

เทคนิคการใช้งาน PowerPoint 2016

Kanida
Sinmai





Agenda

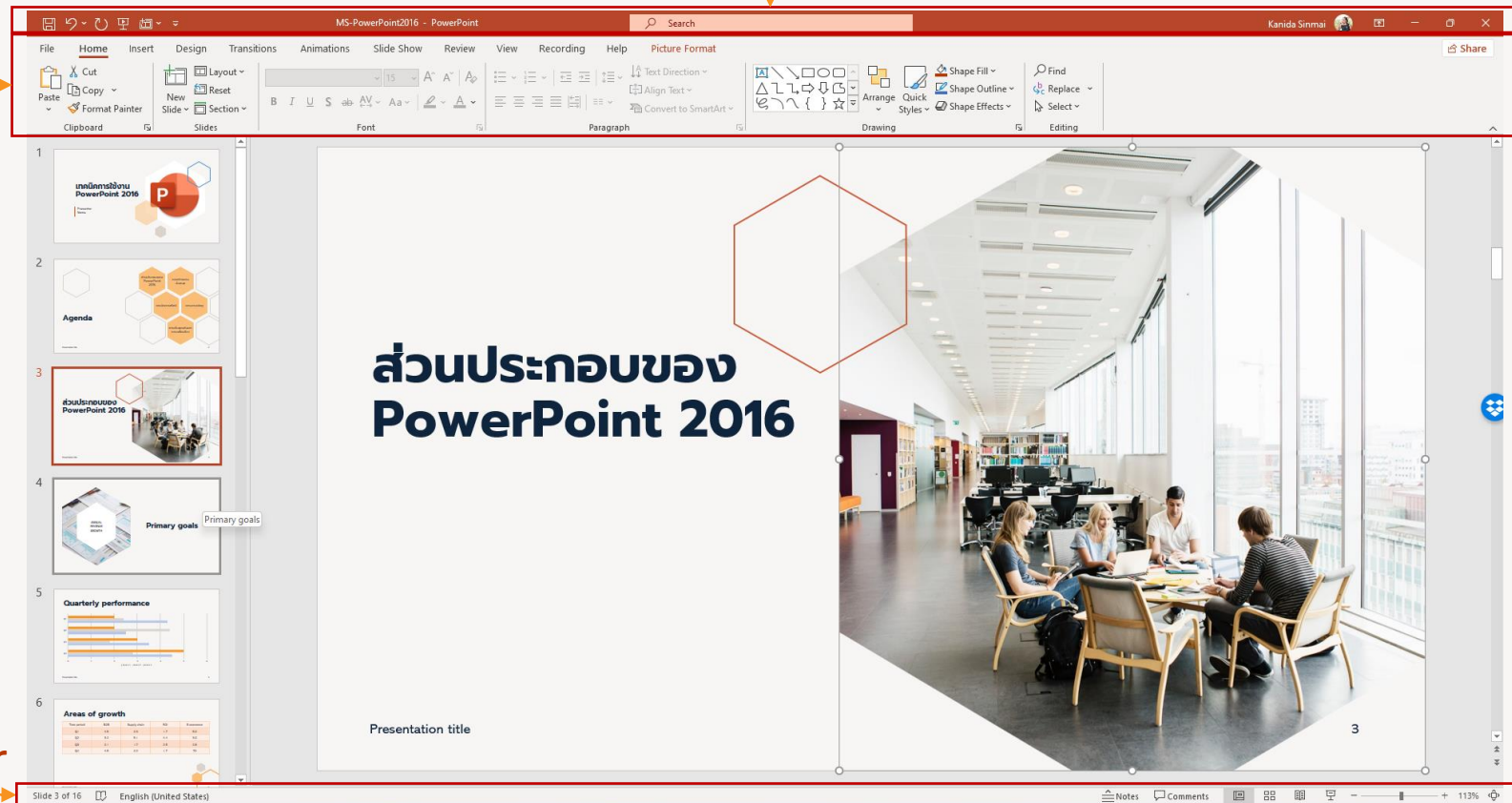
Presentation Title



ส่วนประกอบของ PowerPoint 2016

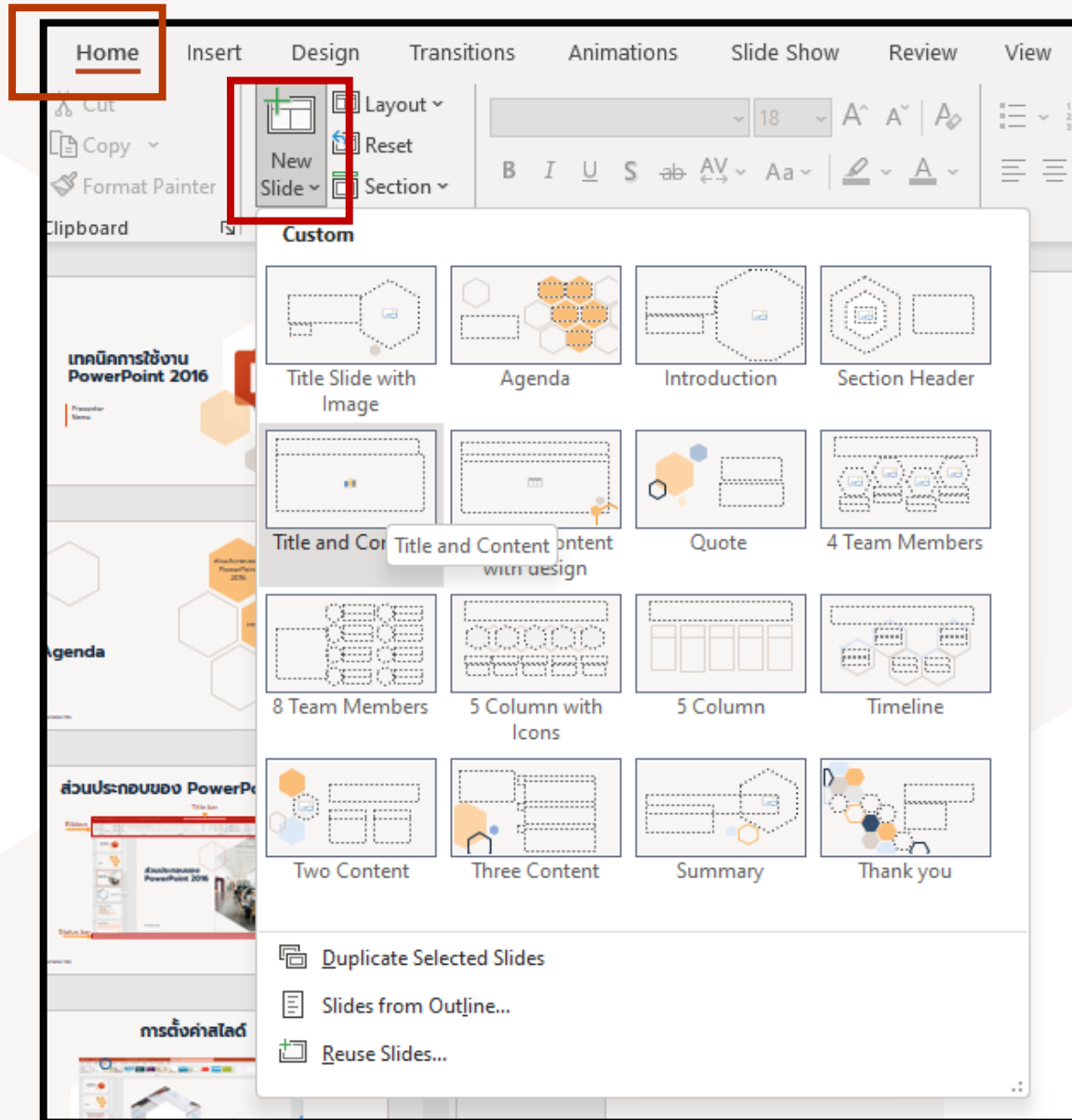
Title bar

Ribbon

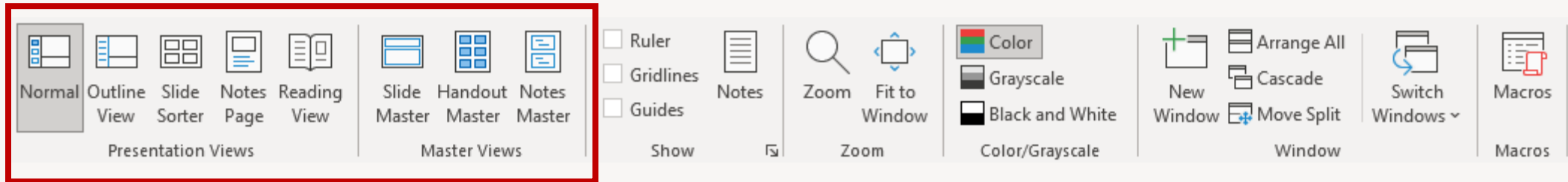


Status bar

การเพิ่มสไลด์ใหม่



มุมมองสไลด์ (View)



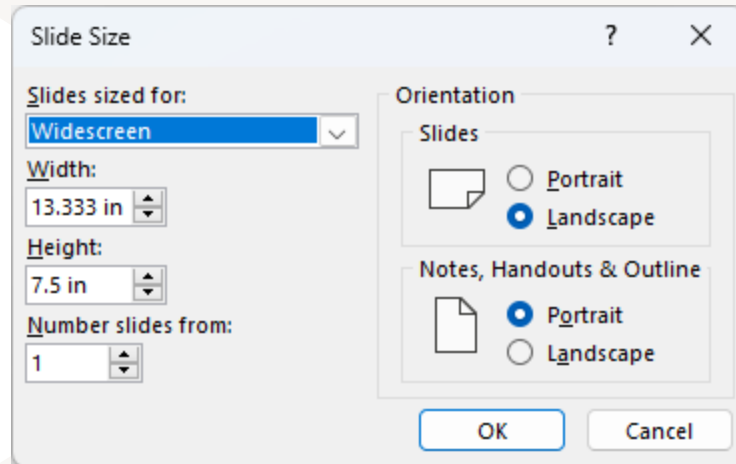
การตั้งค่าสไลด์

The screenshot displays the Microsoft PowerPoint 2016 interface. The title bar at the top reads "MS-PowerPoint2016 - PowerPoint" and includes a search bar and the user name "Kanida Sirimai". The ribbon menu is visible, with the "Design" tab selected and circled in blue. Below the ribbon, a "Themes" gallery shows various design themes. On the right side, the "Slide Size" task pane is open, also highlighted with a blue box. It contains the following options:

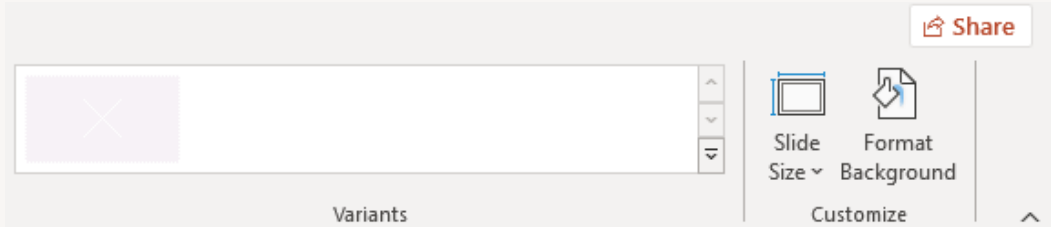
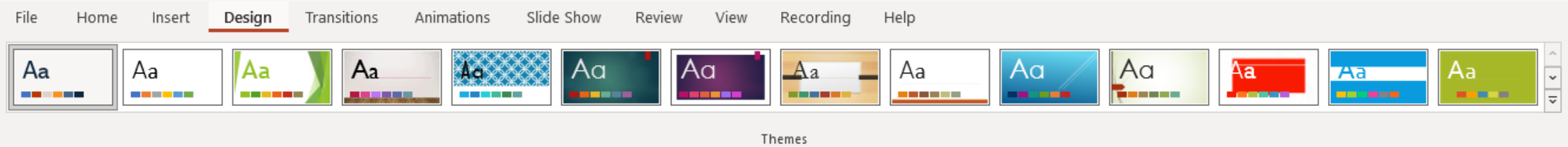
- Slide Size =
- Format Background
- Standard (4:3)
- Widescreen (16:9)
- Custom Slide Size...

The main slide area shows a slide with a hexagonal graphic containing the text "ANNUAL REVENUE GROWTH" and the Thai text "การตั้งค่าสไลด์". The left sidebar shows a slide thumbnail grid with 6 slides. The bottom status bar indicates "Slide 4 of 16", "English (United States)", and a zoom level of "113%".

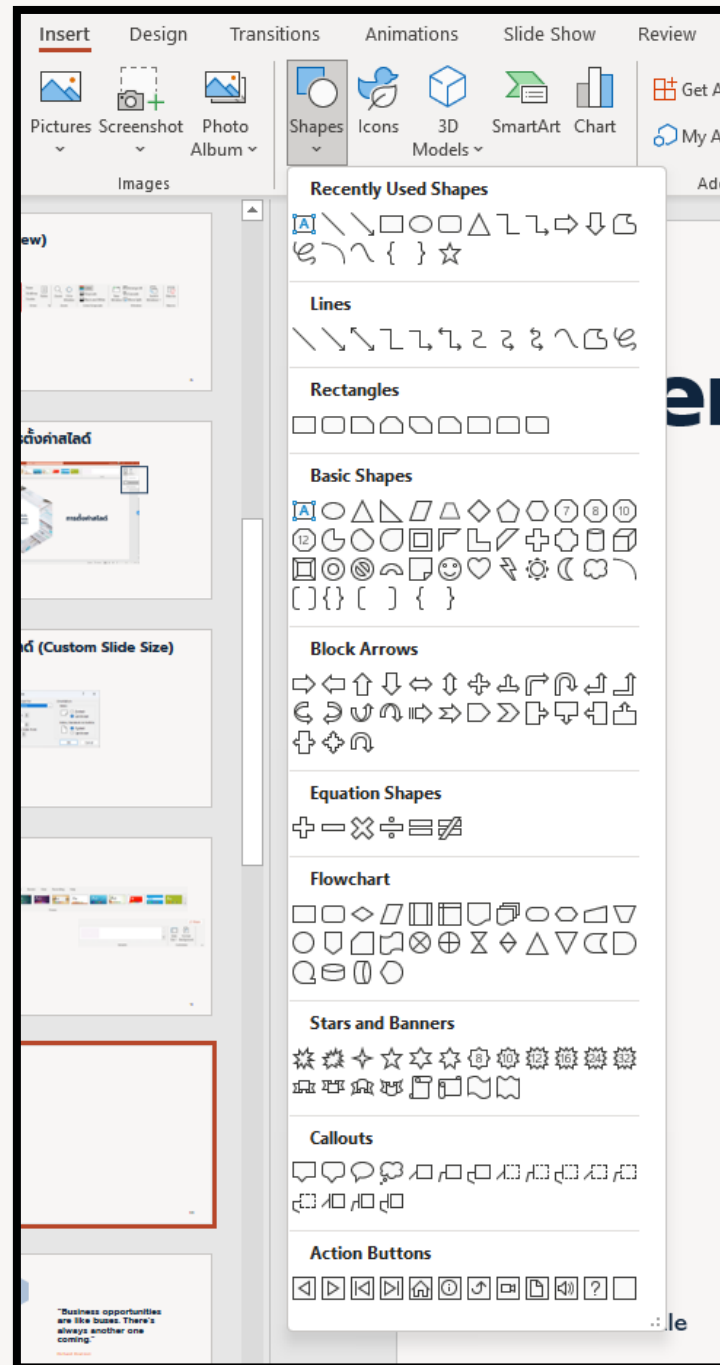
การตั้งค่าสไลด์ (Custom Slide Size)



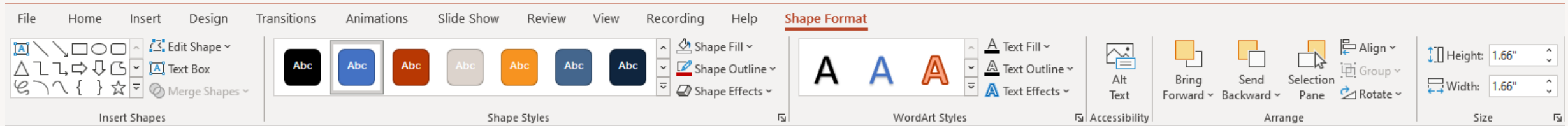
Theme



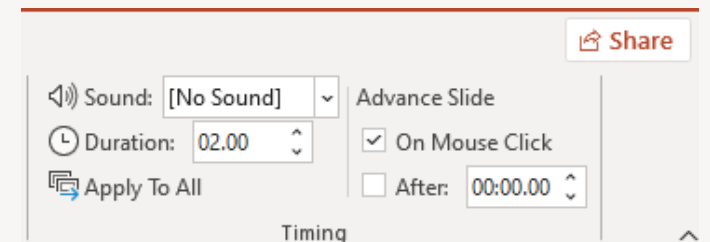
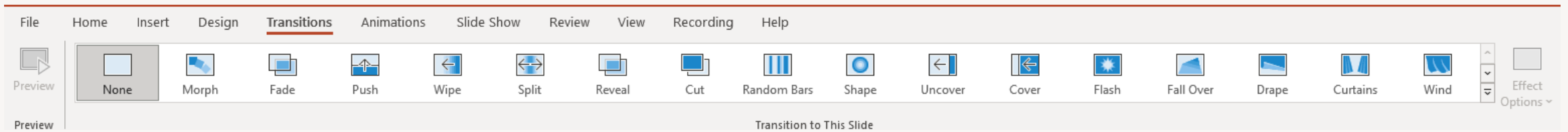
Insert Shape



การจัดการรูปทรง (Shape)



การกำหนดภาพเคลื่อนไหว (Transitions)



การกำหนด Animations

File Home Insert Design Transitions **Animations** Slide Show Review View Recording Help

Preview
Preview

None Appear Fade Fly In Float In Split Wipe Shape Wheel Random Bars Grow & Turn Zoom Swivel Bounce Pulse

Effect Options

Add Animation Trigger Animation Painter

Start: On Click
Duration: Auto
Delay: 00.00

Reorder Animation
Move Earlier
Move Later

Animation Advanced Animation Timing



Print

MS-PowerPoint2016 - PowerPoint Kanida Sinmai

12/18/2023

Print

Copies: 1

Printer: FF Q506p for DocuPrint M2... Ready

Settings

- Print All Slides
- Print entire presentation
- Slides: []
- 4 Slides Horizontal Handouts (4 slides per page)
- Print One Sided Only print on one side of th...
- Collated 1,2,3 1,2,3 1,2,3
- Landscape Orientation
- Grayscale

Edit Header & Footer

4 of 4 109%

Animations

Print

Summary

At Contoso, we believe in giving 110%. By using our next-generation data architecture, we help organizations virtually manage agile workflows. We thrive because of our market knowledge and great team behind our product. As our CEO says, "Innovations will come from proactively transforming how we do business."

Thank you

Mirjam Nilsson
mirjam@contoso.com
www.contoso.com