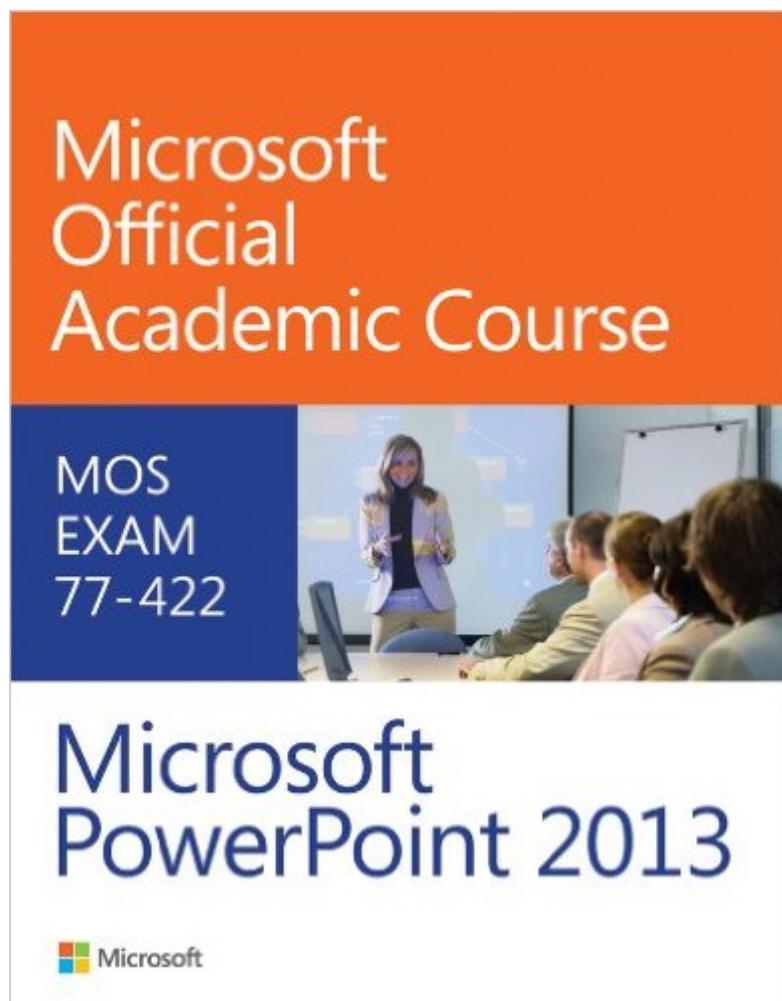


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# 77-422 Microsoft PowerPoint 2013



## **Synopsis**

This Microsoft PowerPoint 2013, Exam 77-422 is the only Microsoft Official Academic Course (MOAC) textbook. This series includes a complete classroom instructional program. The PowerPoint 2013 text is mapped to the PowerPoint 2013 certification exam objectives and is designed to re-enforce workforce skills. With this book students learn to create complex slide shows such as product plans, reports, and marketing materials. Students will learn how to create slide shows based on custom templates generated by others and reuse slides. They will master the creation of slides that include sophisticated data presented in visual formats. They will know how to pause and move back and forth in slide shows, jump to specific slides, drill down to supporting data, mark up slides and much more. PowerPoint 2013 certification can help students with classwork and differentiate job hunters in todayâ™s competitive job market. The Microsoft Official Academic Course (MOAC) Office series also offers OfficeGrader. This valuable tool corrects your studentsâ™ task-based assignments. Students work on real-world problems like the ones they will encounter in the workforce ensuring they are ready for real professional challenges. OfficeGrader allows for efficient and consistent grading saving time for other important teaching activities. Grading is easier than ever allowing faster assignment turnaround to students.

## **Book Information**

Spiral-bound: 464 pages

Publisher: Wiley; 1 edition (December 16, 2013)

Language: English

ISBN-10: 0470133090

ISBN-13: 978-0470133095

Product Dimensions: 9.2 x 0.6 x 10.8 inches

Shipping Weight: 2.3 pounds (View shipping rates and policies)

Average Customer Review: 5.0 out of 5 starsÂ  See all reviewsÂ  (2 customer reviews)

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