



Apple Keynote Training Course

In this Keynote training class you'll learn how to create visually stimulating and dynamic presentations using Apple's Keynote presentation software.

What you'll learn in this training course

- Creating a Keynote presentation
- Working with text and tables
- Adding photos, charts and sound
- Adding video and animation
- Creating a custom theme
- Importing to and saving to a Microsoft PowerPoint presentation
- Working with charts
- Rehearsing and delivering your presentation
- Publishing your Keynote presentation

Audience for this training course

This Keynote training course is intended for marketing, design, or sales professionals who need to create professional quality presentations. Experience with other graphics or presentation applications is helpful, but not required.

Training course duration

This class is a one day in length. It runs from 9:30 am- 4:30 pm. Lunch break is approximately from noon - 1:00 pm.

Training course curriculum

This training course uses lesson files and content from the After Effects Digital Classroom, which is written and created by our instructors. These training courses are delivered by the same instructors that write this best-selling series.

Enrolling in this Apple Keynote Introductory training course

You can register for this training class online at agittraining.com, or by calling 781-376-6044 or 800-851-9237.

Locations for this Apple Keynote training course

You can attend classes at your training centers located in Boston, New York City, Philadelphia, on site at your office, or on-line. You can select the course location at the time of your registration.

Private and customized training course options

This training course can be offered as a private class for groups or individuals, and the content can be customized to meet your specific needs. You can call to speak with a training representative at 781-376-6044 or 800-851-9237 to discuss customizing this training course.

Goals and objectives for this training course

American Graphics Institute is focused on providing high-quality training courses for your professional development. We provide regularly scheduled small group courses along with private or customized training.



Apple Keynote training course topics:

Lesson 1: Keynote presentation basics

- Opening Apple Keynote
- Choosing a Theme and Slide Size
- Selecting a Master Slide
- Outlining a Presentation
- Pasting Text into an Outline
- Formatting Text
- Customizing a Slide Layout
- Adding a Table
- Calculating the Value of Table Cells
- Fixing Spelling Errors

Lesson 2: Adding photos, charts and sound

- Adding imagery
- Enhancing photos
- Customizing photo layouts
- Making part of a photo transparent
- Adding hyperlinks and navigation
- Adding a chart
- Adding audio
- Adding a global transitions
- Reducing the presentation file size
- Saving media with your presentation

Lesson 3: Adding video and animation

- Creating builds to reveal text
- Revealing a Table
- Creating interleaved builds
- Revealing graphics and charts
- Creating a Smart Build
- Creating custom animations
- Adding sound to a build
- Creating transitions between slides
- Creating 2D and 3D transitions
- Creating object effects transitions
- Using text effects transitions
- Using Magic Move
- Using video
- Preferences for smooth playback
- Running your presentation
- Pausing and resuming a presentation
- Troubleshooting

Lesson 4: Creating custom themes

- Creating themes
- Creating a title slide
- Creating a Photo Master
- Saving and sharing themes
- Applying a custom theme

Lesson 5: Importing from powerpoint and using charts

- Importing a PowerPoint presentation
- Animating a title slide
- Creating and enhancing charts
- Improving title text
- Animating a table
- Adding content from Microsoft Word
- Saving a PowerPoint or PDF File

Lesson 6: Rehearsing and presenting

- Light Table View
- Adding comments to a presentation
- Working with Presenter Notes
- Indexing with spotlight
- Rehearsing your presentation
- Using an iPhone or iPod as a Remote Control
- Creating a Self-Running Slideshow
- Running a Presentation as a Kiosk

Lesson 7: Publishing your presentation

- Printing Handouts
- Exporting to PDF
- Exporting to PowerPoint
- Exporting Images
- Exporting Movie to QuickTime
- Exporting Movie to iPod
- Exporting to HTML
- Sending to iWeb
- Sending a presentation to YouTube
- Sharing a presentation on iWork.com
- Sharing a presentation on iChat Theater
- Making a DVD: Exporting to iDVD
- Exporting for Editing in Final Cut Pro