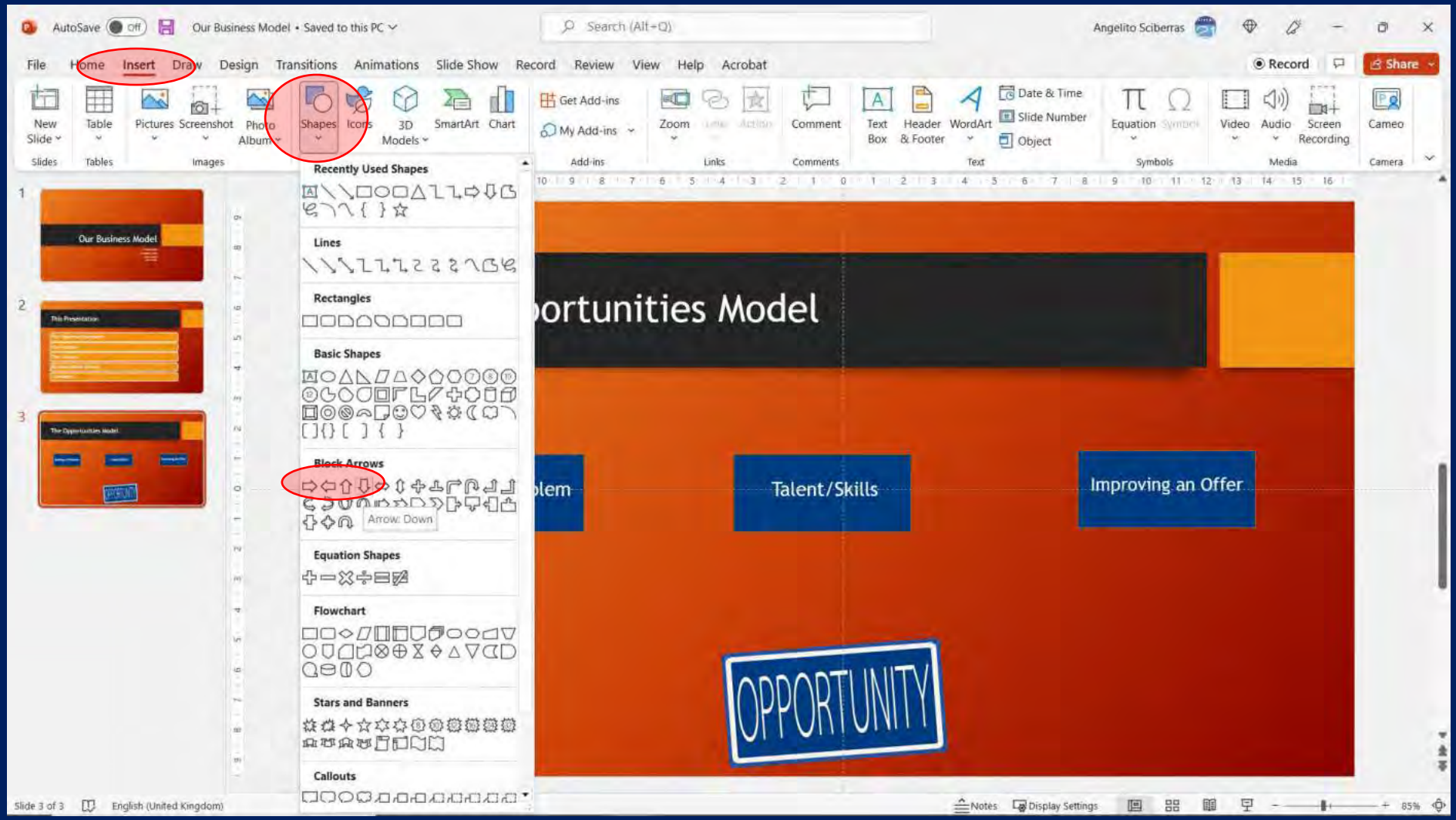

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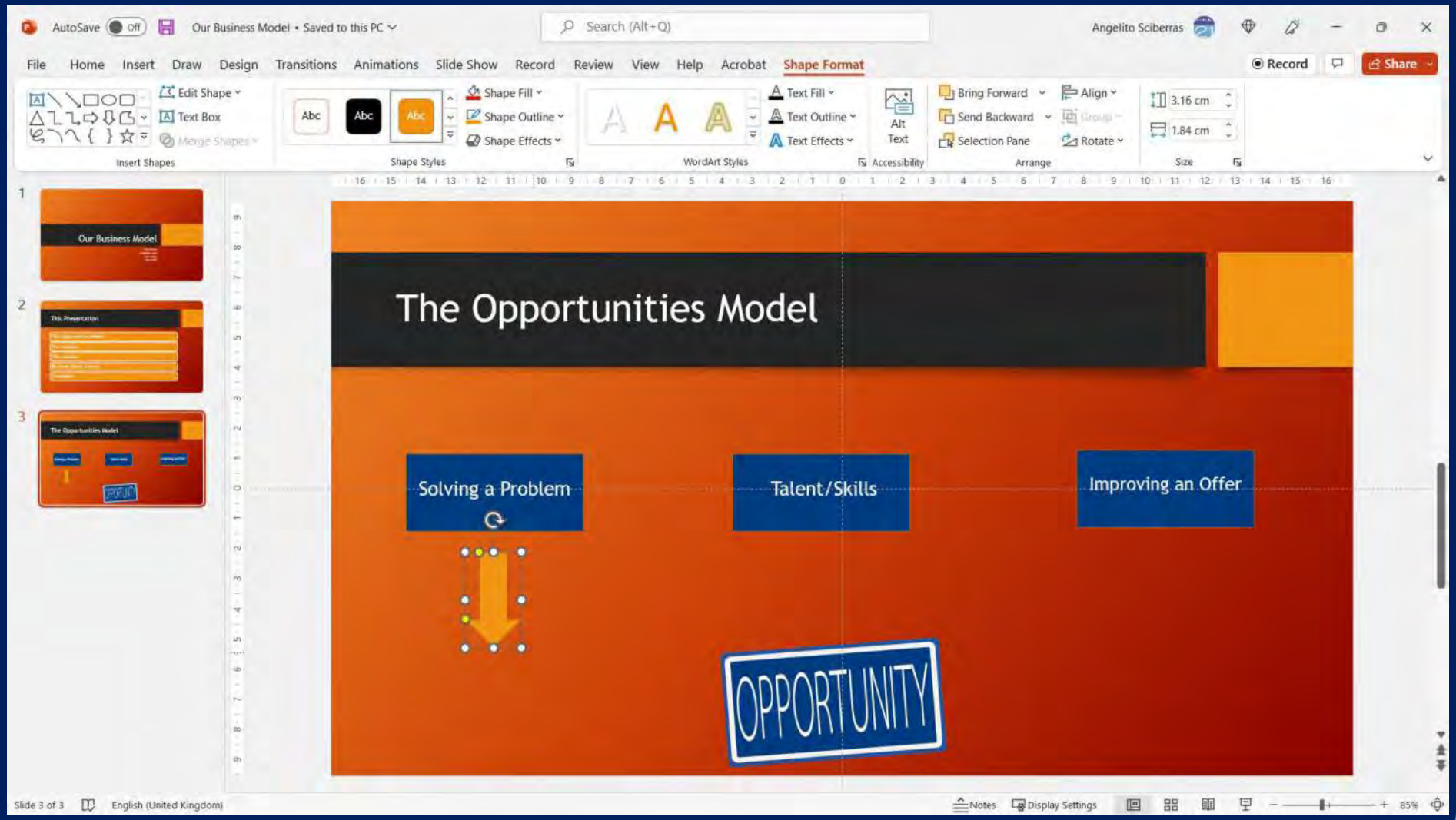

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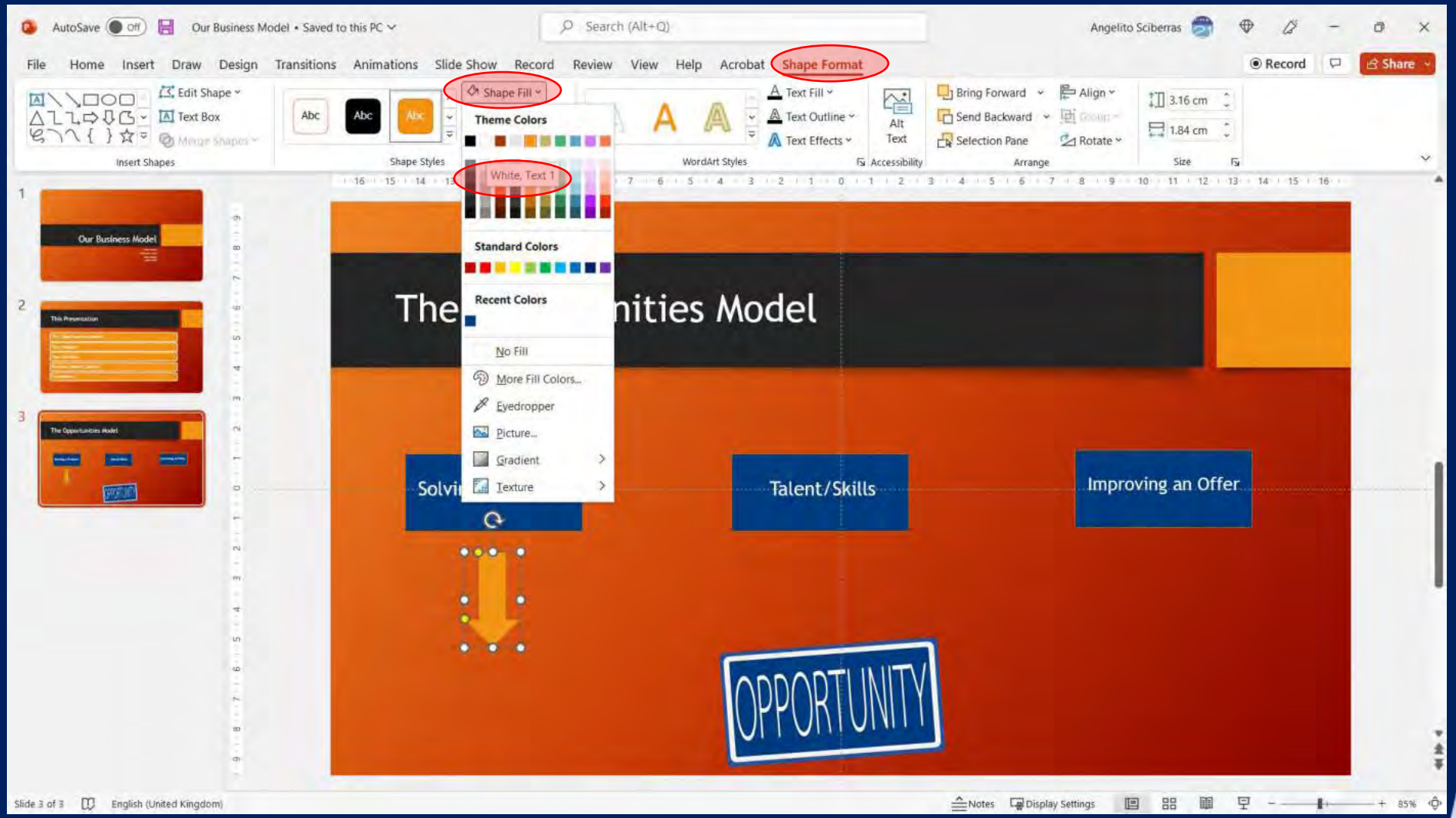

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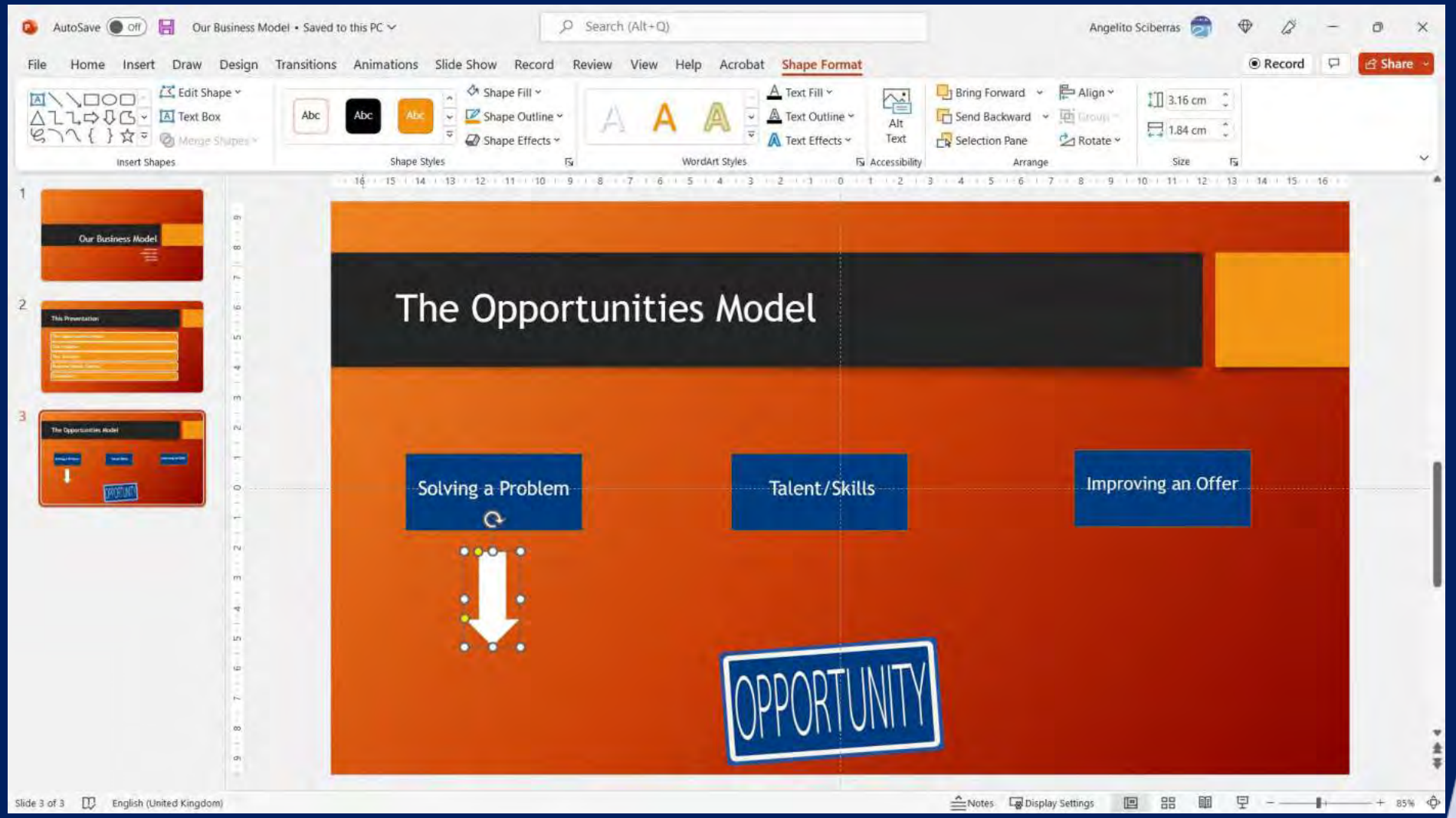

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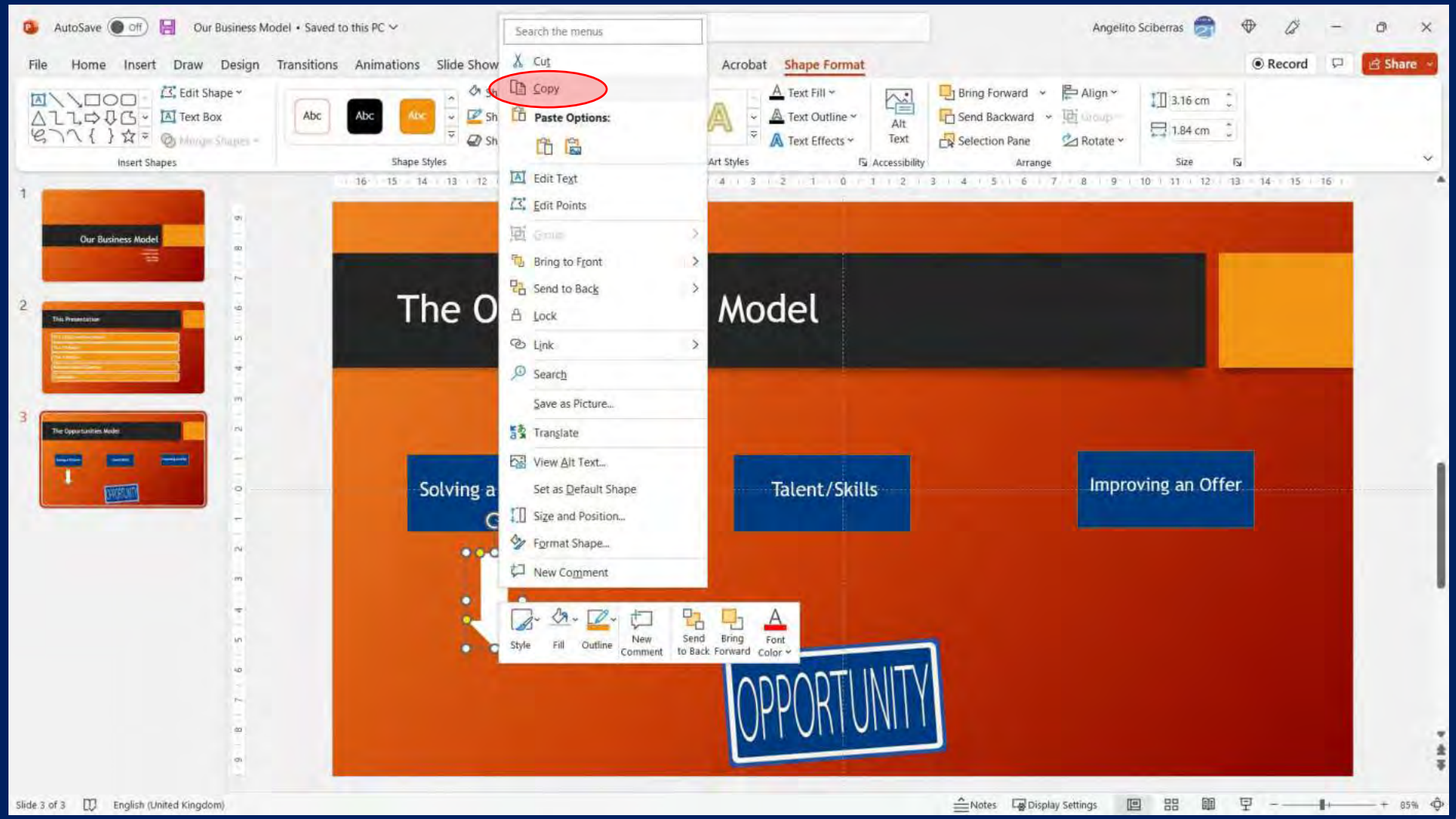

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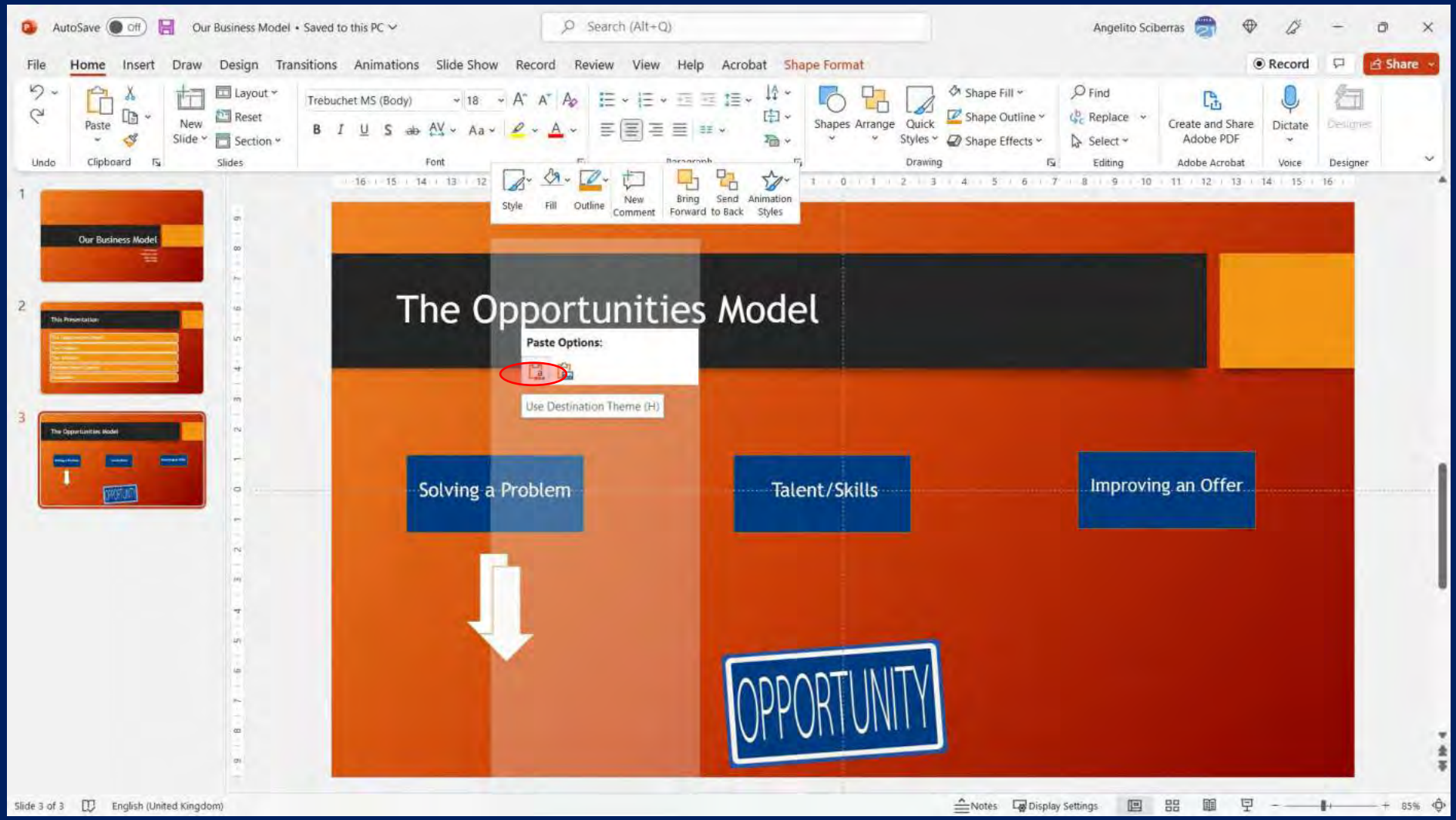

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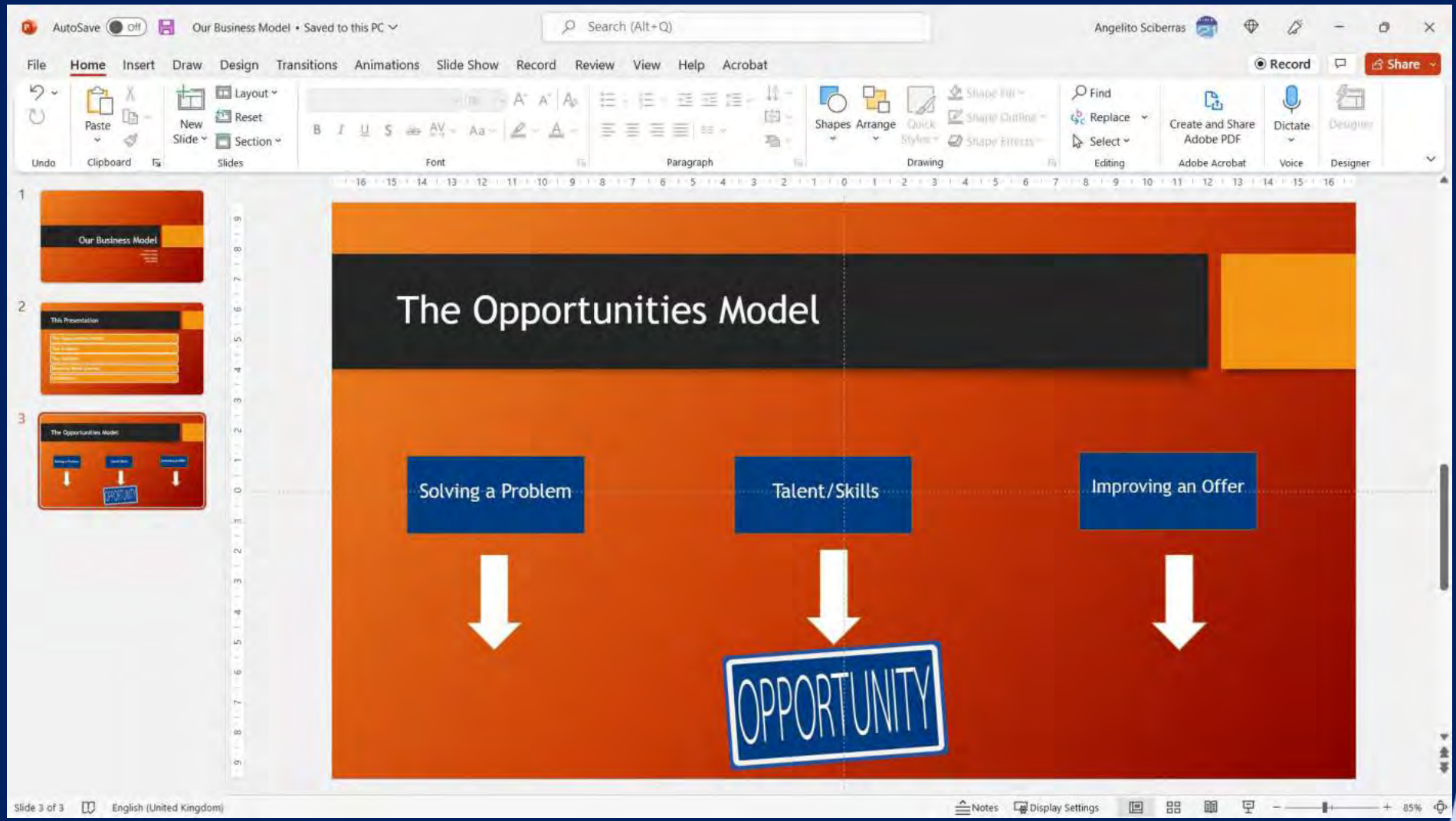

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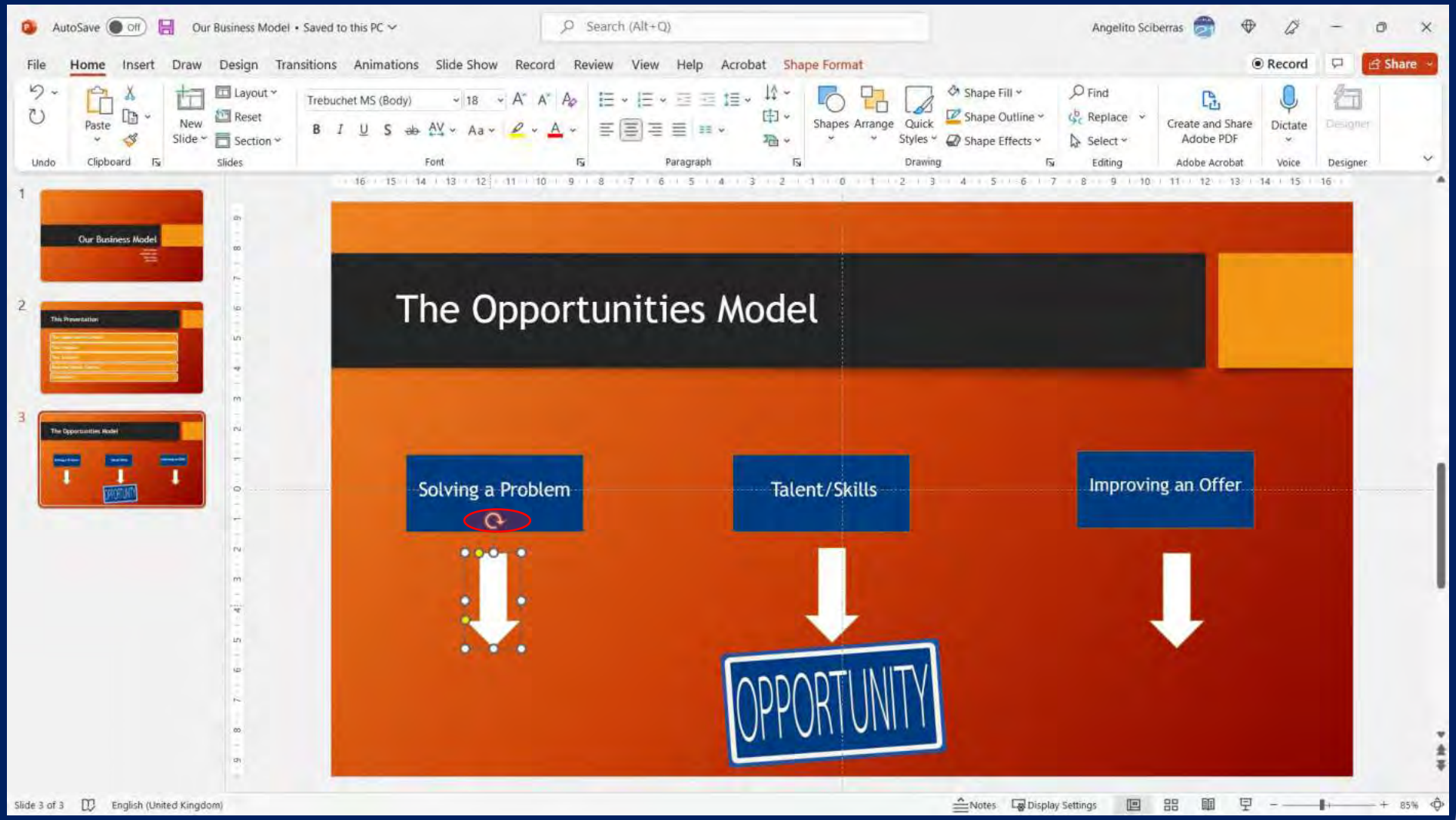

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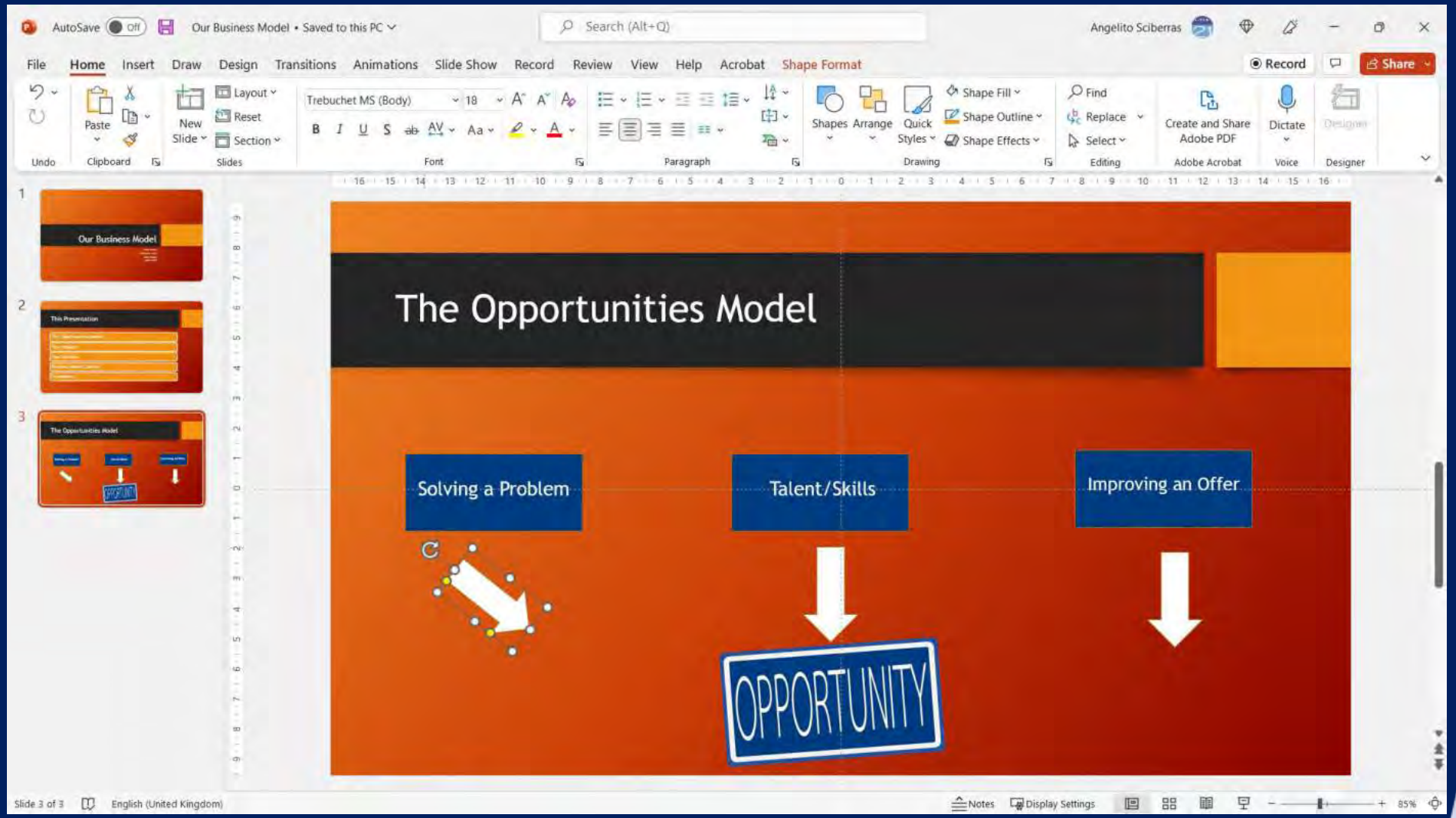

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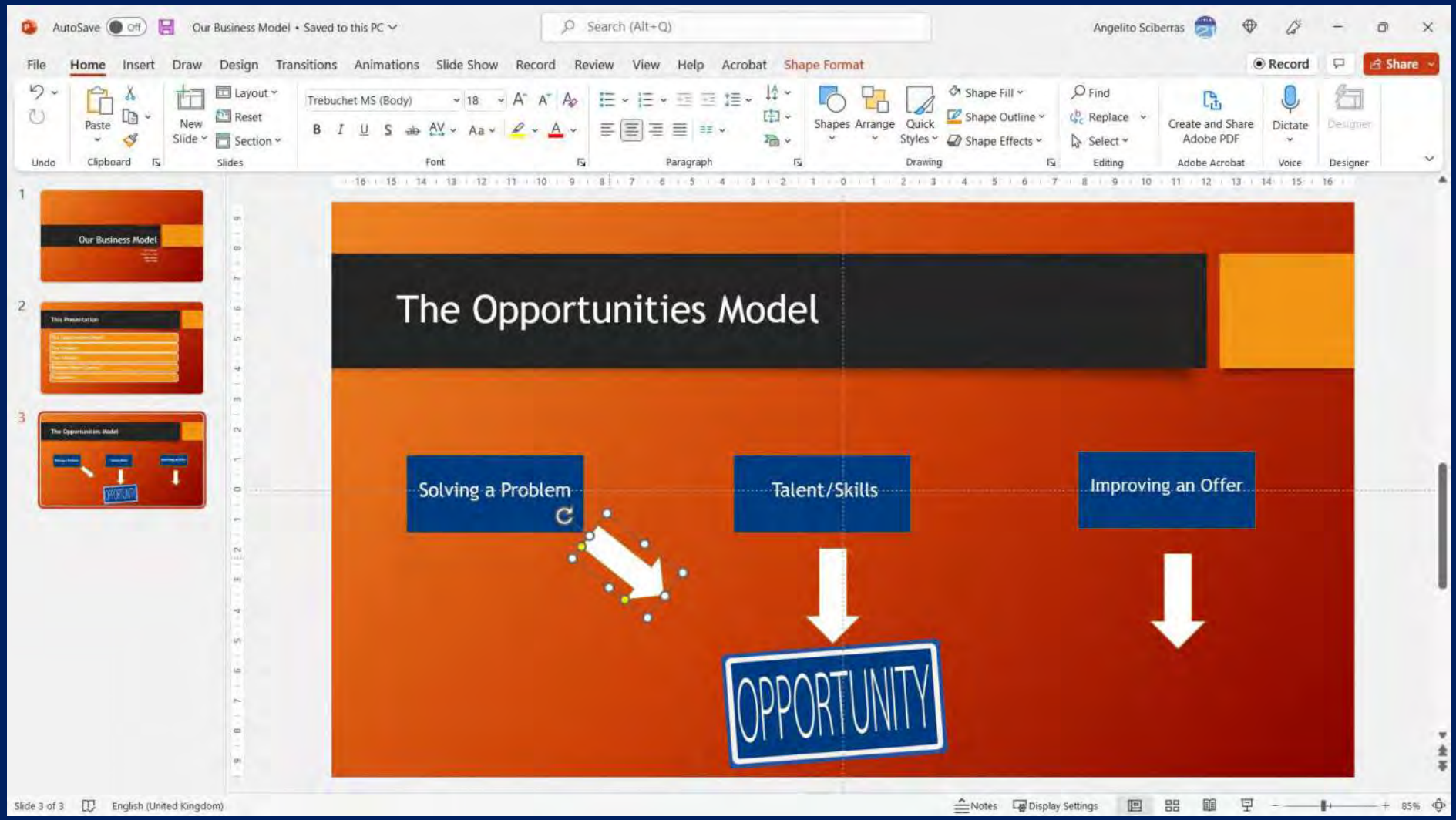

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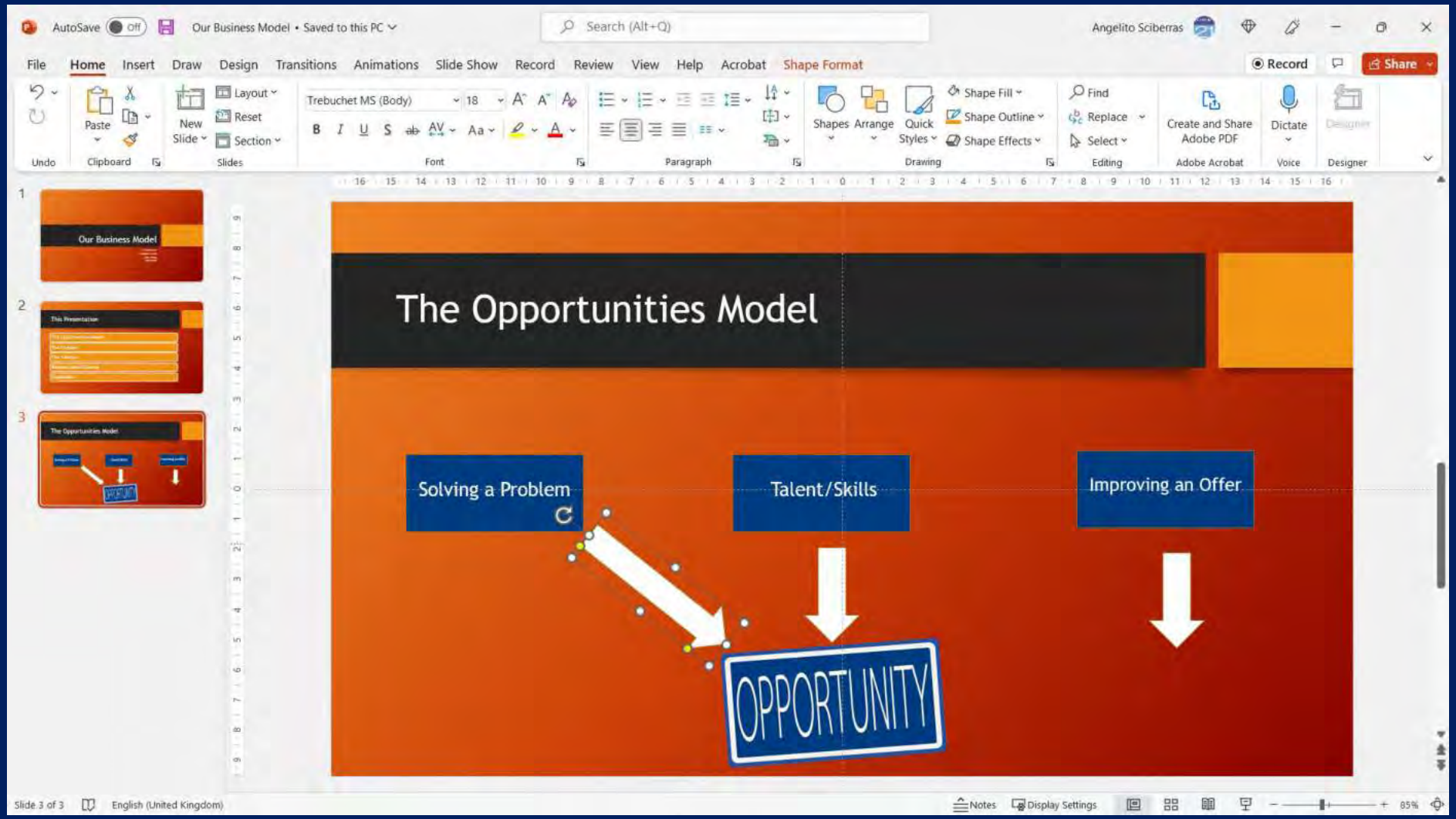

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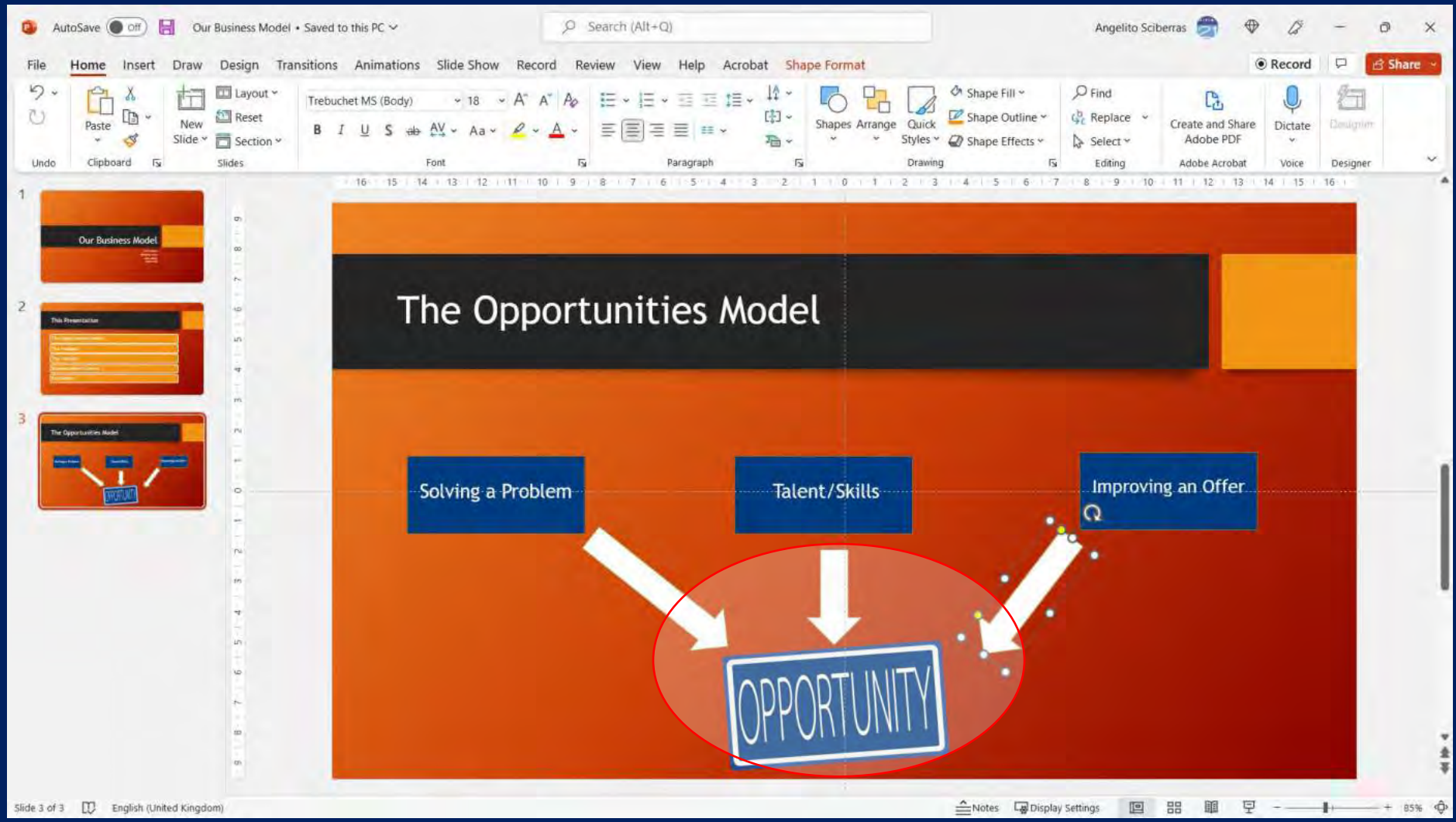

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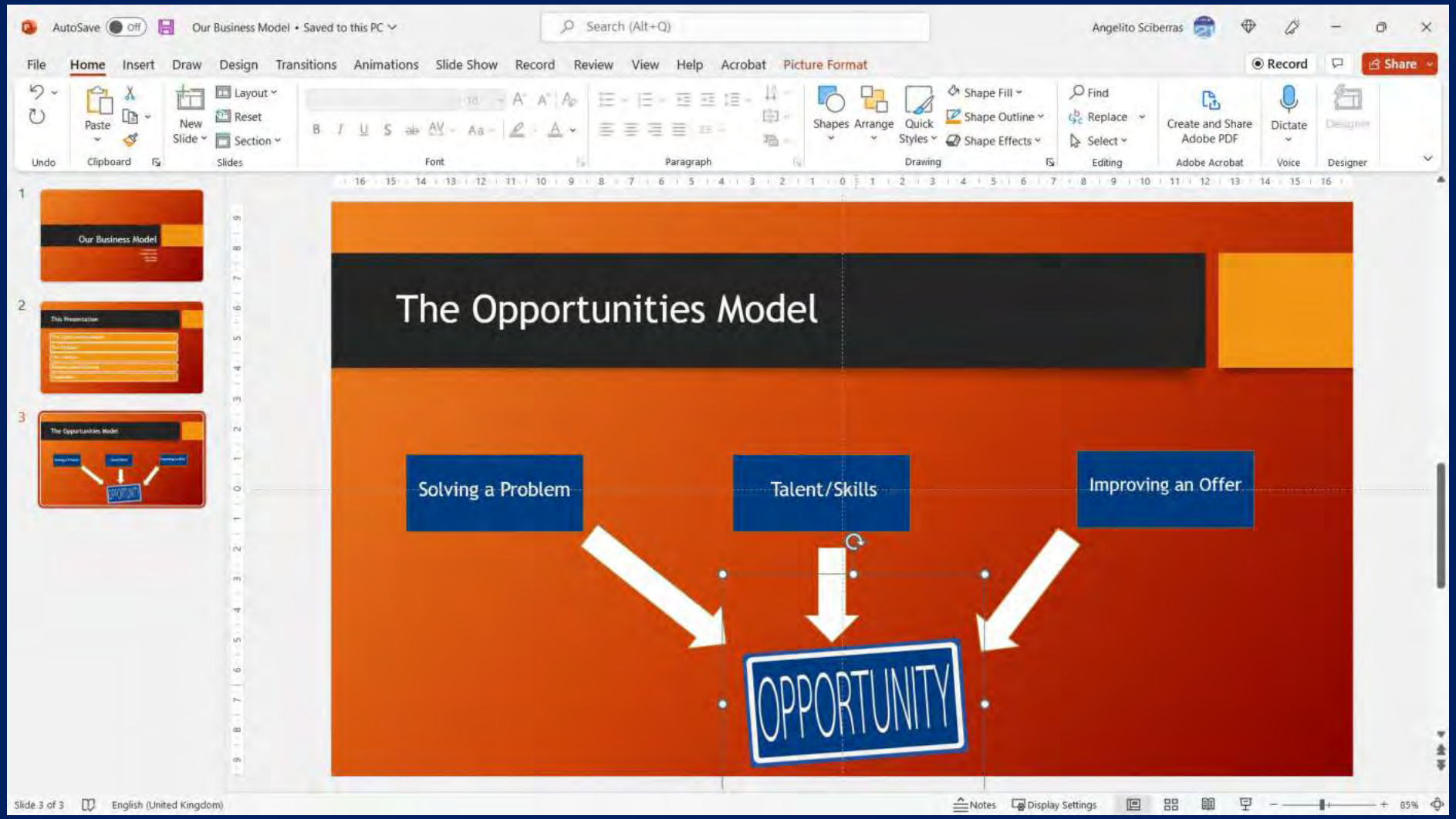

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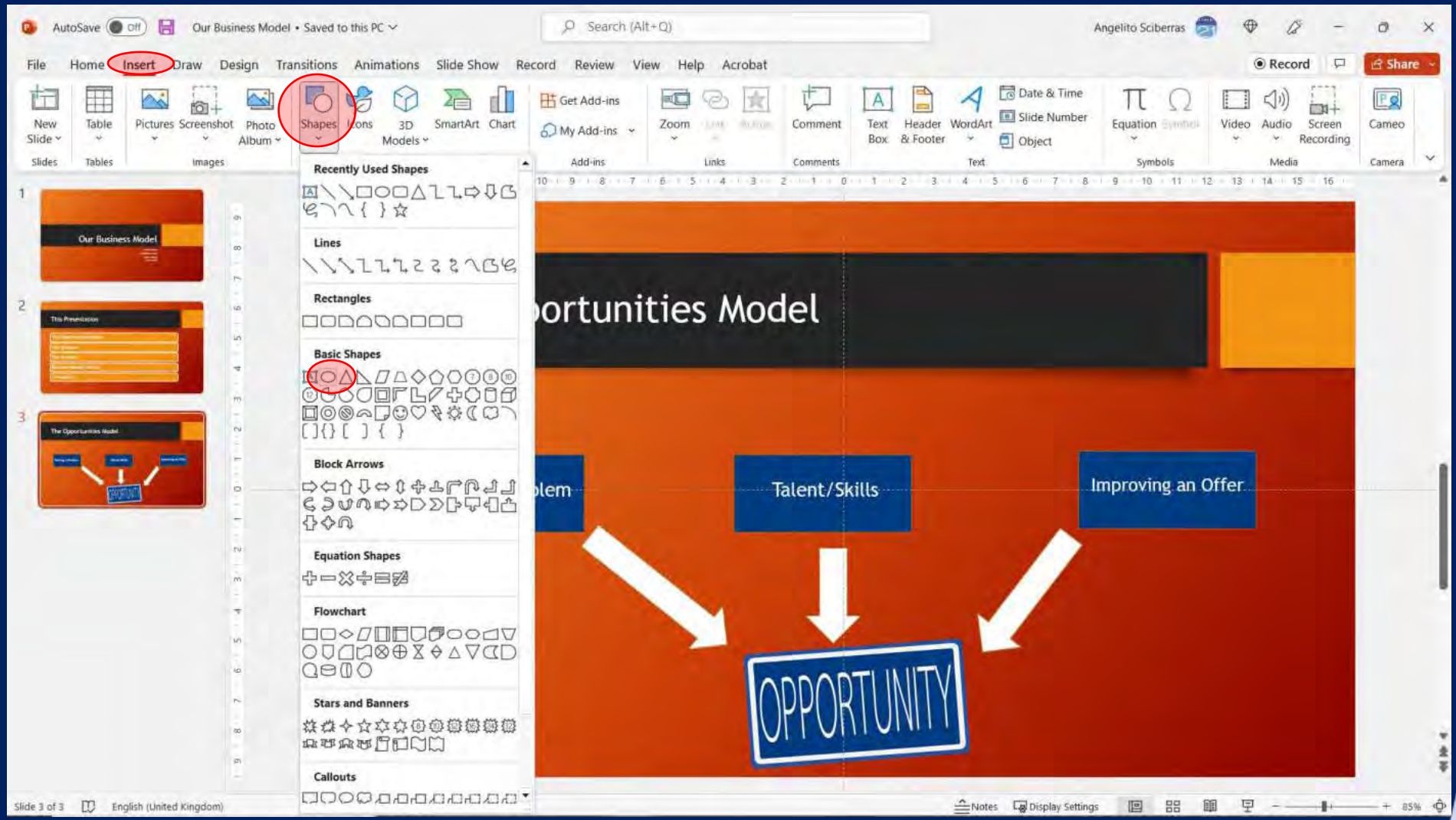

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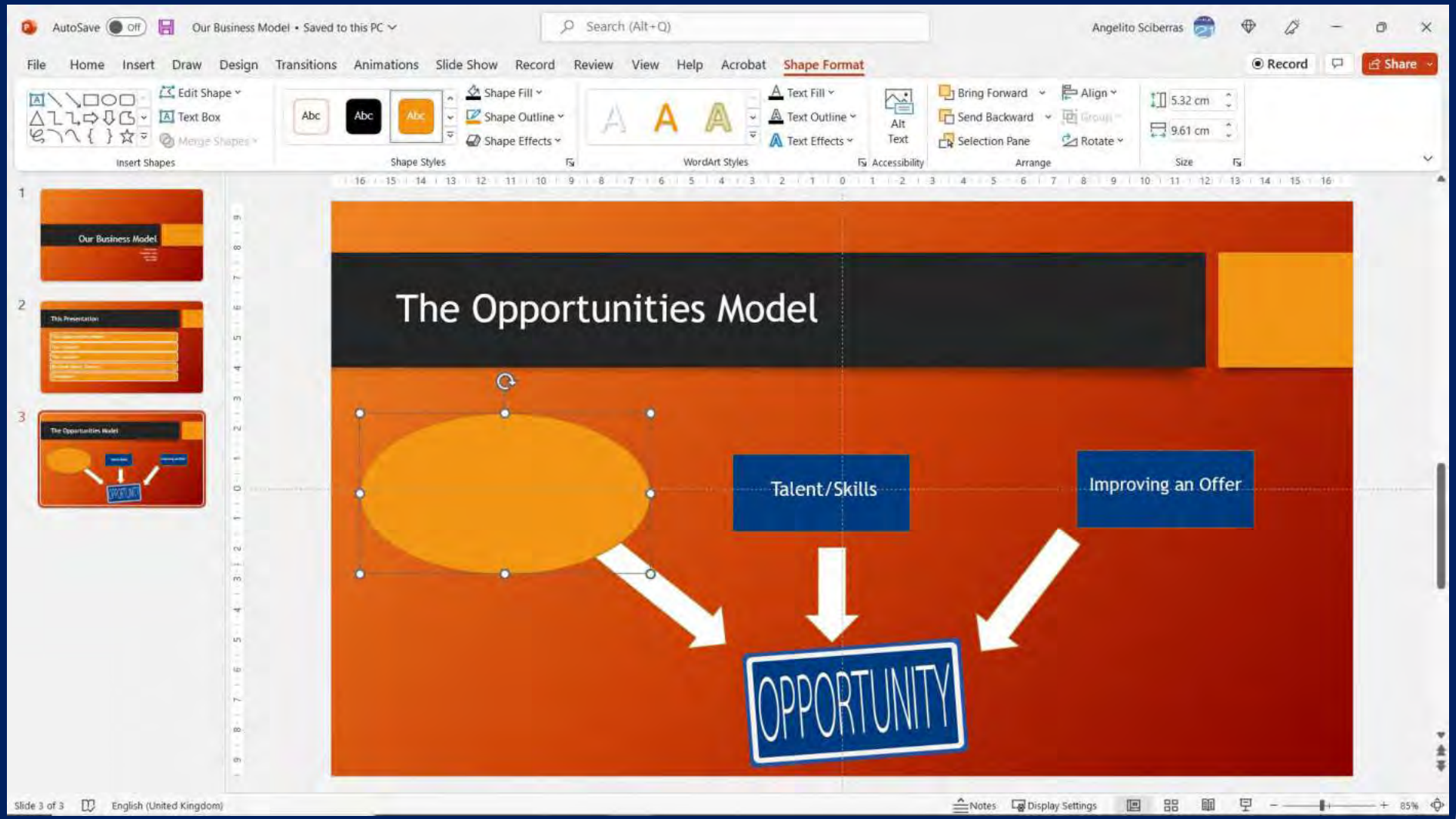

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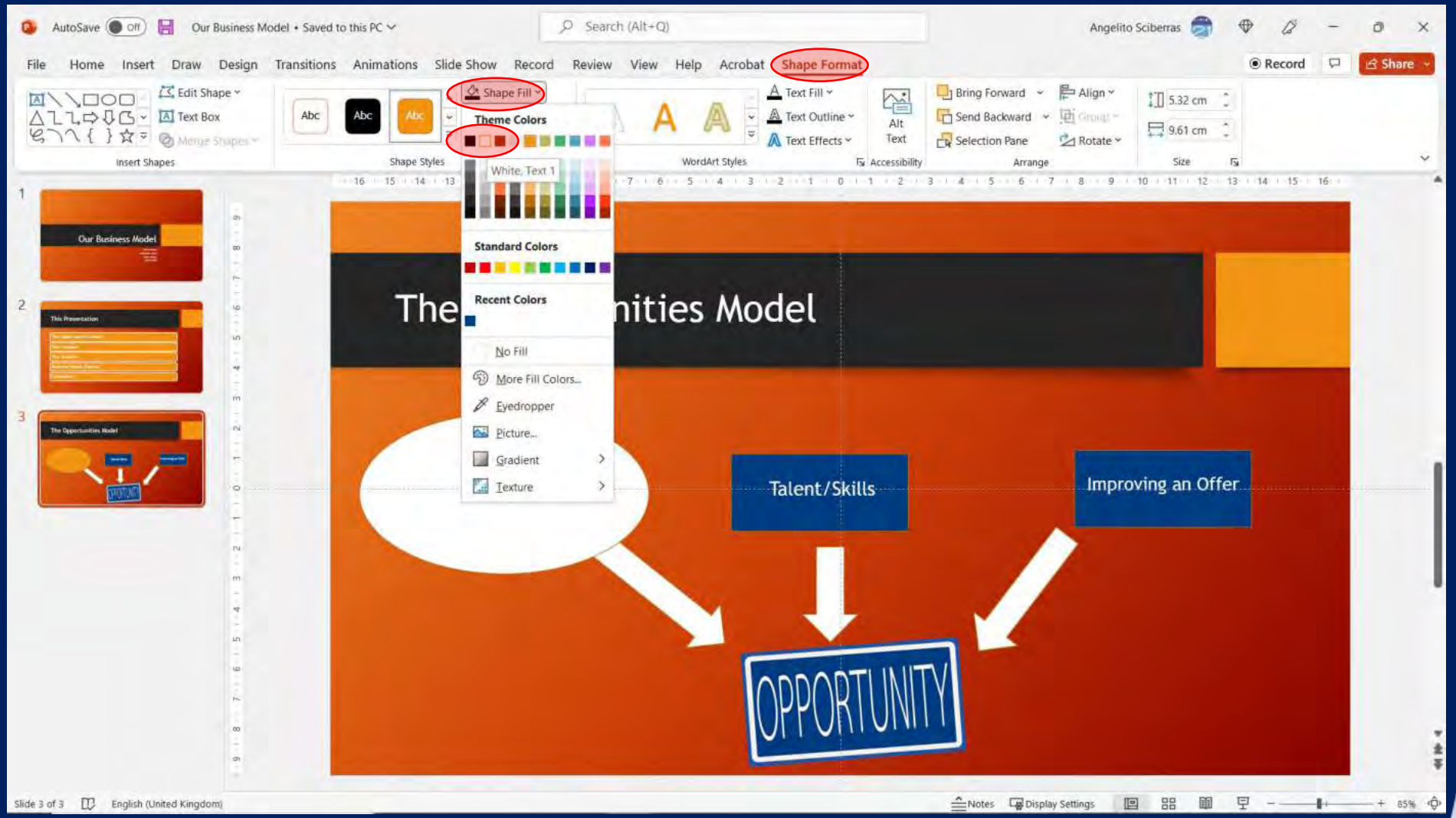

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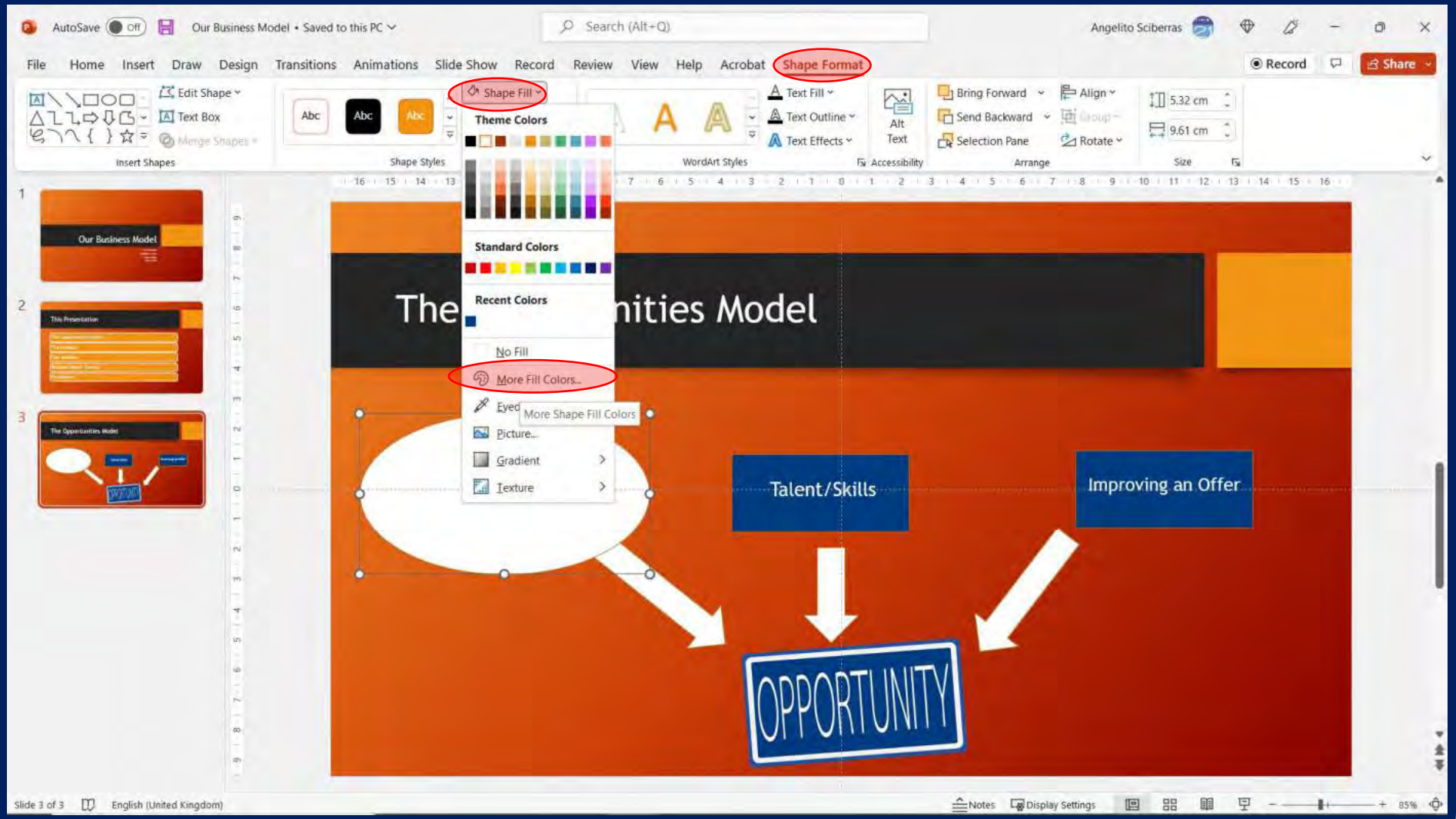

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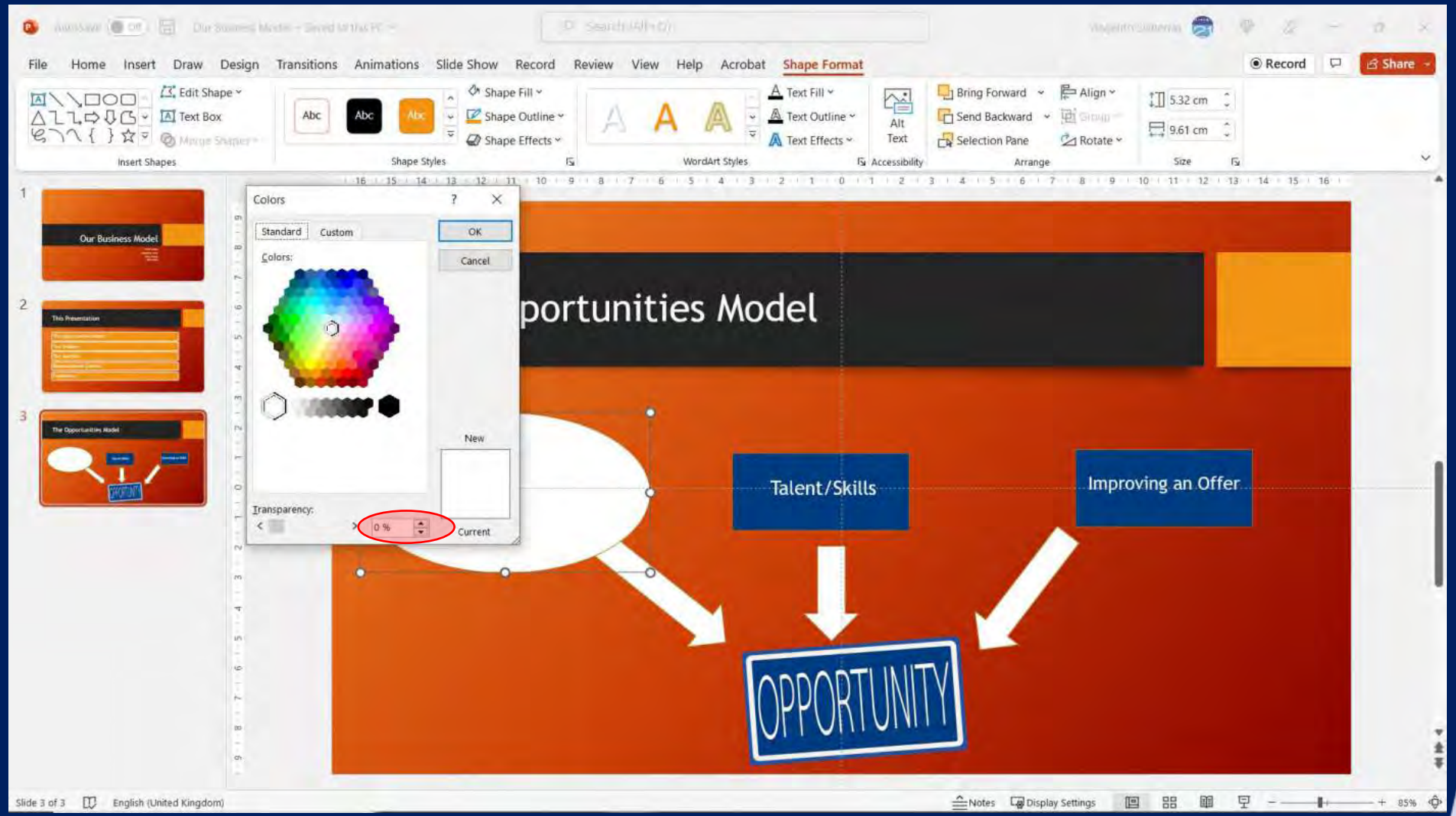

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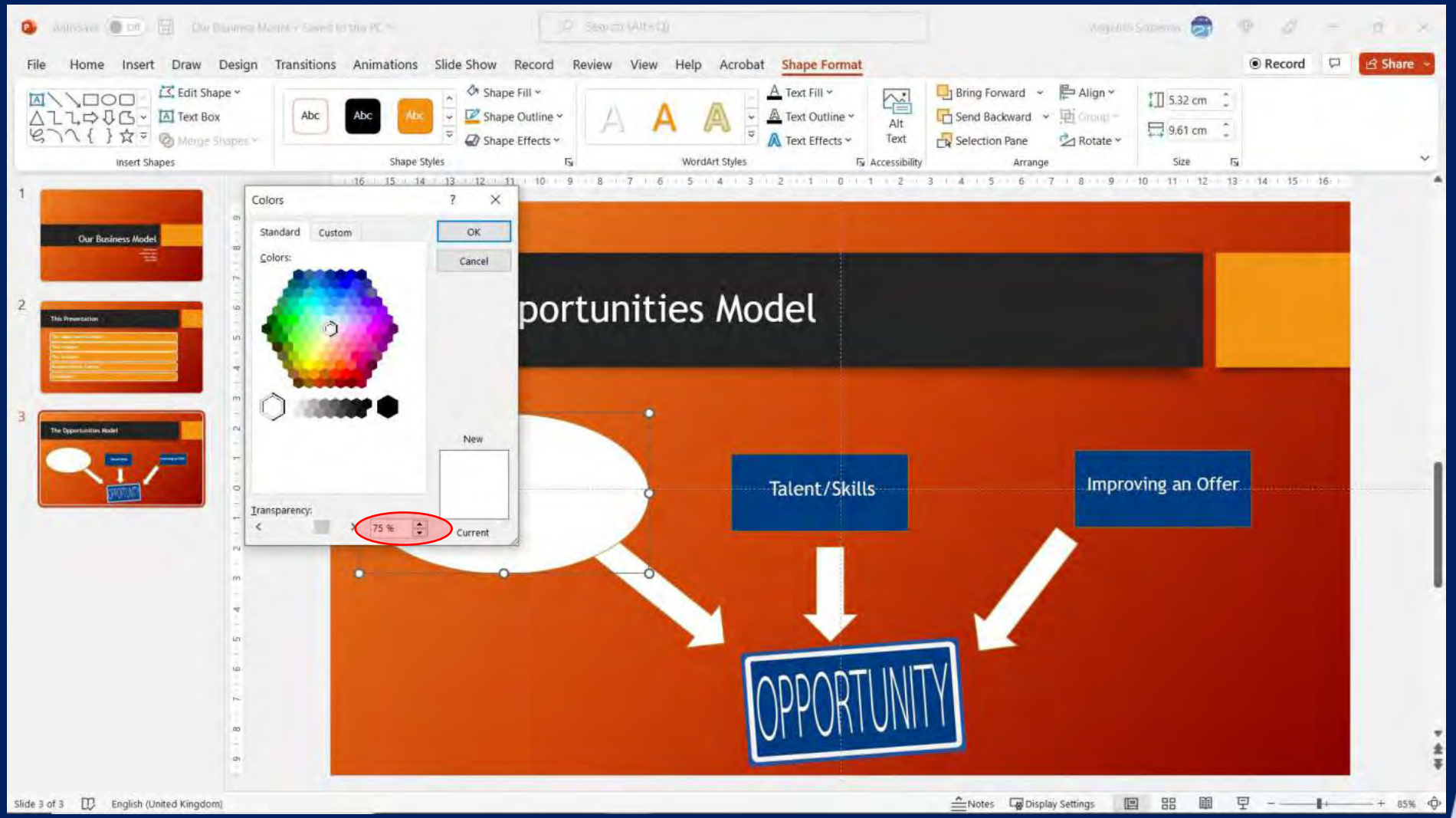

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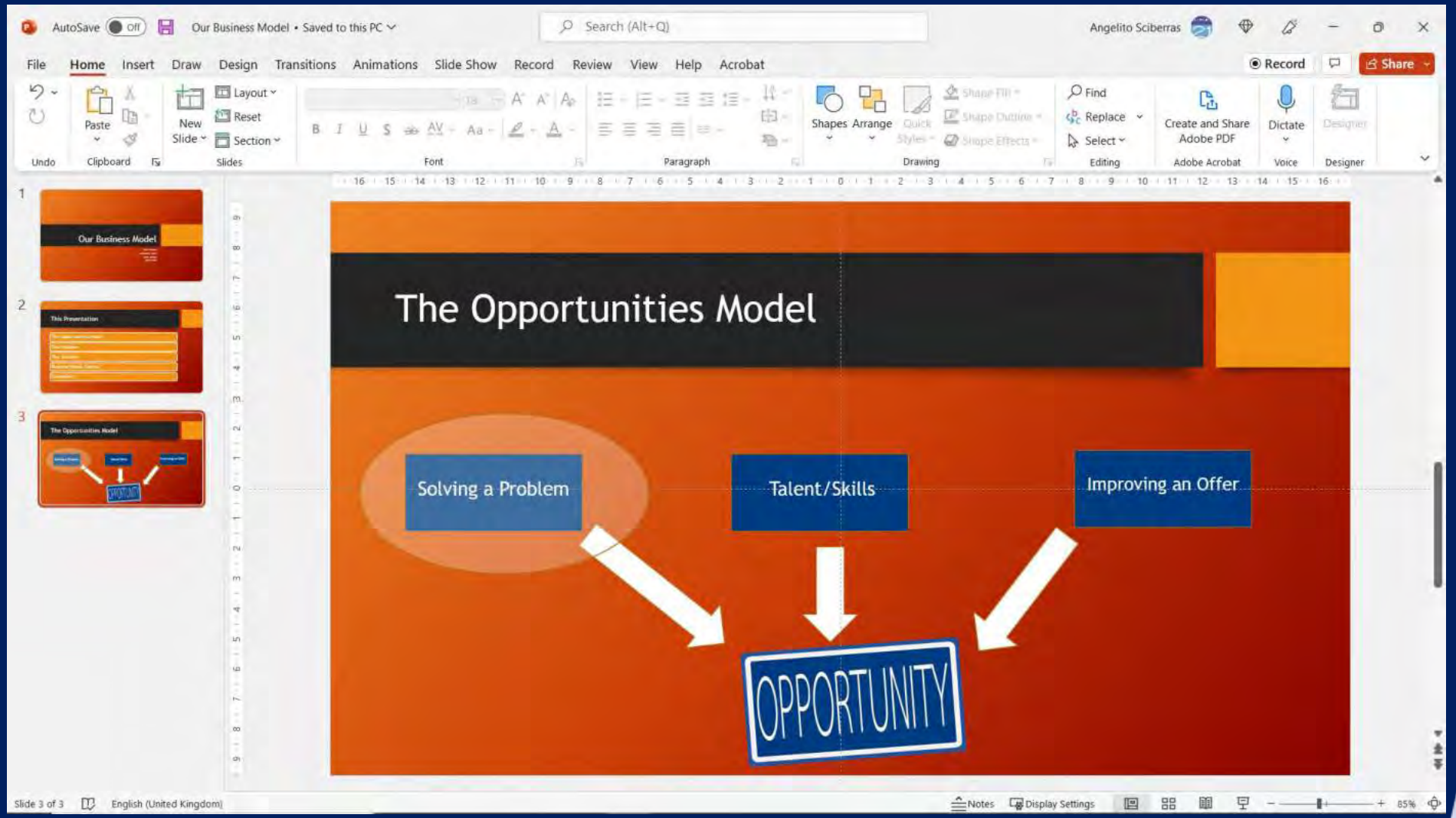

Inserting Semi Transparent Shapes

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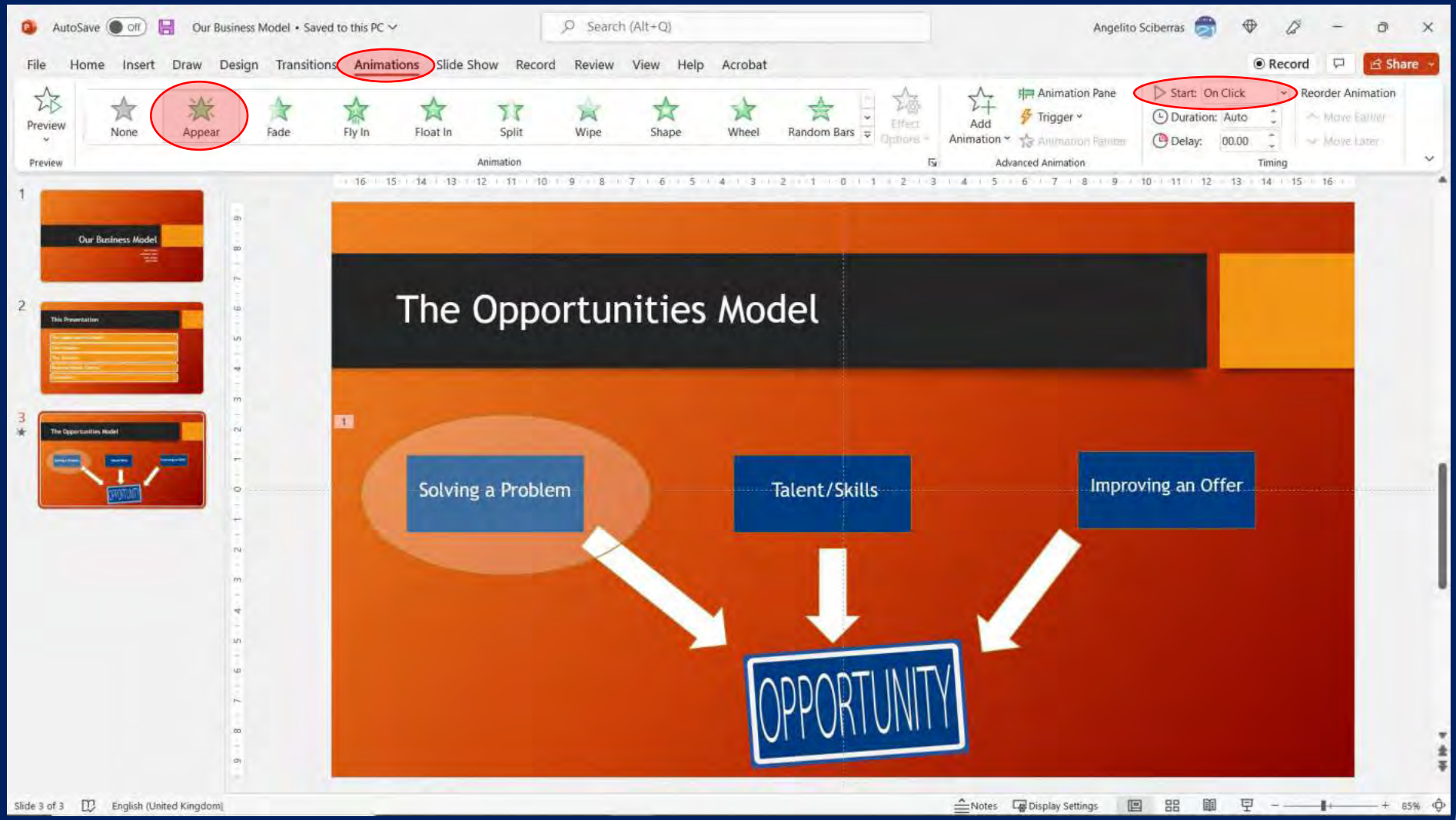

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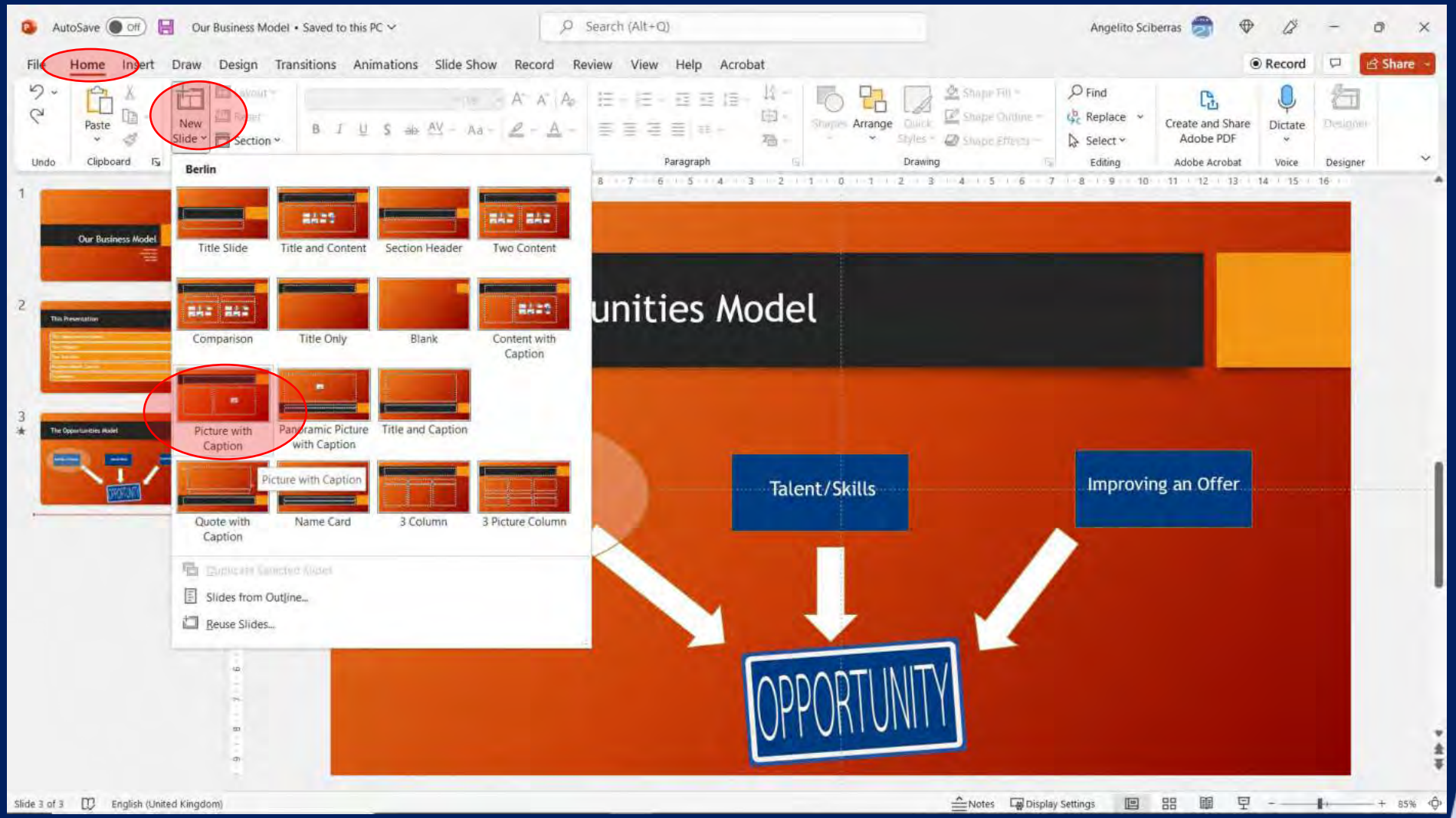

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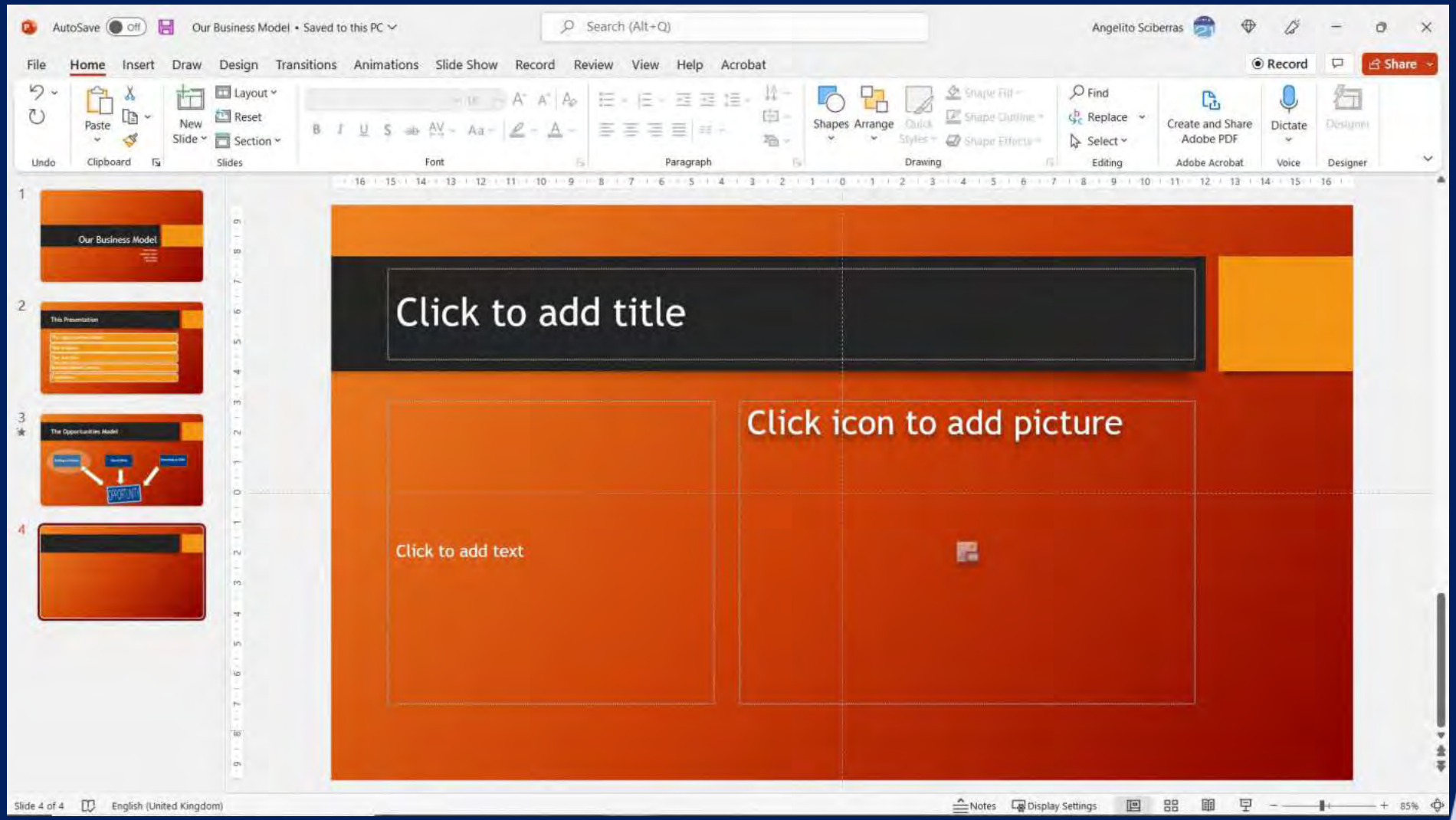

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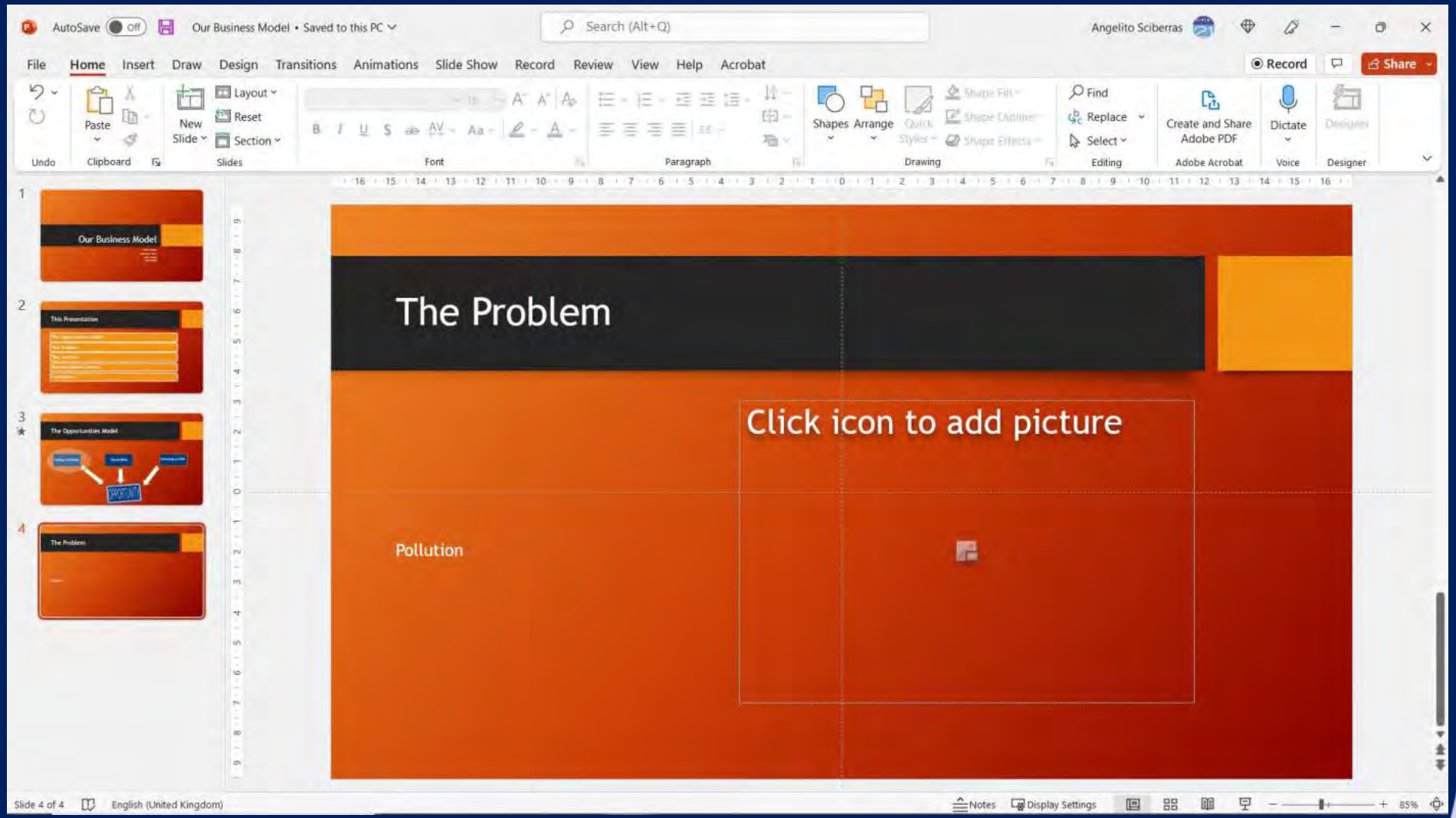

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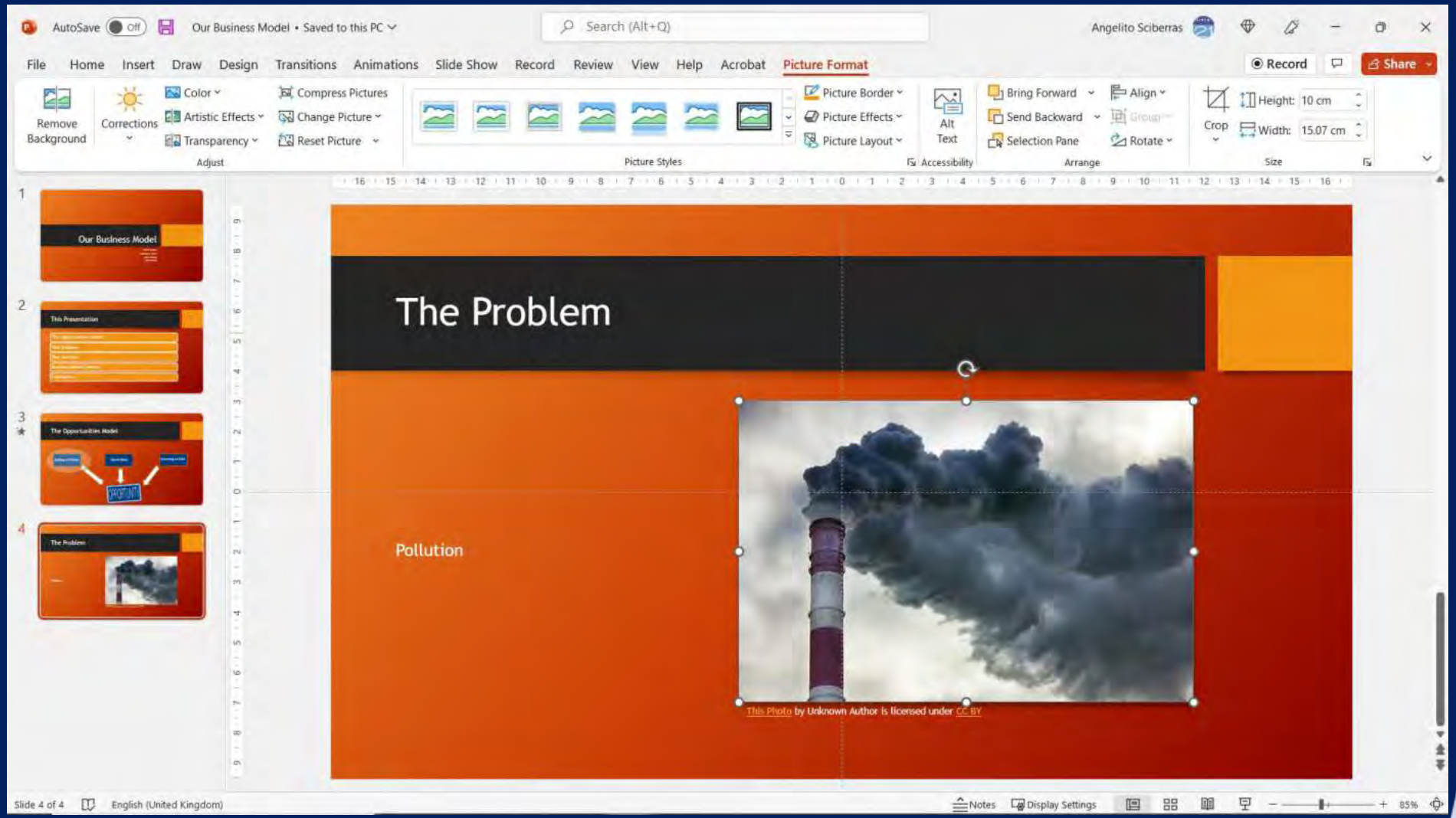

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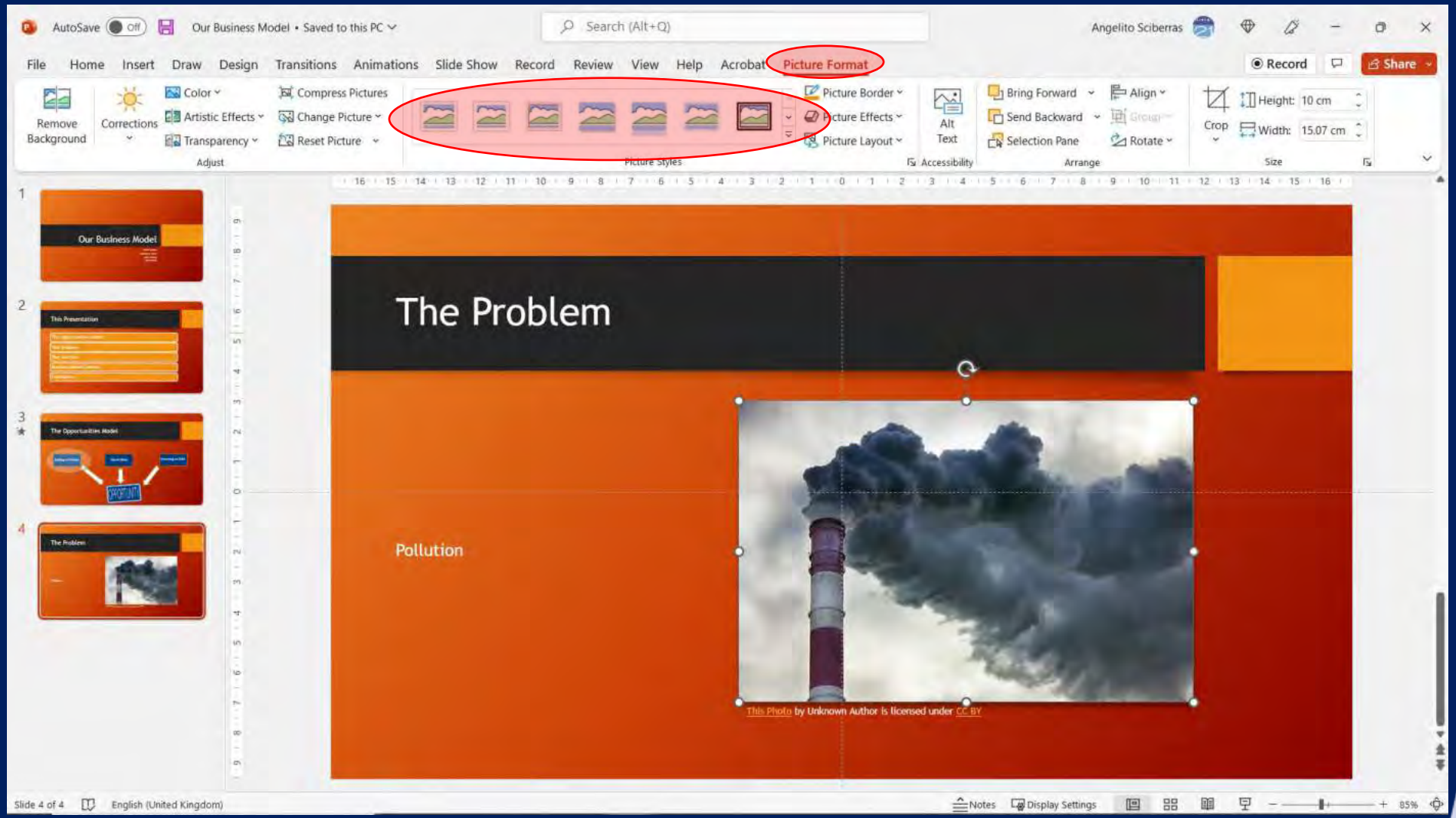

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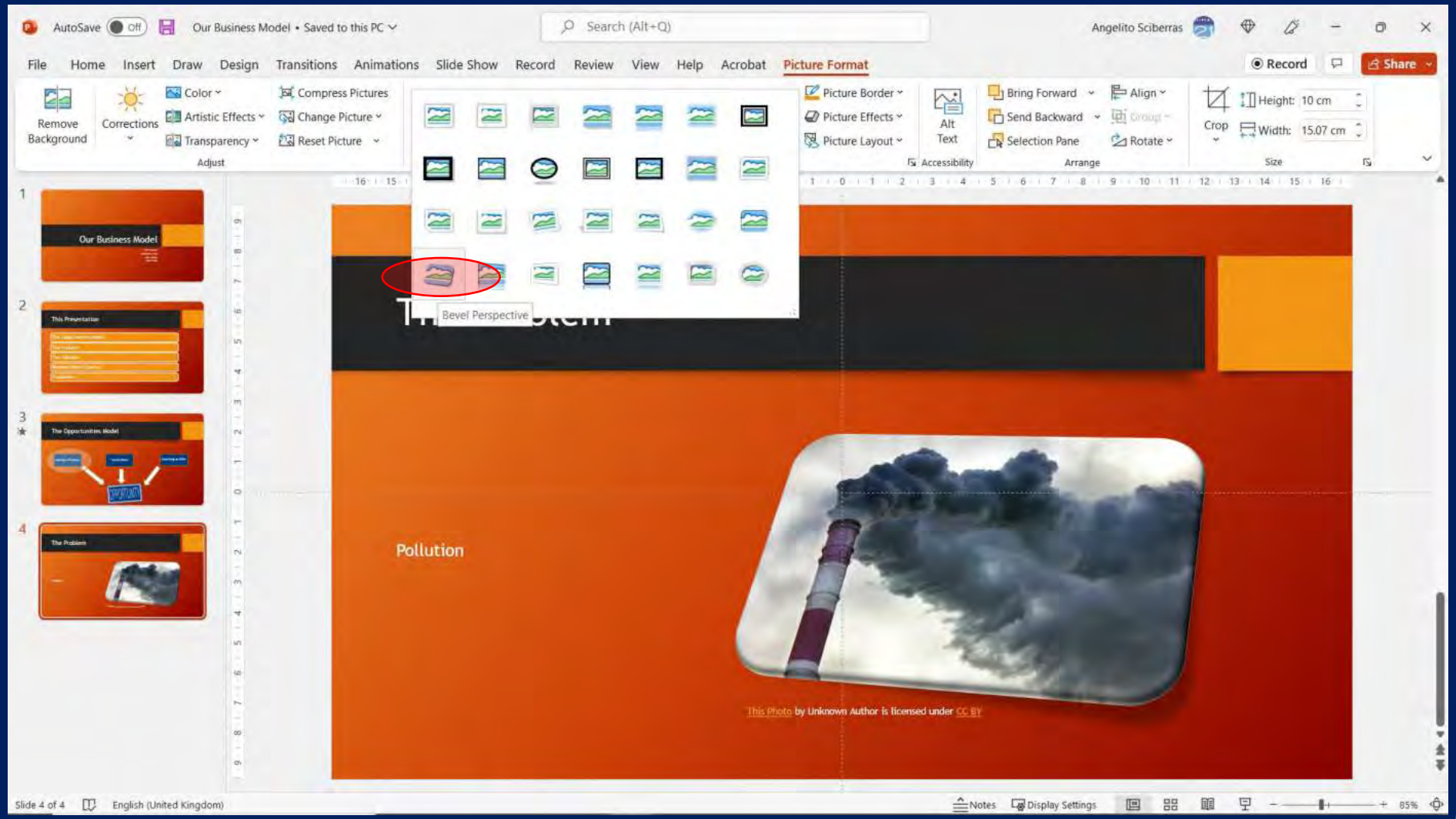

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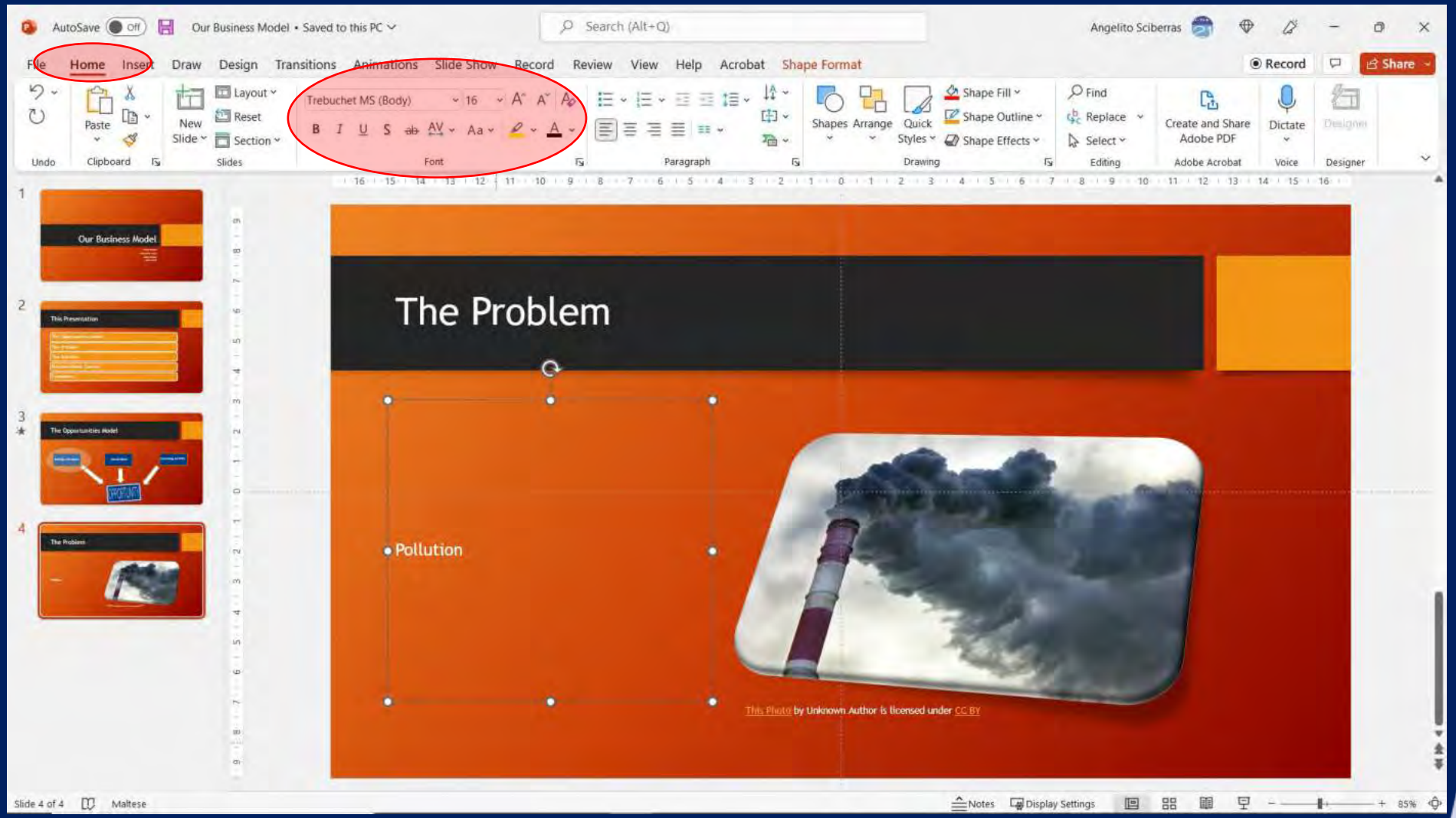

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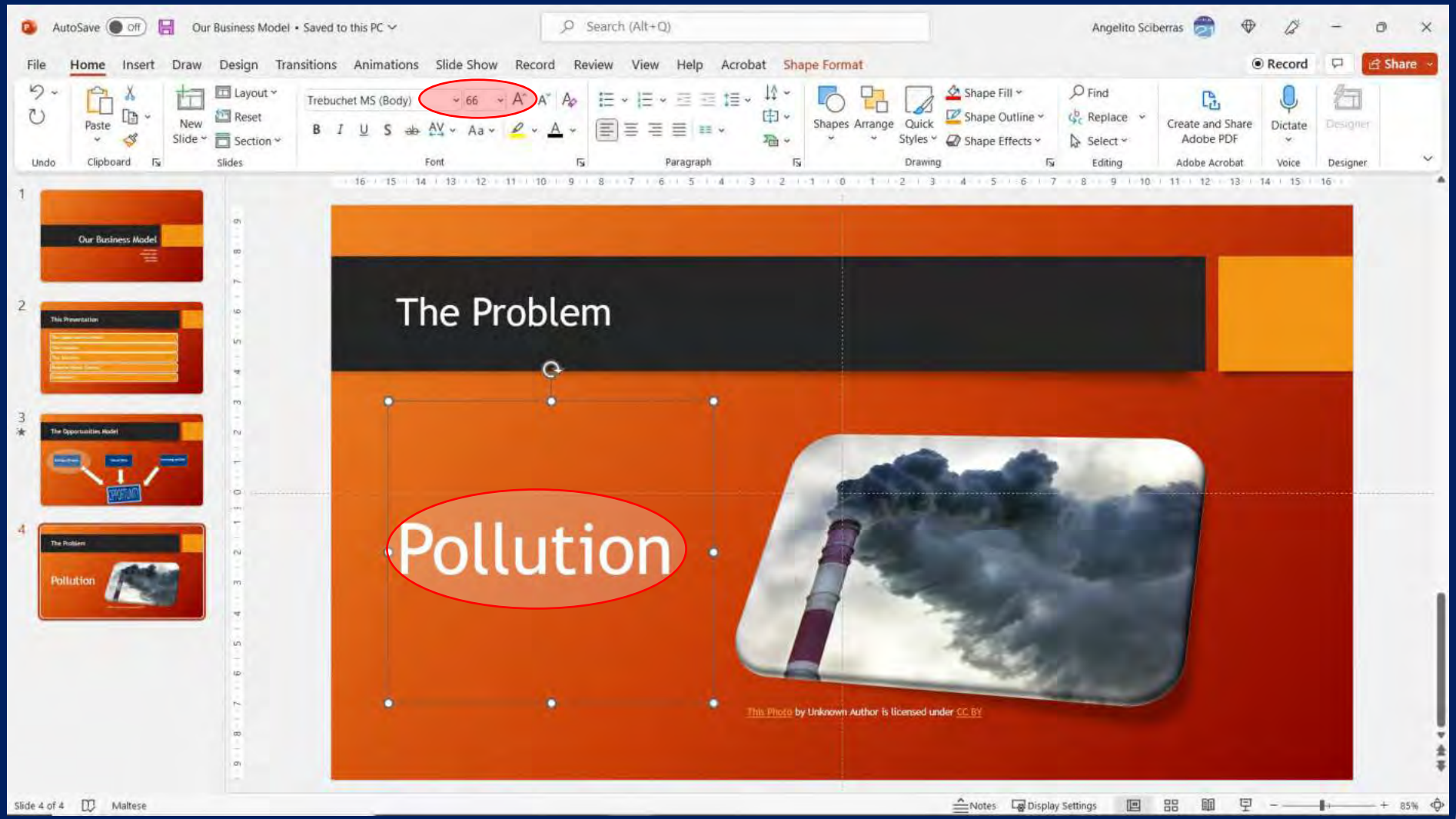

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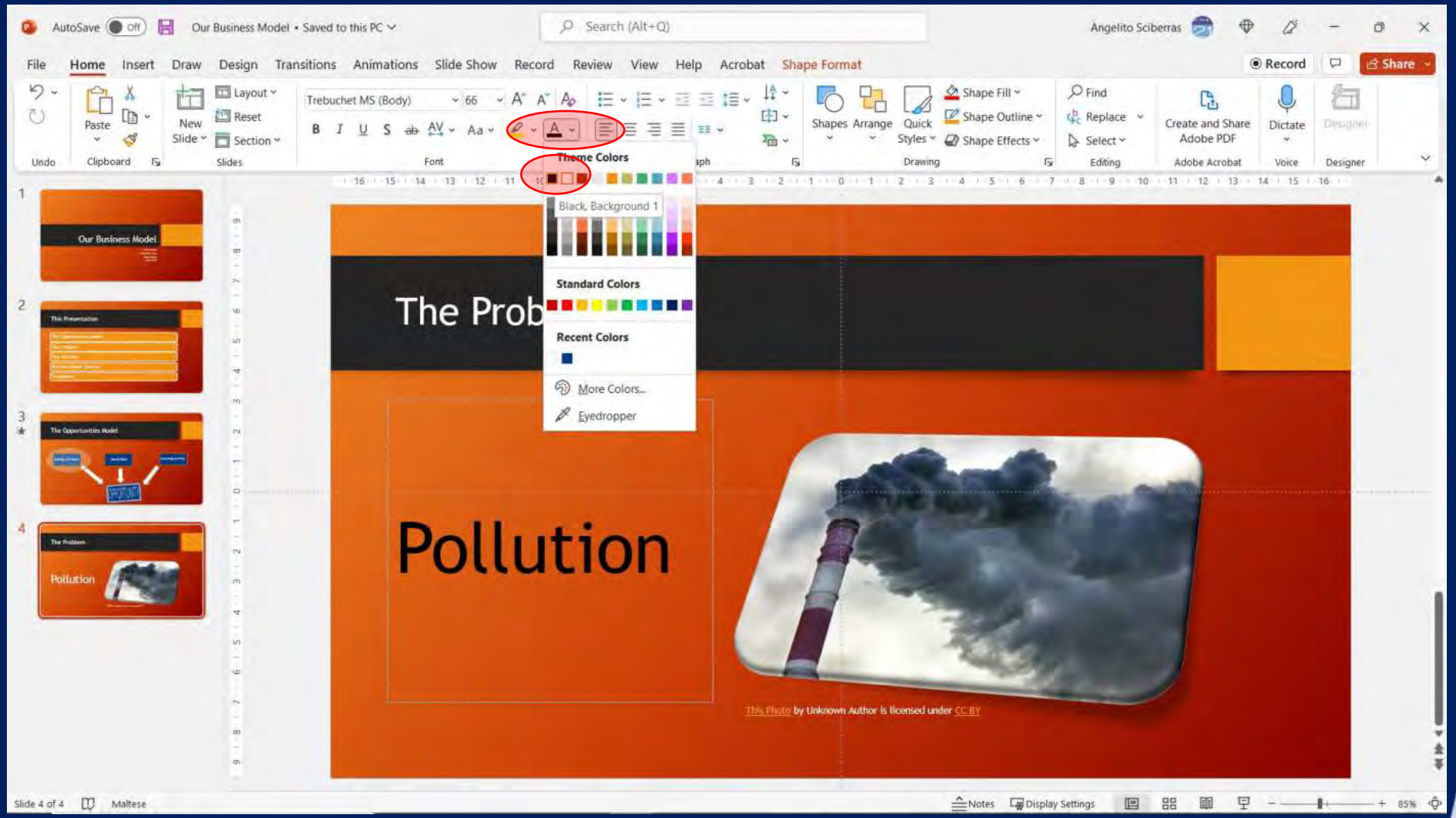

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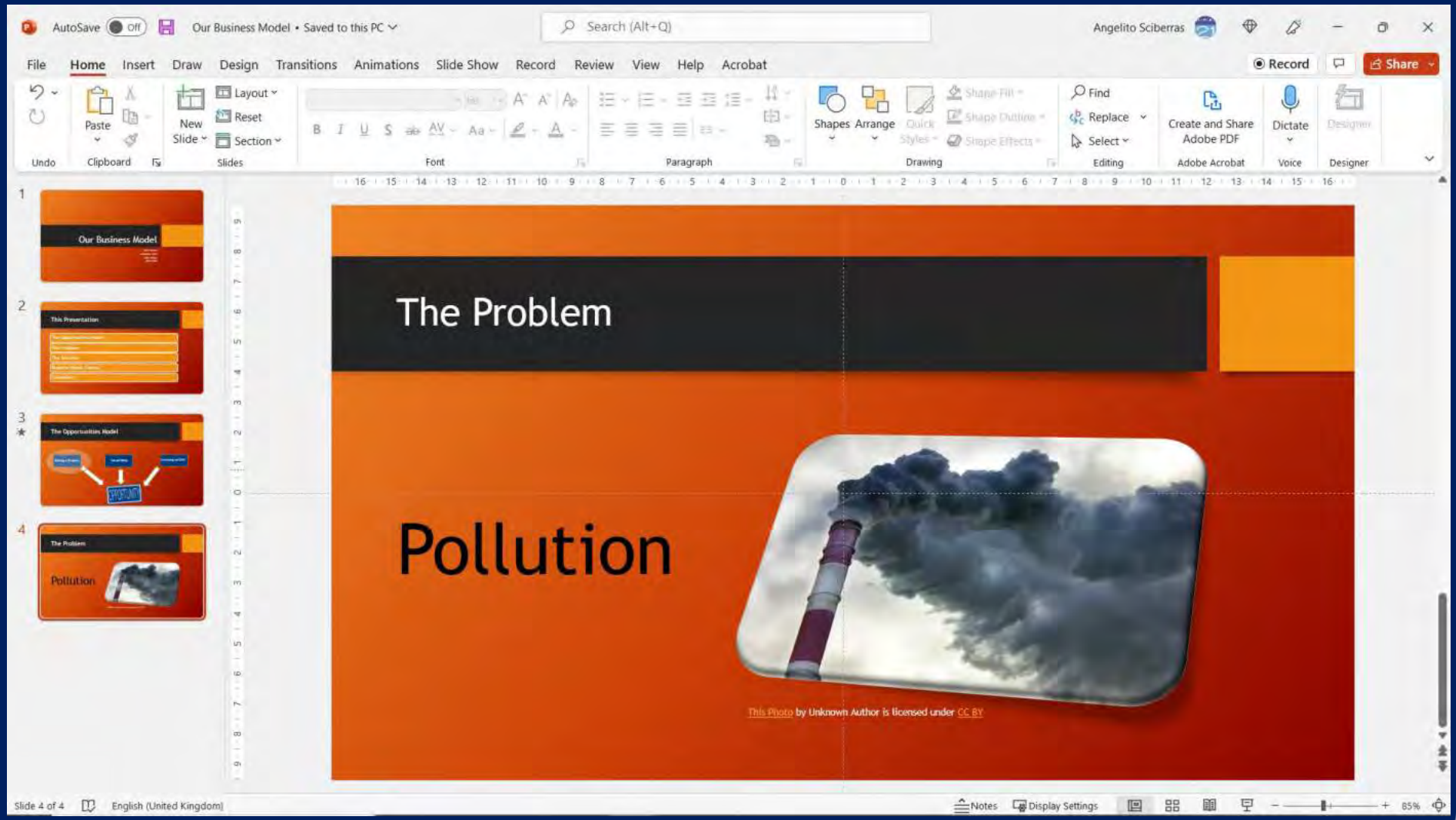

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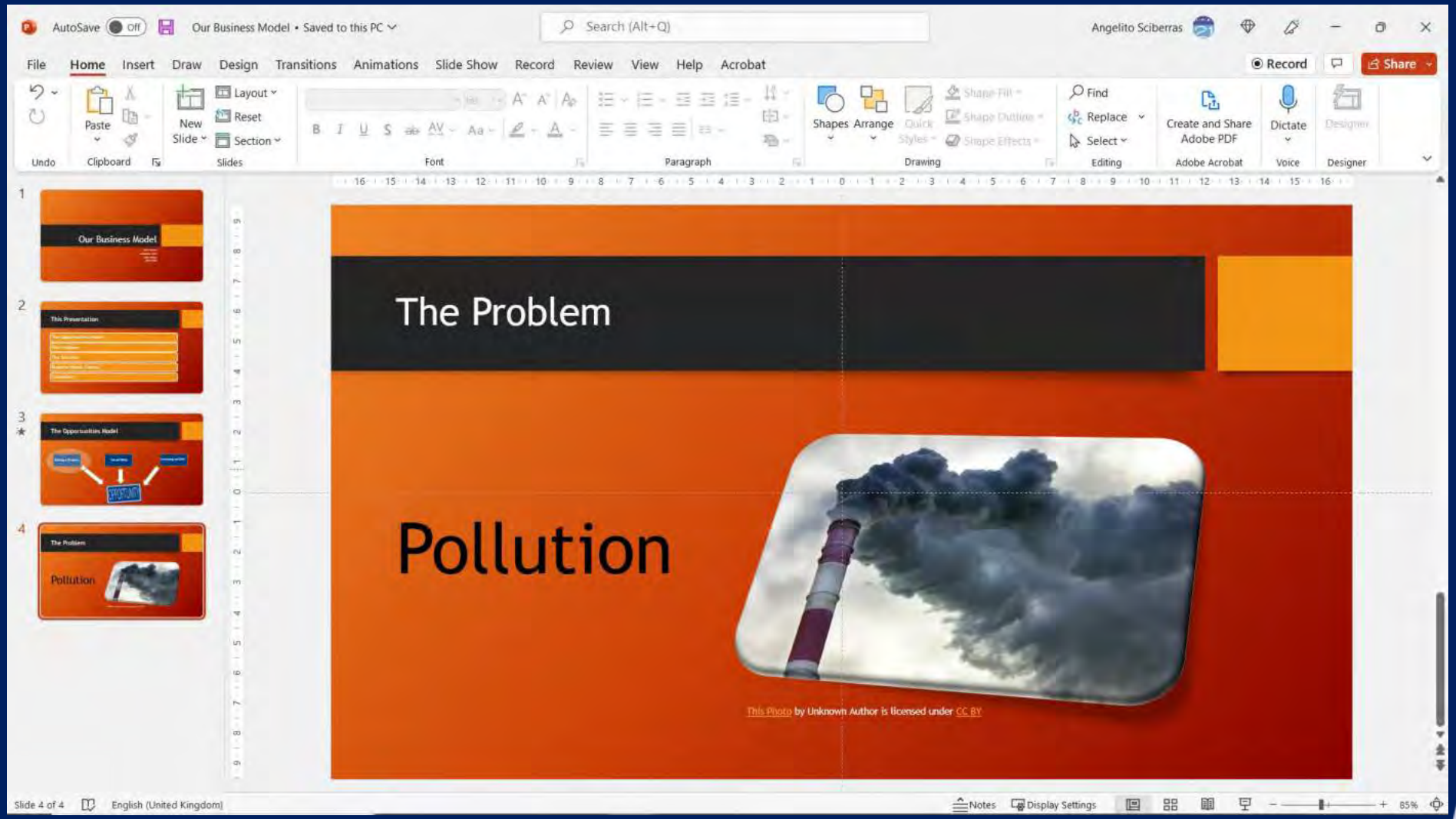

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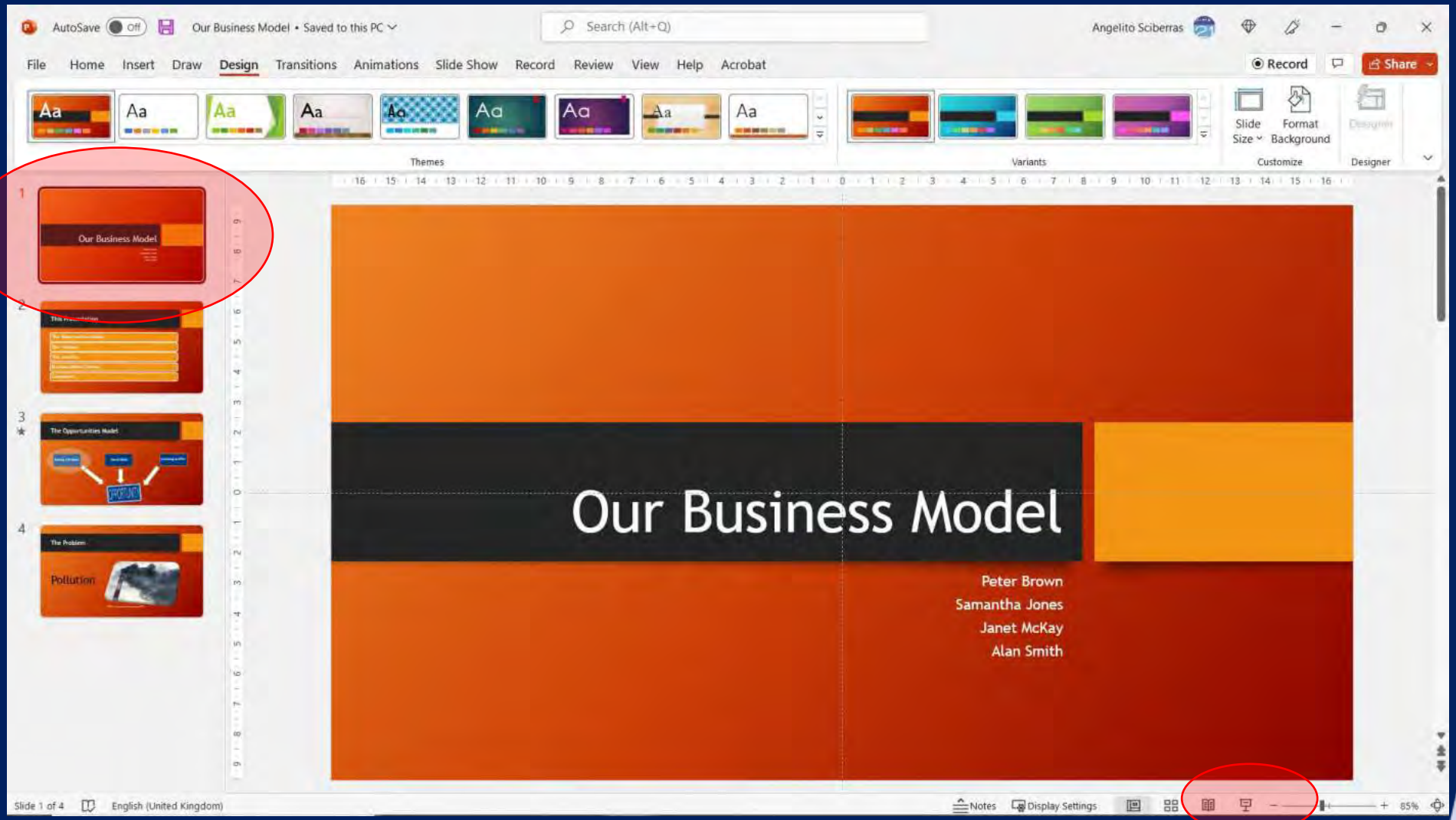

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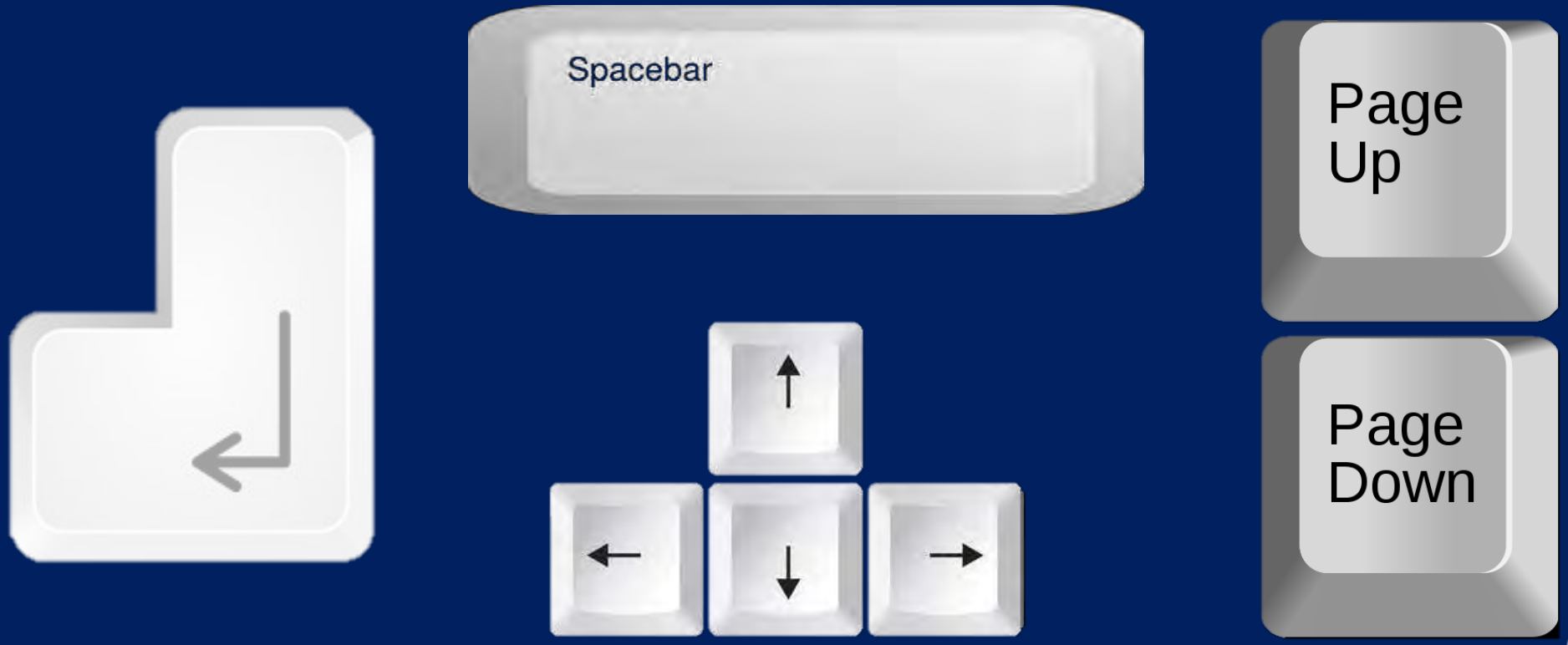

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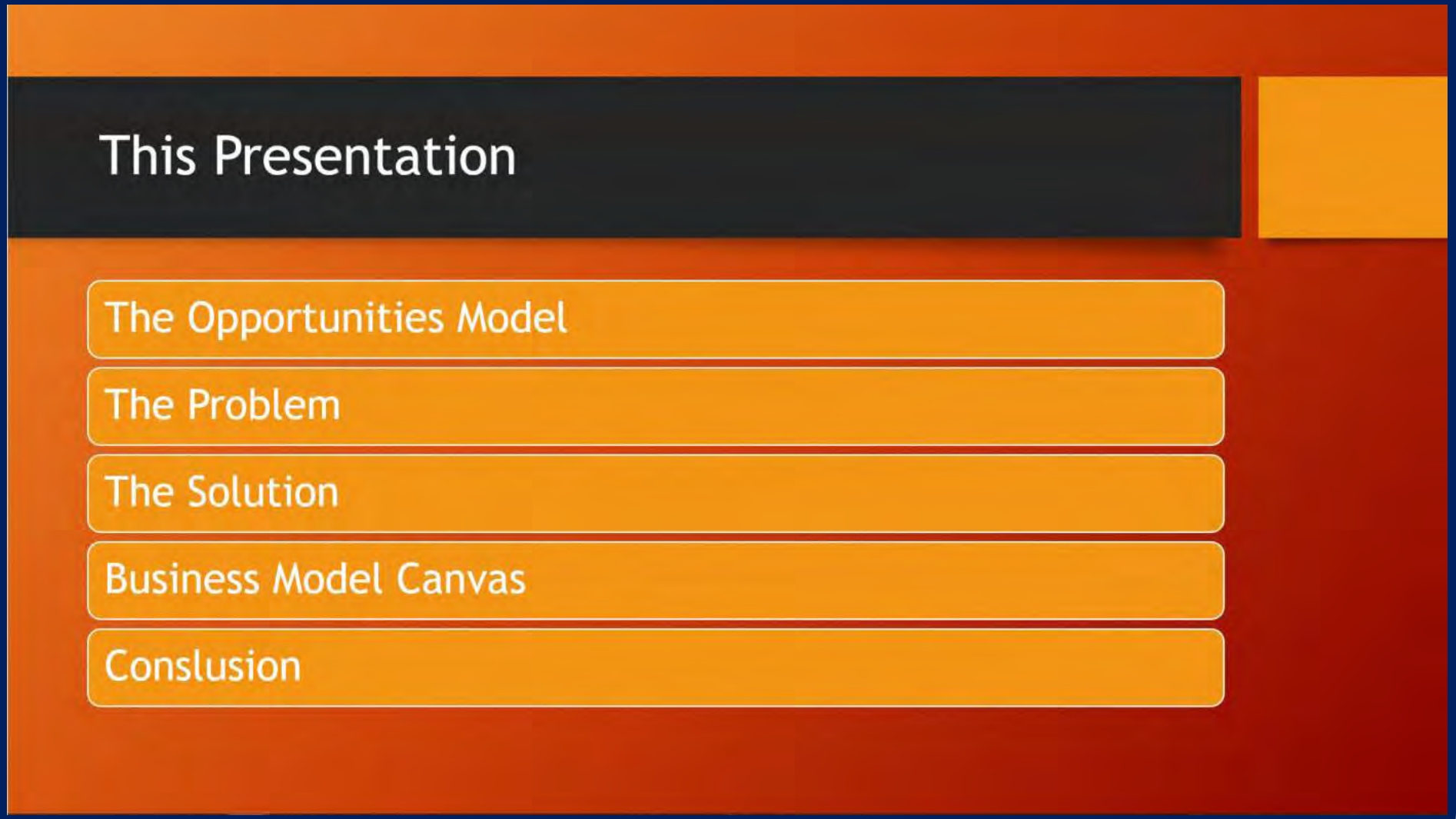

21 ACADEMY

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