

Overview

Multi-choice test that measures the knowledge of MS PowerPoint toolbars, slide layouts, animation, slideshow, slide designs and formats.

Relevant Job Roles	Administrative Services Manager, Sales Manager, General and Operations Manager, Marketing Manager, Business Analyst, Consultant
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Language	English (US)
Average Testing Time (minutes)	04 minutes
Allowed Time (minutes)	10 minutes
Maximum Number of Questions	12 questions
Number of Sitzings	One
Test Type	Multiple Choice - CTT
Sector	Software Skills
Scores Reported	• Overall Score

O*NET Competency	Presentation Software
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Knowledge, Skills, Abilities And Competencies Measured

The following areas are covered:

- Basics of MS PowerPoint
- Slide views
- Text formatting
- Slide layouts and slideshow
- Animations & Transitions
- Slide formatting