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Elin K. Cook



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creative features The manual will first look at the genesis of the program s manufacturer Microsoft Inc The Microsoft Office suite and its foundation and subsequent growth will then be discussed followed by growth of the actual PowerPoint program

Creating a Presentation in PowerPoint Tom Negrino,2005 Rather than cover each and every option available in PowerPoint this concise guide takes users through a single presentation and demonstrates the quickest easiest most effective way to communicate ideas starting with creating a slide and continuing through formatting charts and tables **Drawing and Painting Course** A.S. Hashmi,2004-12 The book is divided into 15 chapters and as the title suggests it is planned as a 15 days course wherein all the relevant aspects of drawing and painting have been explained in simple and lucid language with hundreds of illustrations and diagrams The students while pursuing the course will gradually learn the importance of lines thin thick straight dotted curved zigzag horizontal cross slanting etc They will appreciate the role of shape light texture balance harmony contrast rhythm tone emphasis span colors etc They will develop a perspective and a point of view and will be able to distinguish between light and highlight shade and shadow The book it is hoped will be found useful by all those persons young or old professionals or amateurs who have some taste love for art and artistic creations

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