

PowerPoint Presentation Design

Learn key design principles for PowerPoint and discover how to build stand out presentations in this hands-on class. Gain the ability to create beautiful, professional presentations that effectively convey your message.

Group classes in NYC and onsite training is available for this course. For more information, email corporate@nobledesktop.com or visit: <https://www.nobledesktop.com/classes/powerpoint-design-nyc>



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Course Outline

Designing the Content: Telling a Story with Your Presentation

- Focus on the Message
- Tips for Managing Content
- Using Presenter Notes
- Ways to use Presenter Notes (Presenting, Microsoft Teams, Zoom, Printing)
- Using Outline View

Visuals

- Visualize Your Data
- Charts, SmartArt, & Photos

Typography

- Choosing Appropriate Fonts
- Font Size & Weight
- Type Hierarchy
- Where to Get Fonts
- Using Master Slides to Properly Set Theme Fonts
- Embedding Custom Fonts

Colors

- Color Harmonies: Choosing Appropriate Colors (That Work Well Together)
- Resources for Creating Color Palettes
- Using Master Slides to Properly Set Theme Colors

Working with Photos

Tips for Cropping Photos (Proper Composition)
Scaling Proportionally
Fixing Stretched/Squished Graphics
Where to Get High Quality Photos
Licensing Issues to Consider

Paying Attention to the Details

Text Styling
Alignment & Layout
Spacing
Consistency

Using Animation to Strengthen Your Presentation

Slide Transitions vs Animations
How to Animate Bullet Points: A Very Effective Presentation Technique!
Morph Transition