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CiA Training Ltd. Spiral bound. Book Condition: new. BRAND NEW, City & Guilds Level 1 ITQ - Unit 125 - Resentation Software Using Microsoft PowerPoint 2010, CiA Training Ltd, This training guide has been written specifically for the City & Guilds ITQ (IT Users) level 1 unit Presentation Software, which requires you to make best use presentation software to edit, show and print slide shows. Each exercise in this guide has been designed to gradually build up your knowledge of Microsoft Excel using a simple, user friendly, step-by-step approach. This unit requires you to select and use a range of simple software tools to create and view simple slide show presentations. This guide provides you with the knowledge and techniques necessary to meet these learning outcomes. Data files to accompany this title are available to download from our website, which allow you to practise the many different software features covered.



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