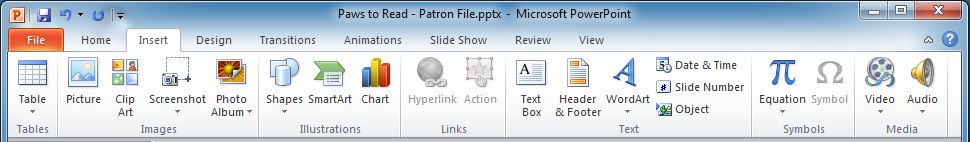
Microsoft PowerPoint: Special Effects

**The Insert Tab**



Shapes

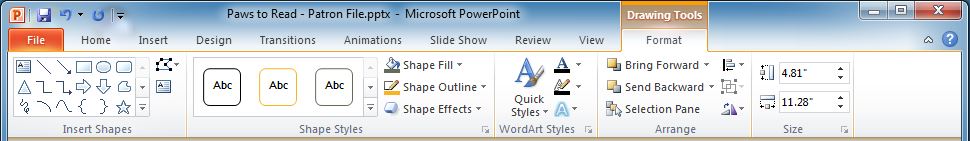
Charts

Text Box

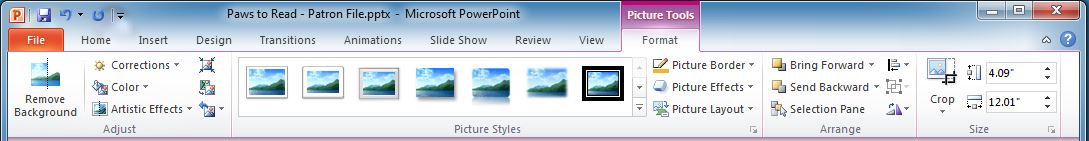
WordArt

Screenshot

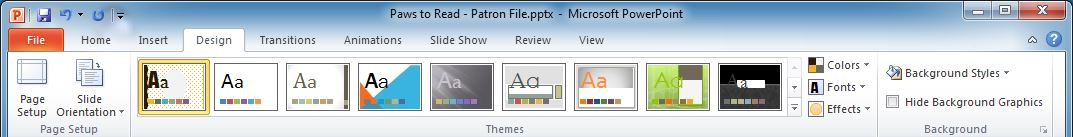
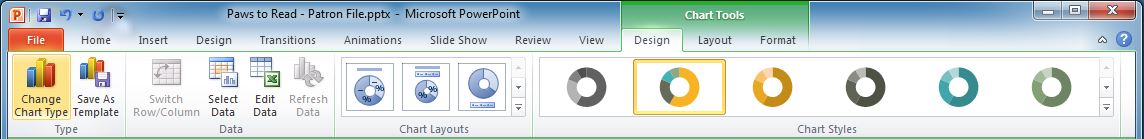
**The Drawing Tools Tab** –The Drawing Tools tab appears on the Ribbon when a text box, shape or WordArt is selected. It allows you to modify color, size, and other features



**The Picture Tools Tab** –The Picture Tools tab appears on the Ribbon when an image (picture or screenshot) is selected. It allows you to add artistic effects and frames, adjust color, crop and more



**The Chart Tools Tab** –The Chart Tools tab appears on the Ribbon when a chart is selected. Chart tools offers Design & Format options allowing for overall adjustments and individual chart elements

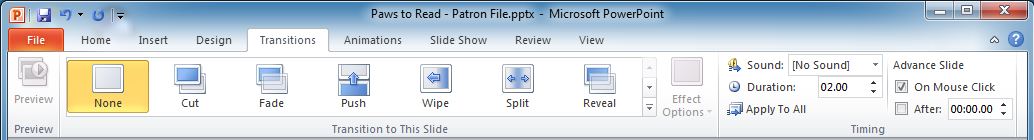


Color Variants

Format Background

Page Setup & Slide Size

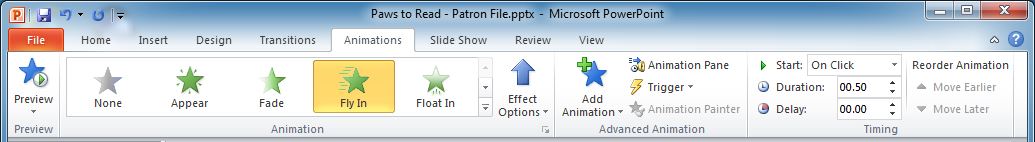
**The Design Tab**



Apply to All Slides

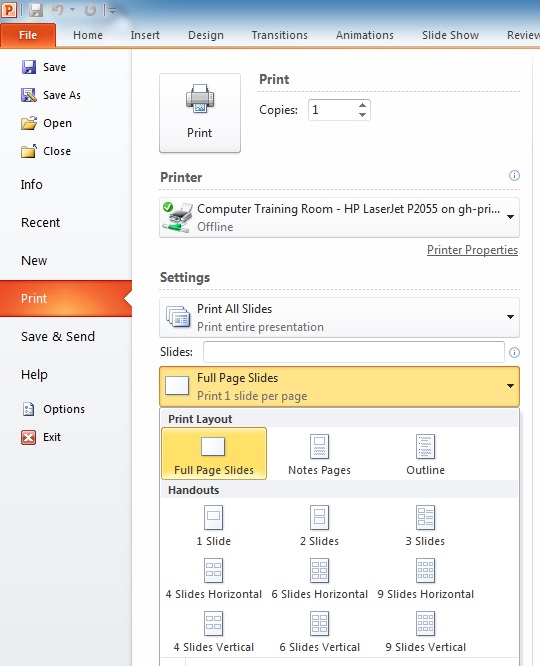
**The Transitions Tab**

**The Animations Tab**



**Printing**





3 Slide Handout



Full Page Slides