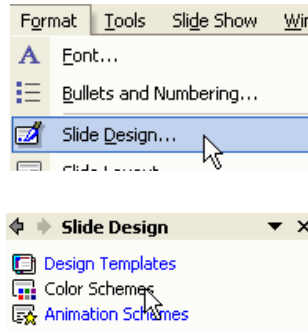
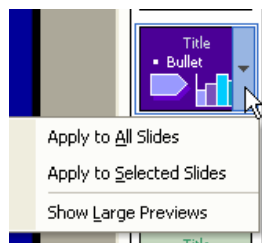


Change Color Scheme (Format Menu)

-To change the color scheme of the presentation, click on Format>Slide Design (Slide Design Panel located on the right) Color Schemes



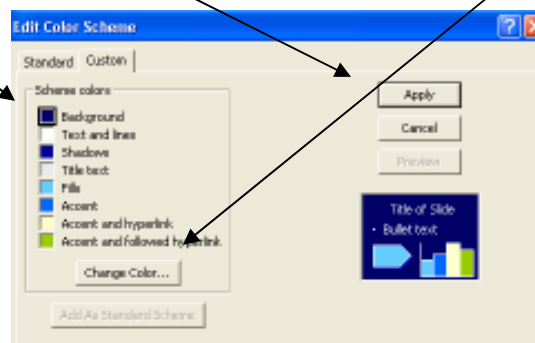
-Next, select a variation of the color scheme from the pane on the right and choose to apply to selected slides or apply to all slides.



-To make further changes click on the “Edit Color Schemes” link at the bottom of the task pane.



-The Custom Color Scheme dialog box will appear. Various features of the color scheme can be changed within this box. Select the color box of the feature that needs changed and then click on the “Change Color” button to select a new color. Click Apply to apply the changes.

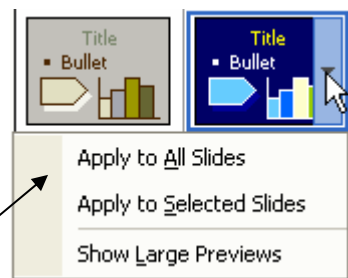
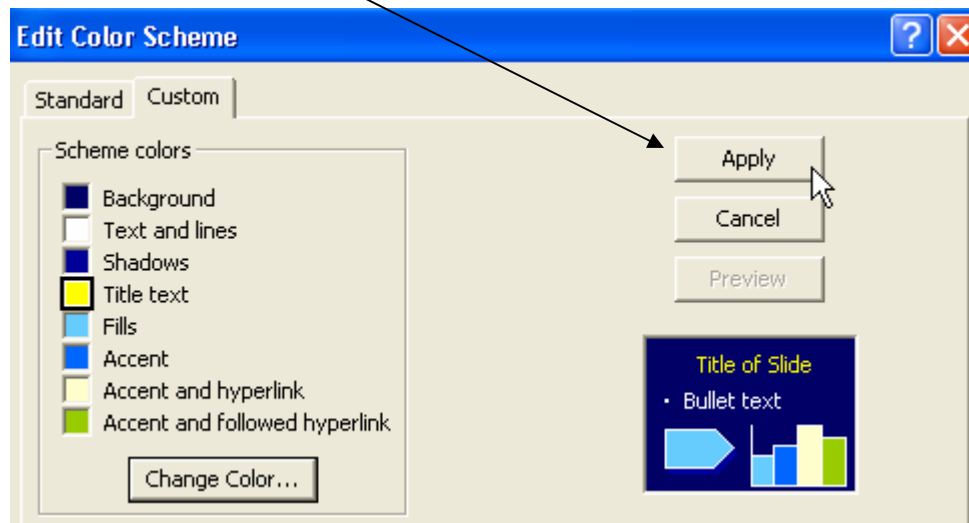


PowerPoint 2003



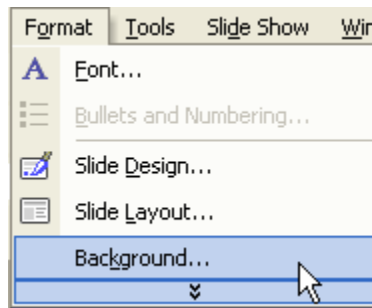
-Choose the color from the color palette and then click the OK button.

-Then click the Apply button and the new style will appear as a choice in the task pane.

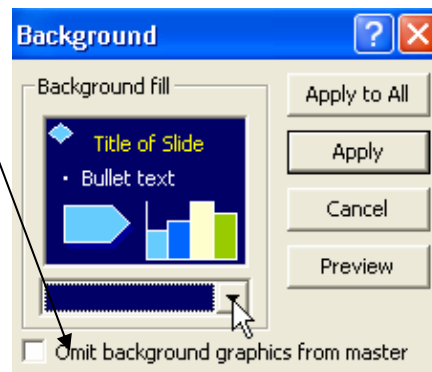


-Click on that style and choose to apply to all slides or only to selected slides.

Change Slide Background (Format Menu)
-To change a slide background click on Format>Background



-To drop objects such as lines or boxes from the template click on the “Omit background objects” box.



-To change the background color
Click on the down arrow and select the color choice. For more colors click on “More Colors”. For various color combinations click on “Fill Effects”.

