Androsov Semen

BMN-186

Basic part
Intermediate part

EFFECTIVE
TIME
MANAGEMENT
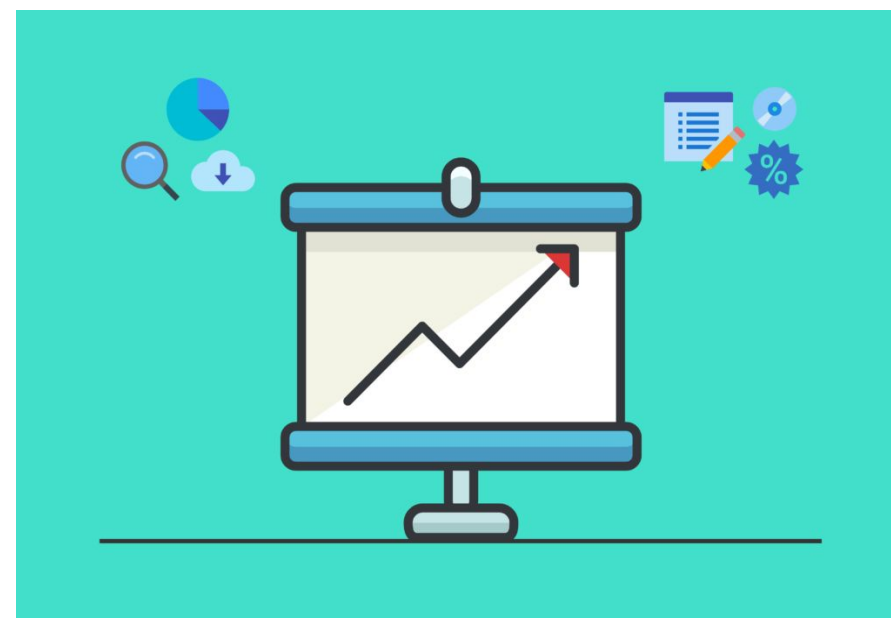
Keys to success in using competencies:

- ❑ The competencies should reflect the organization's values and its needs, as established by analysis, to determine the behaviours that will lead to high performance.
- ❑ Frameworks should not be overcomplex.
- ❑ There should not be too many headings in a framework – seven or eight will often suffice.
- ❑ The language used should be clear and jargon-free.
- ❑ Competencies must be selected and defined in ways that ensure they can be assessed by managers – the use of 'behavioural indicators' is helpful.
- ❑ Frameworks should be regularly updated.
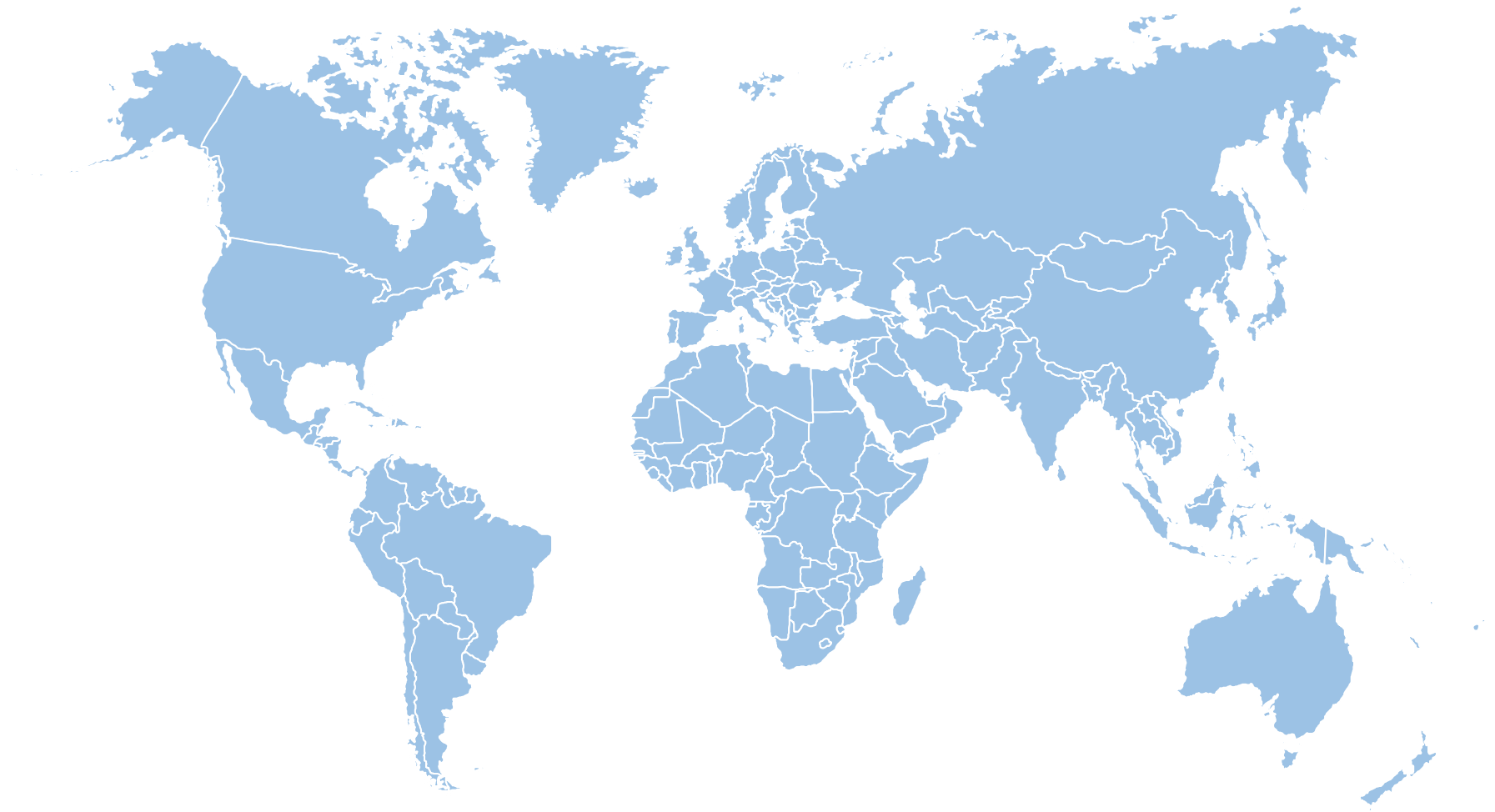
Brazil

Russia

China

Company Name	Region	Produced goods	Sales 2017. USD	Sales 2016. USD	Sales 2015. USD	Sales 2014. USD
United Foods	Americas	Apple	2374,17	2982,88	5899,66	7373,41
United Foods	Western Europe	Banana	8800,28	5963,46	8968,63	13441,43
United Foods	Eastern Europe	Coffee	5769,64	4541,94	8856,23	15002,92
United Foods	Asia	Coffee	6301,44	4593,5	6161,55	10525,39
United Foods	Americas	Coffee	4633,83	6909,75	10420,73	11634,46
United Foods	Americas	Coconuts	5847,74	6018,38	8437,32	9771,44
United Foods	Americas	Avocado	2851,05	2104,52	2477,3	4229,75
United Foods	Americas	Banana	1821,34	2275,33	3683,87	6804,04
United Foods	Asia	Beans	7134,95	4477,24	5045,55	5869,52
United Foods	Asia	Beverages	3674,88	3134,46	3589,91	6313,91
United Foods	Asia	Beans	7195,27	8305,54	8793,39	13325,99
United Foods	Asia	Cereals	3843,79	3048,81	4619,4	6118,57
United Foods	Asia	Apple	5324,74	4478,23	8144,56	10016,02
United Foods	Asia	Beverages	6766,66	8631,11	9219,03	14540,73
United Foods	Asia	Cereals	9064,86	7948,28	9486,92	10089,71
United Foods	Western Europe	Apple	6330,31	8195,8	10921	18603,34
United Foods	Western Europe	Apple	8025,68	8279,07	11378	20349,7
United Foods	Western Europe	Avocado	7056,81	7481,85	9625,69	15942,73
United Foods	Western Europe	Apple	7724,1	8309,08	16058,2	16357,57
United Foods	Eastern Europe	Apple	1228,68	1212,01	2374,09	3585,38
United Foods	Eastern Europe	Apple	8260,5	9035,74	13087,17	20516,66
United Foods	Eastern Europe	Artichokes	6419,35	6214,82	9388,99	9718,11
United Foods	Eastern Europe	Artichokes	8243,02	11055,39	17973,12	28645,14
United Foods	Eastern Europe	Coffee	1274,18	1888,22	1957,2	2874,47

Introductory Research Seminar 2020

Test #2

Basic Part	Ex.1	Make a title slide with your full name and group number. On Slide Master view for Title Slide: fill text placeholders with Green color.
	Ex.2	Insert a triangle (no outline) and pic. 1. Use Eyedropper tool to fill triangle with the same color as a picture's background. Set this shape as a default.
	Ex.3	Insert video 3. Video should start Automatically (check it on the Playback tab). Crop it to the "Pentagon" shape. Add an orange outline. Align video so that it would be in center top of the slide.
	Ex.4	Create a textbox and insert text 2 (use default font and color). Create a bulleted list for all the lines except the first one. Change the bullets into hollow square bullets. Make the first line blue and italics. Make bullets blue as well.
	Ex.5	Set Split transition. Apply for the whole presentation.
Intermediate Part	Ex.6	Copy and paste to slide group 1. Use triggers and animations to highlight and remove highlighting for the following countries: Brazil, Russia, China (use any color and any shape as a trigger).
	Ex.7	Create a new slide layout '[Your family name]_layout'. Remove all default placeholders. Define guides (orange color): middle vertical, middle horizontal, 1 left and 1 right = 14; 1 top and 1 bottom = 6 (6 guides in total). In between guides insert 4 placeholders of different types.
	Ex.8	Copy and paste table 4. Insert as a picture. Apply Fly In (From Top) animation.
Advanced Part	Ex.9	Make a blank slide after title slide. On this slide you should do a table of contents (as shapes). Each hyperlink should address to each excercise. On each slide except title slide and contents slide should be a hyperlink to the slide with contetns (as a textbox 'Return to contents'). Place in centred to the bottom of the slide.
	Ex.10	Finalize your presentation with a theme 1. Save your theme as '[Your family name]_test2'.