



REDCAR &  
CLEVELAND  
COLLEGE

# Course Information

## PowerPoint Basic 2007

### College Certificate

**Awarding Body** Redcar & Cleveland College

#### **Course Details**

The course will cover:

Templates

- Master slides

Formatting Text

- Graphs
- Tables

Slide Show Effects

- Transitions
- Animations

**ALL FEES ARE SUBJECT TO REVIEW  
PLEASE REFER TO PART TIME PROSPECTUS**

<b>FACTFILE</b>	
Attendance	Part Time
Duration	1 day
Starting	03/02/2012
Location	Corporation Road
Timetable	Friday 09.00-16.00
Course Tutor	Sam Beel
Revision Date	December 2011
Division	Computing Information and Technology

#### **For further information contact:**

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