



# ICDL Advanced Presentation Course

**Advance Business College**

[advcoll@ymail.com](mailto:advcoll@ymail.com) - College, 12 White Street Cork - [ecdrcork.com](http://ecdrcork.com)



## 1 to 1 Tuition



Online Interactive Learning  
between 1 to 1 Classes

- 1 to 1 Customised Training suited to your particular Learning Requirements
- Flexible Times to suit your Schedule
- Online Interactive Learning for self led study between 1 to 1 Classes

Develop the skills needed to plan, create, and deliver presentations to a range of audiences.

Successful candidates will be able to:

Understand and adapt to the demographics of the audience

Recognise the importance of graphical elements and when to use them

Identify where and how multimedia elements can enhance a presentation

Apply settings to improve the attractiveness and delivery of presentations

Understand technical considerations such as equipment, lighting, and accessibility.

Certificate Awarding Body

ICS Irish Computing Society



Category	Skill set
Presentation planning	<ul style="list-style-type: none"> <li>• Audience and environment</li> <li>• Design, content and layout</li> </ul>
Slide masters and templates	<ul style="list-style-type: none"> <li>• Slide masters</li> <li>• Templates</li> </ul>
Graphical objects	<ul style="list-style-type: none"> <li>• Formatting drawn objects</li> <li>• Formatting pictures, images</li> <li>• Handling graphical objects</li> </ul>
Charts and diagrams	<ul style="list-style-type: none"> <li>• Using charts</li> <li>• Using diagrams</li> </ul>
Multimedia	<ul style="list-style-type: none"> <li>• Audio, video</li> <li>• Animation</li> <li>• Spelling, thesaurus</li> </ul>
Enhancing productivity	<ul style="list-style-type: none"> <li>• Linking, embedding</li> <li>• Importing, exporting, securing</li> </ul>
Managing presentations	<ul style="list-style-type: none"> <li>• Custom shows</li> <li>• Slide show settings</li> <li>• Slide show delivery</li> </ul>



The Course is delivered over 4 Modules

Each Module 4 hour duration (Half Days)

Course Fee €795