

# **Student Learning Outcomes**

## ***PowerPoint Lesson 01 – PowerPoint Basics***

### **Open Tornadoes.pptx**

- Identify Use of PowerPoint
- Identify Presentation Views
  - Normal View
  - Slide Sorter View
  - Slide Show View
- Identify 3 Panes of the PowerPoint window.
- Open and Play an Existing Presentation (Tornadoes.pptx).
- Navigate Around the Presentation.
- Identify Slide Elements.
  - Placeholders
- Identify Slide Layouts
  - Insert New Slide
  - Modify Existing Slide Layout
- Identify PowerPoint Print Options
  - Handouts
  - Notes Pages