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How To Create a Simple Beautiful Presentation Slide in Microsoft Office PowerPoint PPT

In this tutorial, we will explore an amazing option that creates handouts for PowerPoint presentations in Microsoft Word. Follow these steps in PowerPoint 2016 to create handouts in Word: Make sure your individual slides have notes within the Notes Pane. Save your presentation. Then, access the File menu to bring up Backstage view.

To set up a PowerPoint presentation to run automatically, do the following: On the Slide Show tab, click Set Up Show. Under Show type, pick one of the following: To present your slide show in a window, where control over advancing the slides is available to the people watching, select Browsed by an individual (window).

How to Use Slide Transitions in PowerPoint 2016 - dummies

Using the different Slide Layouts in PowerPoint, you can create good looking slides. For example, you can use the ready-made layouts available that contain pictures or charts or you could use a separate layout for the opening slide. These layouts can be edited or duplicated/renamed within Slide Master view to create even more Slide Layouts ...

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PowerPoint 2016: Presenting Your Slide Show

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Create and save a PowerPoint template - PowerPoint

PowerPoint provides convenient tools you can use while presenting your slide show. For example, you can change your mouse pointer to a pen or highlighter to draw attention to items in your slides. In addition, you can jump around to slides in your presentation or access other programs from your taskbar if needed.

Add New Slide Layouts in PowerPoint 2016 for Windows

HOW TO CREATE POSTER IN POWERPOINT

PowerPoint 2016 For Dummies. To do so, first open the presentation that you want to set up and then open the Slide Show tab on the Ribbon and click Set Up Slide Show (found in the Set Up group). This action summons the Set Up Show dialog box, which is shown here. With this dialog box, you can twiddle with the various options that are available for presenting slide shows.

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Create a presentation in PowerPoint - PowerPoint

Create a PowerPoint template. Open a blank presentation, and then on the View tab, in the Master Views group, choose Slide Master. The slide master is the largest slide image at the top of the slide thumbnail list, to the left of your slides. Associated slide layouts are positioned beneath the slide master.

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HOW TO CREATE POSTER IN POWERPOINT

Click the Slide Show tab on the ribbon. Then click the Set Up Slide Show button. The Set Up Show dialog box opens. Under the Show options section, check the box for Loop continuously until 'Esc'. Click OK to close the dialog box. Make sure you save your presentation (Ctrl+S is the keyboard shortcut to save).

Setting a PowerPoint Slide Show to Loop Continuously

Change the font. At the top of the Slide Master pane, click the

slide master. On the Slide Master tab of the ribbon, in the Background group, select Fonts to change the font of all of your text at once. Select an option from the list, or click Customize Fonts for more options. For more info, see Change the default font.

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