

## Microsoft Powerpoint 2010 Reference Guide

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### Microsoft Powerpoint 2010 Reference Guide

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### Microsoft PowerPoint 2010 - QUT IT Helpdesk

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### M 2010 Quick Reference Guide

Normal view: This is the default view in PowerPoint 2010. Normal view includes the Outline pane, Slide pane, and Notes pane. Slide Sorter view: Displays all the slides in the presentation as thumbnails (tiny images). Use Slide Sorter view when you want to rearrange the order of slides or add transition effects between slides.

### Quick Reference Guide for Microsoft® PowerPoint 2010

The attached document gives users a reference guide to the 2010 version of PowerPoint, including instructions on how to quickly create new presentations, insert and delete slides, add multimedia, speed up your work using keyboard shortcuts and toggle through screen viewing options.

### Microsoft PowerPoint 2010 Reference Guide | ITBusinessEdge.com

A Beginner's Guide to PowerPoint 2010 I. The Opening Screen You will see the default opening screen is actually composed of three parts: 1. The Slides/Outline tabs on the left which displays thumbnails or lists of all slides 2. The main Slide pane (center) which allows you to work on individual slides. 3.

### A Beginner's Guide to PowerPoint 2010

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### Microsoft Powerpoint 2010 Reference Guide

Even PowerPoint 2007 users might have trouble finding one or two things in PowerPoint 2010. These quick reference charts can help. [ Related: Microsoft cheat sheets: Dive into Windows and Office apps]

### PowerPoint 2010 cheat sheet: Quick reference charts ...

Laminated quick reference guide showing step-by-step instructions and shortcuts for how to use Microsoft Office PowerPoint 2010. This guide is suitable as a training handout, or simply an easy to use reference guide, for any type of user.

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Microsoft® PowerPoint Quick Reference Intermediate Skills Animations Tab & Pane Styles Transitions and Animations Apply a Slide Transition: Select the slide(s) where you want to add a transition. Click the Transitions tab on the ribbon and click the More button in the Transition to This Slide group. Select the transition you want to use.

### PowerPoint Quick Reference | CustomGuide

PowerPoint 2010 Quick Source Guide This 6 page, tri-fold, full-color, quick reference guide is an invaluable resource for anyone who uses Microsoft PowerPoint 2010! In a clear, user friendly, format, it contains step-by-step instructions, short cuts, and tips on how to perform the basic commands of the software.

### PowerPoint 2010 Quick Source Guide

Microsoft® Office 2010 Quick Reference Card The File tab replaces the File menu and Office Button found in previous versions of Microsoft Office. Common file management commands- Save, Save As, Open, and Close - appear at the top of the menu. Ribbon: Displays the commands and tools you need to perform various tasks.

### Office 2010 Quick Reference - customguide.com

Laminated quick reference card showing step-by-step instructions and shortcuts for how to use Microsoft Office PowerPoint 2010. This guide is suitable as a training handout, or simply an easy to use reference guide, for any type of user. The following topics are covered: Creating a New Presentation, Adding a New Slide, ...

### Microsoft PowerPoint 2010 Introduction Quick Reference ...

Laminated quick reference guide showing step-by-step instructions and shortcuts for how to use advanced features of Microsoft Office PowerPoint 2010. This guide is suitable as a training handout, or simply an easy to use reference guide, for any type of user. The following topics are covered: Reusing Slides from Other Presentations

### Microsoft PowerPoint 2010 Advanced Quick Reference Guide ...

Use this interactive tutorial to find commands in PowerPoint 2010. The guide simulates how the old PowerPoint 2003 menus and toolbars map to the new ribbon commands. Click a command in the guide to learn its new location in PowerPoint 2010.

### Download Microsoft PowerPoint 2010: Interactive menu to ...

Microsoft's expanded Office 2010 suite offers a range of new features, including the Ribbon interface. This reference guide will help your users master new-look Word, Excel, PowerPoint and Outlook features, as well as some new applications.

### Microsoft Office 2010 Reference Guide | ITBusinessEdge.com

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