



COMMUNICATION AND WRITING SKILLS | CWS-013

Visual Presentation Design with PowerPoint

Contact

+31 85 7444446
info@aractech.com
<https://aractech.com>

Address

Waarderweg 50, 2031PB Haarlem - Netherlands.

Course content

Why Attend

Slides are often overloaded with text and charts that distract rather than help audiences. Good visual design makes messages clearer and more memorable.

This Aractech course covers presentation planning, storyboarding, slide design principles, layouts and templates, visualising data, using images and icons, animation with purpose, accessibility and presenting with slides. Participants redesign their own presentations.

Course Methodology

- Hands-on PowerPoint labs
- Slide redesign exercises
- Feedback
- Templates
- Peer review

Course Objectives

- Plan presentations with a clear storyline
- Apply visual design principles to slides
- Build consistent templates and layouts
- Visualise data effectively
- Use images, icons and animation purposefully
- Create accessible presentations

Target Audience

- Managers and professionals presenting regularly
- Marketing and communication staff

Course content

- Consultants
- Trainers

Course outline

Detailed course outline

Day-by-day outline for Visual Presentation Design with PowerPoint.

Day 1 - Planning Presentations

- 09:00-09:45 | Audience and purpose
- 09:45-10:30 | Key messages
- 10:30-11:00 | Storyboarding
- 11:00-11:30 | Coffee break
- 11:30-11:45 | Storyboarding (continued)
- 11:45-12:30 | Structure
- 12:30-14:00 | Exercise: Storyboard

Day 2 - Design Principles

- 09:00-09:45 | Simplicity
- 09:45-10:30 | Visual hierarchy
- 10:30-11:00 | Colour and fonts
- 11:00-11:30 | Coffee break
- 11:30-11:45 | Colour and fonts (continued)
- 11:45-12:30 | Whitespace
- 12:30-14:00 | Workshop: Slide makeover

Course outline

Detailed course outline

Day-by-day outline for Visual Presentation Design with PowerPoint.

Day 3 - Templates and Layouts

- 09:00-09:45 | Slide masters
- 09:45-10:30 | Layouts
- 10:30-11:00 | Consistency
- 11:00-11:30 | Coffee break
- 11:30-11:45 | Consistency (continued)
- 11:45-12:30 | Brand
- 12:30-14:00 | Lab: Building a template

Day 4 - Data and Images

- 09:00-09:45 | Charts
- 09:45-10:30 | Diagrams
- 10:30-11:00 | Images and icons
- 11:00-11:30 | Coffee break
- 11:30-11:45 | Images and icons (continued)
- 11:45-12:30 | Animation
- 12:30-14:00 | Lab: Data slides

Course outline

Detailed course outline

Day-by-day outline for Visual Presentation Design with PowerPoint.

Day 5 - Delivering with Slides

- 09:00-09:54 | Accessibility
- 09:54-10:48 | Speaker notes
- 10:48-11:00 | Presenting
- 11:00-11:30 | Coffee break
- 11:30-12:12 | Presenting (continued)
- 12:12-13:06 | Handouts
- 13:06-14:00 | Capstone: Redesigned presentation

Seminar dates

Available seminar dates

Live dates and pricing for Visual Presentation Design with PowerPoint generated from the course details page.

Date	Location	Format	Fee
9 - 13 November 2026	Kuala lumpur	Classroom	€1,925
16 - 20 November 2026	Vienna	Classroom	€3,225
7 - 11 December 2026	Barcelona	Classroom	€2,815
14 - 18 December 2026	Barcelona	Classroom	€2,815
18 - 22 January 2027	London	Classroom	€2,315
15 - 19 February 2027	Frankfurt	Classroom	€1,875
15 - 19 March 2027	Barcelona	Classroom	€2,815
19 - 23 April 2027	Frankfurt	Classroom	€1,875
17 - 21 May 2027	Rome	Classroom	€3,460
21 - 25 June 2027	Kuala lumpur	Classroom	€1,925

Seminar dates

Available seminar dates

Live dates and pricing for Visual Presentation Design with PowerPoint generated from the course details page.

Date	Location	Format	Fee
19 - 23 July 2027	Barcelona	Classroom	€2,815
16 - 20 August 2027	Geneva	Classroom	€4,315
20 - 24 September 2027	Amsterdam	Classroom	€2,830
18 - 22 October 2027	Istanbul	Classroom	€1,978
15 - 19 November 2027	Rome	Classroom	€3,460
20 - 24 December 2027	Istanbul	Classroom	€1,978
9 - 13 November 2026	Online / Live	Online / Live	€1,815
16 - 20 November 2026	Online / Live	Online / Live	€1,815
7 - 11 December 2026	Online / Live	Online / Live	€1,815
14 - 18 December 2026	Online / Live	Online / Live	€1,815

Seminar dates

Available seminar dates

Live dates and pricing for Visual Presentation Design with PowerPoint generated from the course details page.

Date	Location	Format	Fee
18 - 22 January 2027	Online / Live	Online / Live	€1,815
15 - 19 February 2027	Online / Live	Online / Live	€1,815
15 - 19 March 2027	Online / Live	Online / Live	€1,815
19 - 23 April 2027	Online / Live	Online / Live	€1,815
17 - 21 May 2027	Online / Live	Online / Live	€1,815
21 - 25 June 2027	Online / Live	Online / Live	€1,815
19 - 23 July 2027	Online / Live	Online / Live	€1,815
16 - 20 August 2027	Online / Live	Online / Live	€1,815
20 - 24 September 2027	Online / Live	Online / Live	€1,815
18 - 22 October 2027	Online / Live	Online / Live	€1,815

Seminar dates

Available seminar dates

Live dates and pricing for Visual Presentation Design with PowerPoint generated from the course details page.

Date	Location	Format	Fee
15 - 19 November 2027	Online / Live	Online / Live	€1,815
20 - 24 December 2027	Online / Live	Online / Live	€1,815