

<b>Course ID</b>	<b>P43944</b>	<b>PowerPoint 2016 Advanced</b>		
<b>Program</b>	Police		<b>Status</b>	Active
<b>Subject</b>	Inservice		<b>Credit Hours</b>	6.00
<b>Instructor</b>			<b>Pass Score</b>	0.00
<b>Provider</b>	MD Police & Corr. Training Commissions		<b>Approved</b>	11-02-2020
<b>Location</b>	MD Police & Corr. Training Commissions		<b>Period From</b>	3-24-2021
<b>Course Type</b>			<b>Period To</b>	3-24-2024
<b>Training Type</b>			<b>File Number</b>	
<b>Attribute</b>				
<b>Attribute</b>				
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Persons who complete this course will be awarded the following certification.

**Certificate**  
**Status**  
**For Period**

**Course Description**

This course is designed to enable business professionals to learn how to use some of the more advanced features of PowerPoint 2016. Topics to be covered include advanced formatting; animation, time effects and media; Reviewing content, tracking changes and saving in other formats, custom slide shows sharing collaborating and security.

**Class Sessions**

<b>Course ID</b>	<b>C17145</b>	<b>PowerPoint 2016 Advanced</b>		
<b>Program</b>	Corrections		<b>Status</b>	Active
<b>Subject</b>	Inservice		<b>Credit Hours</b>	6.00
<b>Instructor</b>			<b>Pass Score</b>	0.00
<b>Provider</b>	MD Police & Corr. Training Commissions		<b>Approved</b>	11-02-2020
<b>Location</b>	MD Police & Corr. Training Commissions		<b>Period From</b>	3-24-2021
<b>Course Type</b>			<b>Period To</b>	3-24-2024
<b>Training Type</b>			<b>File Number</b>	
<b>Attribute</b>				
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**Class Sessions**