



PPT – Powerful Presentation Techniques

Resource List (REV 7)

With an estimated 30 million presentations and \$252 million spent in wasted time daily, effective presentation creation with PowerPoint and informative presentation delivery is essential for organizations of all sizes.

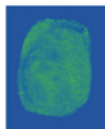
To help you with this challenge, you'll find this compilation of articles, PowerPoint and presentation skills resources useful. The resources have been put together for my PPT Workshops, webinars and presentation coaching engagements and to share with you and other readers of [PPT – Powerful Presentation Techniques](#).

I encourage you to [e-mail me](#) with any changes or additions you feel should be made to the list.

Paul J Gibler
the Web Chef

Articles

- “Absolute PowerPoint: Can a Software Package Edit our Thoughts?”
<http://polyplot.lss.wisc.edu/lss/intime/AbsolutePPT.pdf>
The Cognitive Style of PowerPoint (Essay), Edward Tufte, Graphics Press, 2003
- “Are we Wasting \$250 million Per Day Due to Bad PowerPoint?”, Dave Paradi, 2003
http://www.thinkoutsidetheslide.com/articles/wasting_250M_bad_ppt.htm
- “Avoiding Death by PowerPoint” Dave Paradi, Infocom, 9/11/06
<http://www.infocomm.org/Newsnetwork/index.cfm?objectID=6EBD83DB-656E-481A-A37947090B7A2AA4>
- “Death by PowerPoint”, Angela Garber, Small Business Computing, 4/1/2001
<http://www.smallbusinesscomputing.com/biztools/article.php/684871>
- “Death by PowerPoint – Giving Better Presentations”
<http://blogs.msdn.com/officerocker/archive/2006/07/21/presenting.aspx>
- “8 mistakes when creating PowerPoint Presentations, SympleByte
http://www.symplebyte.com/microsoft_office/powerpoint/powerpoint_biggest_mistakes.html
- “18 Tips for Killer Presentations”, LifeHack, 8/07
<http://www.lifehack.org/articles/communication/18-tips-for-killer-presentations.html>
- “How to Wow them Like Steve Jobs”, Business Week, 4/6/06
http://yahoo.businessweek.com/smallbiz/content/apr2006/sb20060406_865110.htm
- “How to PowerPoint Like a Pro”, Business Week, 6/2/06
http://www.businessweek.com/smallbiz/content/jun2006/sb20060602_100148.htm
- “In Defense of PowerPoint”, Don Norman
http://www.jnd.org/dn.mss/in_defense_of_powerp.html
- “It’s the story, stupid. Don’t let presentation software keep you from getting your story across”, Doc Searls, 8/16/98



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<http://www.searls.com/present.html>

- “Keynote like a Pro”, Jeff Wuorio, Business 2.0, 4/03
http://money.cnn.com/magazines/business2/business2_archive/2003/04/01/339832/index.htm
- “Learning to Love PowerPoint”, Wired, Nov 2003
<http://www.wired.com/wired/archive/11.09/ppt1.html>
- “Making Your (Power) Point”, Inc, May 2006
<http://www.inc.com/magazine/20060501/handson-marketing.html>
- “Now That We Have Your Complete Attention”, Fast Company, Feb/March 1997
<http://www.fastcompany.com/magazine/07/124present.html>
- “117 Ideas for Better Business Presentations”, Tom Kirby, Executive Speaker
<http://www.executive-speaker.com/kirb117.html>
- “Of PowerPoint and Pointlessness”, Joanna Glasner, Wired, 9/3/02
<http://www.wired.com/culture/education/news/2002/09/54675>
- “Presentation Skills for Emergent Managers”, Gerard Blair
<http://www.see.ed.ac.uk/~gerard/Management/art1.html>
- “Power Corrupts, PowerPoint Corrupts Absolutely”, Edward Tufte, Wired, 9/2003
<http://www.wired.com/wired/archive/11.09/ppt2.html>
- “Making a (Power) Point of not Being so Tiresome”, Claire Hoffman, LA Times, 4/19/06
http://www.latimes.com/business/la-fi-powerpoint19apr19,0,5705385,full_story
- “More Power than Point”, Inc, Adam Hanft, August 2003
<http://www.inc.com/magazine/20030801/ahanft.html>
- “PowerPoint: Boon or Bane?”, Presentations, August 2007
http://www.managesmarter.com/msg/content_display/presentations/e3ife0aa2be553f374dbfbb04e67953a9f3
- “Research Points the Finger at PowerPoint”, Sydney Morning Herald, 4/5/07
<http://www.smh.com.au/news/technology/research-points-the-finger-at-powerpoint/2007/04/03/1175366240499.html>
- “Stop Your Presentation before it Kills Again”, Creating Passionate Users Blog, 6/05
http://headrush.typepad.com/creating_passionate_users/2005/06/kill_your_prese.html
- “Survey Shows How to Stop Annoying Audiences with Bad PowerPoint”, Dave Paradi, PPT Lifeguard,
http://www.communicateusingtechnology.com/articles/pptsurvey_article.htm
- “The Art of Communicating Effectively”, Art Frieman, Alliant Solutions
<http://www.presentingsolutions.com/effectivepresentations.asp>
- “The 10/20/30 Rule”, Guy Kawasaki, 12/30/05
http://blog.guykawasaki.com/2005/12/the_102030_rule.html

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- Aggregation and Rating of Articles on PowerPoint
<http://tc.eserver.org/dir/Articles/Presentations>

PowerPoint & Presentation Skills Related Websites & Blogs

- About Guide to Presentation Software – <http://presentationsoft.about.com/>
- Bill Dilworth – <http://billdilworth.mvps.org/>
- Brainy Betty PowerPoint Tips – <http://bettypowerpoint.blogspot.com/>
- Beyond Bullets – <http://www.beyondbullets.com/>
- Dave Paradi's PowerPoint Blog – <http://pptideas.blogspot.com/>
- Death to Bad PowerPoint – <http://power-points.blogspot.com/>
- Eli Journals - <http://www.elijournals.com/index.asp> (training CDs and publications)
- Extras4 PowerPoint – <http://www.extras4powerpoint.com/index.html>
- Giving Effective PowerPoint Presentations -
<http://sbinfocanada.about.com/cs/management/qt/powerptpres.htm>
- Great Presentations Mean Business – <http://gpmb.wordpress.com/>
- Indezine – <http://www.indezine.com/products/powerpoint/index.html>
- MasterViews effective PPT for International Audiences – <http://masterviews.com/>
- Microsoft PowerPoint – <http://www.microsoft.com/office/powerpoint/default.asp>
- Microsoft PowerPoint News Group
http://communities.microsoft.com/newsgroups/default.asp?icp=Prod_Office&sLCID=US&newsgroup=microsoft_public.powerpoint
- More than PowerPoint – <http://www.maniactive.com/states/blogger.html>
- onPPT – <http://www.onppt.com>
- Online Power Point Resources – <http://www.csc.calpoly.edu/~ebrunner/PowerPointResources.htm>
- PowerPoint FAQ's – <http://www.rdpslides.com/pptfaq/>
- PowerPoint Answers – <http://www.powerpointanswers.com/index.html>
- PowerPoint & Office Art Blog – <http://blogs.msdn.com/powerpoint/archive/2006/03/30/565277.aspx>
- PowerPoint Workbench – <http://www.pptworkbench.com/>
- PowerPoint Keyboard Shortcuts –
<http://www.bettersolutions.com/powerpoint/167713172019319168122211202353/167713172019319168122211202353.htm>
- PowerPointed – <http://www.ppted.com/>
- PowerPoint Graphics Glossary – <http://www.presentationpictures.com/powerpoint-glossary.htm>
- Power Point Tips Blog – http://www.ellenfinkelstein.com/PowerPoint_tips_blog.html
- PPTools – <http://www.rdpslides.com/pptools/index.html?referrer=pptfaq>
- **PPT – Powerful Presentation Techniques** – <http://www.connectingdots.typepad.com/ppt> (My Blog)
- Presentation Professor – <http://www.professorppt.com/>
- Presentations.com Speaking Tips -
http://www.presentations.com/presentations/delivery/speaking_archive.jsp
- Presenters Online PowerPoint Tutorials – <http://www.presenteronline.com/tutorials/powerpoint/>
- Presenters University – <http://www.presenteruniversity.com/>
- Presentation Zen – <http://www.presentationzen.com/>
- Sooper PowerPointless – <http://sooper.org/misc/ppt/>
- The PowerPoint Blog – <http://www.tlccreative.com/blog/index.php/all>
- ThinkOutsidetheSlide – <http://www.thinkoutsidetheslide.com/index.htm>

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PowerPoint 2007 Information

- What's New in PowerPoint 2007? Microsoft Office Online, 2005, <http://office.microsoft.com/en-us/powerpoint/HA100742261033.aspx?pid=CH101030561033>
- Microsoft PowerPoint 2007 Top 10 Benefits - <http://office.microsoft.com/en-us/powerpoint/HA101650281033.aspx>

General Presentation Websites & Blogs

- Information Aesthetics – <http://infosthetics.com/>
- PPT – Powerful Presentation Techniques – <http://connectingdots.typepad.com/ppt/>
- Presentation Coach – http://presentationcoach.typepad.com/presentation_coach/
- Presentation Pointers – <http://www.presentation-pointers.com/>
- Presentations Magazine - <http://www.presentations.com/presentations/index.jsp>
- PresentationWiz – <http://www.presentationwiz.biz>
- Presentation Zen – <http://presentationzen.blogspot.com/presentationzen/>
- Presenter's Notes – <http://www.presentersnotes.com/>
- Presenters University – <http://www.presentersuniversity.com/index.php>
- Speech Tips – <http://www.speechtips.com/>
- ThirstyFish story and strategy – <http://www.thirsty-fish.com/>
- Toastmasters Magazine Archive – <http://www.toastmasters.org/artisan/member.asp?CategoryID=1&SubCategoryID=10>
- Tony Ramos Presentations Blog - <http://tonyramos.com/Presentations%20Weblog.htm>
- Visual Being – <http://www.visualbeing.com/>

Cartoons

- Andertoons – <http://www.andertoons.com/>
- Cartoonbank (New York Times)– <http://www.cartoonbank.com>
- Glasbergen (Business & Computer) – <http://www.glasbergen.com/cat.html>
- Tom Fishbourne (Brand Camp) – <http://www.skydeckcartoons.com/>

Clip Art, Stock Photography, Images Free & Fee (some sites have audio and templates)

- Acclaim Images – <http://www.acclaimimages.com/>
- Animation Factory – <http://www.animationfactory.com/>
- Awesome Presentation Pictures – <http://www.presentationpictures.com/index.htm>
- Ablestock – <http://www.ablestock.com/en/>
- Bondstreet Images – <http://www.bondstreet.com/>
- BizPresenter – <http://bizpresenter.corbis.com/>
- Clipart.com – <http://www.clipart.com/en/index>
- Crystal Graphics – <http://www.crystalgraphics.com/default.asp>
- Deviant Art – <http://www.deviantart.com/>
- Dreamstime – <http://www.dreamstime.com/>
- Digital Juice – <http://www.digitaljuice.com/index.asp>
- EveryStockPhoto – <http://everystockphoto.com/>
- Flickr – <http://www.flickr.com>
- Fotolia – <http://www.fotolia.com/>

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- Free Photos Bank – <http://www.freephotosbank.com/>
- Free Range Stock – <http://www.freerangestock.com/>
- Free Stock Photos – <http://www.free-stockphotos.com/>
- Getty Images – <http://creative.gettyimages.com/source/frontdoor/DefaultRfLanding.aspx>
- iStockPhoto – <http://www.istockphoto.com>
- Image After – <http://www.imageafter.com/>
- Microsoft Design Gallery – <http://dgl.microsoft.com/>
- MorqueFile – <http://www.morquefile.com>
- NWHYH Stock Photography – <http://www.nwyhstockimages.com/default.aspx>
- Photocase – <http://www.photocase.com/Default.asp>
- Photospin – <http://www.photospin.com/>
- Photos to Go – <http://www.photostogo.com/default.asp>
- Photos.com – <http://www.photos.com/en/index>
- PointClips – <http://www.pointclips.com/>
- PowerBacks – <http://powerbacks.com/>
- PictureStation – <http://www.picturestation.net/start/>
- Pixel Perfect Digital – <http://www.pixelperfectdigital.com/>
- Shutterstock – <http://www.shutterstock.com/>
- Stock.xchng – <http://www.sxc.hu/>
- Veer – <http://www.veer.com/>
- Yotophoto – <http://yotophoto.com/>

Templates

- Awesome PowerPoint Backgrounds – <http://www.awesomebackgrounds.com/>
- Template Ready – <http://www.templateready.com/>

Royalty Free Music & Audio Clips

- CSS Music – <http://www.cssmusic.com/>
- Fresh Music Library – <http://www.freshmusic.com/>
- Freeplaymusic – <http://www.freeplaymusic.com/>
- Music Bakery – <http://www.musicbakery.com/>
- NEOSounds - <http://www.neosounds.com/>
- Opuzz – <http://www.opuzz.com>
- Royalty Free Music – <http://www.royaltyfreemusic.com/>
- Sound Dogs – <http://www.sounddogs.com/start.asp>
- Sound Ideas – <http://www.sound-ideas.com/>
- Shockwave-Sound – <http://www.shockwave-sound.com/>
- Unique Tracks – <http://www.uniquetracks.com/>
- Web Places – Sound Clip Reviews – <http://www.webplaces.com/html/sounds.htm>

Video Clips

- Ask.com – <http://websearch.about.com/od/searchtipoftheday/qt/freemovie.htm>
- Blinkx.tv – <http://tv.blinkx.com/>

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- Singingfish – <http://search.singingfish.com/sfw/home.jsp>

Fonts

- Chank – <http://www.chank.com>
- Font101 – <http://www.font101.com/>
- What the font – <http://www.myfonts.com/WhatTheFont/> (identify a font)

Quotes

- Bartlett's Quotations – <http://www.bartleby.com/100/>
- Brainy Quote - <http://www.brainyquote.com/>
- FamousQuotations – <http://www.famous-quotations.com/>
- Great Quotes – <http://www.great-quotes.com/>
- Quotation Reference – <http://www.quotationreference.com/>
- Quotations Page – <http://www.quotationspage.com/>
- Quote Lady – <http://www.quotelady.com/>
- Quoteland – <http://www.quoteland.com/>
- Wikiquote – <http://www.wikiquote.org/>
- Yahoo! Directory of Quotes – <http://dir.yahoo.com/Reference/Quotations/>

PowerPoint Tools & Software Add-ons

Maps

- Maps for Design – <http://www.mapsfordesign.com/>
- PresentationMaps – <http://www.presentationmaps.com>
- PresentationMapz – <http://www.presentationmapz.com>

Graphics

- AllCapture – <http://www.allcapture.com/eng/index.php> (capture screen in real time)
- Crystal Graphics Xcelsius – <http://www.infomersion.com/> (Excel charts)
- Crystal Graphics PowerPlugs – <http://www.crystalgraphics.com/presentations/main1.asp>
- EzPaste – <http://www.ezpaste.net> (automated copy/paste of Excel data/charts to PPT)
- Graphicae – <http://www.graphicae.com/>
- Perspector – <http://www.perspector.com> (3 D Graphics)
- PrezVizion – <http://www.prezvision.com/en> (3D Multi-media)
- Snagelt – <http://www.techsmithc.com> (screen capture)
- Vox Proxy – <http://www.voxproxy.com/index.swf> (animated characters)

Compression Software

- NxPowerLite – <http://www.nxpowerlite.com>
- PowerPressed – <http://www.powerpressed.com/default.asp>
- PowerShrink – <http://www.powershrink.com/>
- PPTMinimizer – <http://www.pptminimizer.com>
- PPT Share – <http://www.pptshare.com>

iPod Presentation Tools



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- iPresent IT - <http://www.zaptek.com/ipresent-it/>
- ThinkFree Office Show – <http://product.thinkfree.com/products/ipod.html>

Online Presentation Sharing

- Slideshare – <http://slideshare.net/>
- Thumbstacks – <http://www.thumbstacks.com/>
- Zoho Show – <http://www.zohoshow.com>
- PPTExchange – <http://www.pptexchange.com>

PowerPoint to Flash

- FlashSpring – <http://www.activeswf.com/>
- Pointecast – <http://www.pointecast.com/>
- WildPresenterPro - <http://www.wildform.com/>

Presentation Libraries

- Presentation Librarian – http://www.accent-technologies.com/products/presentation_librarian.asp
- SlideManager – <http://www.slidemanager.biz>

Other

- PlaysForCertain – <http://www.playsforcertain.com/index.htm> (video clip enhancers)
 - PowerShow – <http://officeone.mvps.org/powershow/powershow.html>
 - Impatica – <http://www.impatica.com/imp4ppt/>
 - PresentationPoint – <http://www.presentationpoint.com> (multiple PPT software tools)
 - PresentationPro – <http://www.presentationpro.com/>
-

Books – Presentation Skills

- *101 Ways to Captivate a Business Audience*, Sue Gaulke, AMACOM, 1997
- *Bulletproof Presentations: No One Will Ever Shoot Holes in Your Ideas Again!* Michael Campbell, The Career Press, 2002
- *Even a Geek Can Speak*, Joey Asher, Longstreet Press, 2001
- *Give Your Speech Change the World: How to Move Your Audience to Action*, Nick Morgan, HBS Press, 2005
- *I Can See You Naked*, Ron Hoff, Andrews and McNeal, 1988
- *Knockout Presentations*, Diane DiResta, Chandler House Press, 1998
- *Making Presentations*, Tim Hindle, Essential Managers, DK Publishing, 1998
- *Never Be Boring Again: Make Your Business Presentations Capture Attention, Inspire Action and Produce Results*, Doug Stevenson, Cornelia Press, 2004
- *Point Click & Wow!*, Claudyne Wilder and Jennifer Rotondo, Jossey-Bass/Pfeiffer, 2002

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- *Presentation Basics*, Robert Rosania, ASTD Press, 2003
- *Presentation Zen: Simple Ideas on Presentation Design and Delivery*, Garr Reynolds, New Riders Press, Nov 2007
- *The Presentation Handbook: How to Prepare and Make Winning Presentations*, Daria Price Bowman, Adams Publishing, 1999
- *Presentation Skills for Managers*, Jennifer Rotondo and Mike Rotondo, Jr. McGraw Hill, 2002
- *Presentation S.O.S., from Perspiration to Persuasion in 9 Easy Steps*, Mark Wisrup, Warner Business Books, 2005
- *Presentations*, Daria Price Bowman, Adams 1998
- *Presentations for Dummies*, Malcolm Kushner, For Dummies, 2004
- *Presenting to Win, The Art of Telling Your Story*, Jerry Weissman, Prentice Hall, 2003
- *Public Speaking for Dummies*, Malcolm Kushner, For Dummies, 2004
- *Speak with Confidence*, Dianna Booher, McGraw Hill, 2003
- *The Complete Idiot's Guide to Public Speaking*, Laurie Rozakis, PhD, Alpha Books, 1999
- *The Confident Speaker*, Harrison Monarth and Larina Kase, McGraw Hill, 2007
- *The Exceptional Presenter: A Proven Formula to Open up and Own the Room*, Timothy Koegel, GreenLeaf Book Group Press, 2007
- *The Leader's Guide to Storytelling: Mastering the Art and Discipline of Business Narrative*, Stephen Denning, Jossey Boss, 2005
- *The Quick and Easy Way to Effective Public Speaking*, Dale Carnegie, Pocket, 1990
- *Working the Room*, Nick Morgan, Harvard Business School Press, 2003
- *Writing, Speaking, Listening the Essentials of Business Communications*, by Helen Wilkie, Oxford How to Books, Ltd. 2001

Books – PowerPoint Skills

- *101 Tips Every PowerPoint User Should Know*, Ellen Finkelstein, 2007 (downloadable e-book)
<http://www.ellenfinkelstein.com/estore/101tips2003.html>
- *Beyond Bullet Points*, Cliff Atkinson, Microsoft Press, 2005
- *Clear and to the Point*, Stephen Kosslyn, Oxford University Press, 2007

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- *Cutting Edge PowerPoint For Dummies*, Geetesh Bajaj, Wiley 2006
- *Fixing PowerPoint Annoyances*, Echo Swinford, O'Reilly Press, 2006
- *Guide to PowerPoint*, Mary Munter and Dave Paradi, Prentice Hall, 2006
- *How to do Everything with Microsoft PowerPoint 2007*, Ellen Finkelstein, McGraw Hill Osborne Media, 2006
- *How to Wow with PowerPoint*, Richard Harrington and Scott Rekchal, Peachpit Press, 2007
- *Microsoft PowerPoint 2007 Bible*, Faith Wempen, Wiley, 2007
- *Microsoft PowerPoint 2007 Quicksteps*, Carole Boggs Matthews, McGraw Hill Osborne Media, 2006
- *On PowerPoint*, Kathy Jacobs, Holy Macro Press, 2004
- *PowerPoint 2007: The Missing Manual*, O'Reilly, 2006
- *PowerPoint Advanced Presentation Techniques*, Faith Wempen, Wiley, 2004
- *Powerful PowerPoint for Educators*, David Marcovitz, Libraries Unlimited, 2004
- *Relational Presentation, A Visually Interactive Approach*, Robert Lane & Chantal Bossé, BookSurge, 2007
- *Solving the PowerPoint Predicament: Using Digital Media for Effective Communication*, Tom Bunzel, Que, 2006
- *Special Edition Using Microsoft PowerPoint 2007*, Patrice-Ann Rutledge and Geetesh Bajaj, Que 2006
- *Step by Step Microsoft PowerPoint 2007*, Joyce Cox and Joan Preperneau, Microsoft Press, 2007
- *Teach Yourself Visually Microsoft PowerPoint 2007*, Lisa Bucki, Visual, 2006
- *Why Most PowerPoint Presentations Suck*, Rick Altman, Perfect Paperback, 2007



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About Paul J. Gibler, MBA

- e-Business and e-Marketing experience since 1996
- Marketing and Communications experience since 1980
- Founder, Digital Brand Strategist and Principal Consultant CONNECTINGDOTS® higher resolution marketing
- 25+ years experience in B2B, B2C, health care, life sciences, financial services and adult education

Corporate experience – 17 years in a range of sectors and companies

- Director of Global Marketing Communications – Biotech firm
- Marketing Communications Manager – Medical Device & Pharmaceutical Firms
- Marketing Manager – Financial Services firm
- Channel Manager – Pharmaceutical firm

Adult education – 7+ years experience in adult education (live and online)

- *Adjunct Faculty* – University of Wisconsin Milwaukee, Platteville, Whitewater and Marquette University
- *Speaker/Trainer* – e-marketing and presentation skills topics around the country

Contributor – online e-business and marketing discussion groups

Consultant – 7+ years in B2B, B2C in a range of sectors

Author

- Monthly column, [Buzz Networks](#) on [Wisconsin Technology Network](#)
- 2 blogs – [the Web Chef's e-Bytes](#) and [PPT – Powerful Presentation Techniques](#)
- Periodic contributions to other publications

Education

- BS, Marketing/Accounting – The Wharton School, University of Pennsylvania
- MBA, Marketing – University of Michigan

Leader

- International Association of Business Communicators and American Advertising Federation

Disclaimer

All Items and links in the PPT – Powerful Presentation Techniques Resource Guide have been identified by or submitted to Paul Gibler, Principal Consultant at ConnectingDots. Their inclusion in the list does not indicate an endorsement, but is provided to you as a service for your own assessment.



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