
PowerPoint 2007 Roadmap

Which Class is Right for You?



- ❖ Do you understand what the Normal, Outline, and Slide Sorter views are for?
- ❖ Can you create presentations using Templates?
- ❖ Can you create slides using different layouts?
- ❖ Do you know how to Group and Ungroup objects?
- ❖ Are you able to animate your presentation?
- ❖ Can you create a chart in PowerPoint?
- ❖ Are you able to enhance your slides with Clip Art and Pictures?
- ❖ Do you know how to run the slide show with transition effects?

→
NO

Take
PowerPoint 2007 –
Introduction

↓ **YES**

- ❖ Can you insert movies and sound?
- ❖ Can you personalize the PowerPoint interface?
- ❖ Can you manipulate the Slide Master?
- ❖ Are you able to add headers and footers?
- ❖ Can you create your own Diagram?
- ❖ Can you customize your animations?
- ❖ Are you able to create automatic, timed presentations?
- ❖ Can you incorporate hyperlinks into your presentations to create a custom show?
- ❖ Are you able to annotate a presentation?
- ❖ Can you package your presentation?

→
NO

Take
PowerPoint 2007 –
Advanced