If all you need is a quick review of PowerPoint 2010 to get started on creating a presentation, check out this video.

**PowerPoint 2010**  [https://www.youtube.com/watch?v=3ZUwFwooMrY](https://www.youtube.com/watch?v=3ZUwFwooMrY)
This Youtube video called Creating a Presentation is less than 8.5 minutes. It describes how to create a basic presentation using PowerPoint 2010. The video covers

- adding slides,
- how to select a layout,
- add transitions between slides,
- Add animations (at the start of the slide, for emphasis and when the slides exits the screen
- Saving
- Running

Perhaps the most consistent documentation is provided by Microsoft. Simply click the help button when PowerPoint is running.

Listed below are a variety of topics about PowerPoint 2010 and the URL to that specific topic.

- [Familiarize yourself with the ribbon](#)
- Create a basic Presentation
- [Deliver a presentation on multiple monitors](#)
- Importing content
- Organizing and formatting
- Using masters
- Using templates
- Working with animation
- Working with charts
- Working with movies
- Working with sounds