

Keyboard Shortcuts

Command	Description
Ctrl + S	Saves the presentation.
Ctrl + O	To open an existing presentation.
Ctrl + N	To open a new presentation.
Ctrl + Shift + S	To save the presentation in different formats (Save as).
Ctrl + M	To add a new slide.
Ctrl + P	To enter presentation mode.
Ctrl + T	To add a new text box.
Ctrl + I	To add a new image.