







Powerpoint 2003 Workshop

A hands on computer training session





It will introduce you to the concepts and techniques associated with effective presentations within the Powerpoint 2003 environment. Working with images, graphics and animations

Course Outline

-  Inserting Text
-  Working with Images and Graphics
-  Using animations
-  Converting to a Show



What will I get?

-  Hands on workshop (computers)
-  Workshop Handbook
-  Disc to take home
-  Refreshments

When is it?

-  TBA
-  Morning /afternoon Session

Proudly Supported by
Western Port Business Centre
www.wpbc.com.au

Where is it?

Western Port Business Centre
10 Pound Road
Hastings



Cost?

\$50 per person

How do I book?

Please book to reserve your place by calling **Sue Pejic** on **0419 891 113** and complete the form below and mail with your cheque for \$50 to :

Systems Training Solutions.
C/- **Just Ask Sue,**
PO Box 80, Hastings 3915.
Booking is essential as places are limited session.

Powerpoint Workshop

Name: _____

Business Name: _____

Phone number: _____ Mobile _____

Website Address _____

Experience with using Microsoft Word _____



www.systemstrainingsolutions.com