

## PowerPoint 2013 - Part 2 Self - Evaluation

The purpose of the self evaluation is to determine if you should enroll in this training session or move forward to the next level. A score of 70% is used as the cutoff for advancement.

**Direction: Place a 1 in any area you feel confident, otherwise leave it blank.**

I can customize the user interface	
I can set PowerPoint 2013 options	
I can modify slide masters and slide layouts	
I can add Headers and Footers	
I can modify the notes master and handout master	
I can create SmartArt	
I can modify SmartArt	
I can add audio to a presentation	
I can add video to a presentation	
I can customize animations and transitions	
I can review a presentation	
I can store and share presentations on the web	
I can annotate a presentation	
I can set up a slide show	
I can create a custom slide show	
I can add hyperlinks and action buttons	
I can record a presentation	
I can secure a presentation	
I can broadcast a slide show	
I can create a video or a CD	

**Total Score:**

**Percent:** 

If your percentage is **greater than 70%**, no training is required.

If your percentage is **less than 70%**, we recommend you take the level 2 course.