



This presentation will introduce the fundamental capabilities of PowerPoint through examples and instruction.

In this class I will demonstrate:

- Initial set up guidelines.
- How to select and change design themes.
- How to work with text, graphics, pictures, sound & video.
- How to make a timed slideshow with effects and animation.

A handout will be provided for the class to follow and experiment with at home.

You may also register for classes online at [www.azwvgs.org/categories.asp](http://www.azwvgs.org/categories.asp)

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***Registration form for "Introduction to PowerPoint"***

***Friday, May 18, 2018 - 9:30 to 11:30 am***

This Class is limited to 20 students.

The cost is \$11 for members, \$13 for non-members, fee includes handouts.

Checks should be made out to WVGS and brought or mailed to the WVGS Library, 12222 N 111 Ave, Youngtown, AZ 85363-1225.

***Please include the bottom of this form with payment.***

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

E-Mail Address \_\_\_\_\_ Member of WVGS?  Yes  No

(Please print legibly)

*This society runs on volunteers. Join our team, be a volunteer.*