

MS PowerPoint

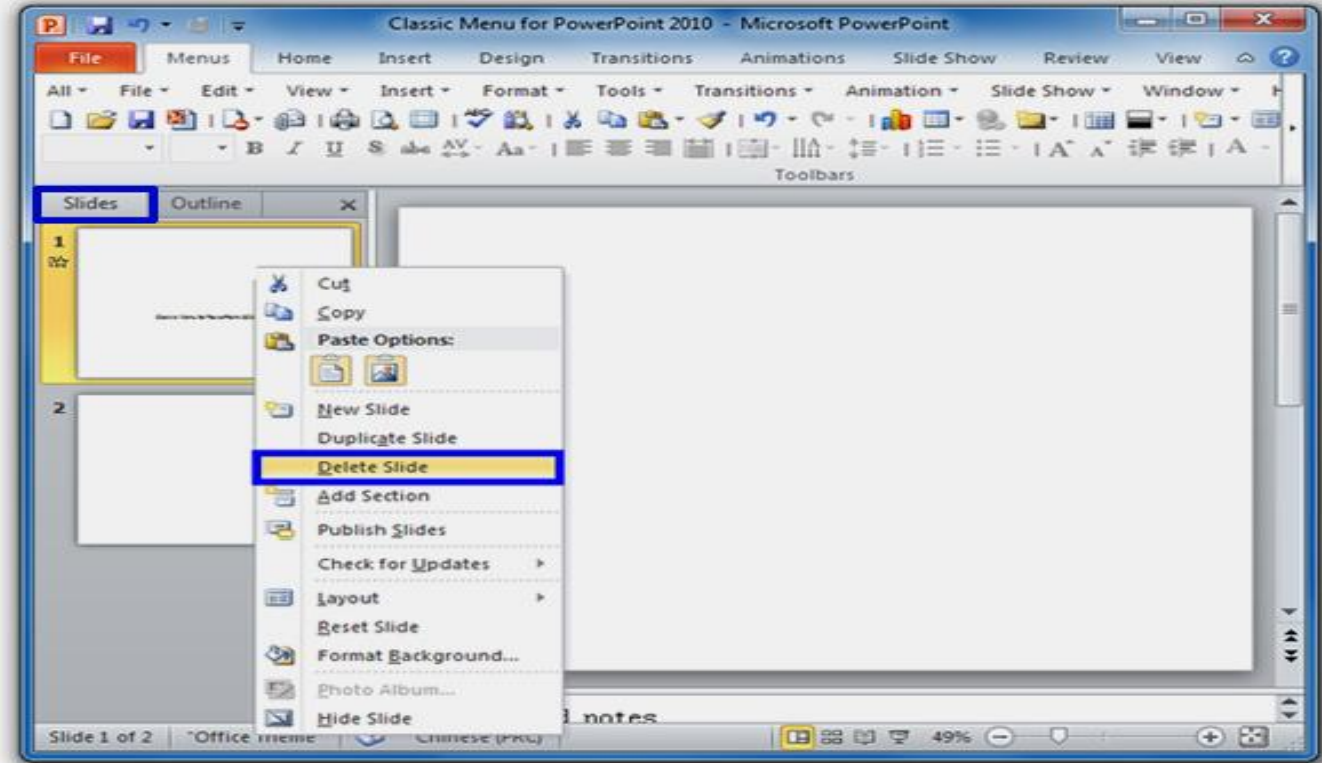


Class V
lab 19



Deleting Slides

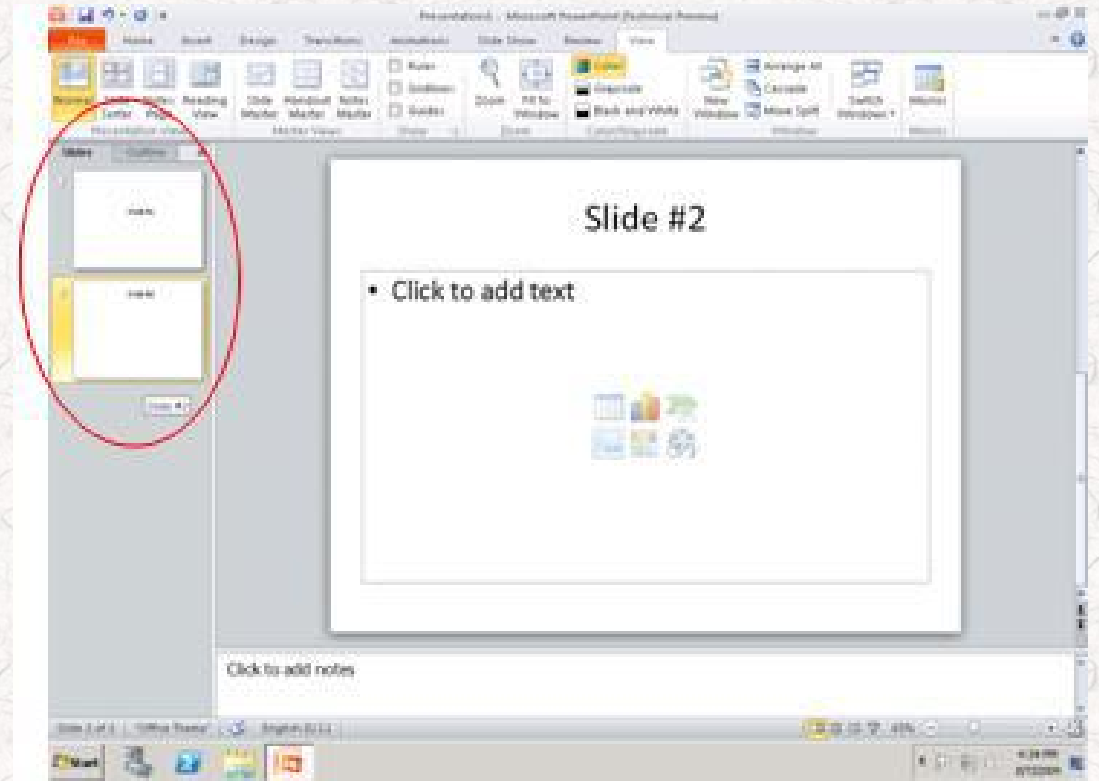
1. Press the delete key on the keyboard
2. Press the backspace key on the keyboard
3. Right click on the slide and select Delete Slide





Moving Slides

To move a slide in your presentation, all you have to do is drag and drop it where you need it

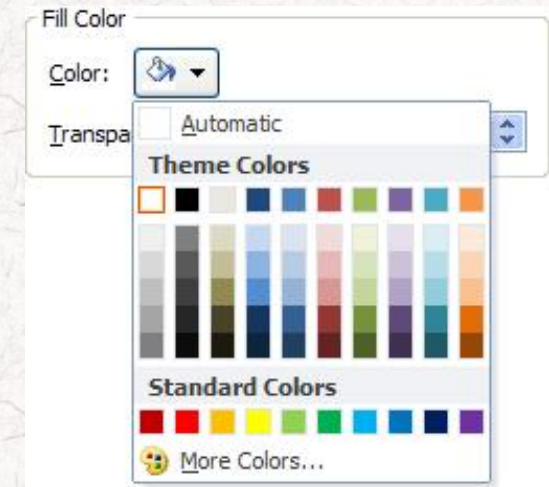
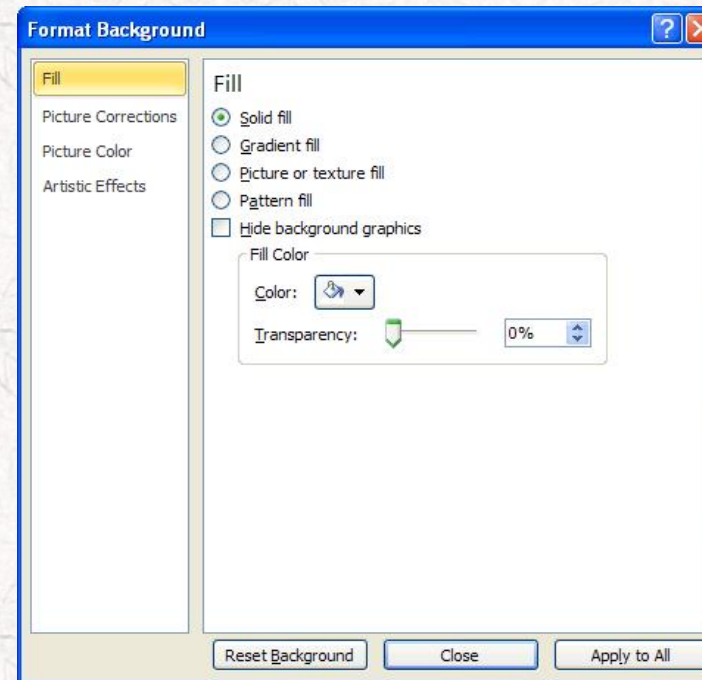




Creating Background

For the background to your PowerPoint presentation, you can specify the following:

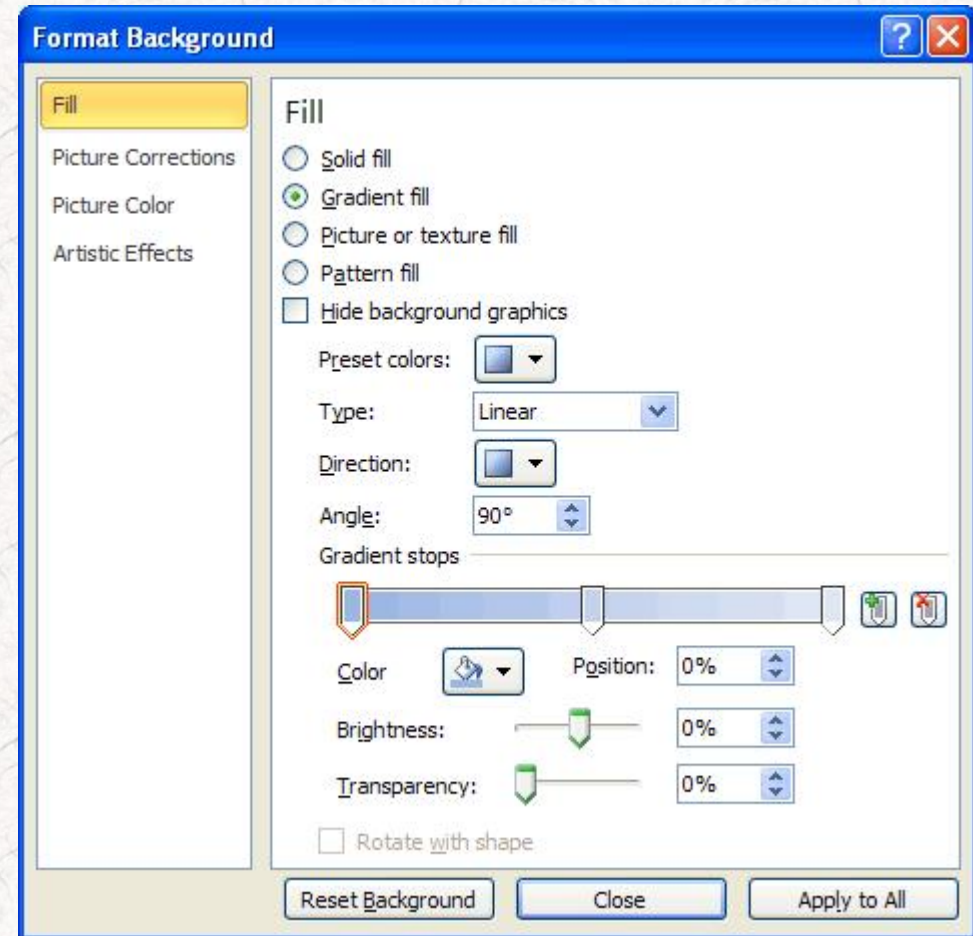
- A solid fill
- A gradient fill
- A picture or texture fill
- A Pattern fill





Gradient Fill

A gradient is the smooth transition of one colour into another



**THANK
YOU!**