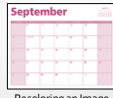


Modifying Images



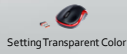
Adding a Picture Style



Recoloring an Image



Removing a Background



Setting Transparent Color

Using Video

Enjoy this quick video of PowerPoint features



Inserting Shapes

- Emphasize key points
- Create drawings
- Add callouts

Use a callout to let viewers know that something is important.

Creating a Table

Class	Number of Students
First Year	288
Sophomores	333
Juniors	279
Seniors	362

7

Presentation Tips

- Use key phrases about your topic
- Avoid excessive use of slide transitions and animations

8

Make Your Slides Easy to Read

- Use contrasting colors for text and background
- Use simple, easy to read fonts

9

Working with Tabs

❖ Student Council	\$220.00
❖ Literary Club	
Poetry Club	\$25.00
❖ Varsity Cheerleaders	\$175.00
❖ Glee Club	\$65.00
❖ Junior ROTC	\$300.00
❖ Band	\$425.00
