

Google Slides in a Day

Learn to use Google Slides to create professional presentations and collaborate in this 1-day workshop. Master the tool and start designing presentations in Slides.

Group classes in NYC and onsite training is available for this course. For more information, email nyc@careercenters.com or visit: <https://www.careercenters.com/courses/google-slides-class-nyc>



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Course Outline

Designing the Content: Telling a Story with Your Presentation

- Create a goal for your presentation
- Know your audience's needs
- Focus on the Message
- Storytelling strategies

Slide Design

- Using a grid system in master slides
- Unity vs variety
- Consider the flow of information
- Creating an intro, and content slides
- Showcasing the flow of a presentation

Fonts

- Choosing Appropriate Fonts
- Using Master Slides to Properly Set Theme Fonts
- Embedding Custom Fonts

Colors

- Choosing Appropriate Colors (That Work Well Together)
- Using Master Slides to Properly Set Theme Colors

Working with Photos

- Tips for Cropping Photos (Proper Composition)
- Scaling Proportionally
- Fixing Stretched/Squished Graphics
- Where to Get Photos