PowerPoint Bootcamp

Become a PowerPoint pro in just two days in our intensive PowerPoint Bootcamp. Learn the basics of the PowerPoint application and creating simple presentations on Day 1. Add multimedia, record slides, and create custom shows on Day 2. You'll learn everything you need to deliver high-quality presentations.

Group classes in NYC and onsite training is available for this course. For more information, email nyc@careercenters.com or visit: https://www.careercenters.com/courses/powerpoint-bootcamp-nyc

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Course Outline

This package includes these courses
- Microsoft PowerPoint Level I (6 Hours)
- Microsoft PowerPoint Level II (6 Hours)

Microsoft PowerPoint Level I

Get comfortable with PowerPoint essentials, from formatting text and visuals to delivering a presentation. By the end of this course, you'll know how to create and edit PowerPoint files, add and adjust different types of content (photos, icons, tables, charts, shapes and more) and how to present to an audience that's in-person or online.

Microsoft PowerPoint Level II

Master PowerPoint's advanced features from slide masters to custom shows in this six-hour PowerPoint course. By the end of this course, you'll be able to create custom themes, use animations, and manage large presentations.