

PowerPoint 2003 Advanced Techniques

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Learning Objectives

- By the end of this session students will be able to:
 - Create a statistical chart
 - Create an organizational chart
 - Create a table
 - Draw with AutoShapes
 - Use clip art
 - Apply custom animation

Prerequisites

- A basic understanding of PowerPoint
 - You can create and add slides
 - You use the various “view” icons
 - You can apply and change a template design
 - You can refine slide text
 - You can add a photograph or clip art
 - You use transitions and builds

Creating Statistical Charts

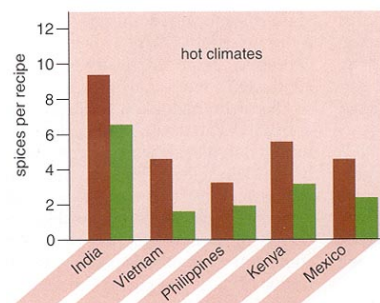
- Creating a chart slide
- Editing data
- Selecting a chart type
- Entering labels and numbers
- Animating the chart
- Using data from MS Excel

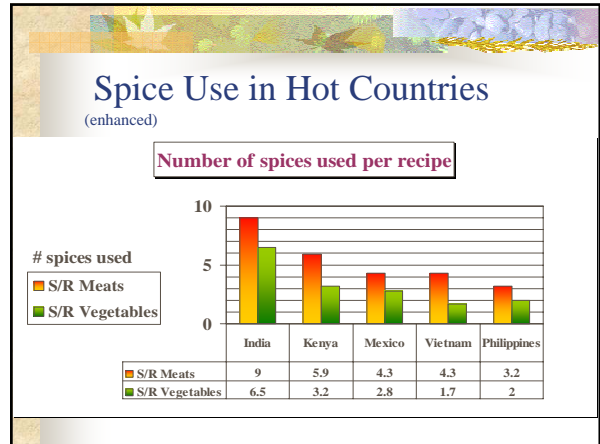
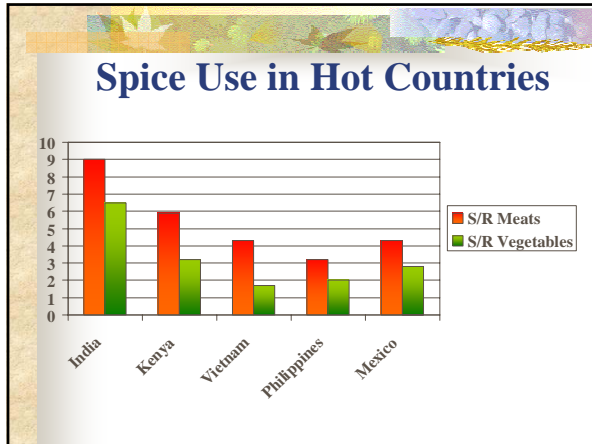
Spice Use in Hot Countries

- India
 - Meat; 9 and vegetable 6.5
- Kenya
 - Meat 5.9 and vegetable 3.2
- Mexico
 - Meat 4.3 and vegetable 2.8
- Philippines
 - Meat 3.2 and vegetable 2
- Vietnam
 - Meat 4.3 and vegetable 1.7

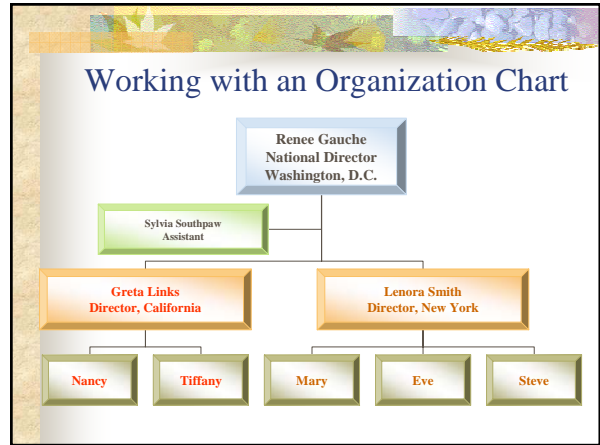
Not as successful in presenting the statistics as using a chart or a table.

Spice Use in Hot Countries (scanned)





- ### Creating Organization Charts
- Use Title and Diagram or Organization chart slide
 - Templates includes
 - Organization Chart
 - Cycle, Radial, Pyramid, Venn and Target diagrams



- ### Creating Tables
- A built-in feature of PowerPoint
 - Use to display text or numbers as text
 - Quick to make
 - Easy to modify

What are the options for managing a patient with an ASCUS, favor dysplasia report?

Suggested Protocol for the Management of Women with Minimally Abnormal Papercytology Smears

Condition	Management
ASCUS	1. Repeat Pap smear every six months for two years if three consecutive tests show normal results. Pap smears may be reduced to once yearly if any of the follow-up smears show ASCUS or other irregularity; colposcopy should be performed. or Intermediate triage may be used (acetic acid wash, speculoscopy, cervicography), or 2. Proceed directly to colposcopy (especially in poorly compliant patients).
ASCUS associated with inflammation	Identify source of infection, repeat Pap smear in four to six months if normal. Pap smear if ASCUS or other irregularity appears on follow-up smears, colposcopy should be performed.
ASCUS in postmenopausal patient	Estrogen vaginal cream prescribed for four weeks if there are no contraindications, then a Pap smear at interval. Pap smear annually; if ASCUS or other irregularity is noted on a smear, colposcopy should be performed.
ASCUS with suspected dysplasia	Proceed directly to colposcopy.
ASCUS in patient with prior SIL	Proceed directly to colposcopy.
LSIL, CIN I, HPV	1. Repeat Pap smears every six months for two years if three consecutive smears are normal and testing is appropriate; if any of the follow-up smears show ASCUS or other irregularity, colposcopy should be performed. or 2. Proceed directly to colposcopy (especially in poorly compliant patients).
MUI inflammation	Annual Pap smears.
Medicine or surgery	Follow and repeat Pap smears and Chlamydia test; if source of infection is apparent, repeat Pap smear every six to 12 months; if no etiology is apparent, repeat Pap smears at intervals. If follow-up test is normal, annual Pap smears are appropriate; if repeat follow-up smears show inflammation in smears, colposcopy should be performed.
Hypertrophic parakeratosis	Repeat Pap smear in six months; if normal, annual Pap smears should be obtained; if hyperkeratosis or other irregularity is apparent, colposcopy should be performed.
Trichomoniasis diagnosed on Pap smear	Repeat Pap smear in six months; if normal, annual Pap smears should be obtained; if hyperkeratosis or other irregularity is apparent, colposcopy should be performed.
Chlamydia diagnosed on Pap smear	If culture is negative, ignore and continue annual Pap smears.
AGUS	If endocervical AGUS, repeat Pap smear and perform colposcopy and endocervical curettage. If all are negative, repeat Pap smear in six months; if follow-up Pap smear is negative, continue annual Pap smears. If AGUS is still apparent, perform conization and D & C or hysterectomy. If EICV or AIS is found, therapy should be appropriate for the lesion diagnosed. If endocervical AGUS, perform endocervical biopsy or hysterectomy and endocervical curettage.

This scanned table does not work at all! No one can read it, including the presenter.

Protocol for Abnormal Paps

ASCUS	Repeat Pap every 6 months for 2 years OR intermediate triage (acetic acid wash, etc.) OR proceed to colposcopy
ASCUS with inflammation	ID source of infection; repeat Pap in 4-6 months
ASCUS in postmenopausal women	Estrogen vaginal cream prescribed for 4 weeks; repeat Pap smear; if normal Pap annually; if ASCUS, colposcopy
ASCUS with suspected dysplasia	Proceed directly to colposcopy
ASCUS in patient with prior SIL	Proceed directly to colposcopy


Spice Use in Hot Countries

	India	Kenya	Mexico	Vietnam	Phillippines
Meat	9	5.9	4.3	4.3	3.2
Vegetable	6.5	3.2	2.8	1.7	2

Using AutoShapes and Drawing


- Add simple graphic shapes
- Resize
- Rotate
- Flip
- Combine objects
- Create 3-D objects with perspective

Rectangles and Ovals

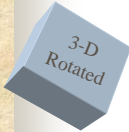


For a perfect square: Select rectangle; hold down shift and drag

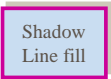
Squares and Circles




For a perfect circle: Select oval; hold down shift and drag



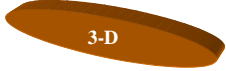
3-D Rotated



Shadow Line fill

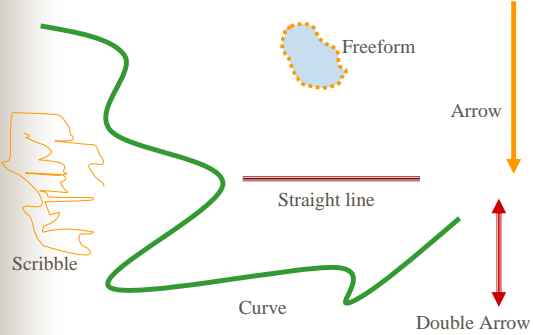


Shadow

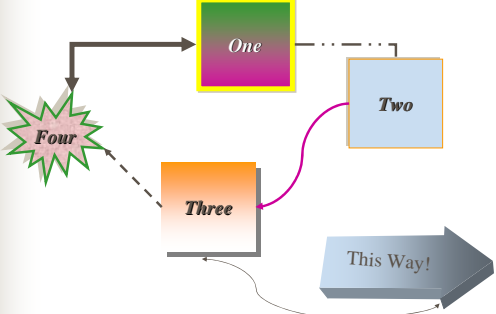


3-D

Curves and Freeforms



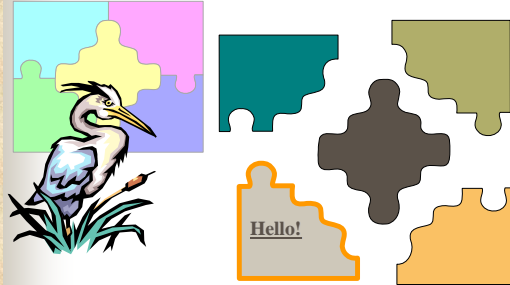
Objects and Connectors



Using Clip Art

- Finding
- Re-coloring
 - Right click on clip art to bring up the Picture toolbar
- Ungrouping
- WordArt

Clip Art - Ungrouping



Clip Art and Text

- The Green Frog
- Indicator of a healthy environment
- His croaking soothes the soul
- Richard Brautigan is not so sure



Applying Custom Animation

- You can animate
 - Title
 - Text
 - Charts
 - Clip Art, photographs or slides
 - AutoShapes

Protecting ourselves from food

- Spices and morning sickness may shield us
 - From toxins
 - Microorganisms
- The antimicrobial hypothesis
 - Based on common sense cooking
 - Tradition
- Alternative hypotheses



Any questions!



Thank you!