Course Title: PowerPoint Tips, Tricks, and Techniques  
Course Code: WSP 50  
Instructor: Maria Pribyl

Course Summary:  
*Please see course page for full description and additional details.*

Grade Options and Requirements:  
- Due to its short class format, this workshop may not be taken for Credit or a Letter Grade

*Please Note: Courses taken for NGR will not appear on official transcripts or grade reports.*

Class Outline:  
- Storyboard your presentation with the Outlining feature  
- Enhance your slides by applying a Design Theme  
- Add pizzazz with Graphics (Pictures, Graphs and Smart Art)  
- Engage your audience by adding Animation  
- Learn Slide Show Presentation Navigation Tips  
- Additional Productivity Keyboard Shortcuts