

POWER POINT INTRODUCTION

POWER POINT is useful to create Slides. It is useful to express our Views and Ideas attractively and effectively to others.

POWER POINT file = Presentation

POWER POINT file extension = .pptx and .ppt

THREE TYPE OF PRESENTATIONS

1. Blank Presentation (MY INSTITUTE) – 10 slides
2. Design Templates (MY SCHOOL) – 10 slides
3. Auto Content Wizard (MY FAMILY) – 10 slides