



Microsoft PowerPoint 2016 Creating High Impact Charts



A Division of GIL Consultancy Pte Ltd
Building Foundations for Excellence

Charts are one of the most effective means to convey vital information to people in a very visual society. We see charts in almost all presentations when presenting data; presenters use **data infographics in management meetings, lectures and seminars, reports and for data analytics**. However, what do all of them have in common? They all use the same mundane standard chart types that are available in Microsoft PowerPoint or in Excel.



If you are looking to impress or to be different, you could spend money in buying templates or you could learn how to create your own charts that are impressive and impactful, and unique only in your presentations. This 1-day fun filled course will not just teach you how to do just that but it will enable you to understand the concepts behind such creations and empower you to create unique attention grabbing charts repeatedly and quickly to stand out from many presentations with charts!

This is a course that is essential and beneficial to anyone using Microsoft PowerPoint empowering you to be more productive, impressive, and impactful when you need to deliver data information to your audience. Sign up for this course today and we will get you creating and stand out right away!

This Course is For

Learners need to present data charts (infographics) in PowerPoint that is impactful and attention grabbing. For those who have attended our Microsoft PowerPoint 2016 Basic to Intermediate course.

Public Sector: Division 1, 2 & 3
Private Sector: Applicable to All

Course Outline

- 1) Knowing the chart types
- 2) Moving away from 2D to 3D
- 3) Removing redundant chart elements to be more impactful
- 4) Emphasizing key data points in your chart
- 5) Customizing your unique chart styles
- 6) Understanding and applying effective colours, fonts and white spaces
- 7) Exploring all hidden and powerful options of charting

Duration

1 Days (7 hours)

Course Fee (after GST)

\$\$299.60

*Check the website for up-to-date
course details and pricing*



Complimentary refreshment
will be provided for morning
and afternoon tea break.



Certificate of Attendance
will be given subject to
90% attendance.



No Exam! Ample hands
on practice to master
lessons taught.



Local native speaking
Trainers with more than
20 years of experience

Register now:

E-mail/Fax with
Registration form

Online Sign Up via
our website here

Via HRMS-2 / ACE
System*

Call Us
6423-1183

*For government ministries on HRMS-2 or ACE portals inform your Training Coordinator of our Course Code: **VTLOKPIC6** and Course Date.
Be sure to inform them that the Training Provider is **Oaks Training**



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