CSC.

FEB 20 19

Presentation Explainer Pack.

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01. Master Presentation

Is a slide repository, created to allow presenters to have options on how they wish to present their content.

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02 Presentation Template

Is a synthesised version of the main template for people to build their slide decks out of.

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03 Populating your Presentation

If you would like to use a slide with an image place holder, please;

1. Right click on the image placeholder,

2. Select Change Photo,

3. Lastly, please choose and reposition your chosen photo in the placeholder until you are happy.

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04 Updating the Icons

If you would like to use a slide that has placeholder icons, then please;

1. Navigate to the final couple of slides in the master presentation template,

2. Select the Icon you wish to use,

3. Copy your chosen Icon, and paste it in your presentation.

4. Please make sure that the alignment of the iconography is the same in colour and size as the original presentation template.

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05 Colour Changing

If you would like to change the colour of an asset or font, please;

1. Select the colour dropdown of the font/ shape,

2. Under 'More Options' a palette has been added in-line with the CSC branding guidelines,

3. Please select a colour from these options.

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06 Slide Options

To ensure each speaker, has a slightly different look/feel whilst remaining within the CSC branding guidelines; there are different layouts to select from in the master presentation. please pick the most suitable option for you!

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07 Have Fun

Now you're all set for your presentation, don't forget to enjoy and have fun!

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