Which template should I use?
The following guidance will help you select the appropriate template for your situation.

PowerPoint Templates
IBM_Master_Presentation_2020_V01_Plex.POTX
— This template can be used with Mac OS or Windows OS.
— Slides will display in Plex, if the font is in the system and turned on.
— If Plex is not available, PowerPoint will make a substitute (usually Calibri, since that is normally the font used in the default PowerPoint template).
IBM_Master_Presentation_2020_V01_Plex_Embed.POTX
— This template is primarily for use with Windows OS.
— When opened with Windows OS, the user can edit with the Plex font and create new slides.
— Only use the embedded POTX on a Windows OS when there is one of two end-cases:
  - A final presentation using the Plex typeface is needed, but the current computer doesn't have Plex installed, or
  - A final presentation using the Plex typeface is needed, and it will be shown on a computer that doesn't have the Plex font installed (for example, a non-IBM Windows OS computer when traveling or sending presentations).
— This template can be used with Mac OS, but all fonts are lost on save, making it the same as the Plex POTX without embedded fonts.
IBM_Master_Presentation_2020_V01_Arial.POTX
— Safe for all machines, since Arial is a system font installed on all PCs and Macs.

Keynote Templates
IBM_Master_Presentation_2020_V01_Plex.KEY
— To display IBM Plex, the computer must have the font installed.
IBM_Master_Presentation_2020_V01_Arial.KEY
— Safe for all machines, since Arial is a system font installed on all PCs and Macs.

Libre Office Templates
IBM_Master_Presentation_Interim_2020_V01_Plex.ODP
— This template is for use with LibreOffice open source software.
— This is an interim template which will be replaced with a final version at a later date.
— To display IBM Plex, the computer must have the font installed.
IBM_Master_Presentation_Interim_2020_V01_Arial.ODP
— This template is for use with LibreOffice open source software.
— This is an interim template which will be replaced with a final version at a later date.
— Safe for all machines, since Arial is a system font installed on all PCs and Macs.

Large Format Templates
Each version of the IBM master presentation template is now available in Large Format. These should be used for large onscreen presentations only, where greater resolution is needed for imagery and other graphics.