

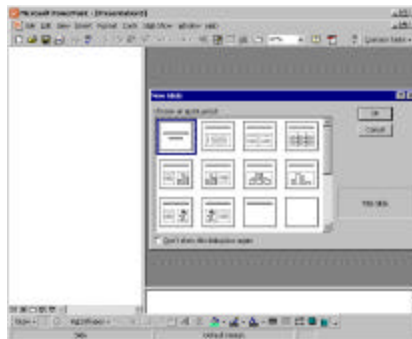
Creating a PowerPoint slide

Step 1: Click on  → **Programs** → **Microsoft PowerPoint**.

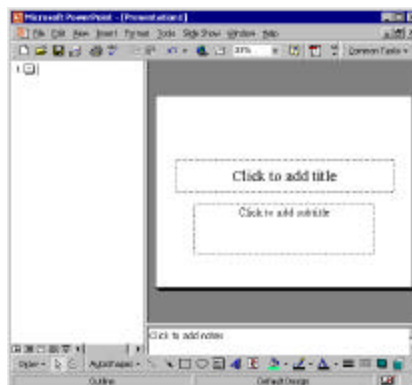
Step 2: Click on **Blank presentation** and **OK**.



Step 3: Select the desired layout by double-clicking on the design and click on **OK** to accept.



Step 4: Once you have your slide, add the text in the *Click to add title* and *Click to add subtitle* area.



Step 5: To view the presentation, from the toolbar click on Slide Show and View Slide show.

