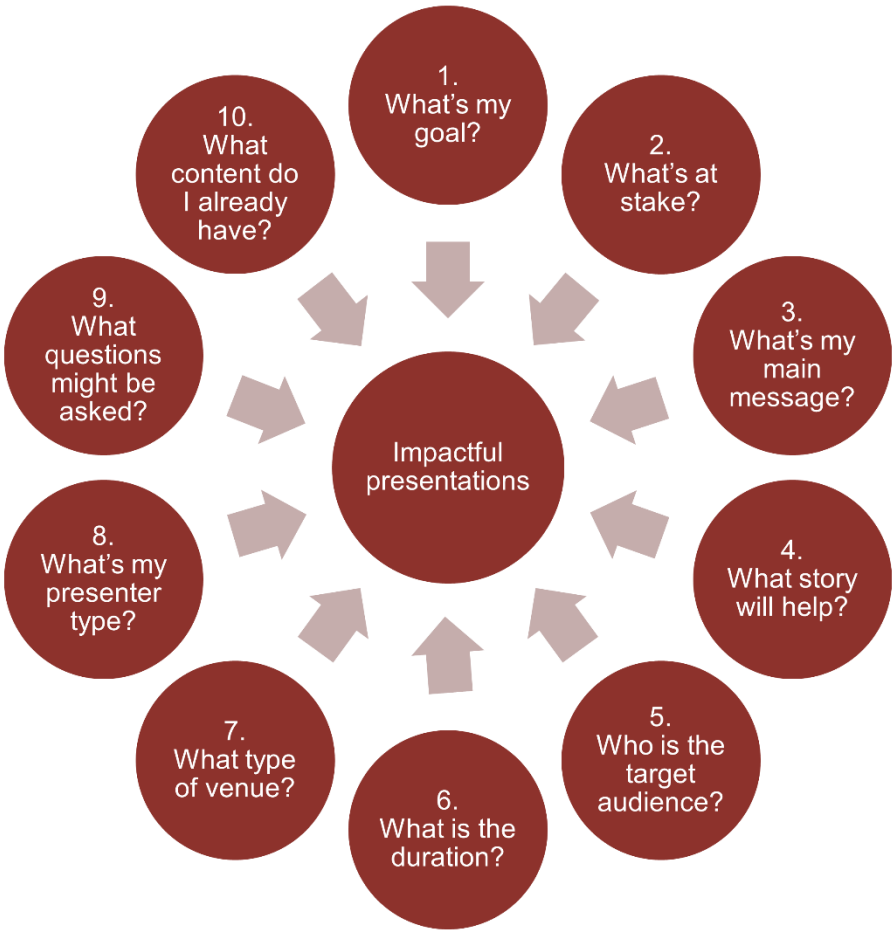
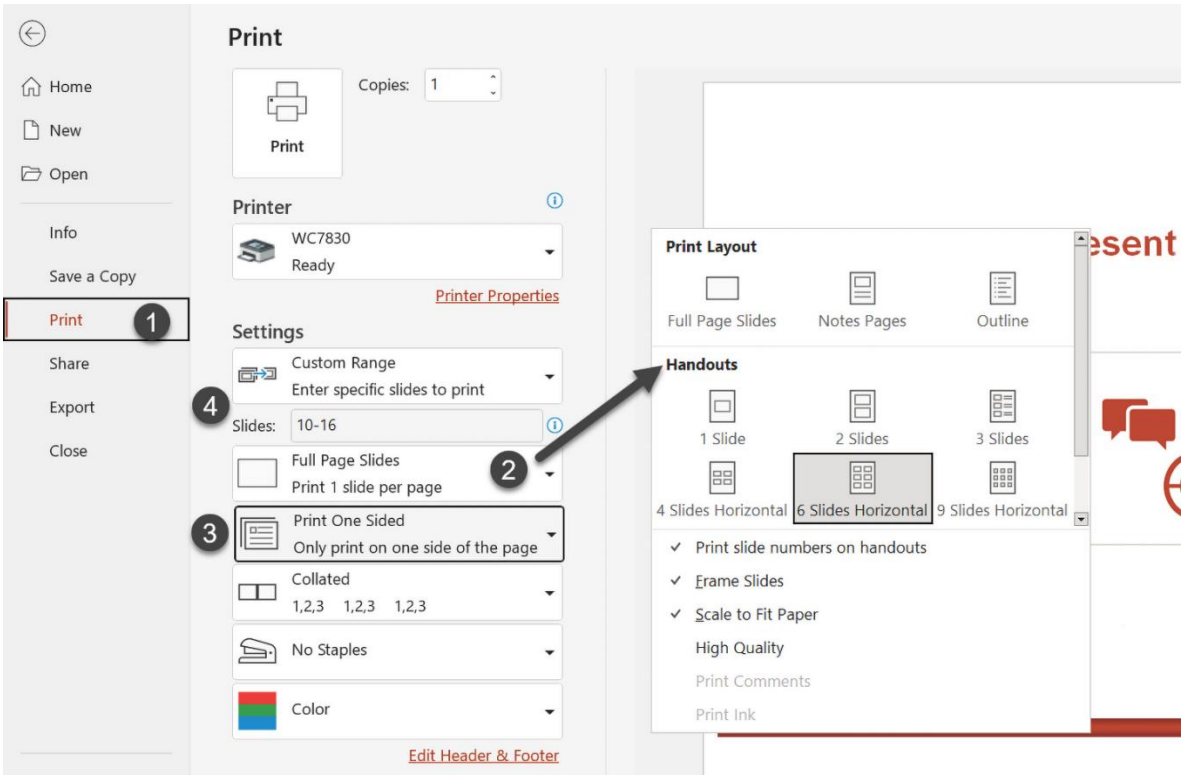
Chapter 1: Analyzing Your Audience and Presentation Delivery Needs







10



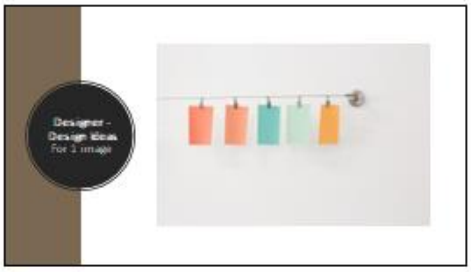
11



12



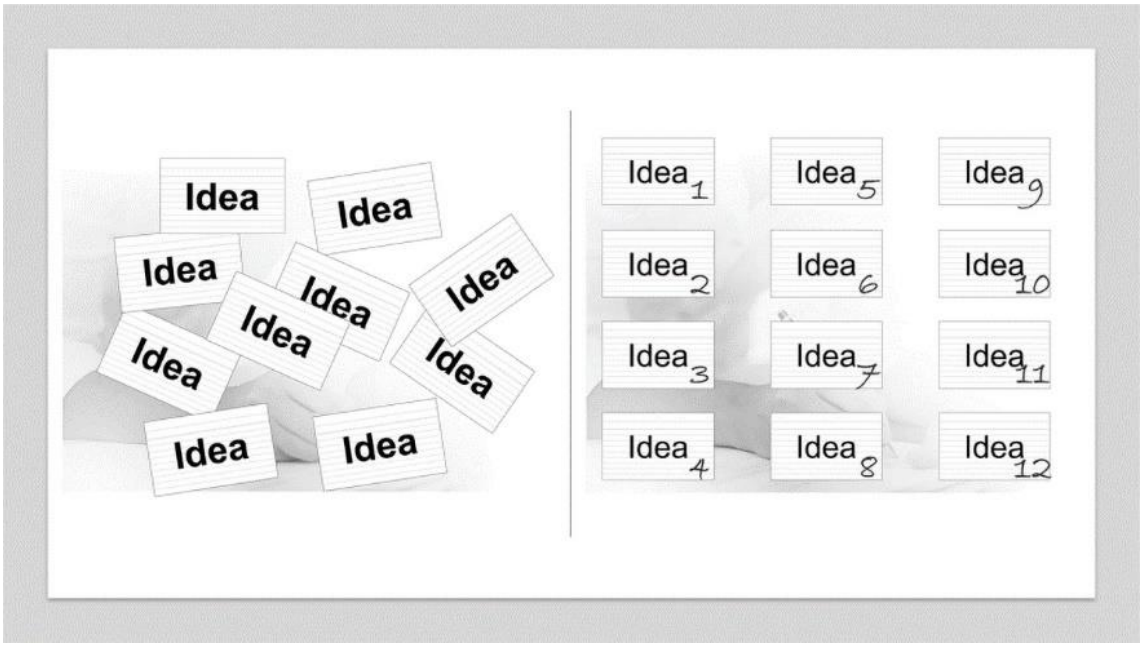
13



14

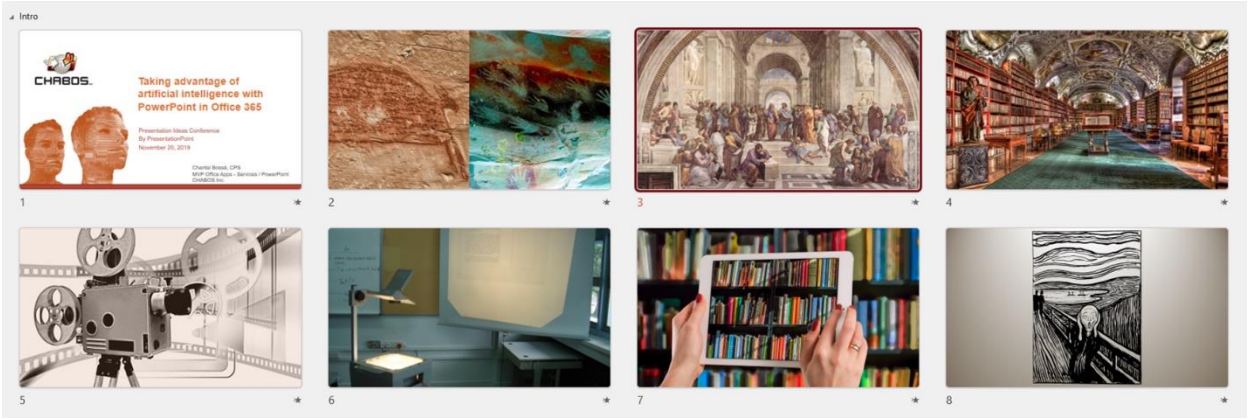


15



	Point 1	Point 2	Point 3	
Idea	Idea	Idea	Idea	Idea
Idea	Idea	Idea	Idea	Idea

INTRO CONTENT END



Chapter 2: Using Industry Best Practices to Design Better Visuals

❶ Serif

Font Style

❸ Decorative

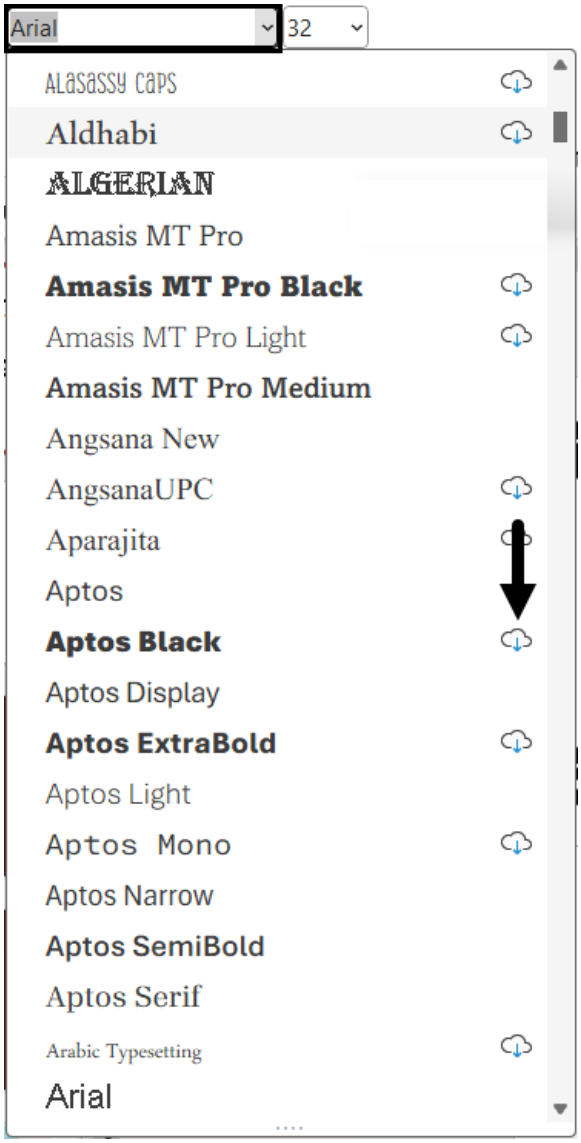
FONT STYLE

❷ Sans Serif

Font Style

❹ Script

Font Style



Lorem Ipsum – Arial 44

Lorem Ipsum – Verdana 44

Lorem Ipsum – Arial 36

Lorem Ipsum – Arial 32

Lorem Ipsum – Arial 28

Lorem Ipsum – Arial 24

Lorem Ipsum – Arial 18

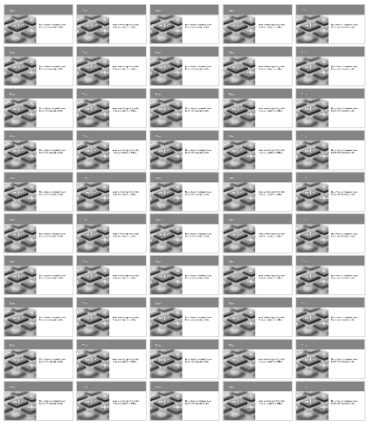


Red	Aggressive, strong, passion, intensity
Blue	Trust, authority, peace, dependability
Yellow	Optimism, joy, enlightenment, creativity
Green	Nature, environment, luck, money
Brown	Nature, earth, simplicity, outdoors
Orange	Warmth, enthusiasm, energy, flamboyant
Purple	Intellectual, royalty, refinement, wisdom
Black	Serious, technical, formal, heavy
Grey	Conservative, business, security, distinctive
White	Purity, simplicity, cleanliness

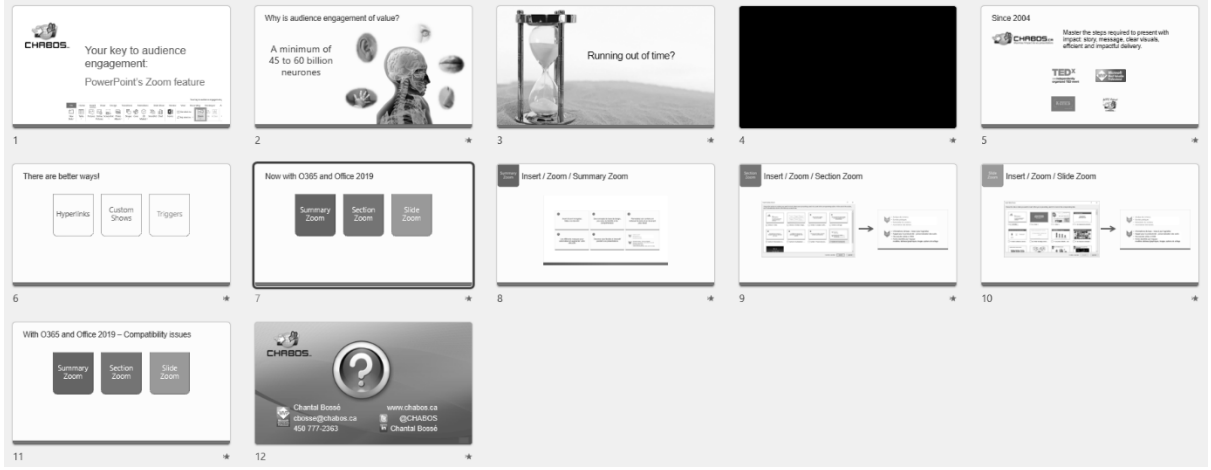




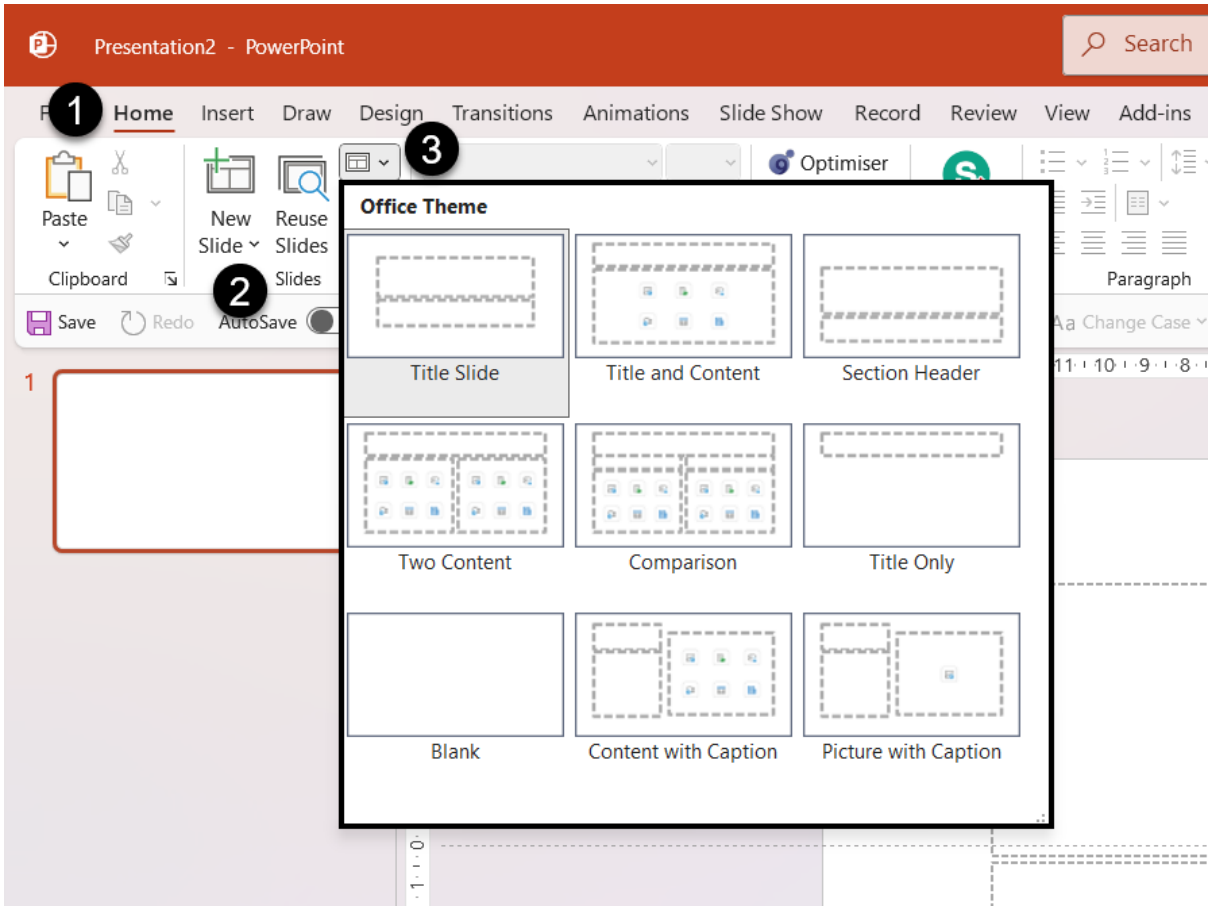
@ 5 minutes each = 50 minutes

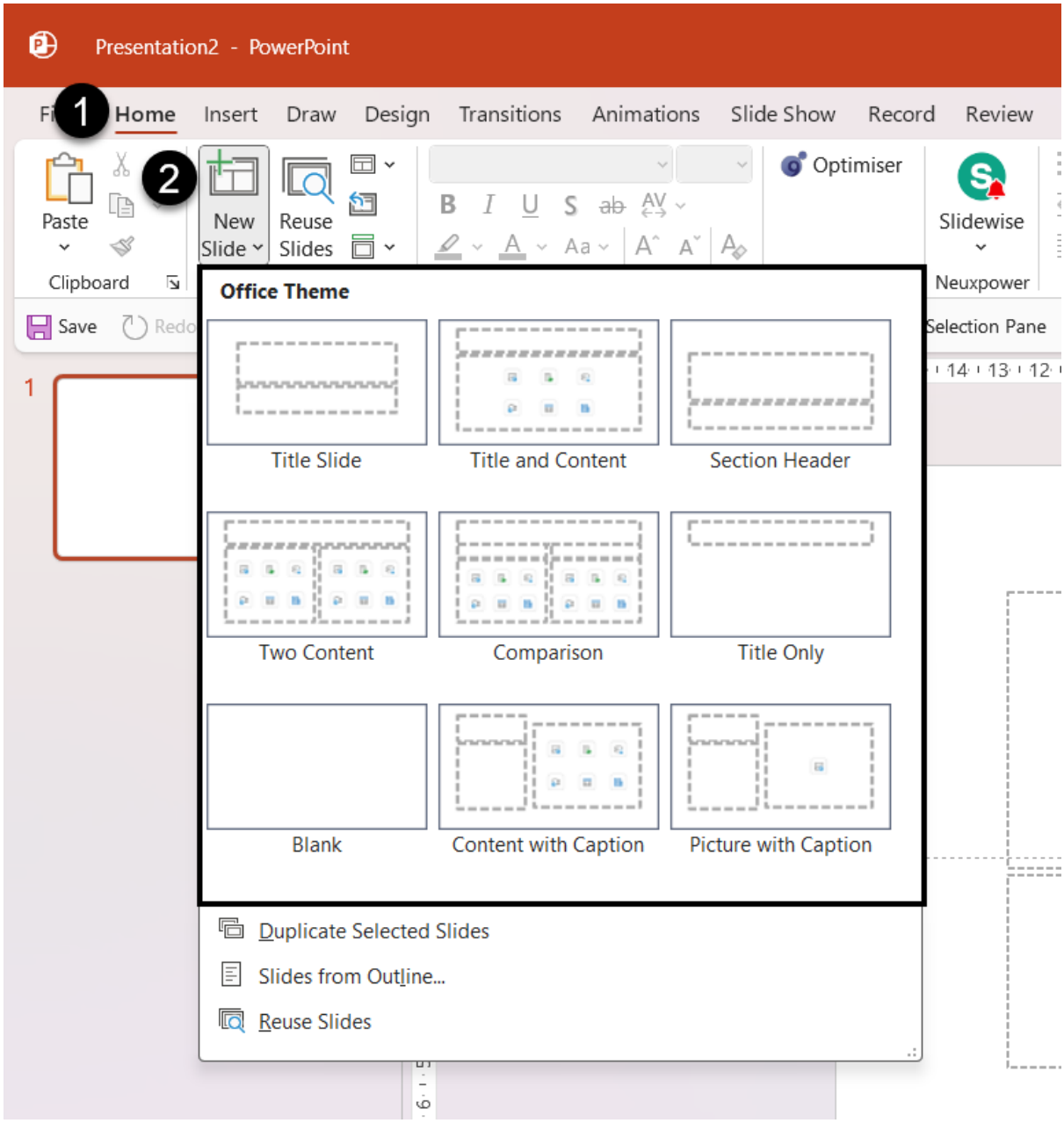


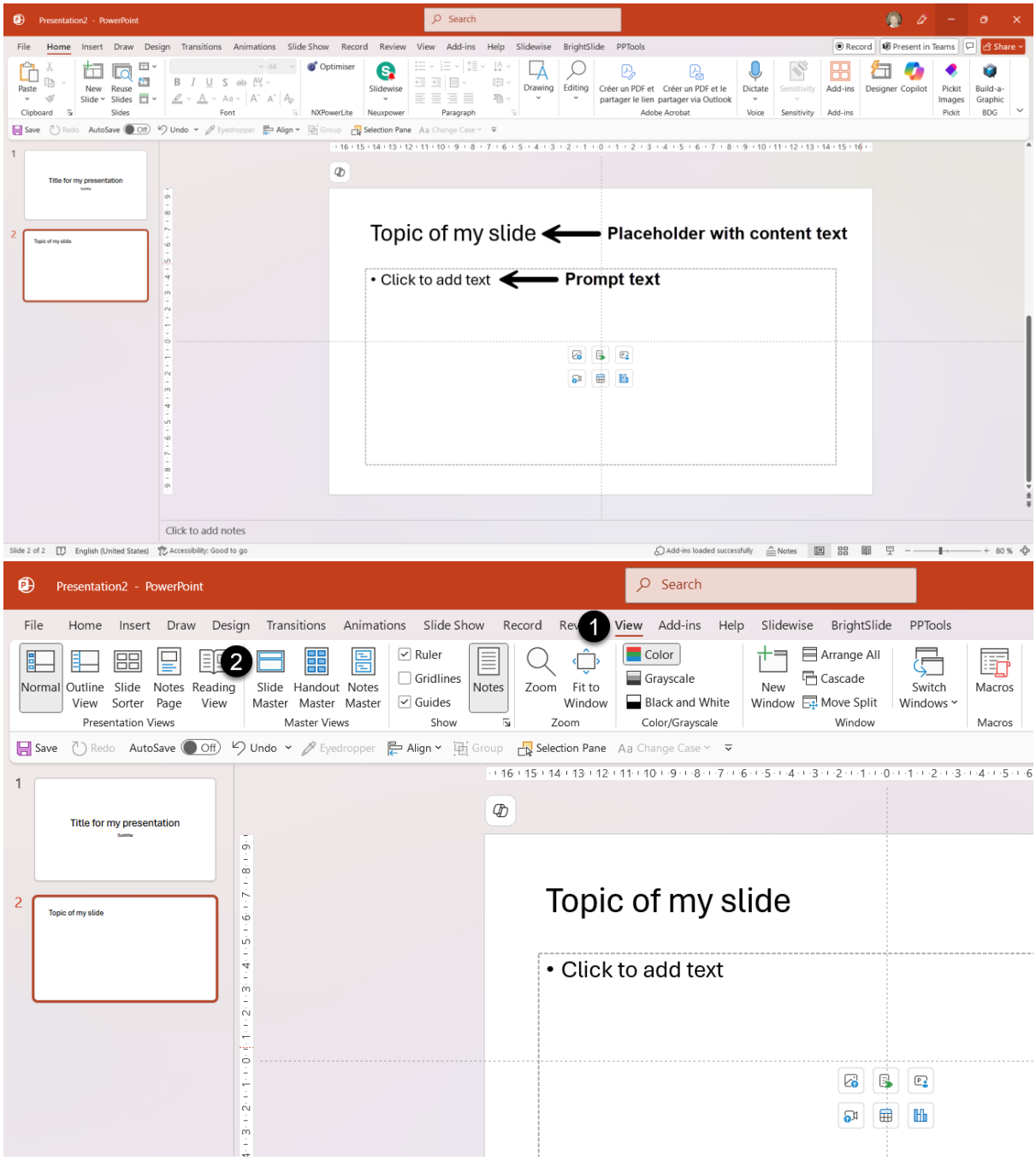
@ 1 minute each = 50 minutes

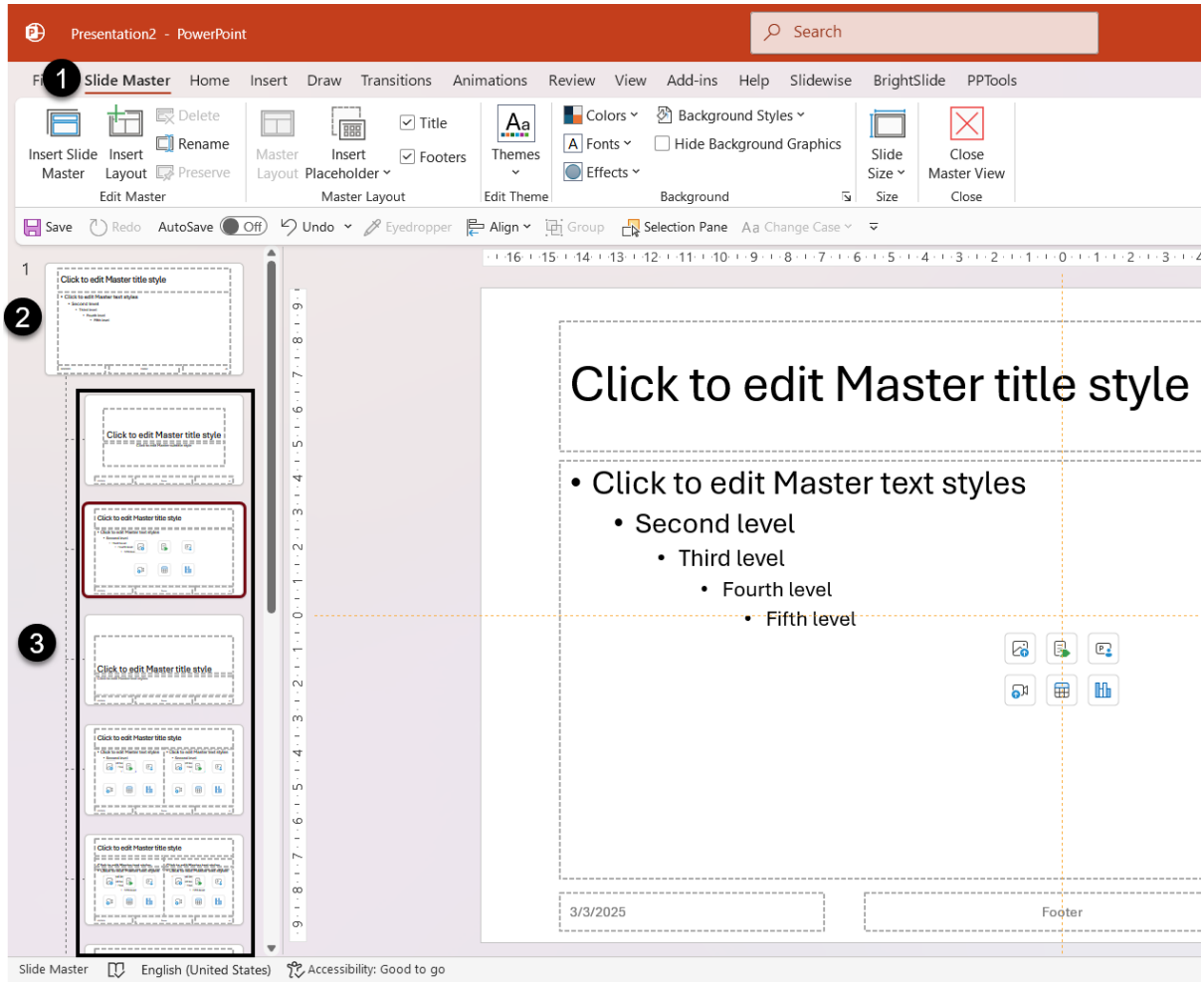


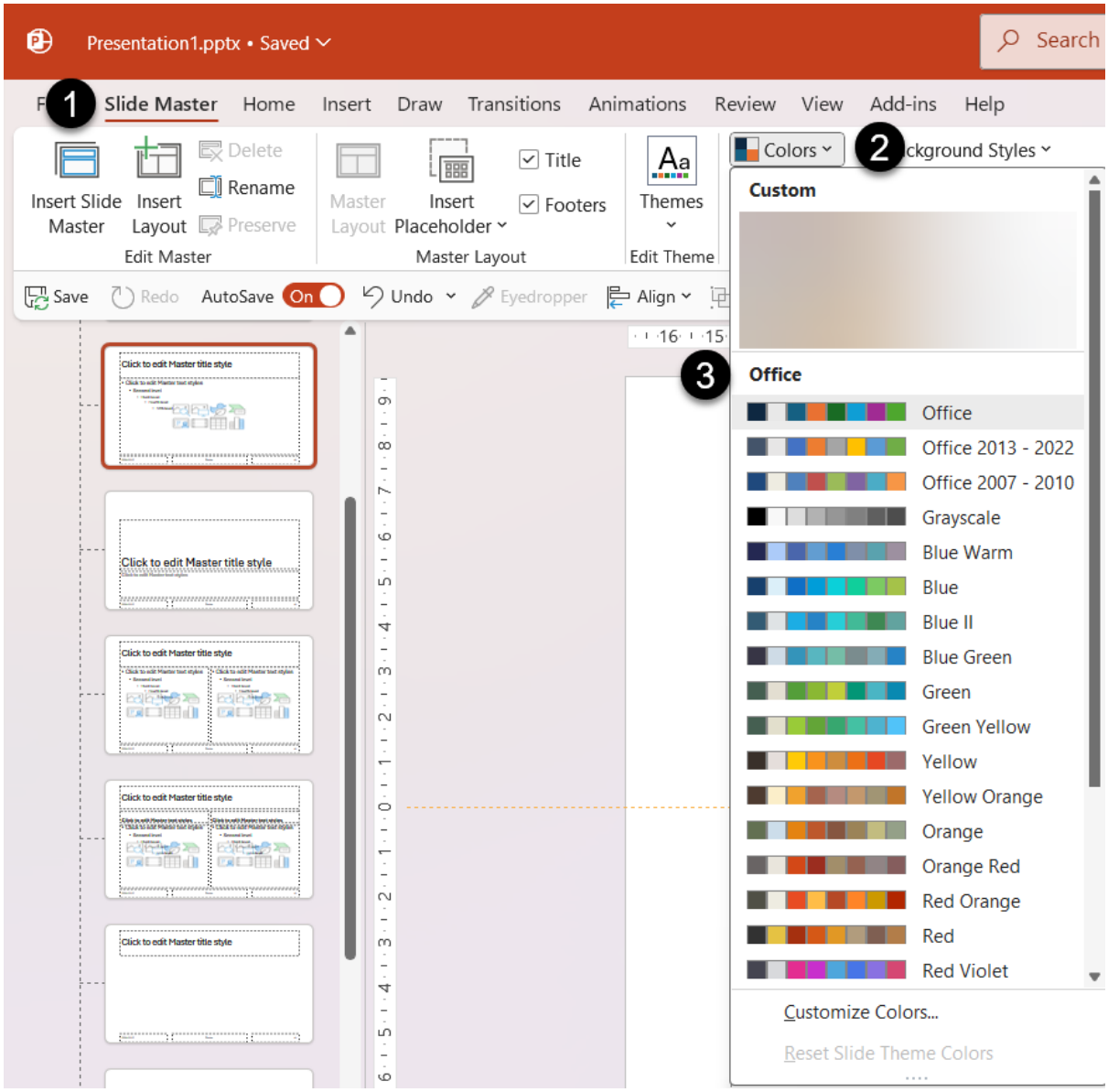
Chapter 3: Leveraging PowerPoint's Slide Master for Design

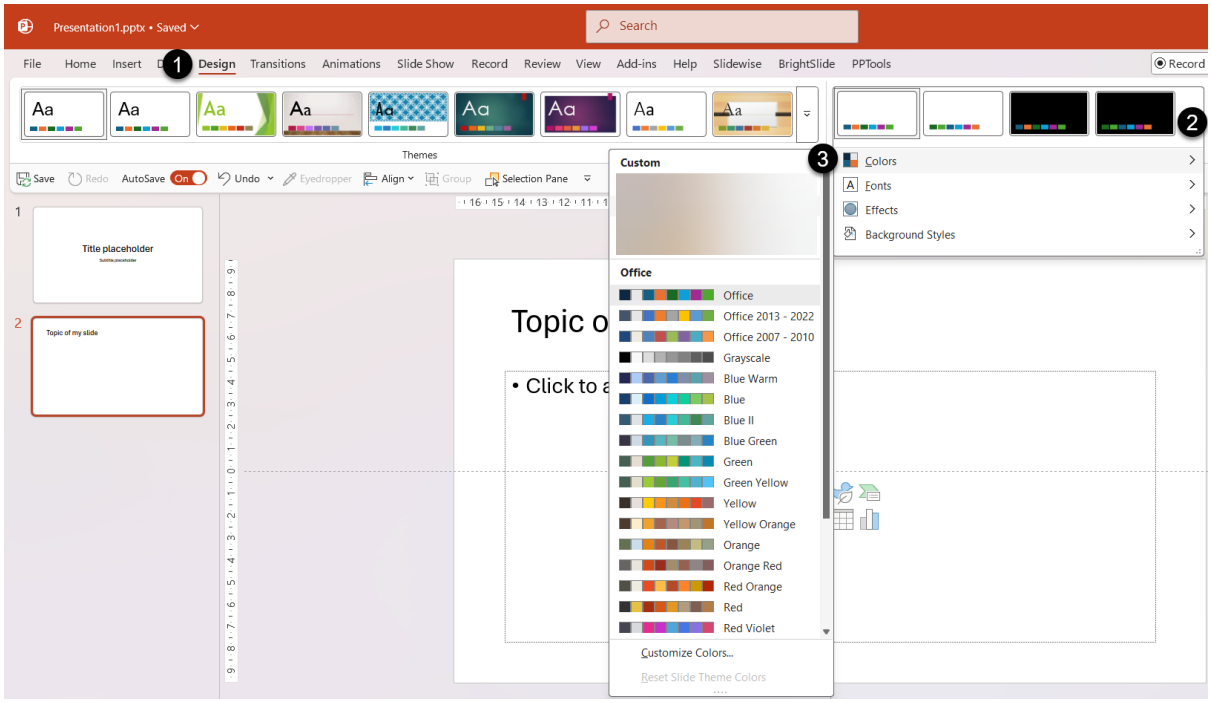


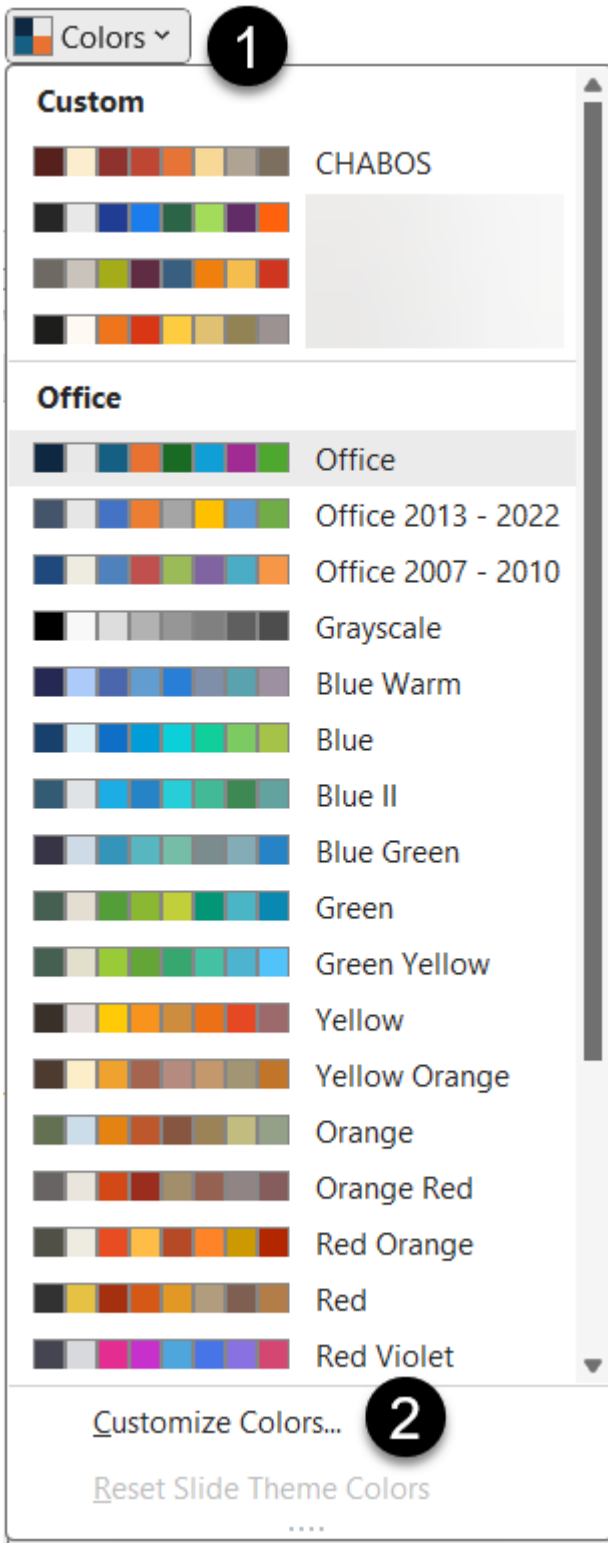

Presentation2 - PowerPoint
1
Home
Insert
Draw
Design
Transitions
Animations
Slide Show
Record
Review
2
Paste
New Slide
Reuse Slides
Optimiser
Slidewise
Clipboard
Neuxpower
Save
Selection Pane
Office Theme
Title Slide
Title and Content
Section Header
Two Content
Comparison
Title Only
Blank
Content with Caption
Picture with Caption
Duplicate Selected Slides
Slides from Outline...
Reuse Slides

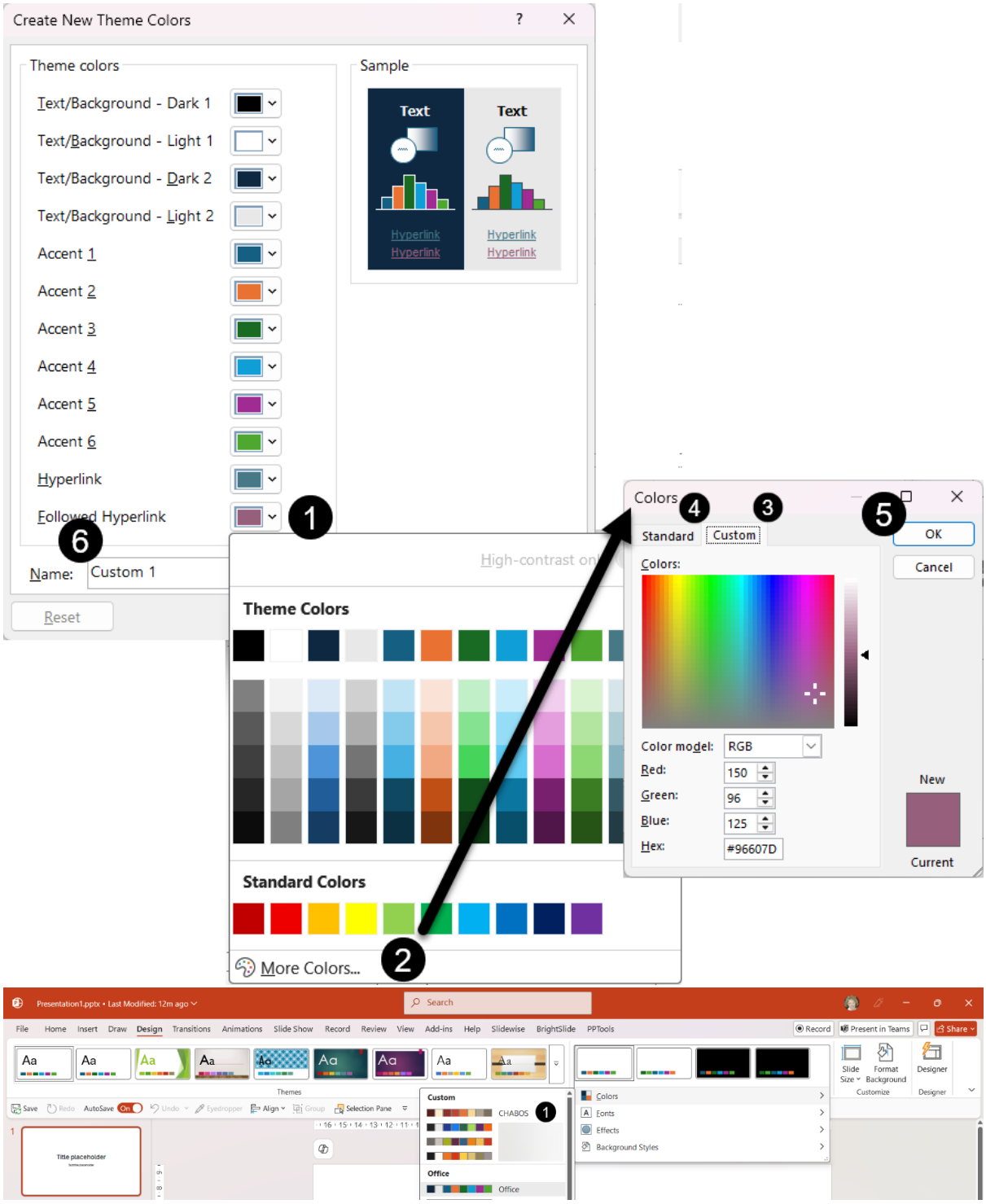

Presentation2 - PowerPoint
Search
Topic of my slide
Placeholder with content text
• Click to add text
Prompt text
Click to add notes
Presentation2 - PowerPoint
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPTools
1
2
Normal Outline View Slide Sorter Notes Page Reading View
Slide Master Handout Master Notes Master
Ruler Gridlines Guides
Notes
Zoom Fit to Window
Color Grayscale Black and White
New Window Arrange All Cascade Move Split
Switch Windows
Macros
Presentation Views
Master Views
Show
Zoom
Color/Grayscale
Window
Macros
Save Redo AutoSave Off Undo Eyedropper Align Group Selection Pane Change Case
Title for my presentation
Topic of my slide
• Click to add text

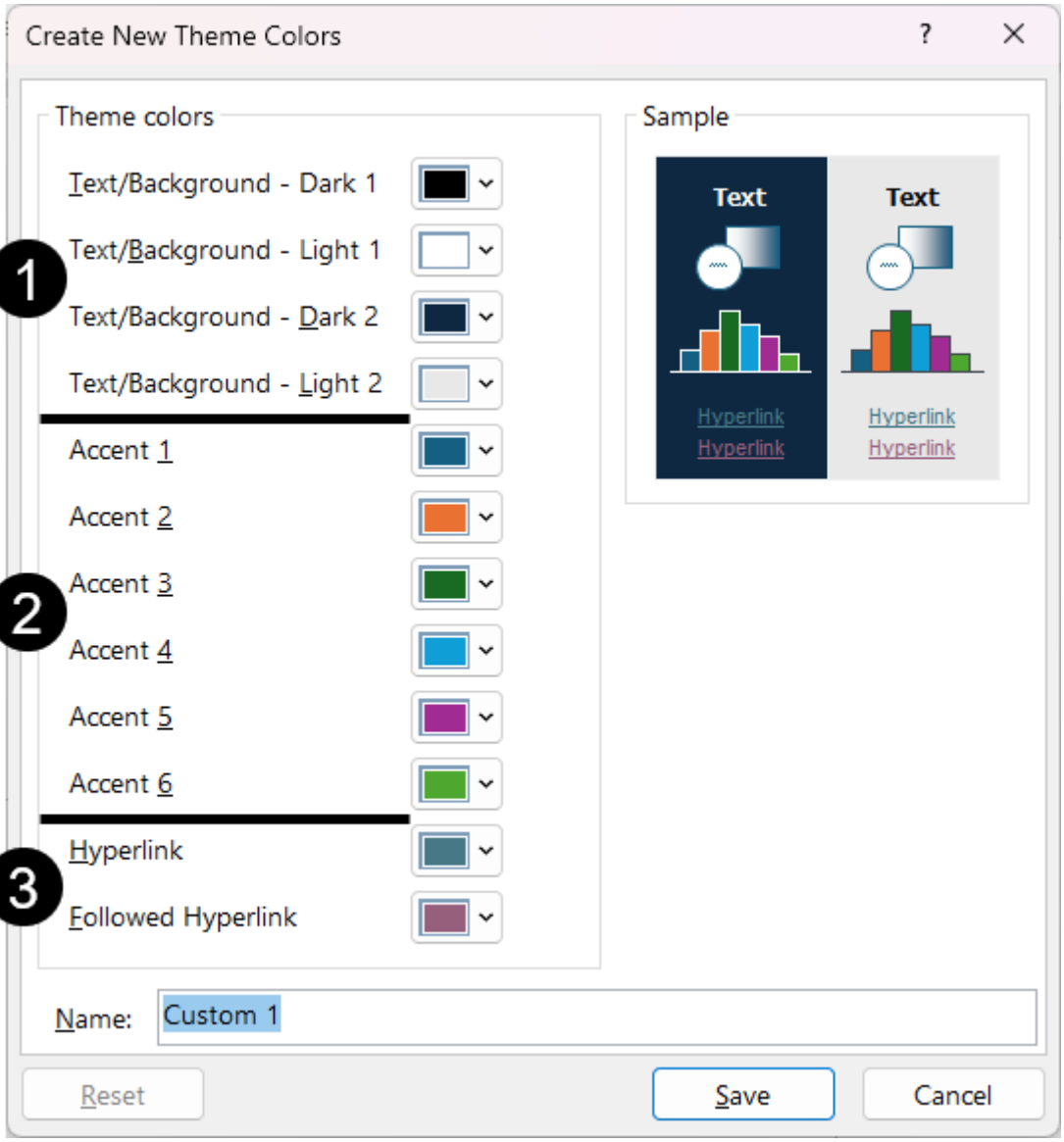

Presentation2 - PowerPoint
Search
1
Slide Master
Home
Insert
Draw
Transitions
Animations
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Insert Slide Master
Insert Layout
Delete
Rename
Preserve
Edit Master
Master Layout
Insert Placeholder
Title
Footers
Master Layout
Themes
Edit Theme
Colors
Fonts
Effects
Background Styles
Hide Background Graphics
Background
Slide Size
Size
Close Master View
Close
Save
Redo
AutoSave
Off
Undo
Eyedropper
Align
Group
Selection Pane
Change Case
2
3
Click to edit Master title style
Click to edit Master text styles
Second level
Third level
Fourth level
Fifth level
3/3/2025
Footer
Slide Master
English (United States)
Accessibility: Good to go

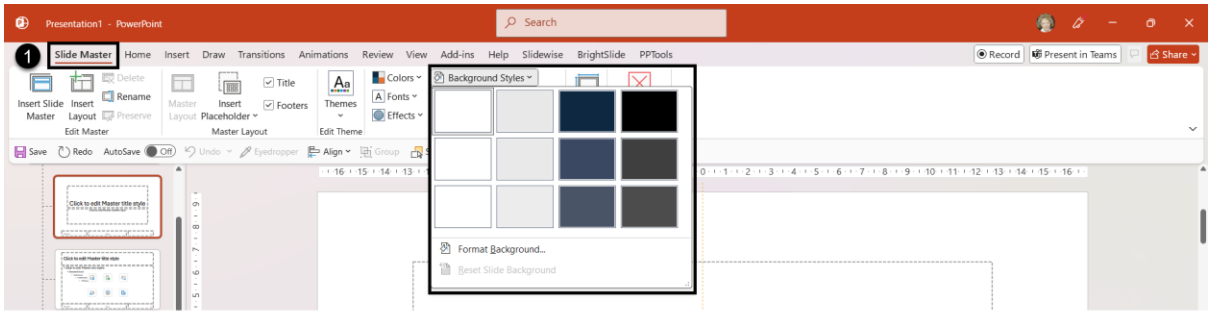

Presentation1.pptx • Saved
Search
1
Slide Master
Home
Insert
Draw
Transitions
Animations
Review
View
Add-ins
Help
Insert Slide Master
Insert Layout
Delete
Rename
Preserve
Edit Master
Master Layout
Insert Placeholder
Title
Footers
Master Layout
Themes
Edit Theme
Colors
2
ckground Styles
Save
Redo
AutoSave
On
Undo
Eyedropper
Align
Click to edit Master title style
3
Custom
Office
Office
Office 2013 - 2022
Office 2007 - 2010
Grayscale
Blue Warm
Blue
Blue II
Blue Green
Green
Green Yellow
Yellow
Yellow Orange
Orange
Orange Red
Red Orange
Red
Red Violet
Customize Colors...
Reset Slide Theme Colors

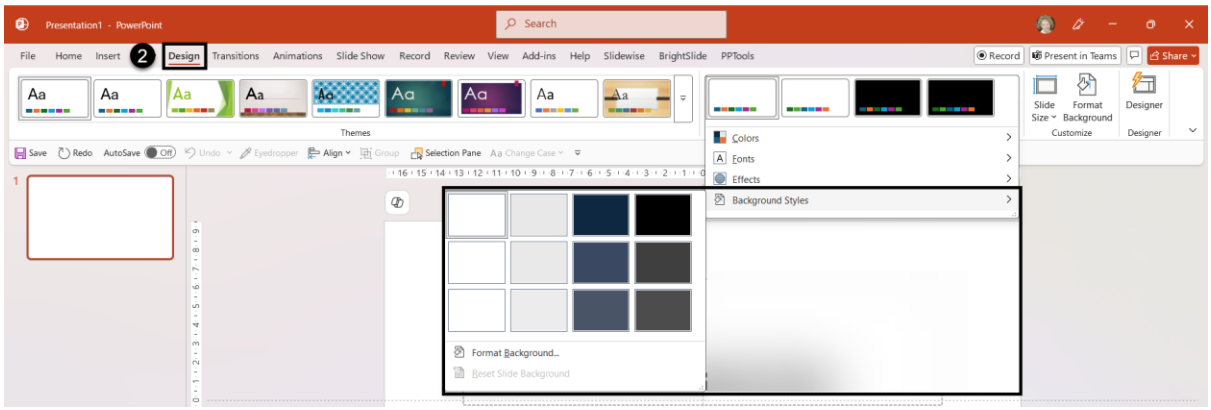

Presentation1.pptx • Saved
Search
File
Home
Insert
Design
Transitions
Animations
Slide Show
Record
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Record
1
2
3
Themes
Save
Redo
AutoSave
On
Undo
Eyedropper
Align
Group
Selection Pane
Title placeholder
Topic of my slide
Topic o
• Click to a
Custom
Office
Office
Office 2013 - 2022
Office 2007 - 2010
Grayscale
Blue Warm
Blue
Blue II
Blue Green
Green
Green Yellow
Yellow
Yellow Orange
Orange
Orange Red
Red Orange
Red
Red Violet
Customize Colors...
Reset Slide Theme Colors
Colors
Fonts
Effects
Background Styles

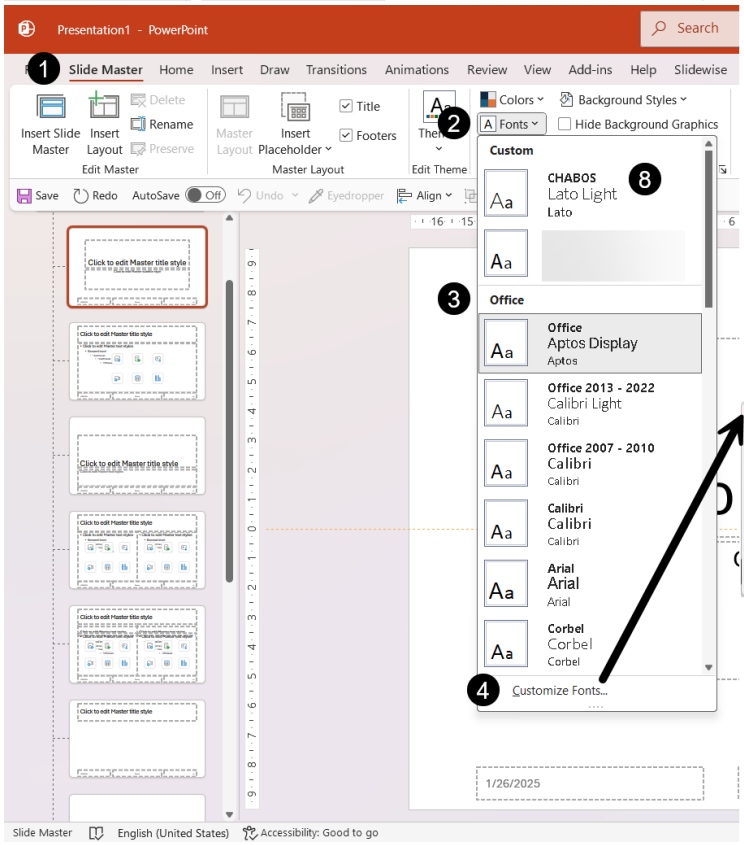

Colors
1
Custom
CHABOS
Office
Office
Office 2013 - 2022
Office 2007 - 2010
Grayscale
Blue Warm
Blue
Blue II
Blue Green
Green
Green Yellow
Yellow
Yellow Orange
Orange
Orange Red
Red Orange
Red
Red Violet
Customize Colors...
2
Reset Slide Theme Colors

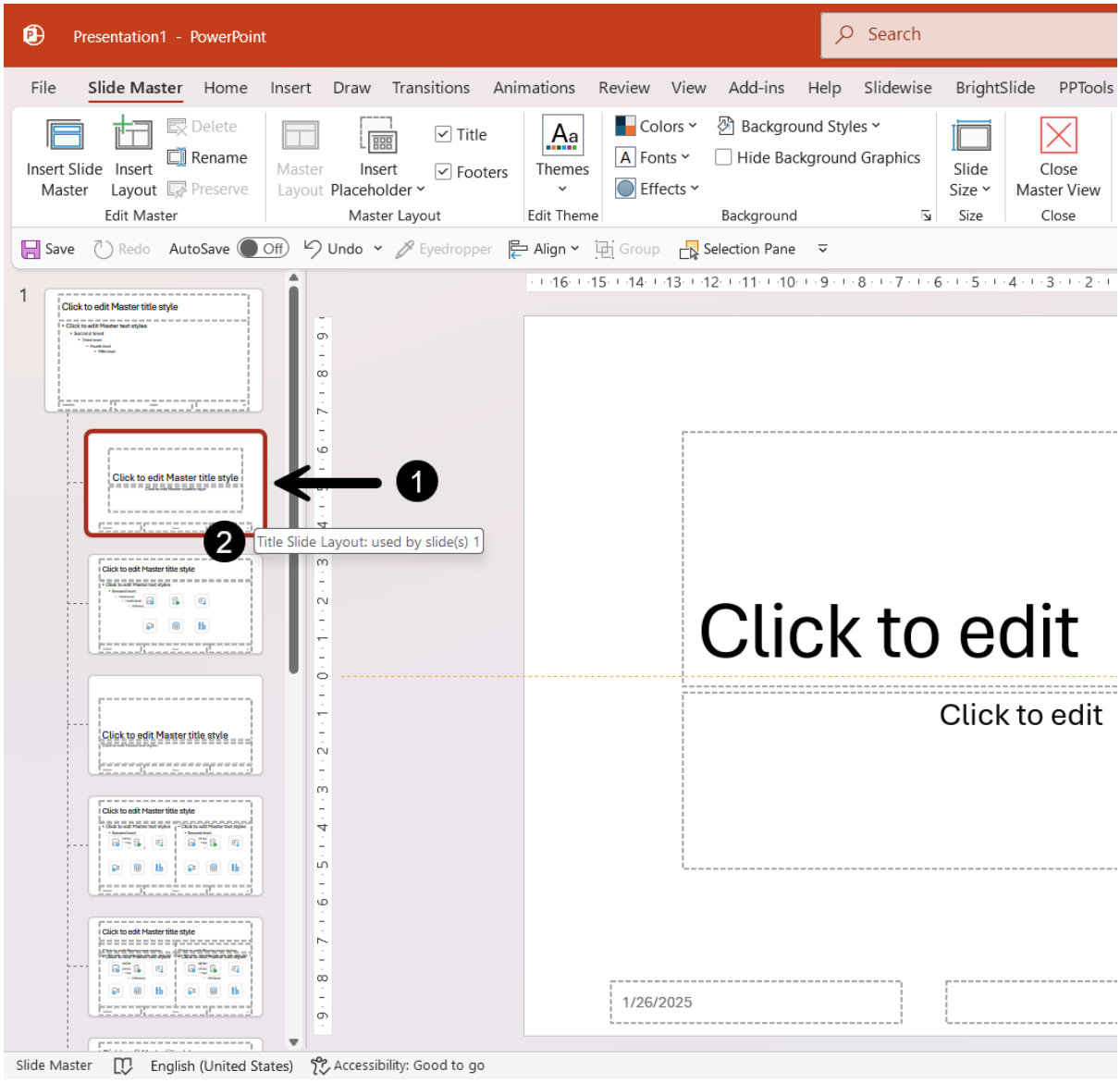

Create New Theme Colors
Theme colors
Text/Background - Dark 1
Text/Background - Light 1
Text/Background - Dark 2
Text/Background - Light 2
Accent 1
Accent 2
Accent 3
Accent 4
Accent 5
Accent 6
Hyperlink
Followed Hyperlink
Sample
Text
Text
Hyperlink
Hyperlink
Hyperlink
Hyperlink
Name:
Custom 1
Reset
Theme Colors
Standard Colors
More Colors...
Colors
Standard
Custom
Colors:
Color model:
RGB
Red:
150
Green:
96
Blue:
125
Hex:
#96607D
OK
Cancel
New
Current
1
2
3
4
5
6

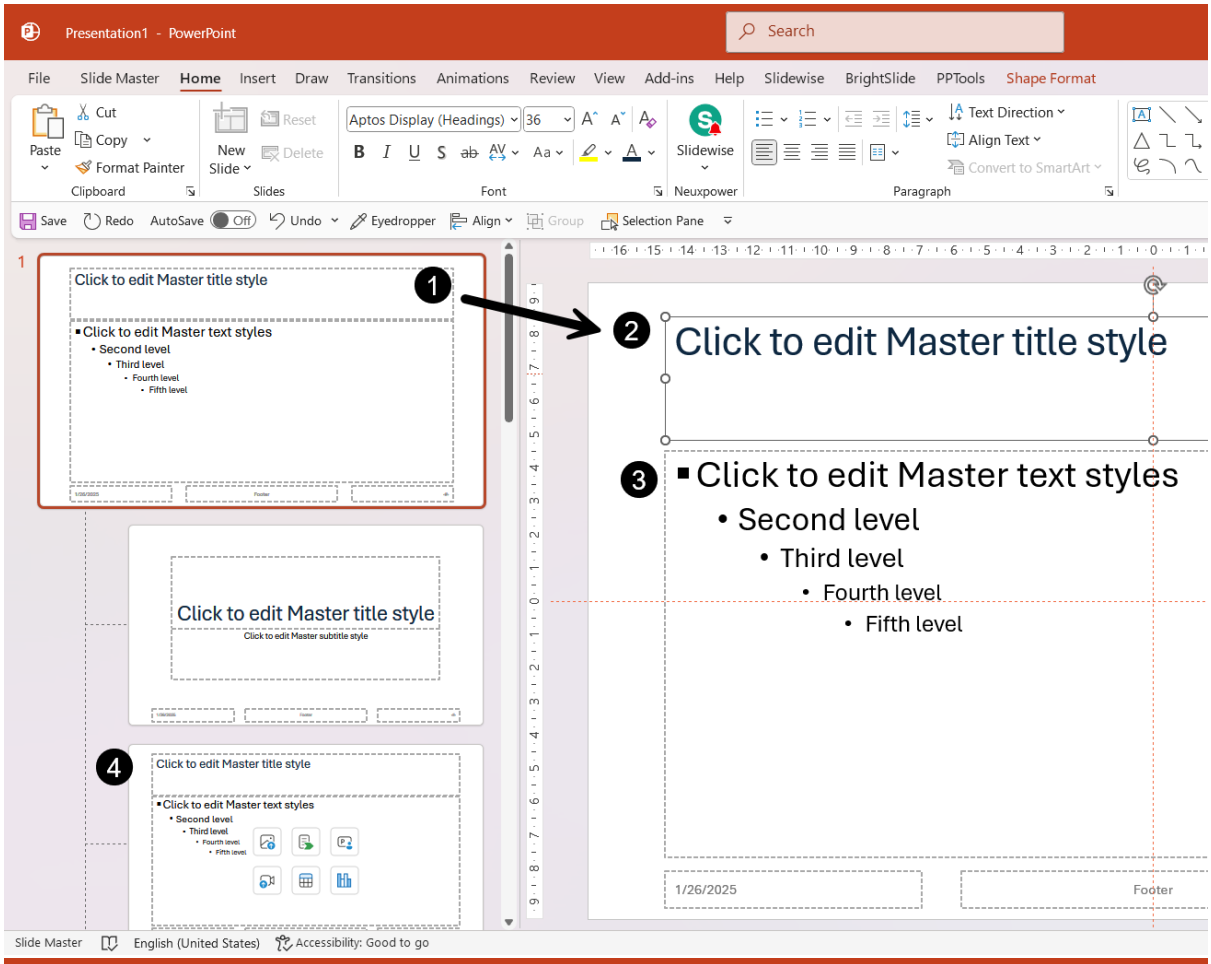

Create New Theme Colors
Theme colors
Text/Background - Dark 1
Text/Background - Light 1
Text/Background - Dark 2
Text/Background - Light 2
Accent 1
Accent 2
Accent 3
Accent 4
Accent 5
Accent 6
Hyperlink
Followed Hyperlink
1
2
3
Sample
Text
Text
Hyperlink
Hyperlink
Hyperlink
Hyperlink
Name:
Custom 1
Reset
Save
Cancel

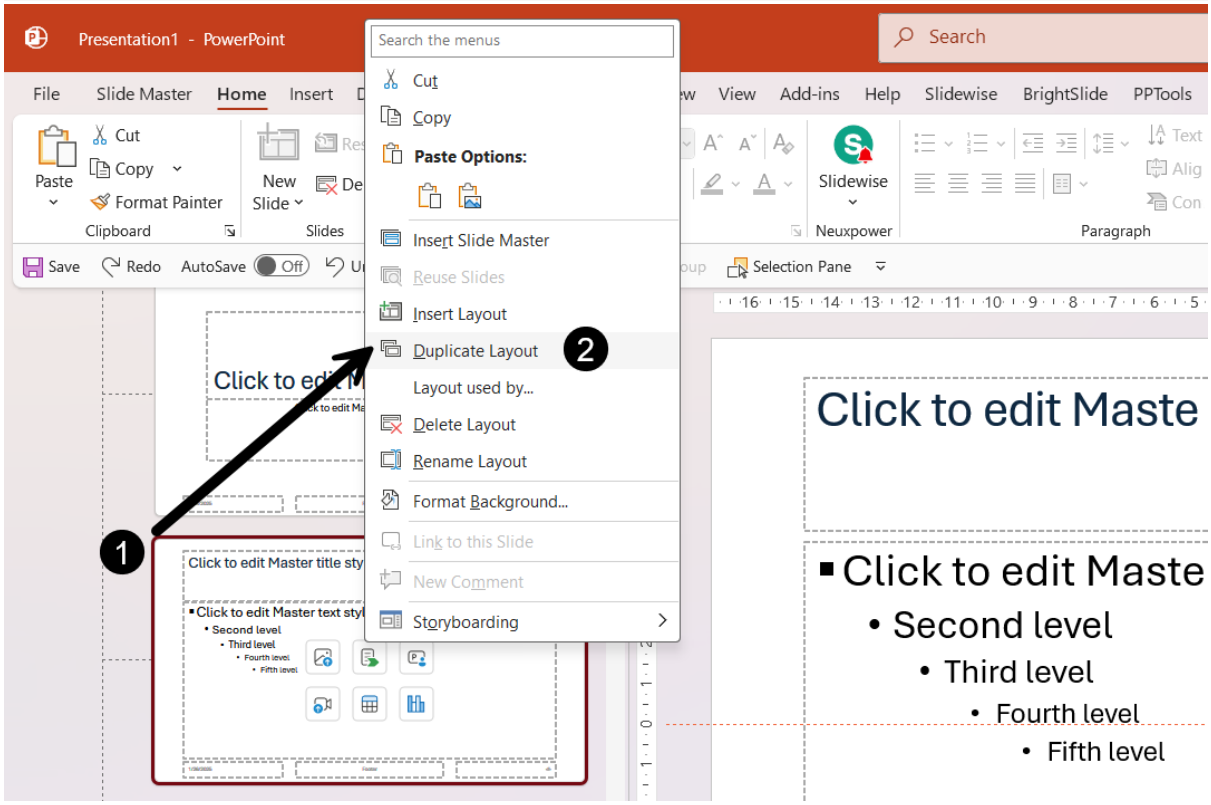

Presentation1 - PowerPoint
Search
1
Slide Master
Home
Insert
Draw
Transitions
Animations
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Record
Present in Teams
Share
Insert Slide Master
Insert Layout
Delete
Rename
Preserve
Edit Master
Master Layout
Insert Placeholder
Title
Footers
Master Layout
Themes
Edit Theme
Colors
Fonts
Effects
Background Styles
Format Background...
Reset Slide Background
Save
Redo
AutoSave
Off
Undo
Eyedropper
Align
Group

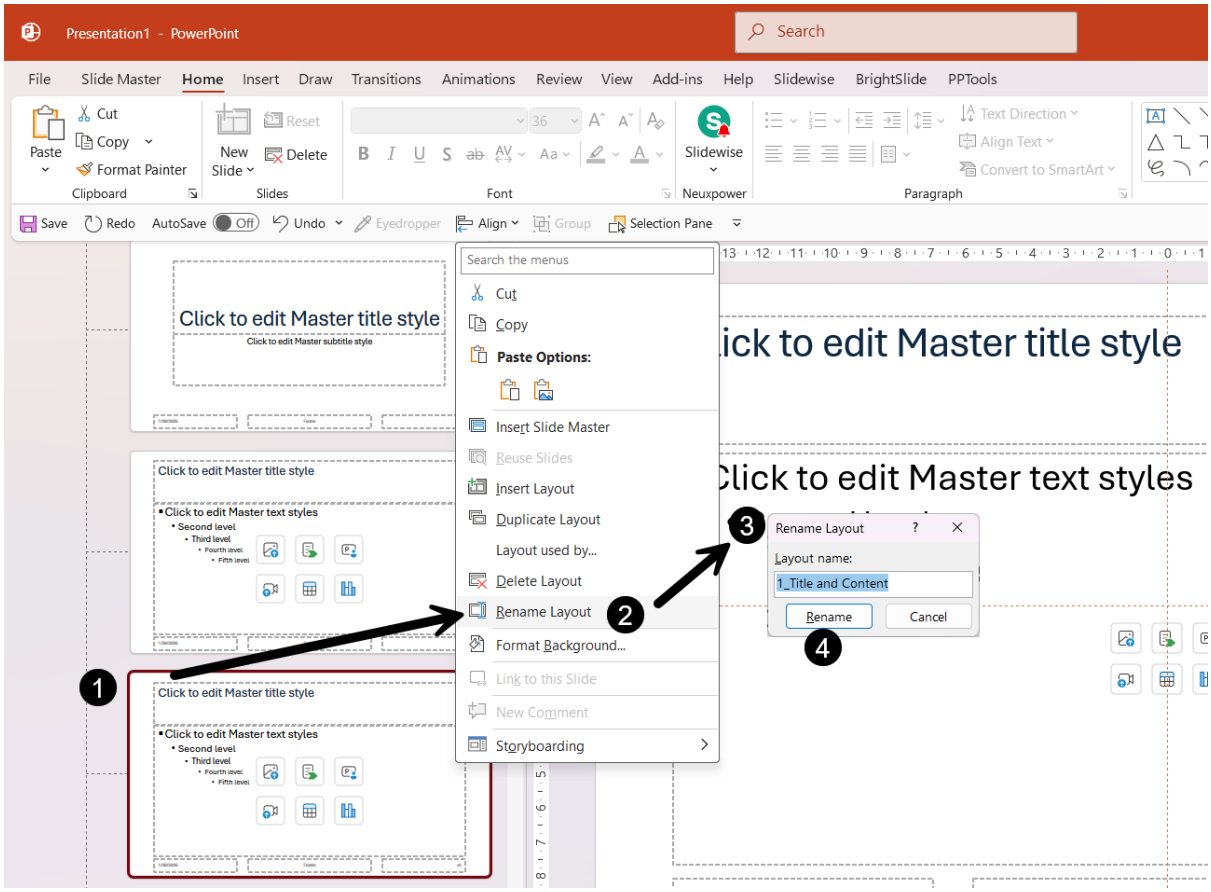

Presentation1 - PowerPoint
Search
File
Home
Insert
2
Design
Transitions
Animations
Slide Show
Record
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Record
Present in Teams
Share
Themes
Slide Size
Format Background
Designer
Customize
Designer
Colors
Fonts
Effects
Background Styles
Format Background...
Reset Slide Background
Save
Redo
AutoSave
Off
Undo
Eyedropper
Align
Group
Selection Pane
Change Case

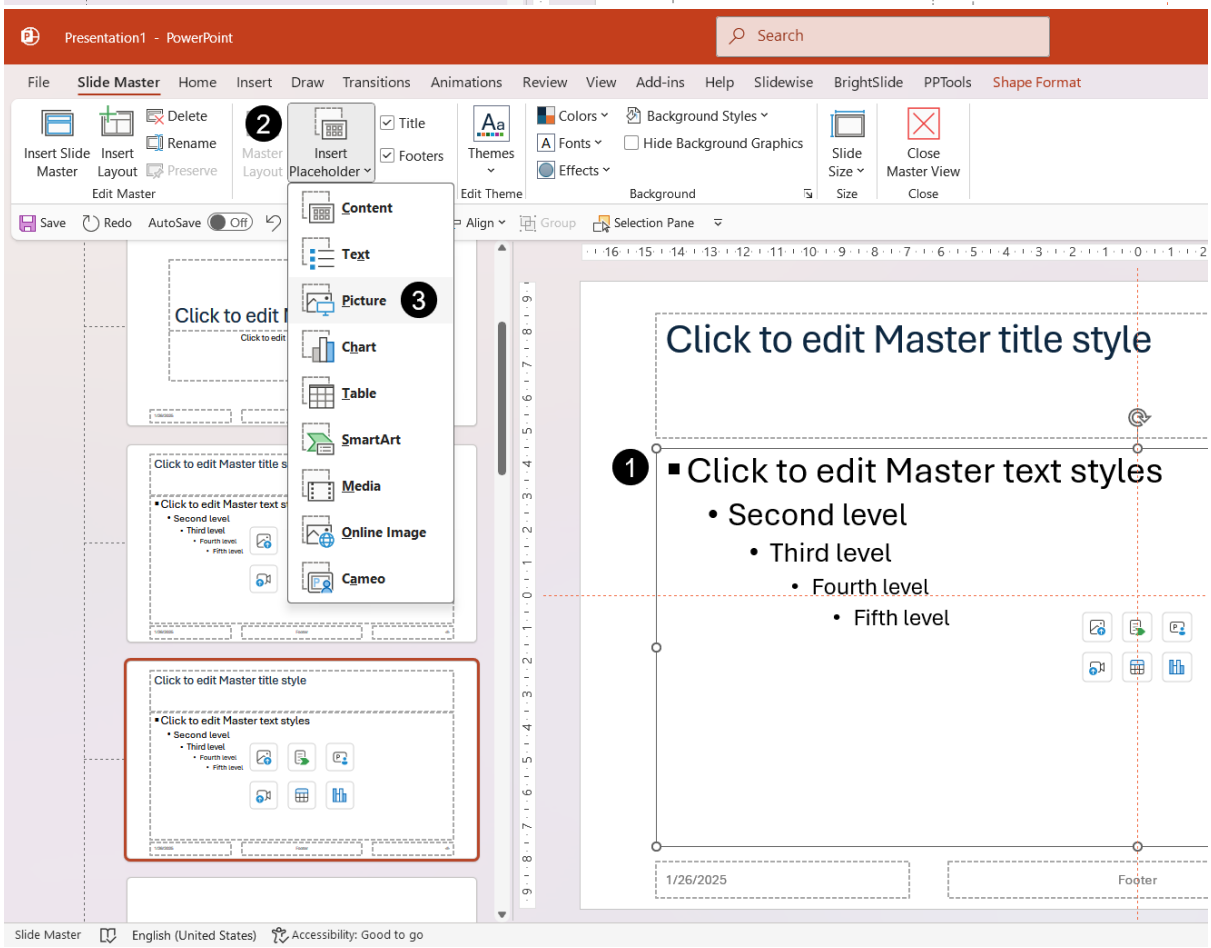

Presentation1 - PowerPoint
Search
1
Slide Master
Home
Insert
Draw
Transitions
Animations
Review
View
Add-ins
Help
Slidewise
Insert Slide Master
Insert Layout
Delete
Rename
Preserve
Edit Master
Master Layout
Insert Placeholder
Title
Footers
Master Layout
Edit Theme
2
Colors
Background Styles
Fonts
Hide Background Graphics
Custom
CHABOS
Lato Light
Lato
8
Aa
3
Office
Office
Aptos Display
Aptos
Office 2013 - 2022
Calibri Light
Calibri
Office 2007 - 2010
Calibri
Calibri
Calibri
Calibri
Calibri
Arial
Arial
Arial
Corbel
Corbel
Corbel
4
Customize Fonts...
Save
Redo
AutoSave
Off
Undo
Eyedropper
Align
Click to edit Master title style
1/26/2025
Slide Master
English (United States)
Accessibility: Good to go
Create New Theme Fonts
Heading font:
5
Aptos Display
Body font:
6
Aptos
Sample
Titre
Corps de texte corps de texte corps c
Name:
Custom 1
7
Save
Cancel

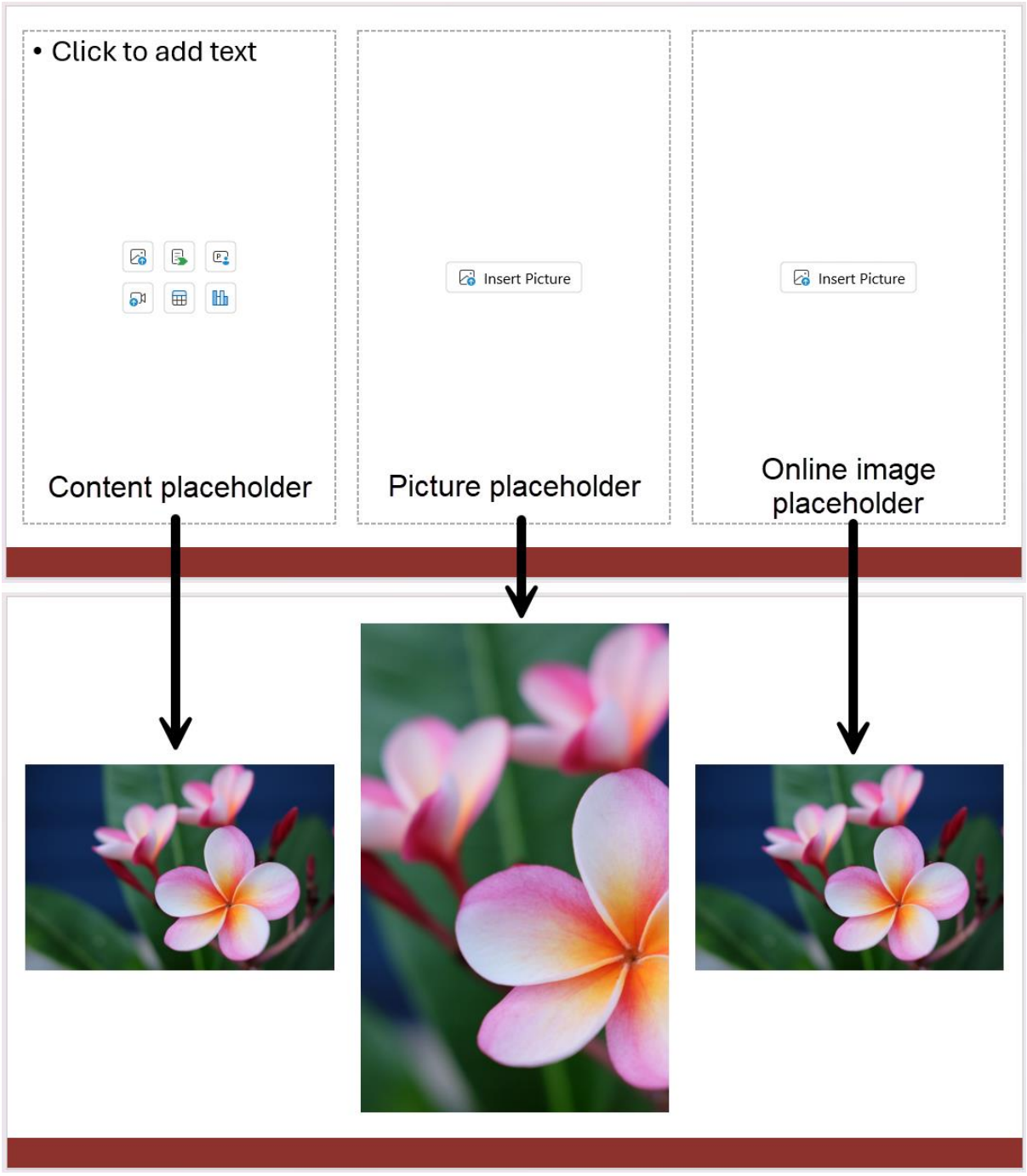

Presentation1 - PowerPoint
Search
File
Slide Master
Home
Insert
Draw
Transitions
Animations
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Insert Slide Master
Insert Layout
Delete
Rename
Preserve
Edit Master
Master Layout
Insert Placeholder
Title
Footers
Master Layout
Themes
Edit Theme
Colors
Fonts
Effects
Background Styles
Hide Background Graphics
Background
Slide Size
Size
Close Master View
Close
Save
Redo
AutoSave
Off
Undo
Eyedropper
Align
Group
Selection Pane
1
Click to edit Master title style
1
2
Title Slide Layout: used by slide(s) 1
Click to edit
Click to edit
1/26/2025
Slide Master
English (United States)
Accessibility: Good to go

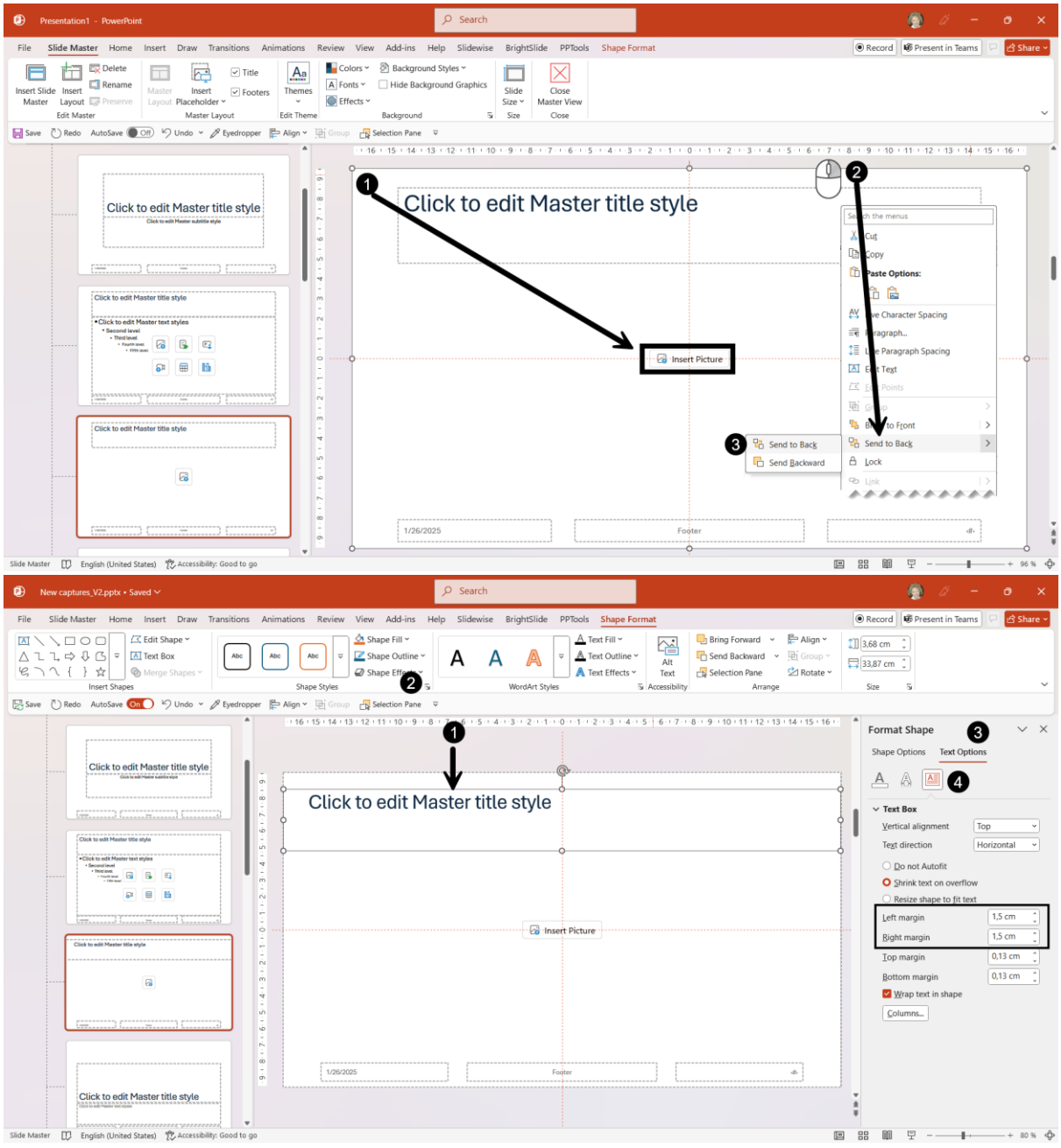

Presentation1 - PowerPoint
Search
File
Slide Master
Home
Insert
Draw
Transitions
Animations
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Shape Format
Paste
Cut
Copy
Format Painter
Clipboard
New Slide
Reset
Delete
Slides
Aptos Display (Headings)
36
Font
Slidewise
Neuxpower
Text Direction
Align Text
Convert to SmartArt
Paragraph
Save
Redo
AutoSave
Off
Undo
Eyedropper
Align
Group
Selection Pane
Click to edit Master title style
Click to edit Master text styles
Second level
Third level
Fourth level
Fifth level
Click to edit Master subtitle style
1
2
3
4
1/26/2025
Footer
Slide Master
English (United States)
Accessibility: Good to go


Presentation1 - PowerPoint
Search
File
Slide Master
Home
Insert
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Cut
Copy
Format Painter
Paste
Clipboard
New Slide
Slides
Neuxpower
Paragraph
Save
Redo
AutoSave
Off
Selection Pane
Search the menus
Cut
Copy
Paste Options:
Insert Slide Master
Reuse Slides
Insert Layout
Duplicate Layout
Layout used by...
Delete Layout
Rename Layout
Format Background...
Link to this Slide
New Comment
Storyboarding
1
2
Click to edit Master title sty
Click to edit Maste
Click to edit Maste
Second level
Third level
Fourth level
Fifth level

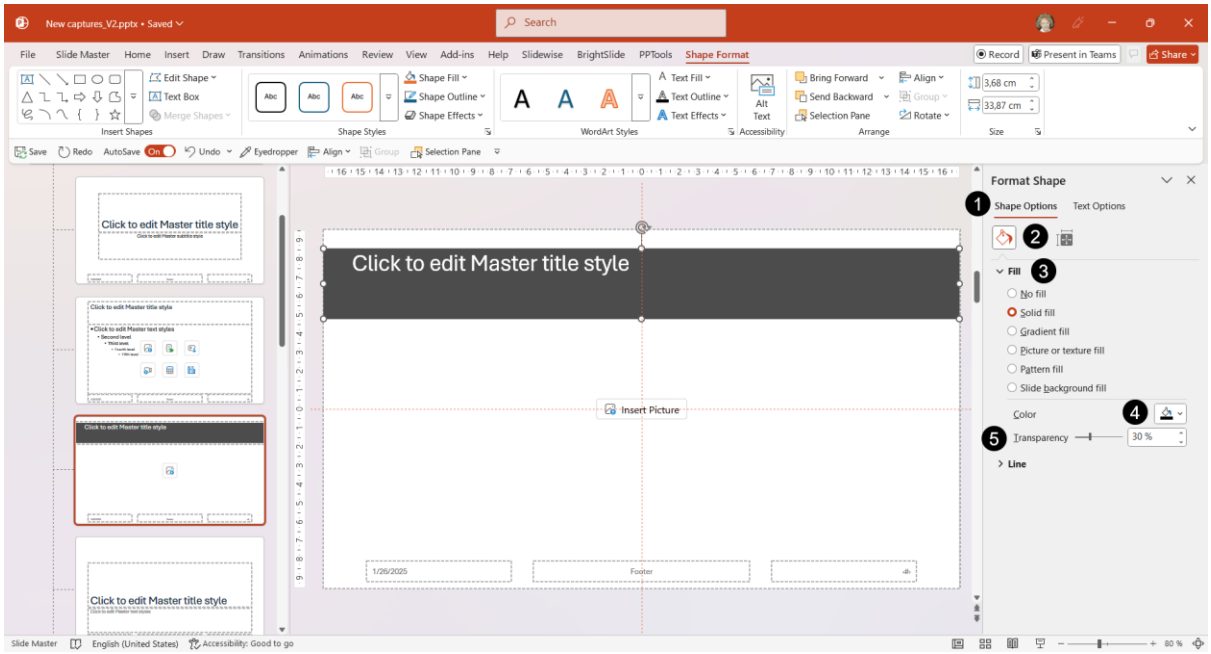

Presentation1 - PowerPoint
Search
File Slide Master Home Insert Draw Transitions Animations Review View Add-ins Help Slidewise BrightSlide PPTools
Paste Cut Copy Format Painter
New Slide Reset Delete
Slidewise
Text Direction Align Text Convert to SmartArt
Clipboard Slides Font Neuxpower Paragraph
Save Redo AutoSave Off Undo Eyedropper Align Group Selection Pane
Click to edit Master title style
Click to edit Master subtitle style
Click to edit Master text styles
Second level
Third level
Fourth level
Fifth level
Search the menus
Cut
Copy
Paste Options:
Insert Slide Master
Reuse Slides
Insert Layout
Duplicate Layout
Layout used by...
Delete Layout
Rename Layout
Format Background...
Link to this Slide
New Comment
Storyboarding
Rename Layout
Layout name:
1_Title and Content
Rename
Cancel
1
2
3
4

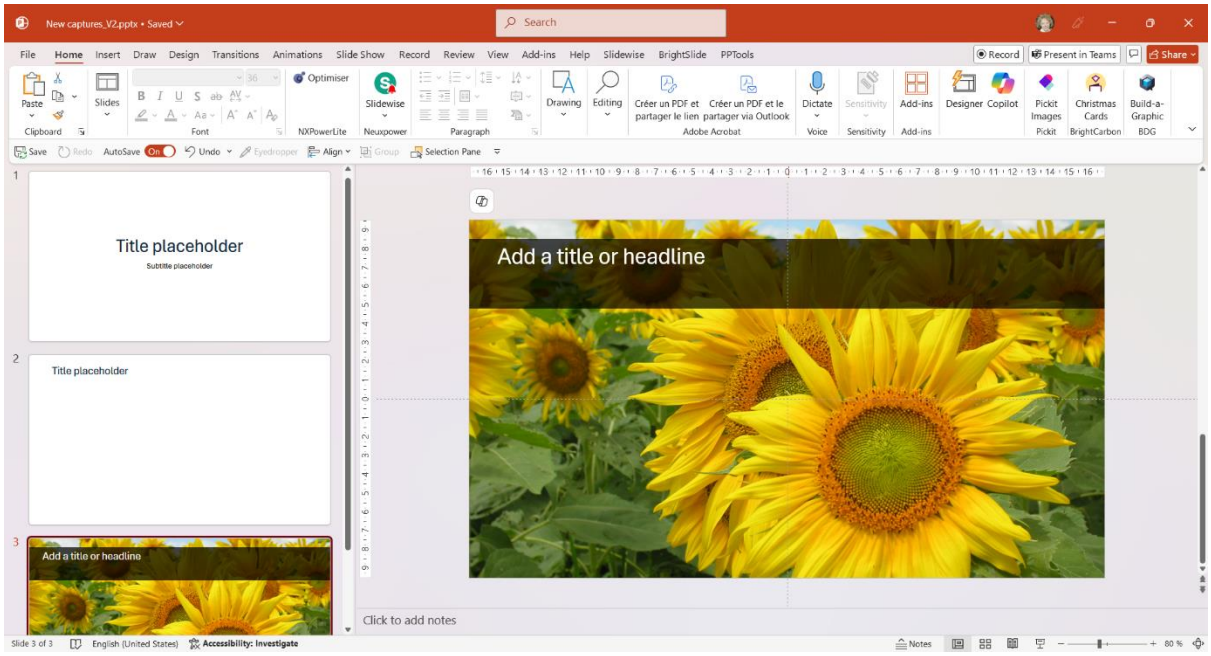

Presentation1 - PowerPoint
Search
File Slide Master Home Insert Draw Transitions Animations Review View Add-ins Help Slidewise BrightSlide PPTools Shape Format
Insert Slide Master
Insert Layout
Delete
Rename
Preserve
Edit Master
Master Layout
Insert Placeholder
Title
Footers
Themes
Edit Theme
Colors
Fonts
Effects
Background Styles
Hide Background Graphics
Background
Slide Size
Size
Close Master View
Close
Content
Text
Picture
Chart
Table
SmartArt
Media
Online Image
Cameo
Click to edit Master title style
Click to edit Master text styles
Second level
Third level
Fourth level
Fifth level
1/26/2025
Footer
Slide Master
English (United States)
Accessibility: Good to go
1
2
3

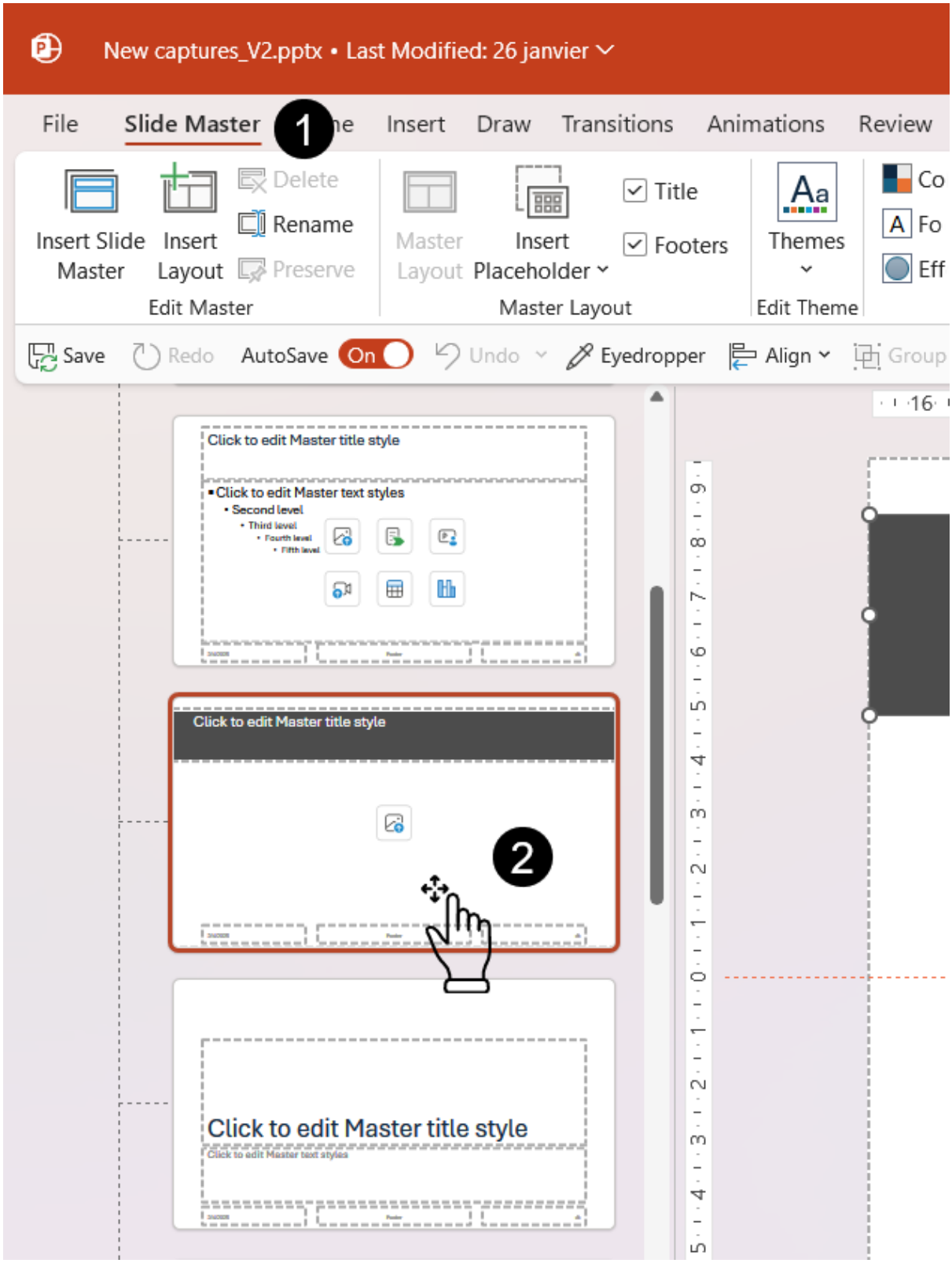

• Click to add text
Insert Picture
Insert Picture
Content placeholder
Picture placeholder
Online image placeholder

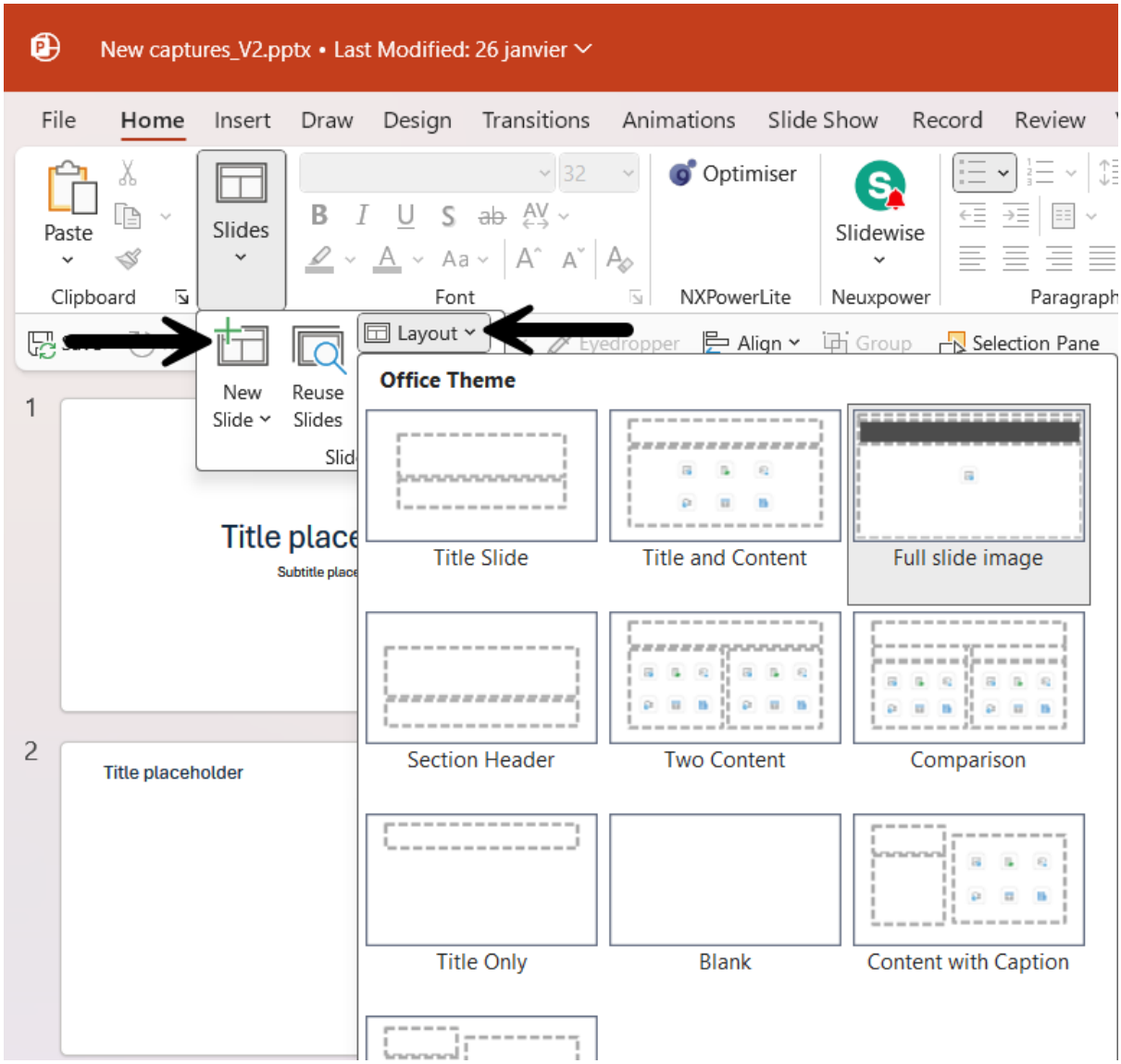

Presentation1 - PowerPoint
Search
File
Slide Master
Home
Insert
Draw
Transcriptions
Animations
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Shape Format
Record
Present in Teams
Share
Insert Slide Master
Insert Layout
Delete
Rename
Preserve
Edit Master
Master Layout
Insert Placeholder
Title
Footers
Themes
Colors
Fonts
Effects
Background Styles
Hide Background Graphics
Background
Slide Size
Size
Close Master View
Close
Save
Redo
AutoSave
Undo
Eyedropper
Align
Group
Selection Pane
Click to edit Master title style
Click to edit Master text styles
Second level
Third level
Fourth level
Fifth level
1
2
3
Insert Picture
Cut
Copy
Paste Options:
Character Spacing
Paragraph...
Paragraph Spacing
Edit Text
Edit Points
Group
Bring to Front
Send to Back
Send Backward
Lock
Link
1/26/2025
Footer
Slide Master
English (United States)
Accessibility: Good to go
96 %

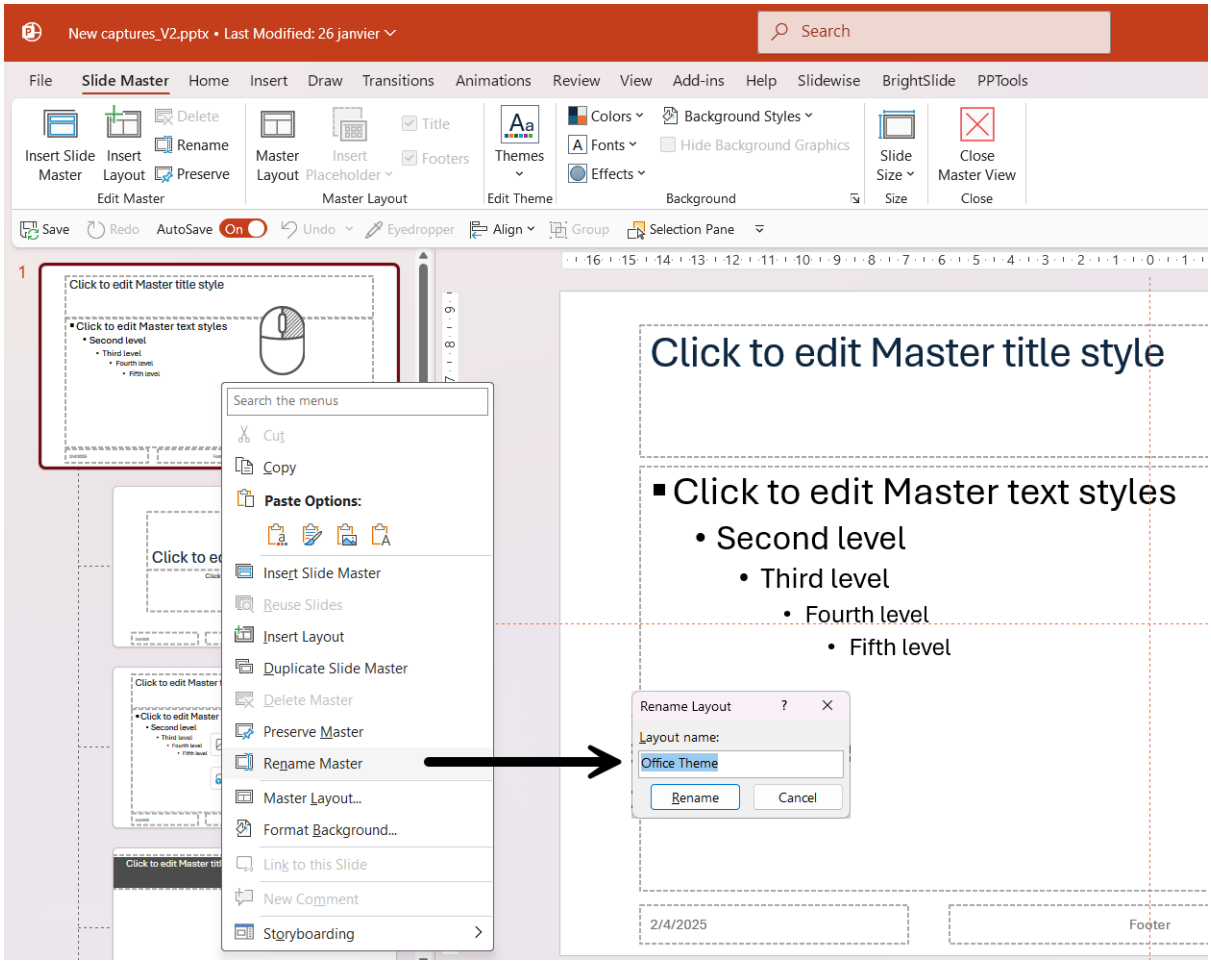
New captures_V2.pptx • Saved
Search
File
Slide Master
Home
Insert
Draw
Transcriptions
Animations
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Shape Format
Record
Present in Teams
Share
Edit Shape
Text Box
Merge Shapes
Insert Shapes
Shape Fill
Shape Outline
Shape Effects
Shape Styles
Text Fill
Text Outline
Text Effects
WordArt Styles
Alt Text
Accessibility
Bring Forward
Send Backward
Selection Pane
Align
Group
Rotate
Arrange
3,68 cm
33,87 cm
Size
Save
Redo
AutoSave
Undo
Eyedropper
Align
Group
Selection Pane
Click to edit Master title style
1
2
3
4
Insert Picture
Format Shape
Shape Options
Text Options
Text Box
Vertical alignment
Top
Text direction
Horizontal
Do not Autofit
Shrink text on overflow
Resize shape to fit text
Left margin
1,5 cm
Right margin
1,5 cm
Top margin
0,13 cm
Bottom margin
0,13 cm
Wrap text in shape
Columns...
1/26/2025
Footer
Slide Master
English (United States)
Accessibility: Good to go
80 %

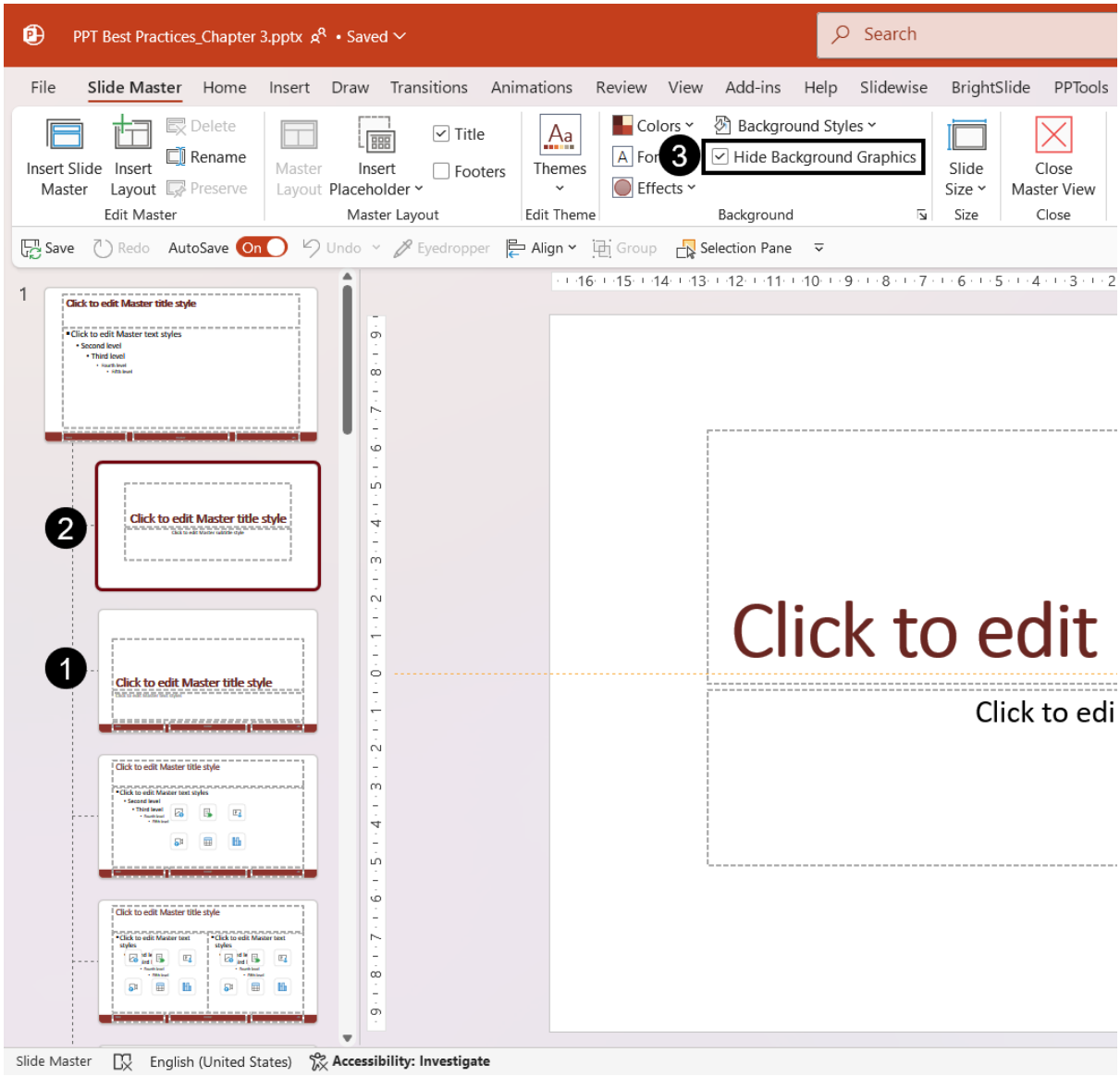

Click to edit Master title style
Insert Picture
Format Shape
Shape Options
Text Options
Fill
No fill
Solid fill
Gradient fill
Picture or texture fill
Pattern fill
Slide background fill
Color
Transparency
30 %
Line
1/26/2025
Footer

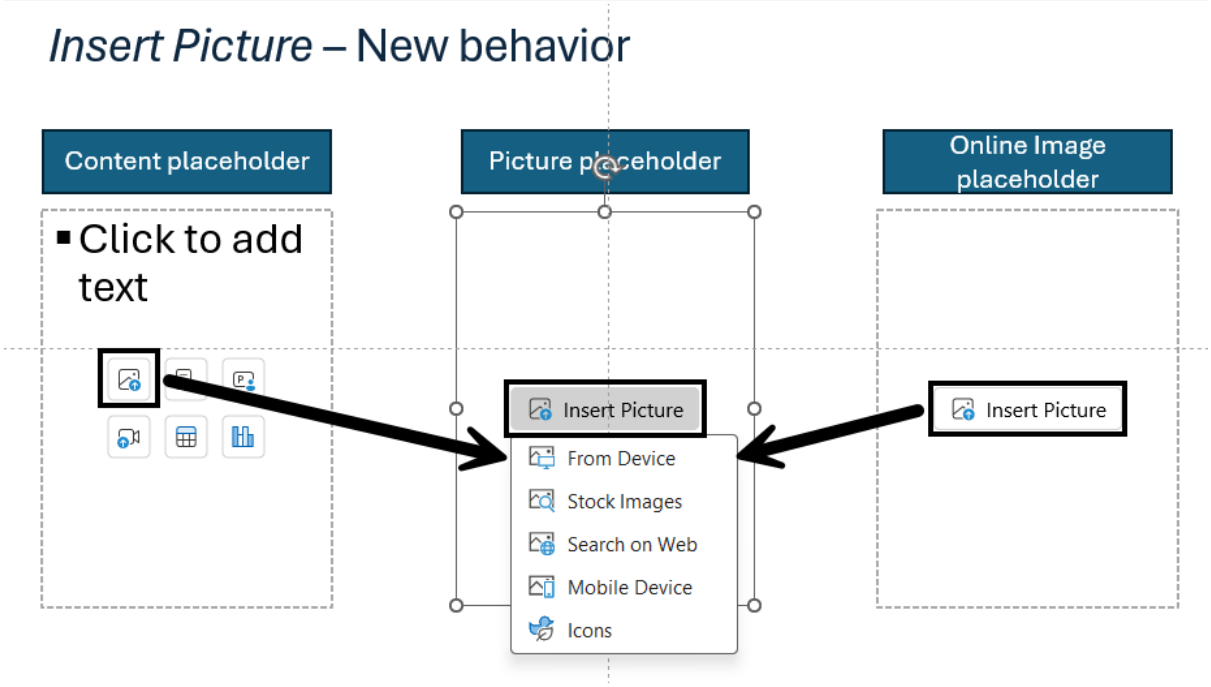

Title placeholder
Subtitle placeholder
Title placeholder
Add a title or headline
Click to add notes

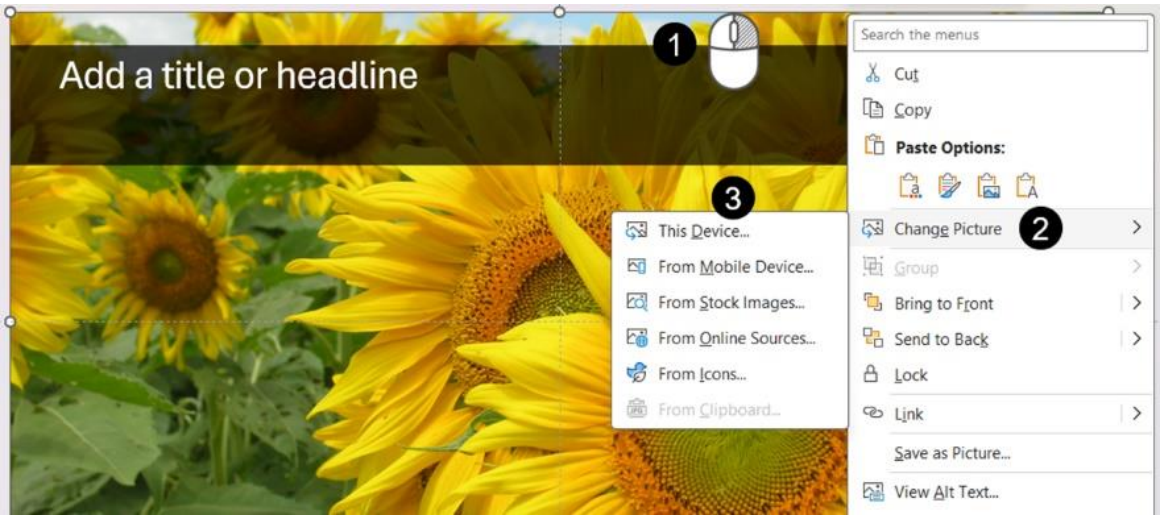

New captures_V2.pptx • Last Modified: 26 janvier
File
Slide Master
1
Insert
Draw
Transitions
Animations
Review
Insert Slide Master
Insert Layout
Delete
Rename
Preserve
Edit Master
Master Layout
Insert Placeholder
Title
Footers
Master Layout
Themes
Edit Theme
Save
Redo
AutoSave
On
Undo
Eyedropper
Align
Group
Click to edit Master title style
Click to edit Master text styles
Second level
Third level
Fourth level
Fifth level
Click to edit Master title style
2
Click to edit Master title style
Click to edit Master text styles

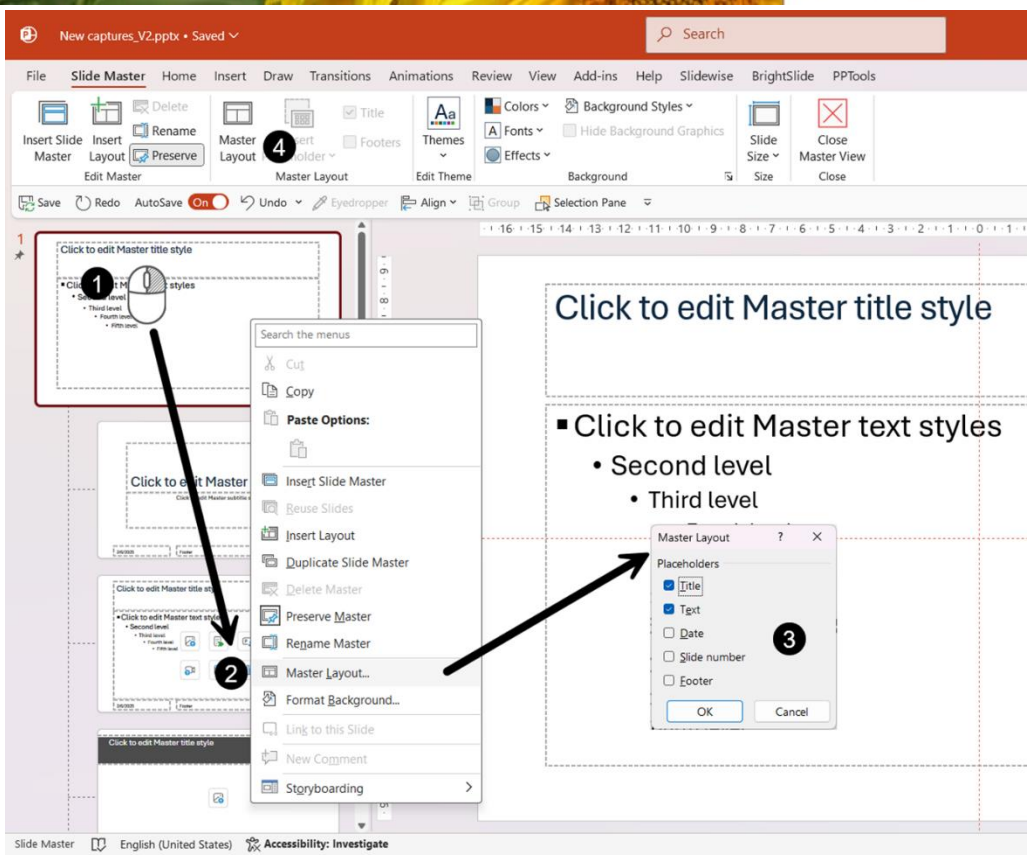

New captures_V2.pptx • Last Modified: 26 janvier
File
Home
Insert
Draw
Design
Transitions
Animations
Slide Show
Record
Review
Paste
Clipboard
Slides
Font
Optimiser
NXPowerLite
Slidewise
Neuxpower
Paragraph
New Slide
Reuse Slides
Layout
Eyedropper
Align
Group
Selection Pane
1
Title place
Subtitle place
2
Title placeholder
Office Theme
Title Slide
Title and Content
Full slide image
Section Header
Two Content
Comparison
Title Only
Blank
Content with Caption

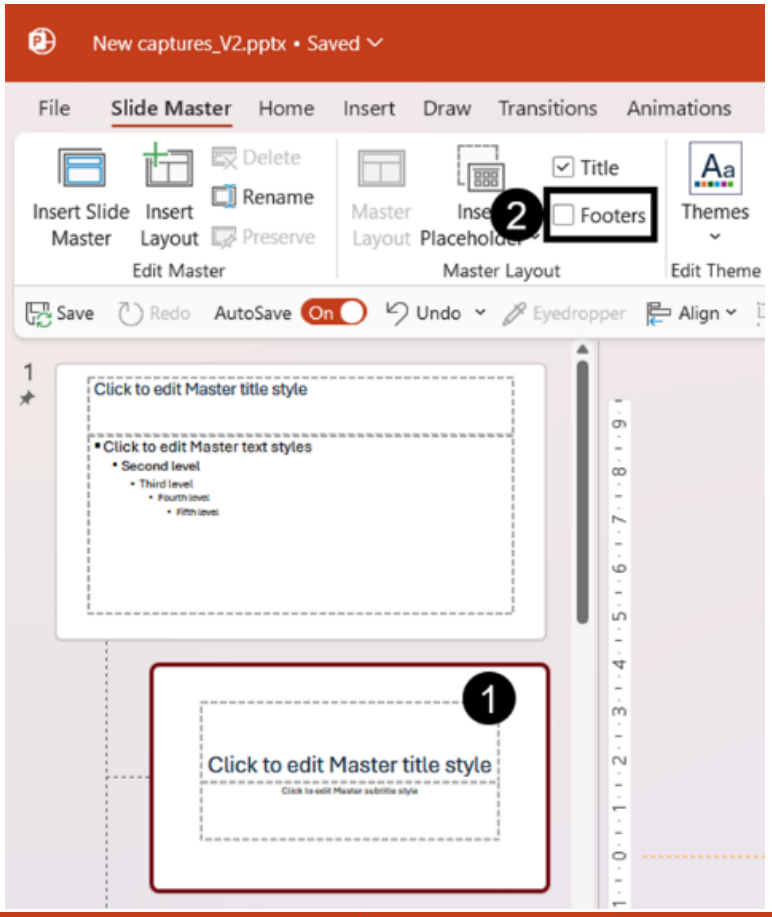

New captures_V2.pptx • Last Modified: 26 janvier
Search
File
Slide Master
Home
Insert
Draw
Transitions
Animations
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Insert Slide Master
Insert Layout
Delete
Rename
Preserve
Edit Master
Master Layout
Insert Placeholder
Title
Footers
Master Layout
Themes
Edit Theme
Colors
Fonts
Effects
Background Styles
Hide Background Graphics
Background
Slide Size
Size
Close Master View
Close
Save
Redo
AutoSave
On
Undo
Eyedropper
Align
Group
Selection Pane
Click to edit Master title style
Click to edit Master text styles
Second level
Third level
Fourth level
Fifth level
Search the menus
Cut
Copy
Paste Options:
Insert Slide Master
Reuse Slides
Insert Layout
Duplicate Slide Master
Delete Master
Preserve Master
Rename Master
Master Layout...
Format Background...
Link to this Slide
New Comment
Storyboarding
Rename Layout
Layout name:
Office Theme
Rename
Cancel
2/4/2025
Footer

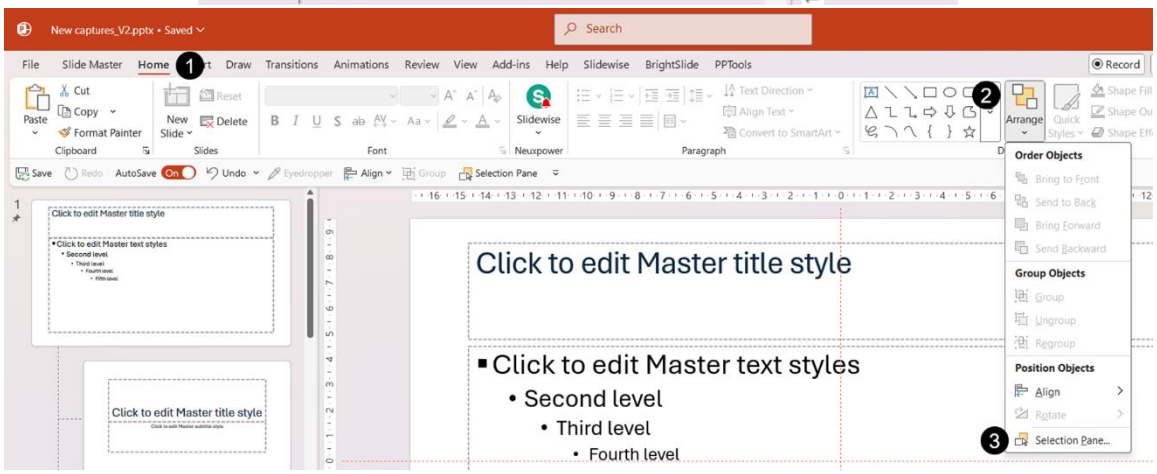

PPT Best Practices_Chapter 3.pptx • Saved
Search
File
Slide Master
Home
Insert
Draw
Transitions
Animations
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Insert Slide Master
Insert Layout
Delete
Rename
Preserve
Edit Master
Master Layout
Insert Placeholder
Title
Footers
Master Layout
Themes
Edit Theme
Colors
Background Styles
Hide Background Graphics
Effects
Background
Slide Size
Size
Close Master View
Close
3
Save
Redo
AutoSave
On
Undo
Eyedropper
Align
Group
Selection Pane
1
Click to edit Master title style
2
Click to edit Master title style
1
Click to edit Master title style
Click to edit
Click to edi
Slide Master
English (United States)
Accessibility: Investigate

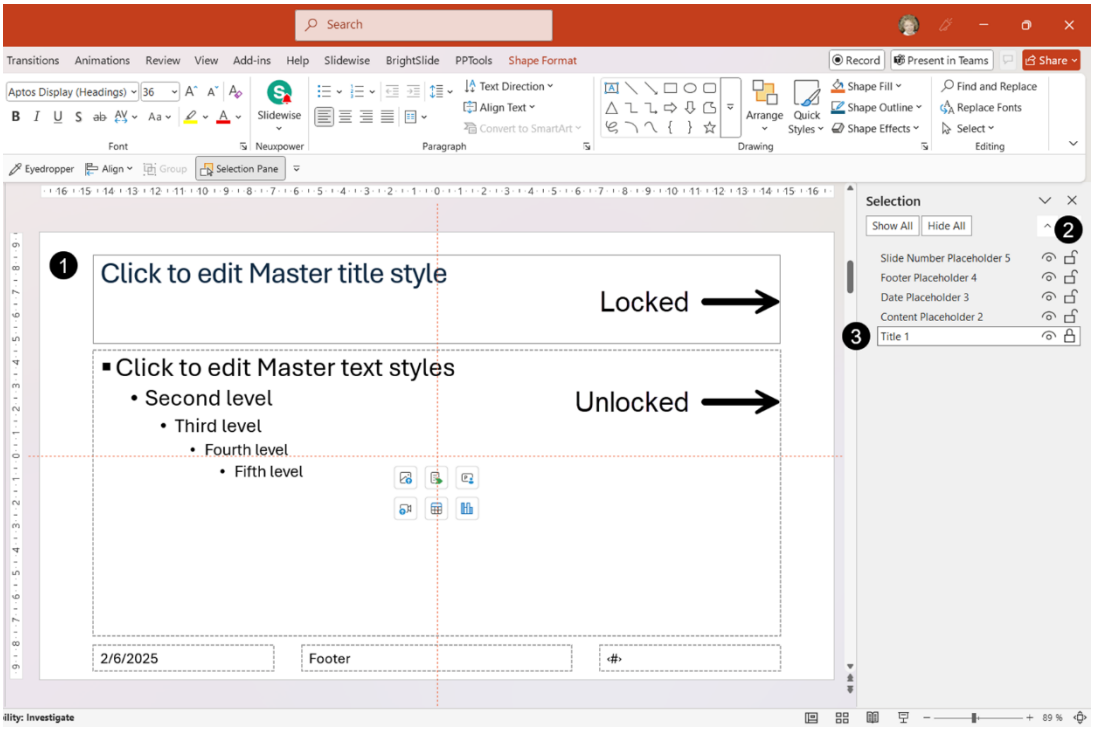

Insert Picture – New behavior
Content placeholder
Click to add text
Picture placeholder
Online Image placeholder
Insert Picture
From Device
Stock Images
Search on Web
Mobile Device
Icons
Insert Picture

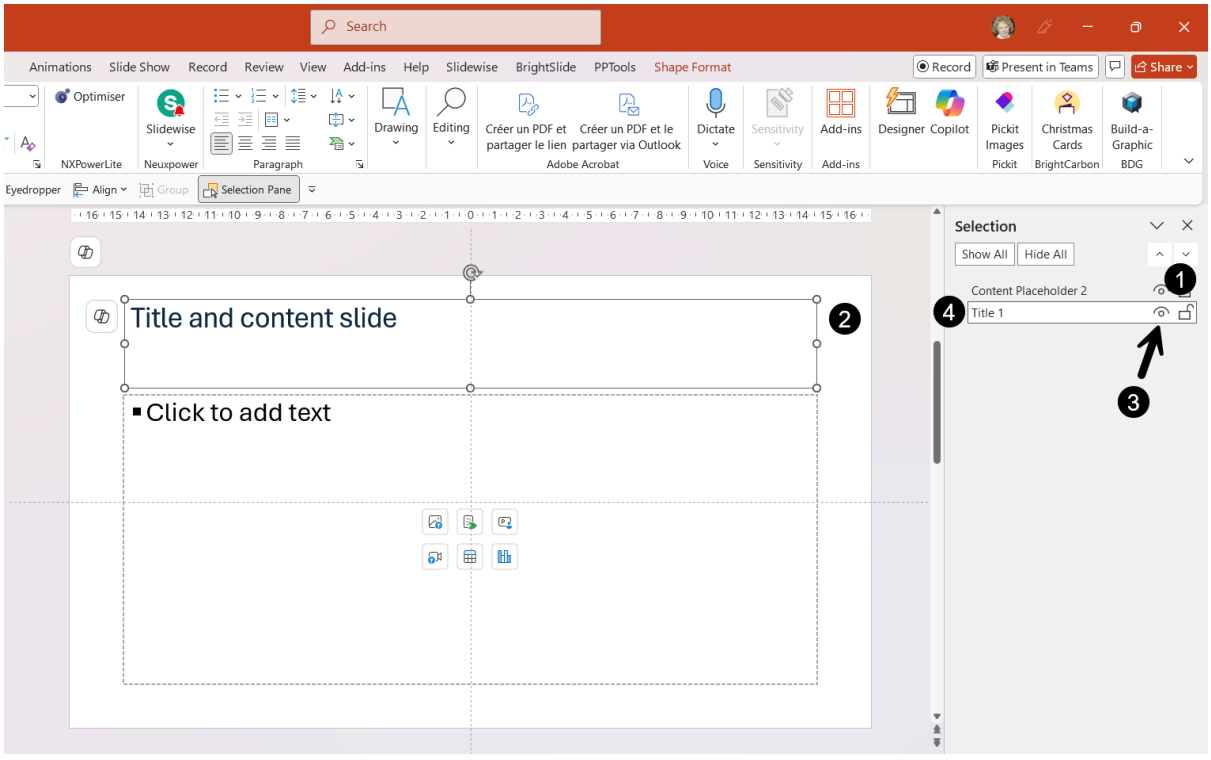

Add a title or headline
1
3
This Device...
From Mobile Device...
From Stock Images...
From Online Sources...
From Icons...
From Clipboard...
Search the menus
Cut
Copy
Paste Options:
Change Picture
2
Group
Bring to Front
Send to Back
Lock
Link
Save as Picture...
View Alt Text...


New captures_V2.pptx • Saved
Search
File
Slide Master
Home
Insert
Draw
Transitions
Animations
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Insert Slide Master
Insert Layout
Delete
Rename
Preserve
Edit Master
Master Layout
4
Title
Footers
Themes
Colors
Fonts
Effects
Background Styles
Hide Background Graphics
Background
Slide Size
Size
Close Master View
Close
Save
Redo
AutoSave
On
Undo
Eyedropper
Align
Group
Selection Pane
Click to edit Master title style
1
Search the menus
Cut
Copy
Paste Options:
Insert Slide Master
Reuse Slides
Insert Layout
Duplicate Slide Master
Delete Master
Preserve Master
Rename Master
2
Master Layout...
Format Background...
Link to this Slide
New Comment
Storyboarding
Click to edit Master title style
Click to edit Master text styles
Second level
Third level
Master Layout
Placeholders
Title
Text
Date
Slide number
Footer
3
OK
Cancel
Slide Master
English (United States)
Accessibility: Investigate

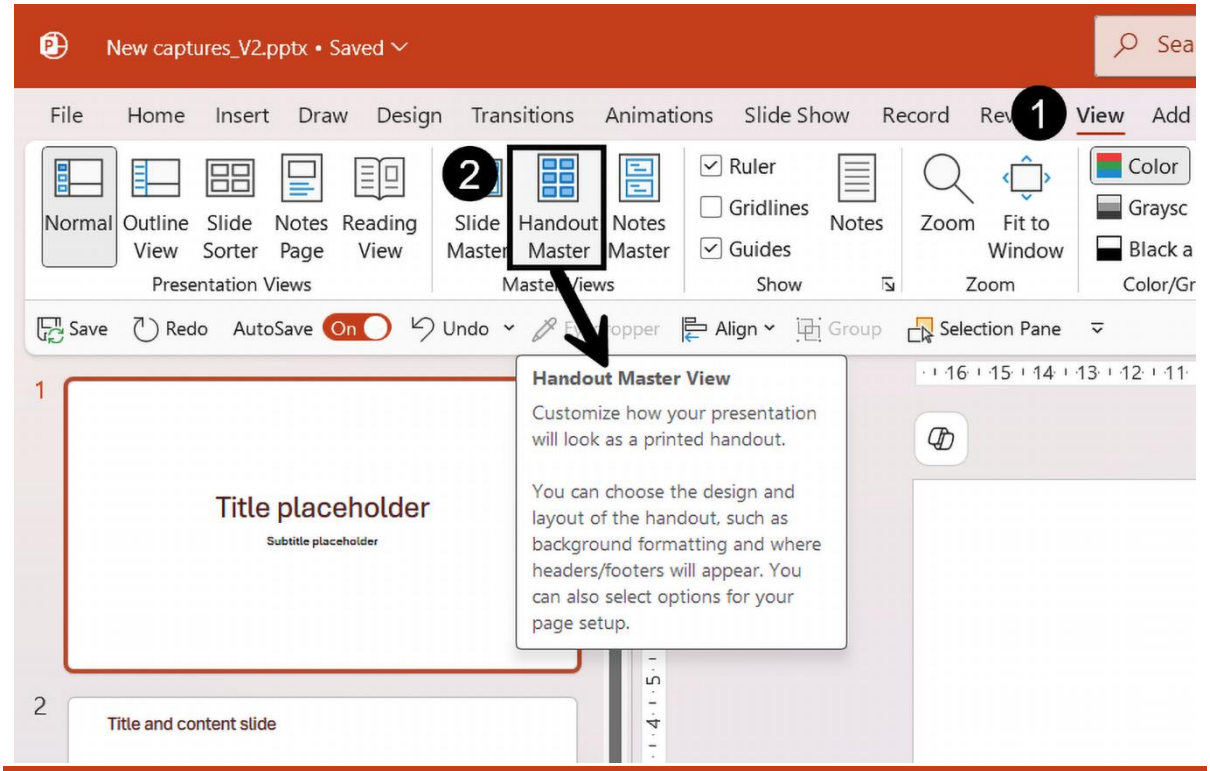

New captures_V2.pptx • Saved
File
Slide Master
Home
Insert
Draw
Transitions
Animations
Insert Slide Master
Insert Layout
Delete
Rename
Preserve
Edit Master
Master Layout
Title
Footers
Master Layout
Themes
Edit Theme
Save
Redo
AutoSave
On
Undo
Eyedropper
Align
Click to edit Master title style
Click to edit Master text styles
Second level
Third level
Fourth level
Fifth level
1
2
Click to edit Master title style

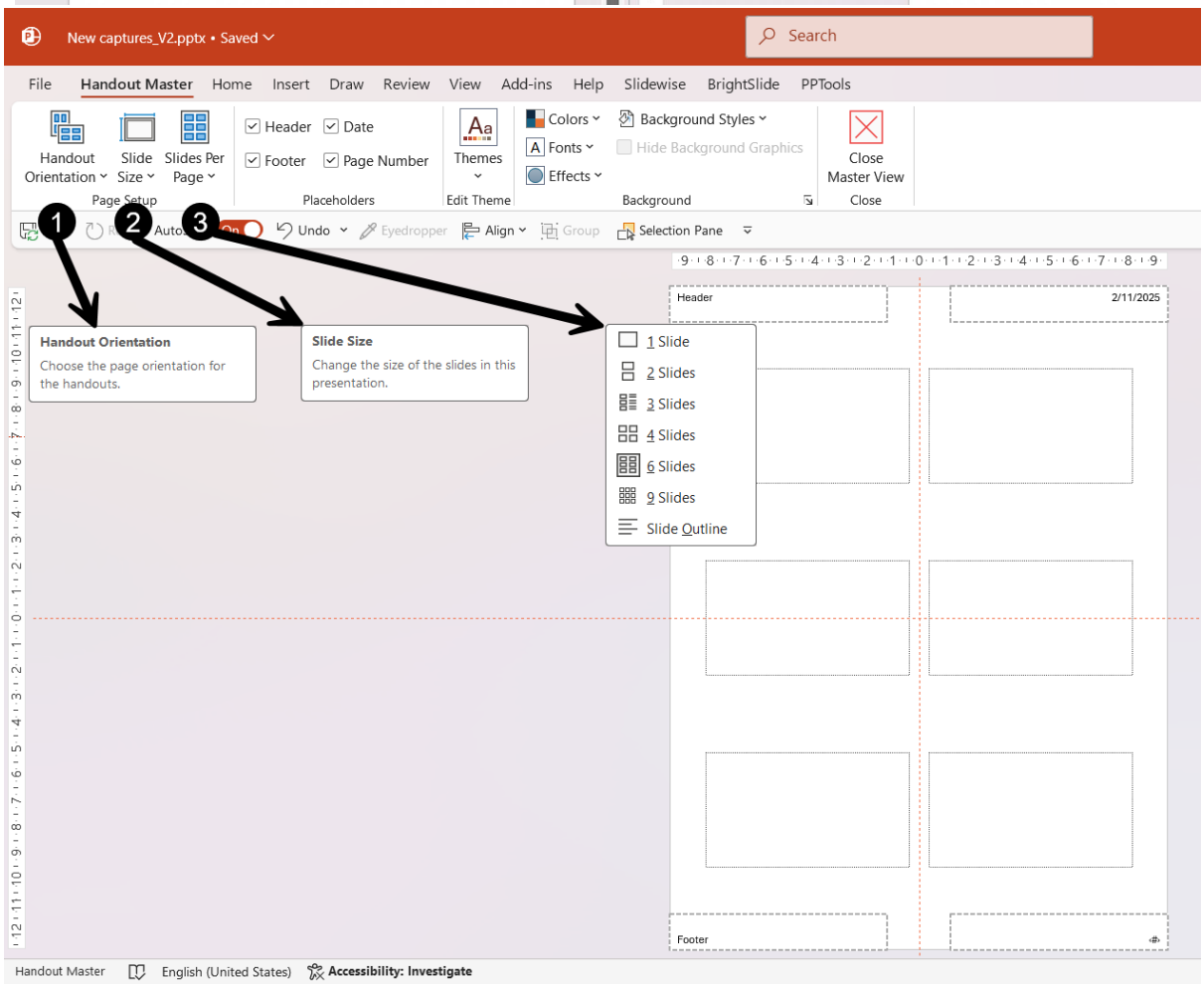

New captures_V2.pptx • Saved
Search
File
Slide Master
Home
Draw
Transitions
Animations
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Record
Paste
Cut
Copy
Format Painter
Clipboard
New Slide
Reset
Delete
Slides
Font
Slidewise
Neuxpower
Text Direction
Align Text
Convert to SmartArt
Paragraph
Arrange
Quick Styles
Shape Fill
Shape Outline
Shape Effects
Save
Redo
AutoSave
On
Undo
Eyedropper
Align
Group
Selection Pane
Order Objects
Bring to Front
Send to Back
Bring Forward
Send Backward
Group Objects
Group
Ungroup
Regroup
Position Objects
Align
Rotate
Selection Pane...
1
2
3
Click to edit Master title style
Click to edit Master text styles
Second level
Third level
Fourth level

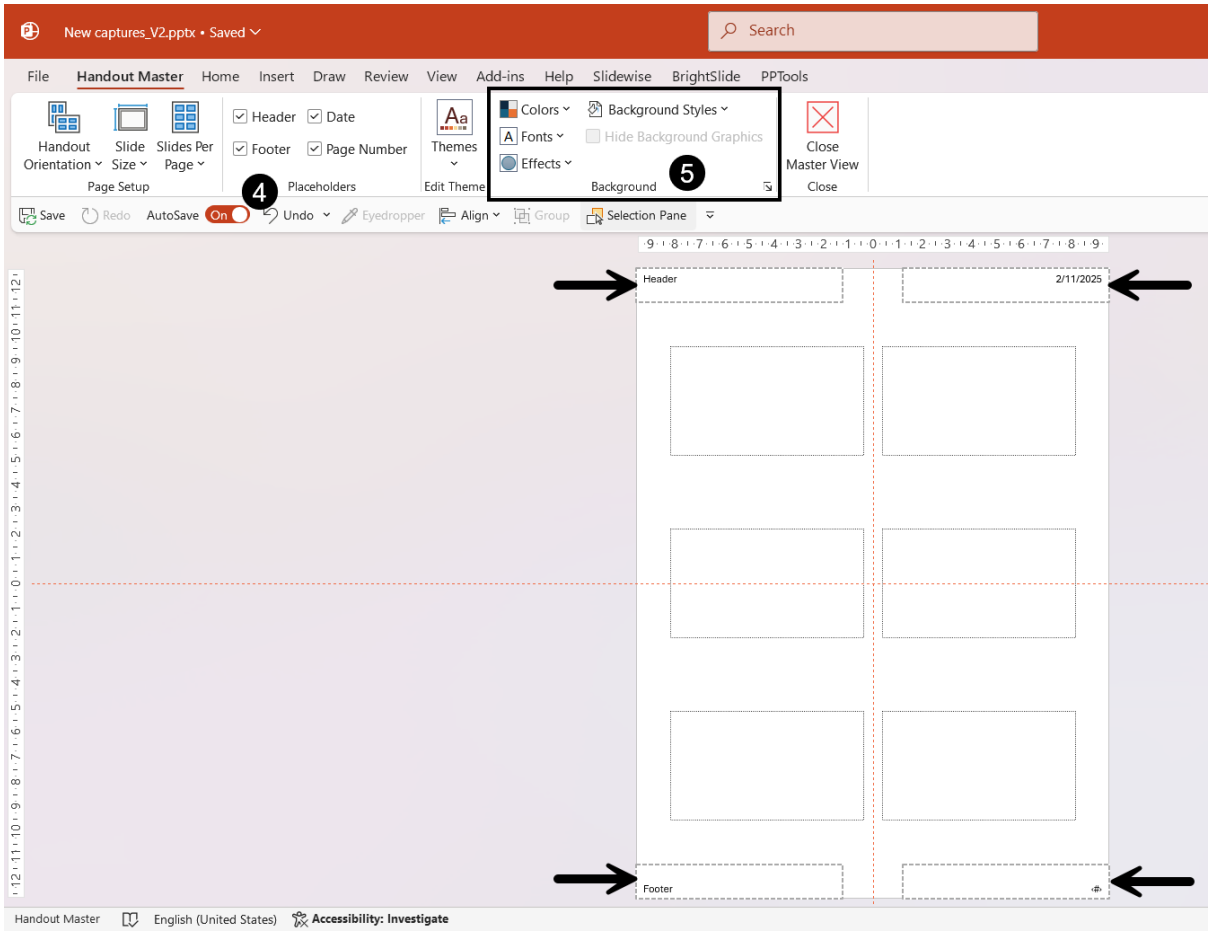

Search
Transitions Animations Review View Add-ins Help Slidewise BrightSlide PPTools Shape Format
Record Present in Teams Share
Selection Pane
Selection
Show All Hide All
Slide Number Placeholder 5
Footer Placeholder 4
Date Placeholder 3
Content Placeholder 2
Title 1
Click to edit Master title style
Locked
Click to edit Master text styles
Second level
Third level
Fourth level
Fifth level
Unlocked
2/6/2025
Footer


Search
Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPTools Shape Format
Record Present in Teams Share
Selection Pane
Selection
Show All Hide All
Content Placeholder 2
Title 1
Title and content slide
Click to add text

Chapter 4: Using PowerPoint's Document Masters for Accessible Handouts and Notes






New captures_V2.pptx • Saved
Search
File
Handout Master
Home
Insert
Draw
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Handout Orientation
Slide Size
Slides Per Page
Page Setup
Header
Date
Footer
Page Number
4
Placeholders
Themes
Edit Theme
Colors
Fonts
Effects
Background Styles
Hide Background Graphics
5
Background
Close Master View
Close
Save
Redo
AutoSave
On
Undo
Eyedropper
Align
Group
Selection Pane
Header
2/11/2025
Footer
Handout Master
English (United States)
Accessibility: Investigate

Header

2

1

3

4

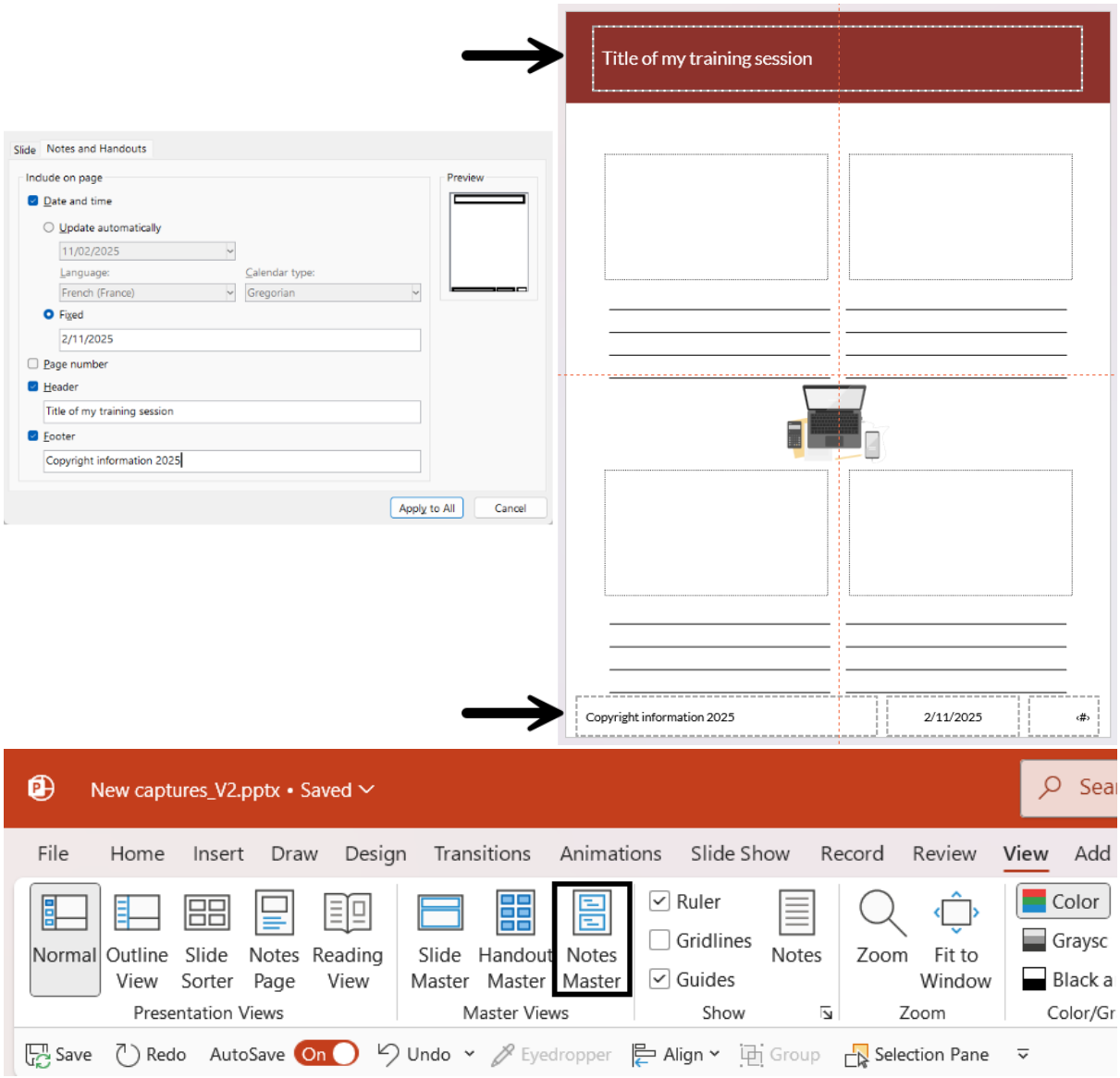


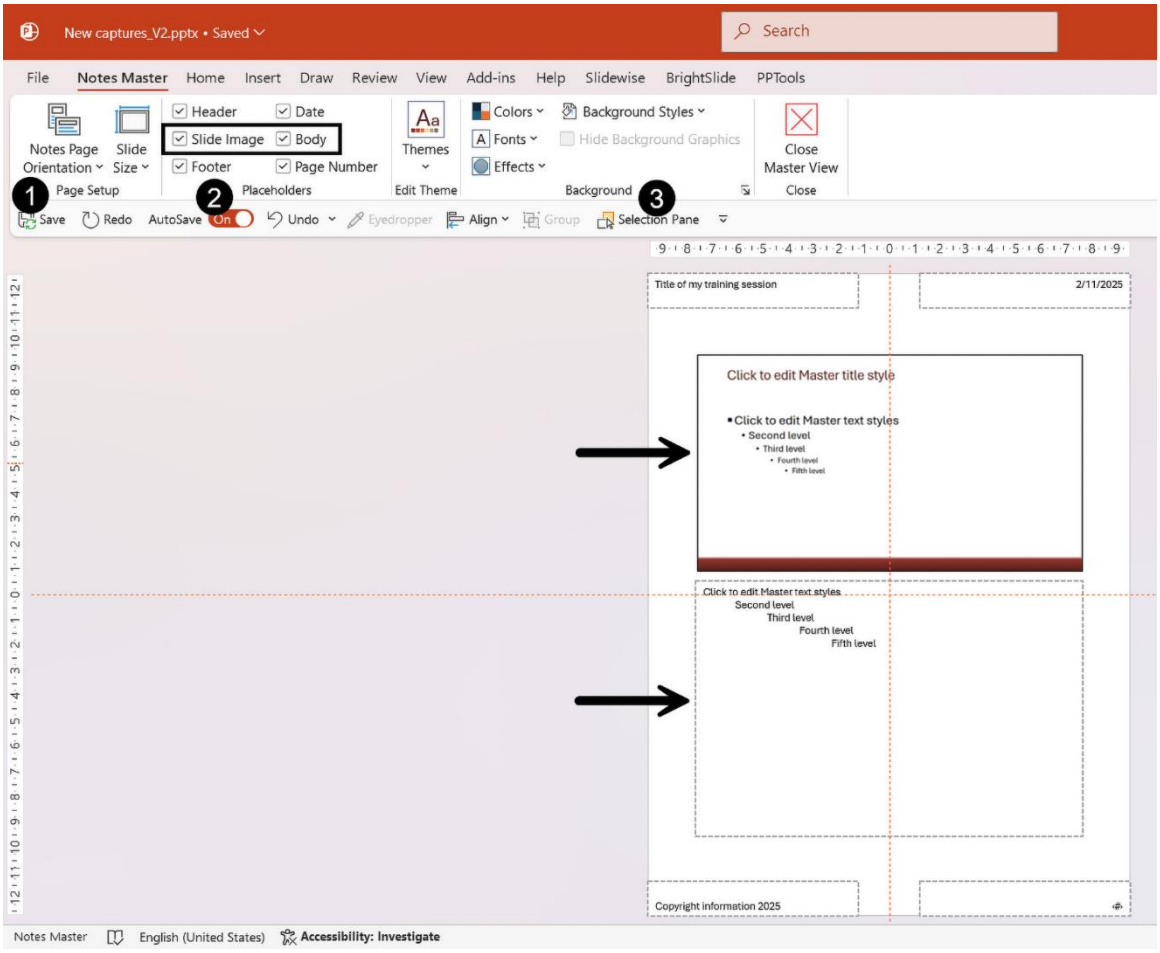
Footer

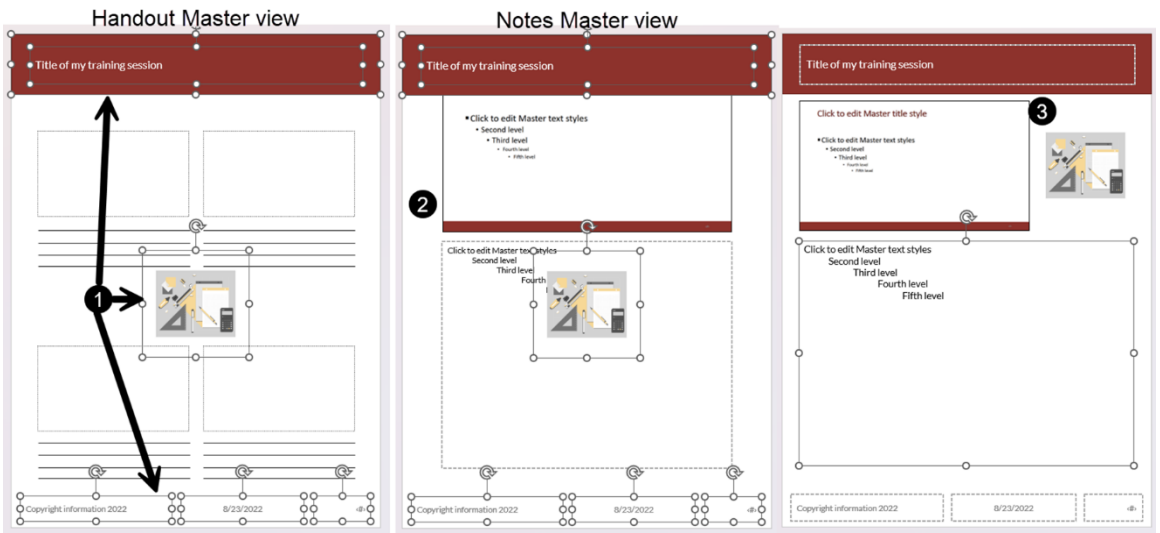
5

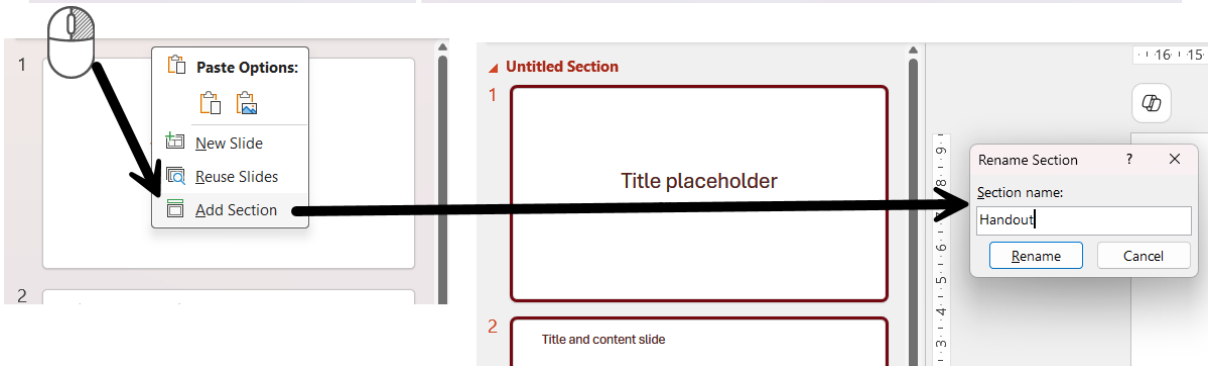
2/11/2025

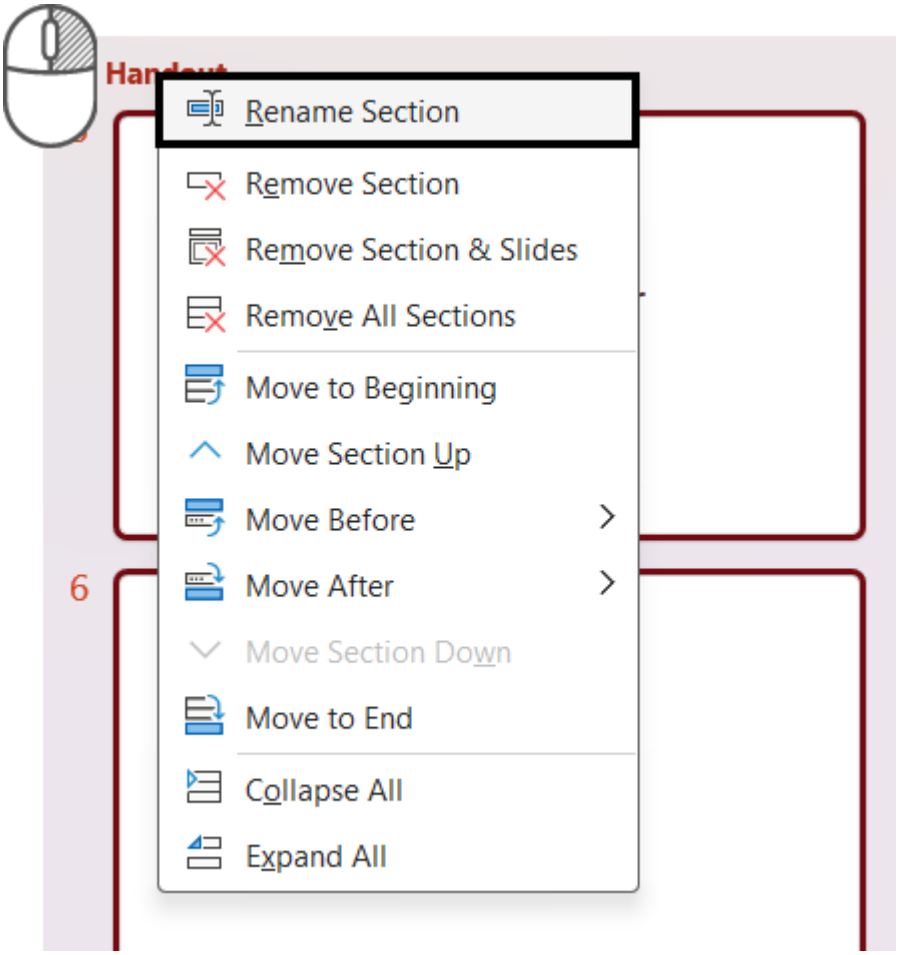
‹#›

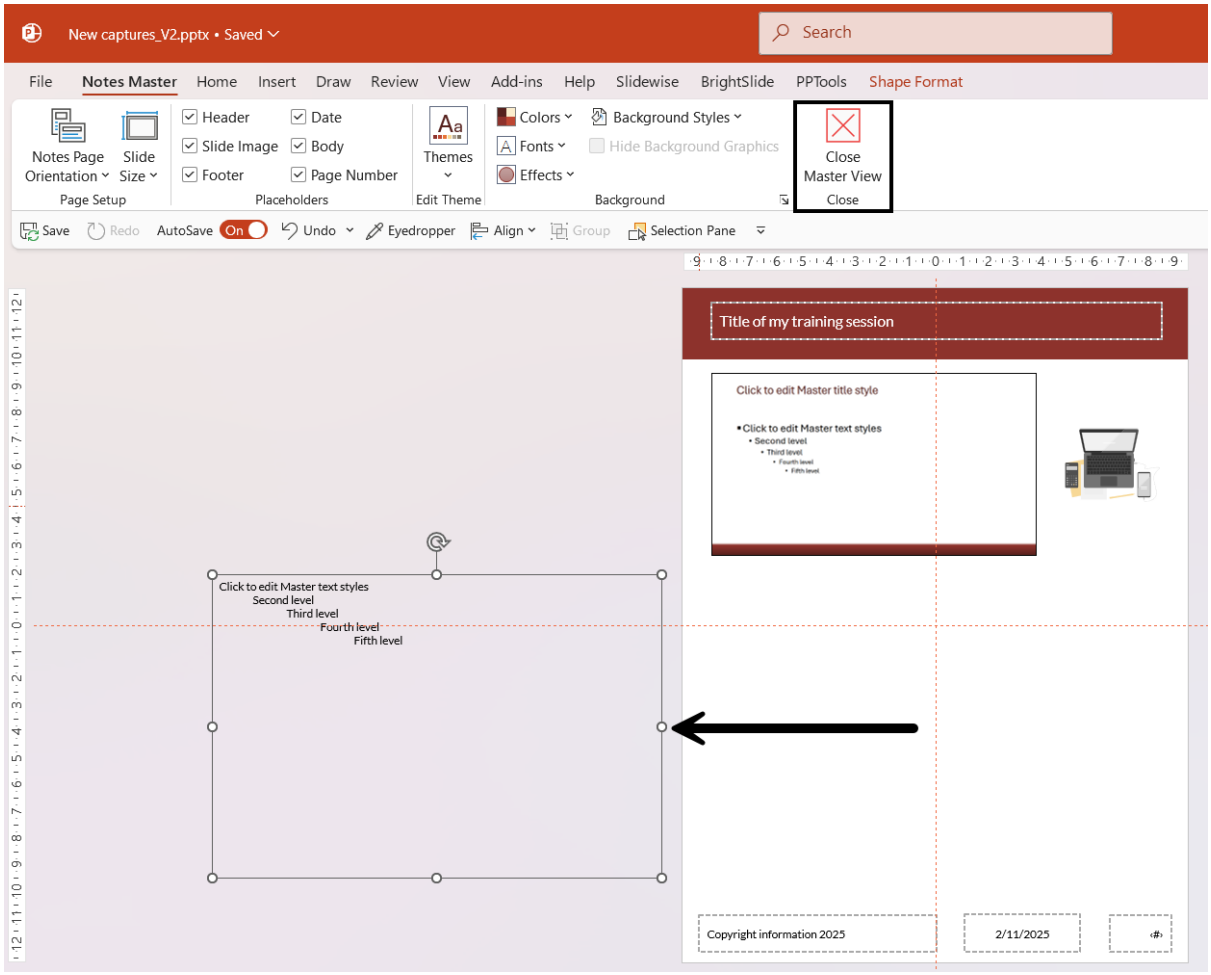

Slide
Notes and Handouts
Include on page
Date and time
Update automatically
11/02/2025
Language:
Calendar type:
French (France)
Gregorian
Fixed
2/11/2025
Page number
Header
Title of my training session
Footer
Copyright information 2025
Preview
Apply to All
Cancel
Title of my training session
Copyright information 2025
2/11/2025
‹#›
New captures_V2.pptx • Saved
File
Home
Insert
Draw
Design
Transitions
Animations
Slide Show
Record
Review
View
Add
Normal
Outline View
Slide Sorter
Notes Page
Reading View
Presentation Views
Slide Master
Handout Master
Notes Master
Master Views
Ruler
Gridlines
Guides
Notes
Show
Zoom
Fit to Window
Zoom
Color
Graysc
Black a
Color/Gr
Save
Redo
AutoSave
On
Undo
Eyedropper
Align
Group
Selection Pane

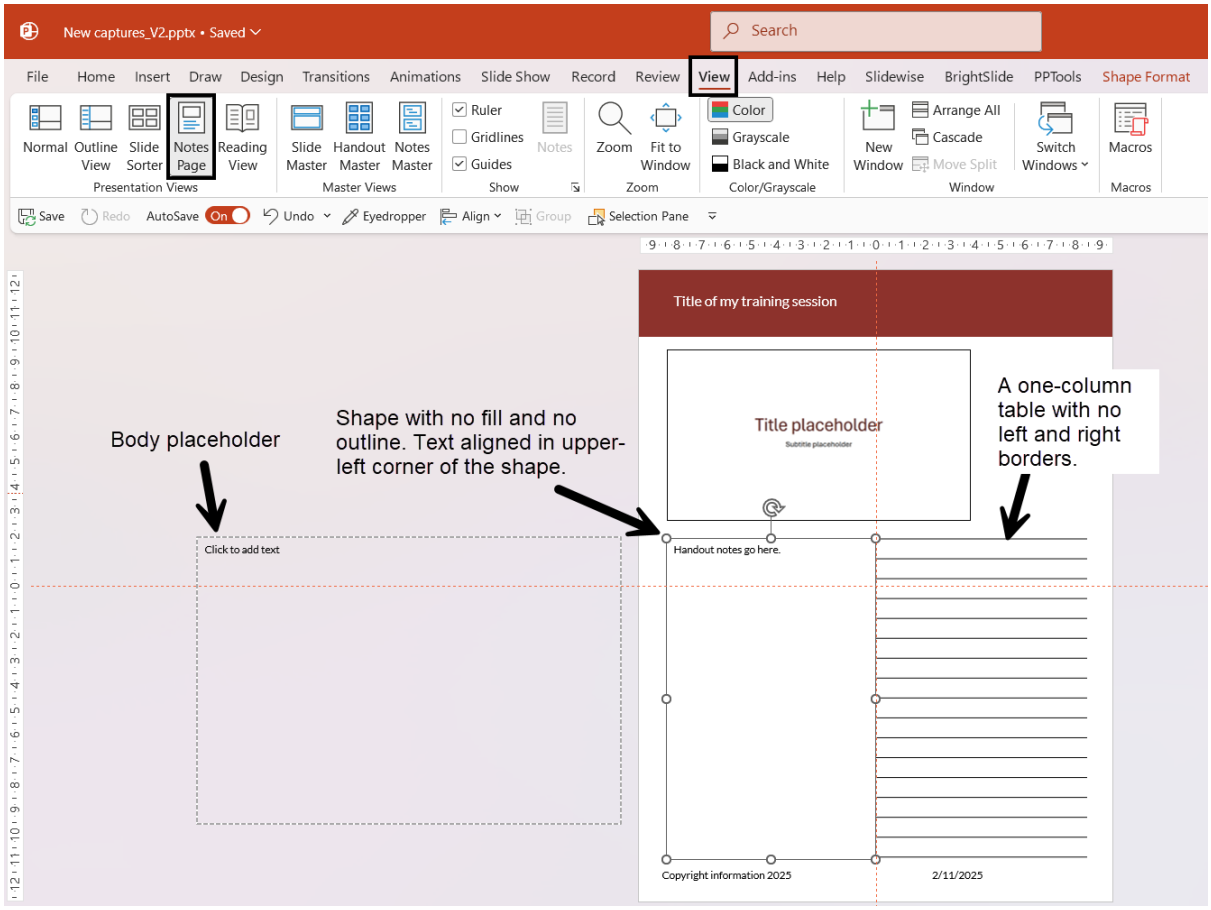

New captures_V2.pptx • Saved
Search
File
Notes Master
Home
Insert
Draw
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Notes Page Orientation
Slide Size
Header
Date
Slide Image
Body
Footer
Page Number
Themes
Colors
Background Styles
Fonts
Hide Background Graphics
Effects
Close Master View
1
Page Setup
2
Placeholders
Edit Theme
Background
Close
3
Save
Redo
AutoSave
On
Undo
Eyedropper
Align
Group
Selection Pane
Title of my training session
2/11/2025
Click to edit Master title style
Click to edit Master text styles
Second level
Third level
Fourth level
Fifth level
Copyright information 2025
Notes Master
English (United States)
Accessibility: Investigate

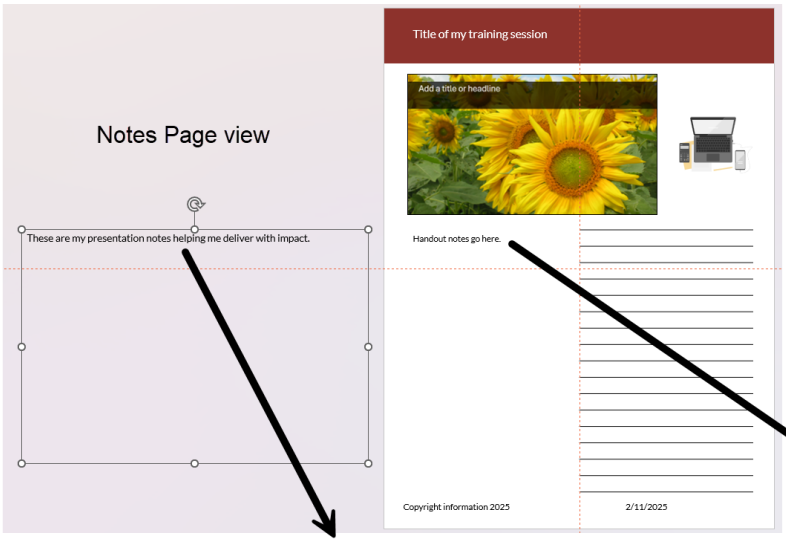

Handout Master view
Notes Master view
Title of my training session
Click to edit Master text styles
Second level
Third level
Fourth level
Fifth level
Click to edit Master title style
Copyright information 2022
8/23/2022
1
2
3

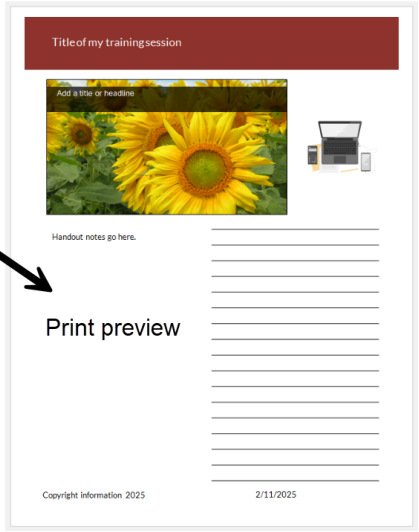

1
Paste Options:
New Slide
Reuse Slides
Add Section
2
Untitled Section
1
Title placeholder
2
Title and content slide
Rename Section
Section name:
Handout
Rename
Cancel

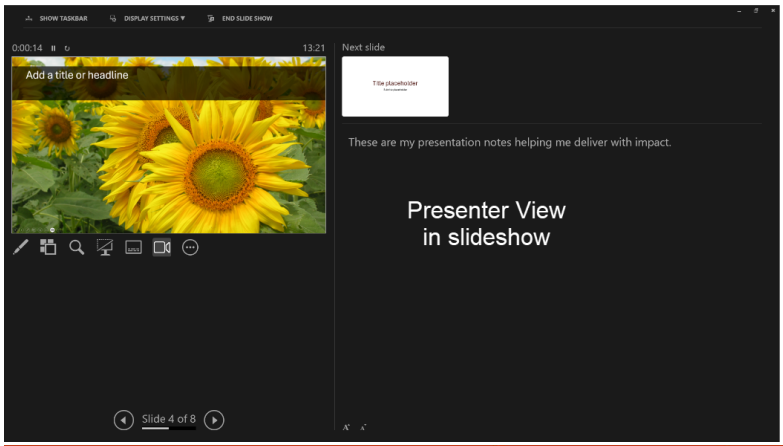

Rename Section
Remove Section
Remove Section & Slides
Remove All Sections
Move to Beginning
Move Section Up
Move Before
Move After
Move Section Down
Move to End
Collapse All
Expand All
6

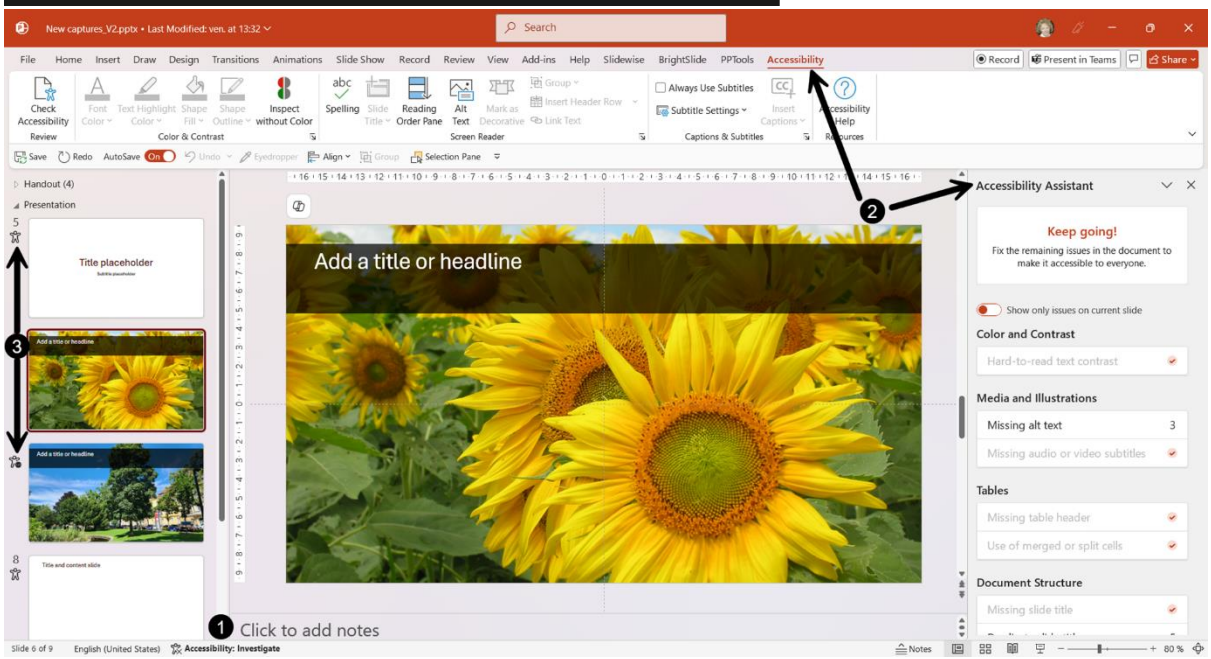

New captures_V2.pptx • Saved
Search
File
Notes Master
Home
Insert
Draw
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Shape Format
Notes Page Orientation
Slide Size
Page Setup
Header
Date
Slide Image
Body
Footer
Page Number
Placeholders
Themes
Edit Theme
Colors
Fonts
Effects
Background Styles
Hide Background Graphics
Background
Close Master View
Close
Save
Redo
AutoSave
On
Undo
Eyedropper
Align
Group
Selection Pane
Click to edit Master text styles
Second level
Third level
Fourth level
Fifth level
Title of my training session
Click to edit Master title style
Click to edit Master text styles
Second level
Third level
Fourth level
Fifth level
Copyright information 2025
2/11/2025
‹#›

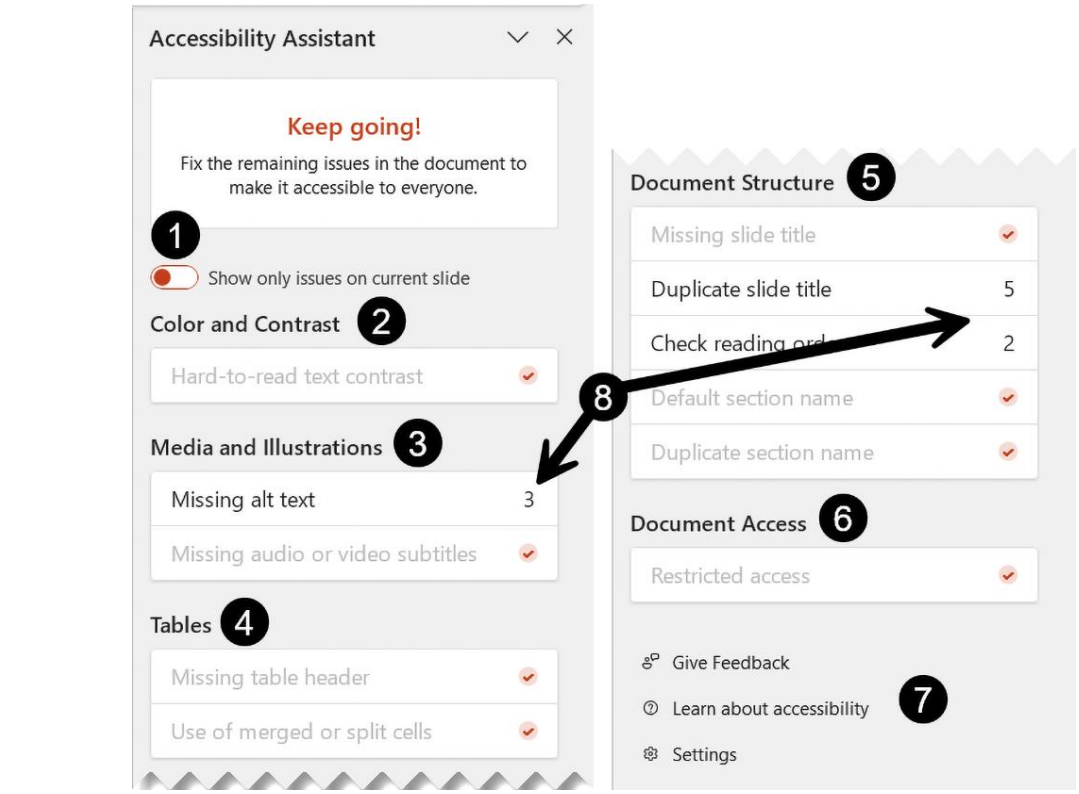

New captures_V2.pptx • Saved
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPTools Shape Format
Normal Outline View Slide Sorter Notes Page Reading View
Presentation Views
Slide Master Handout Master Notes Master
Master Views
Ruler Gridlines Guides Notes
Show
Zoom Fit to Window
Zoom
Color Grayscale Black and White
Color/Grayscale
New Window Arrange All Cascade Move Split
Window
Switch Windows
Macros
Save Redo AutoSave On Undo Eyedropper Align Group Selection Pane
Body placeholder
Shape with no fill and no outline. Text aligned in upper-left corner of the shape.
A one-column table with no left and right borders.
Click to add text
Title of my training session
Title placeholder
Subtitle placeholder
Handout notes go here.
Copyright information 2025
2/11/2025

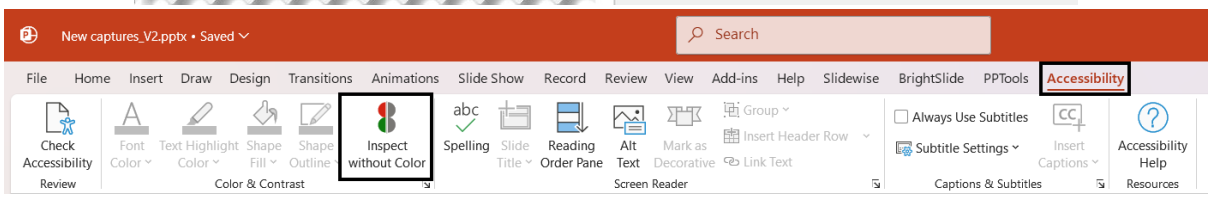

Notes Page view
These are my presentation notes helping me deliver with impact.
Title of my training session
Add a title or headline
Handout notes go here.
Copyright information 2025
2/11/2025

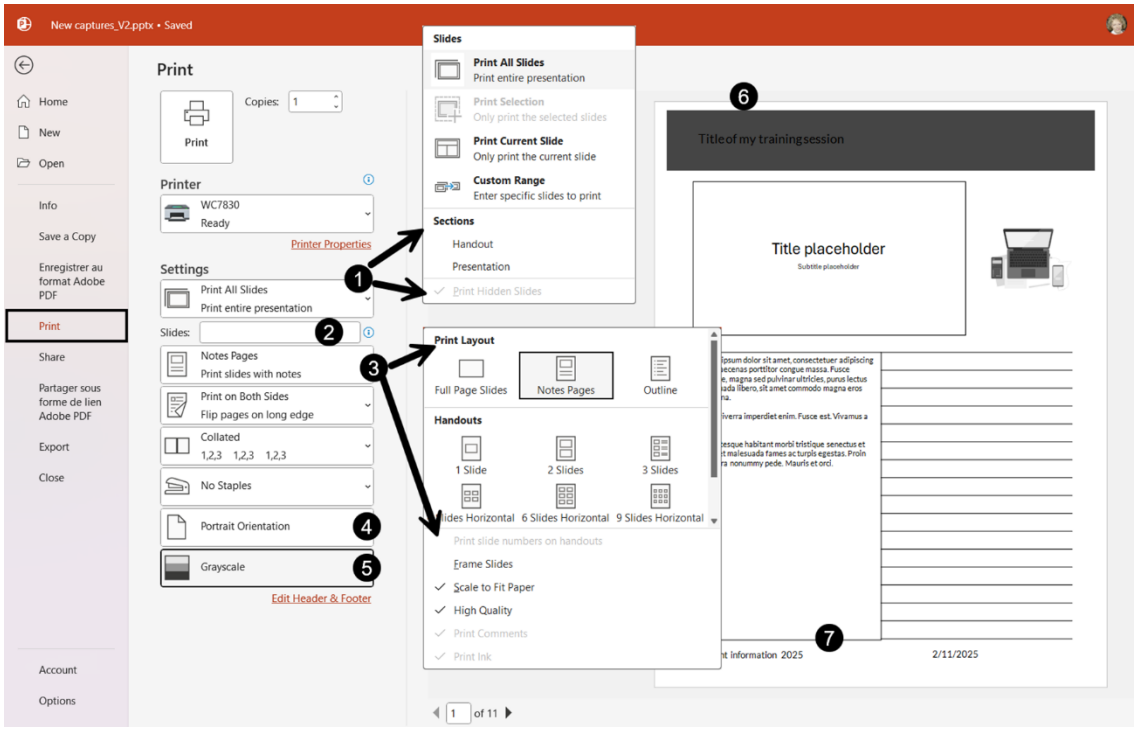

Titleof my trainingsession
Add a title or headline
Handout notes go here.
Print preview
Copyright information 2025
2/11/2025

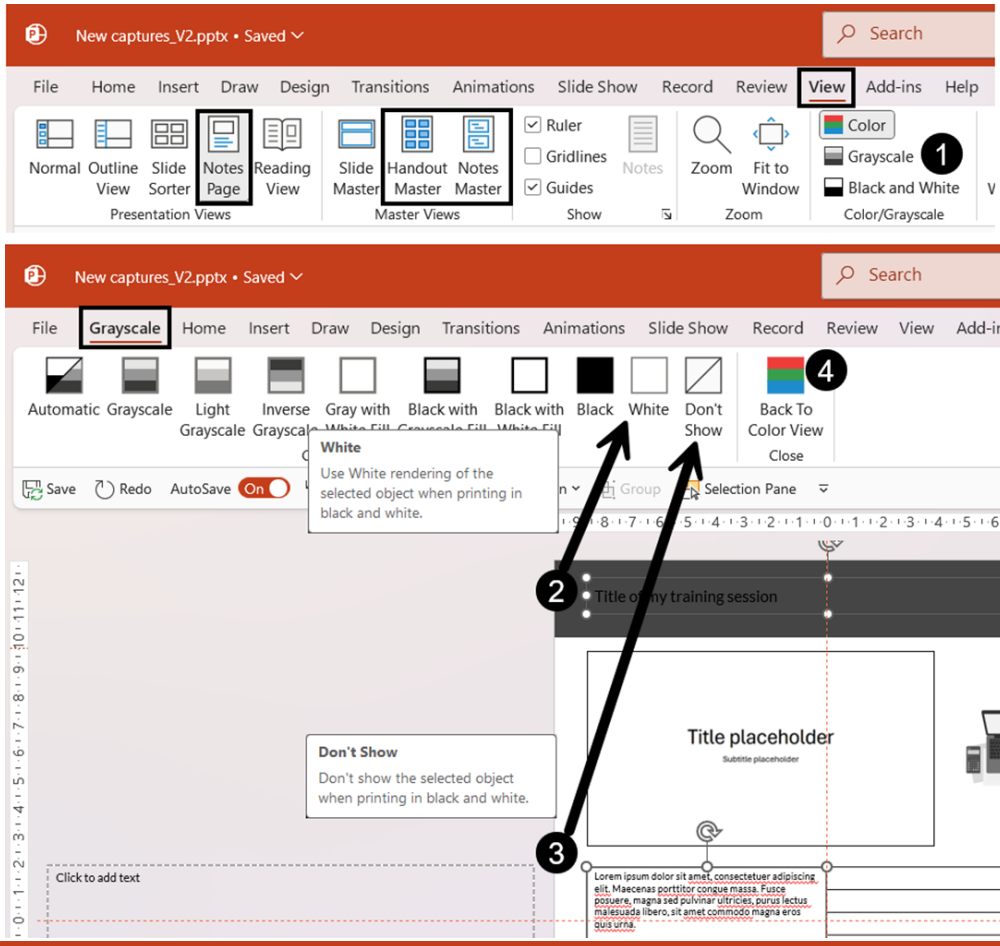

SHOW TASKBAR
DISPLAY SETTINGS
END SLIDE SHOW
0:00:14
13:21
Next slide
Add a title or headline
Title placeholder
These are my presentation notes helping me deliver with impact.
Presenter View
in slideshow
Slide 4 of 8

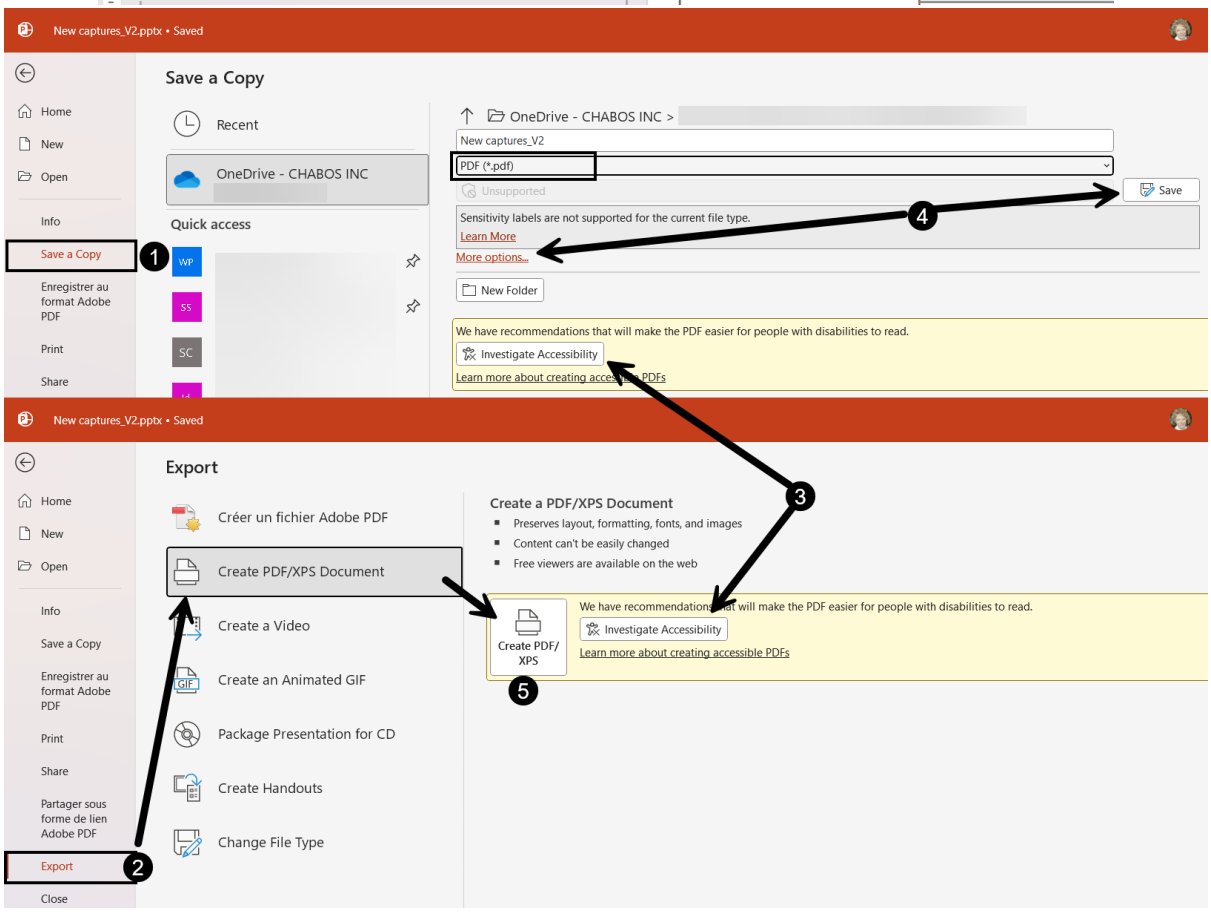

New captures_V2.pptx • Last Modified: ven. at 13:32
Search
File
Home
Insert
Draw
Design
Transitions
Animations
Slide Show
Record
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Accessibility
Record
Present in Teams
Share
Check Accessibility
Review
Color & Contrast
Screen Reader
Always Use Subtitles
Subtitle Settings
Captions & Subtitles
Save
Redo
AutoSave
On
Undo
Handout (4)
Presentation
Title placeholder
Add a title or headline
Click to add notes
Accessibility Assistant
Keep going!
Fix the remaining issues in the document to make it accessible to everyone.
Show only issues on current slide
Color and Contrast
Hard-to-read text contrast
Media and Illustrations
Missing alt text
3
Missing audio or video subtitles
Tables
Missing table header
Use of merged or split cells
Document Structure
Missing slide title
1
2
3
Slide 6 of 9
English (United States)
Accessibility: Investigate
Notes
80 %

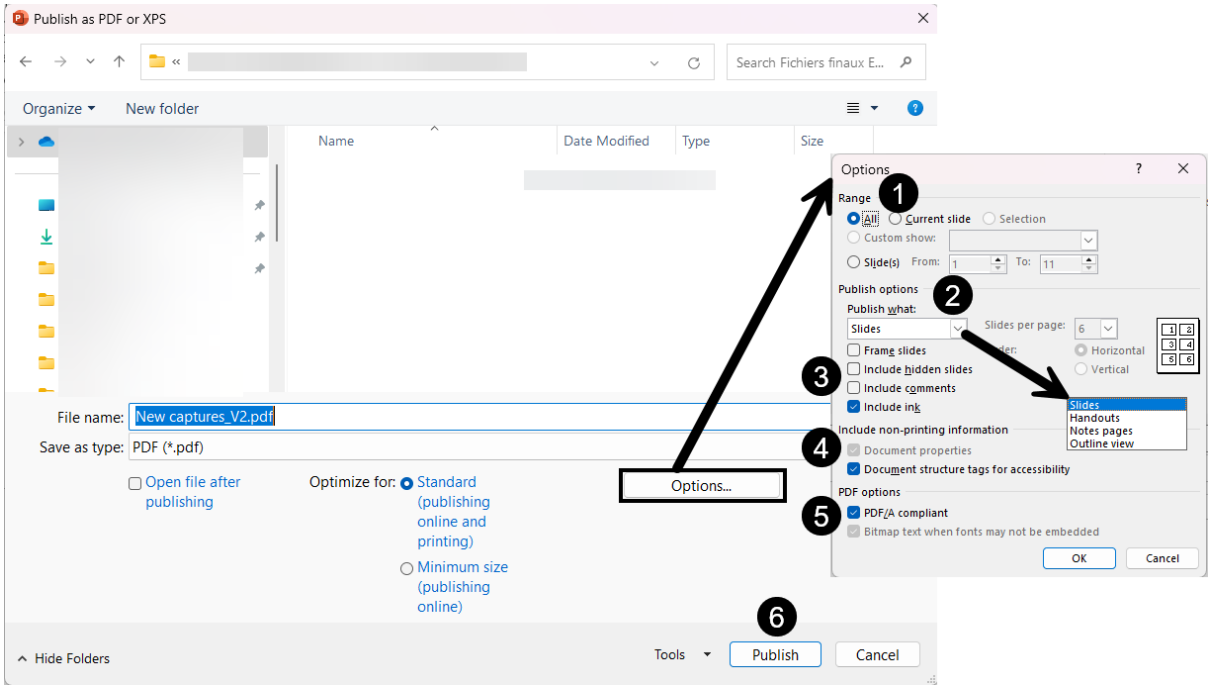

Accessibility Assistant
Keep going!
Fix the remaining issues in the document to make it accessible to everyone.
1
Show only issues on current slide
Color and Contrast 2
Hard-to-read text contrast
Media and Illustrations 3
Missing alt text 3
Missing audio or video subtitles
Tables 4
Missing table header
Use of merged or split cells
Document Structure 5
Missing slide title
Duplicate slide title 5
Check reading ord 2
Default section name
Duplicate section name
Document Access 6
Restricted access
Give Feedback
Learn about accessibility 7
Settings
8


New captures_V2.pptx • Saved
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPTools Accessibility
Check Accessibility
Font Color
Text Highlight Color
Shape Fill
Shape Outline
Inspect without Color
Spelling
Slide Title
Reading Order Pane
Alt Text
Mark as Decorative
Group
Insert Header Row
Link Text
Always Use Subtitles
Subtitle Settings
Insert Captions
Accessibility Help
Review
Color & Contrast
Screen Reader
Captions & Subtitles
Resources


New captures_V2.pptx • Saved
Print
Home
New
Open
Info
Save a Copy
Enregistrer au format Adobe PDF
Print
Share
Partager sous forme de lien Adobe PDF
Export
Close
Account
Options
Copies: 1
Print
Printer
WC7830
Ready
Printer Properties
Settings
Print All Slides
Print entire presentation
Slides:
Notes Pages
Print slides with notes
Print on Both Sides
Flip pages on long edge
Collated
1,2,3 1,2,3 1,2,3
No Staples
Portrait Orientation
Grayscale
Edit Header & Footer
Slides
Print All Slides
Print entire presentation
Print Selection
Only print the selected slides
Print Current Slide
Only print the current slide
Custom Range
Enter specific slides to print
Sections
Handout
Presentation
Print Hidden Slides
Print Layout
Full Page Slides
Notes Pages
Outline
Handouts
1 Slide
2 Slides
3 Slides
6 Slides Horizontal
9 Slides Horizontal
Print slide numbers on handouts
Frame Slides
Scale to Fit Paper
High Quality
Print Comments
Print Ink
Titleof my trainingsession
Title placeholder
Subtitle placeholder
2/11/2025
1 of 11
1
2
3
4
5
6
7


New captures_V2.pptx • Saved
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help
Normal
Outline View
Slide Sorter
Notes Page
Reading View
Slide Master
Handout Master
Notes Master
Ruler
Gridlines
Guides
Notes
Zoom
Fit to Window
Color
Grayscale
Black and White
1
Presentation Views
Master Views
Show
Zoom
Color/Grayscale
New captures_V2.pptx • Saved
Search
File Grayscale Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins
Automatic
Grayscale
Light Grayscale
Inverse Grayscale
Gray with White Fill
Black with Grayscale Fill
Black with White Fill
Black
White
Don't Show
Back To Color View
4
Close
White
Use White rendering of the selected object when printing in black and white.
Save
Redo
AutoSave
On
Group
Selection Pane
2
Title of my training session
Title placeholder
Subtitle placeholder
Don't Show
Don't show the selected object when printing in black and white.
3
Click to add text
Lorem ipsum dolor sit amet, consectetuer adipiscing elit. Maecenas porttitor congue massa. Fusce posuere, magna sed pulvinar ultricies, purus lectus malesuada libero, sit amet commodo magna eros quis urna.


New captures_V2.pptx • Saved
Save a Copy
Home
New
Open
Info
Save a Copy
Enregistrer au format Adobe PDF
Print
Share
1
Recent
OneDrive - CHABOS INC
Quick access
OneDrive - CHABOS INC >
New captures_V2
PDF (*.pdf)
Unsupported
Sensitivity labels are not supported for the current file type.
Learn More
More options...
Save
4
New Folder
We have recommendations that will make the PDF easier for people with disabilities to read.
Investigate Accessibility
Learn more about creating accessible PDFs
New captures_V2.pptx • Saved
Export
Home
New
Open
Info
Save a Copy
Enregistrer au format Adobe PDF
Print
Share
Partager sous forme de lien Adobe PDF
Export
Close
2
Créer un fichier Adobe PDF
Create PDF/XPS Document
Create a Video
Create an Animated GIF
Package Presentation for CD
Create Handouts
Change File Type
3
Create a PDF/XPS Document
Preserves layout, formatting, fonts, and images
Content can't be easily changed
Free viewers are available on the web
Create PDF/XPS
5
We have recommendations that will make the PDF easier for people with disabilities to read.
Investigate Accessibility
Learn more about creating accessible PDFs


Publish as PDF or XPS
Search Fichiers finaux E...
Organize
New folder
Name
Date Modified
Type
Size
File name:
New captures_V2.pdf
Save as type:
PDF (*.pdf)
Open file after publishing
Optimize for:
Standard (publishing online and printing)
Minimum size (publishing online)
Options...
Hide Folders
Tools
Publish
Cancel
Options
Range
All
Current slide
Selection
Custom show:
Slide(s)
From:
To:
Publish options
Publish what:
Slides
Slides per page:
Frame slides
Horizontal
Vertical
Include hidden slides
Include comments
Include ink
Slides
Handouts
Notes pages
Outline view
Include non-printing information
Document properties
Document structure tags for accessibility
PDF options
PDF/A compliant
Bitmap text when fonts may not be embedded
OK
Cancel
1
2
3
4
5
6

Chapter 5: Starting Your Presentation with M365 Copilot

Microsoft 365 Copilot - Requirements

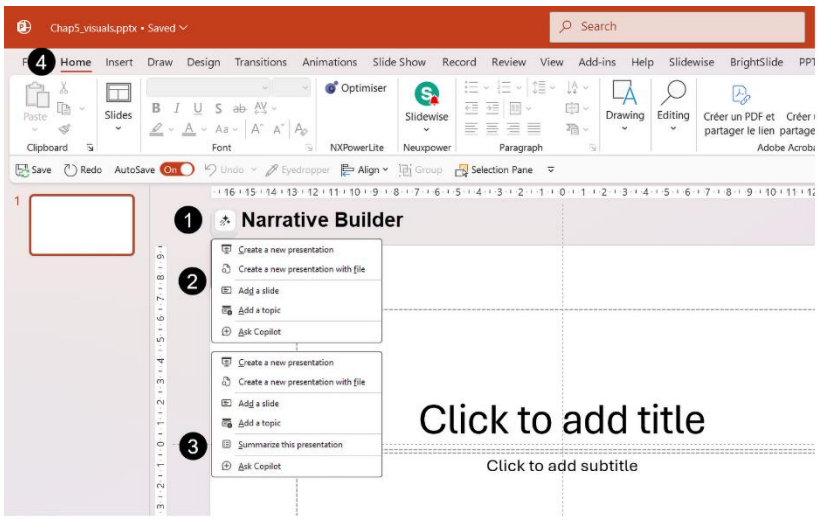
A M365 license

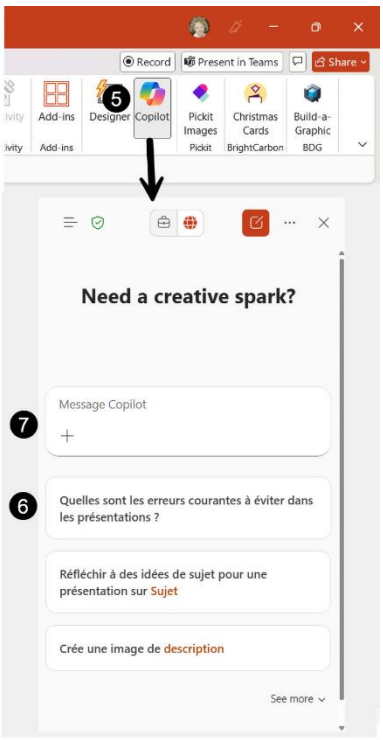


- For business
  E.g. Basic, Standard, Premium
- For Enterprise
  E.g. E1, E3, E5
- Education
  E.g. A1, A3, A5
- US Government
  E.g. F1, F3, G3, G5

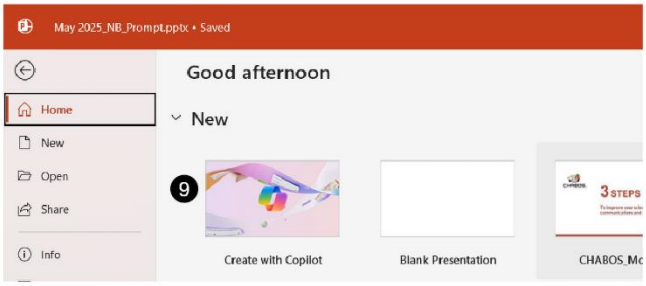
A Copilot license

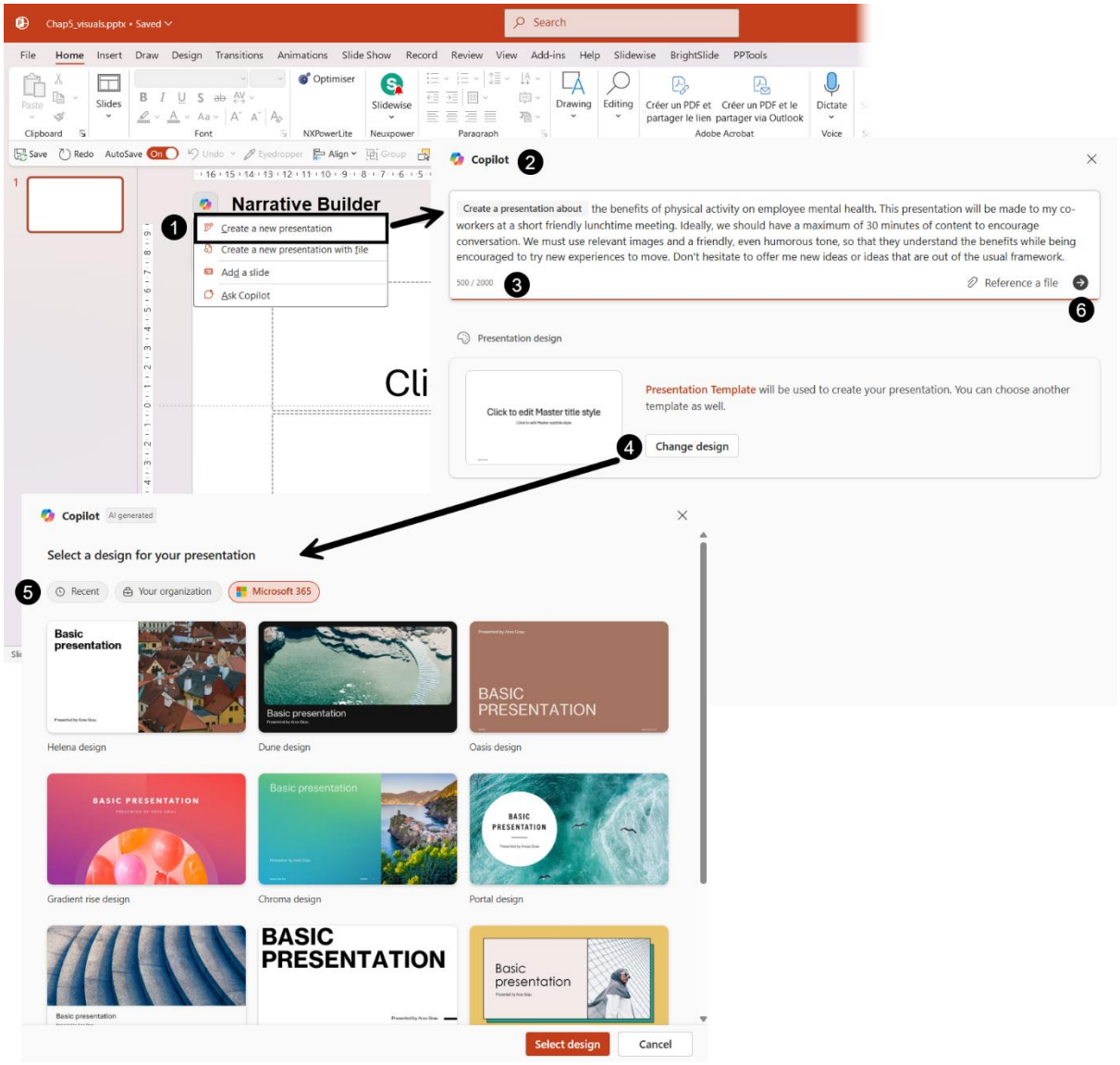


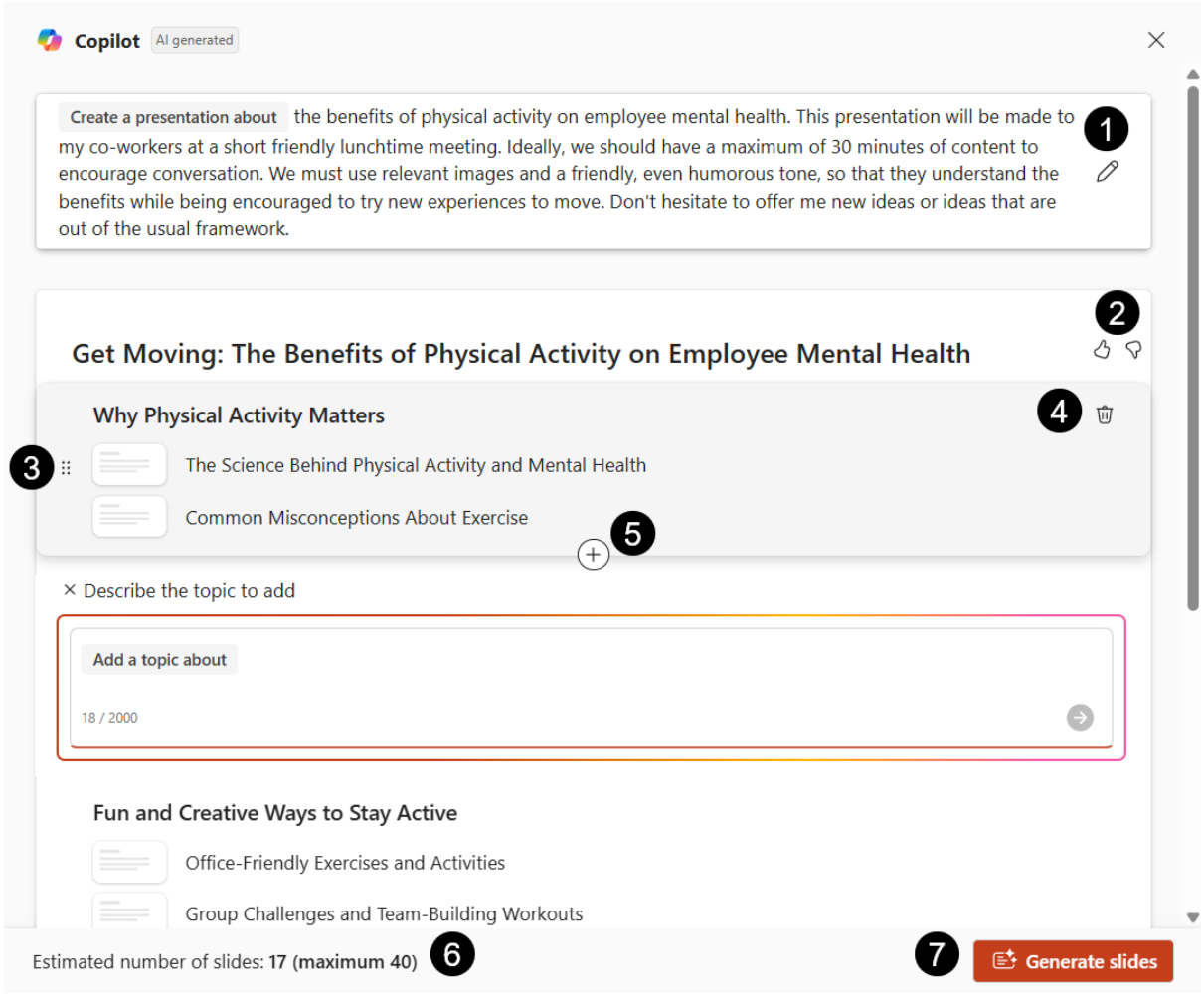


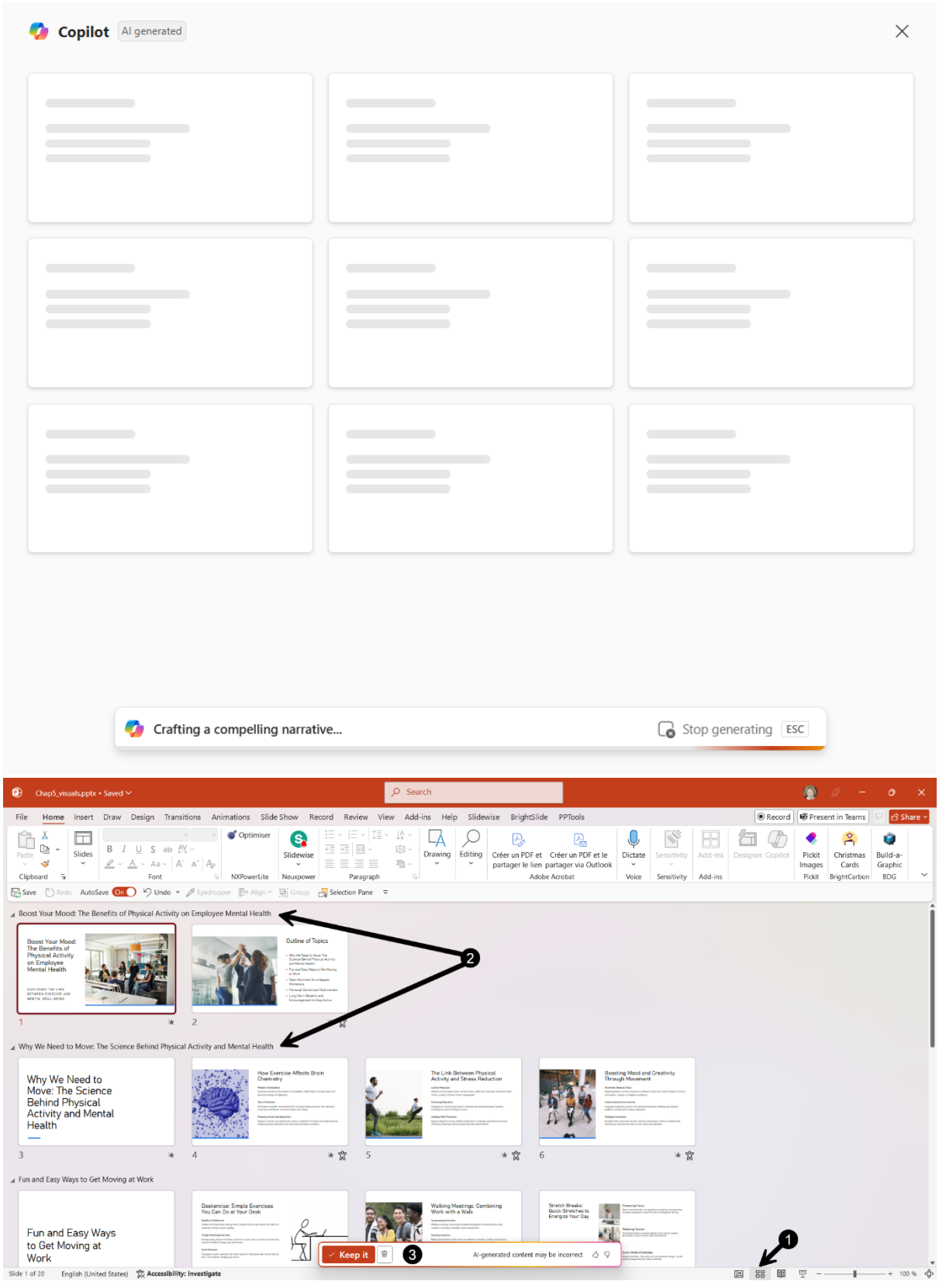


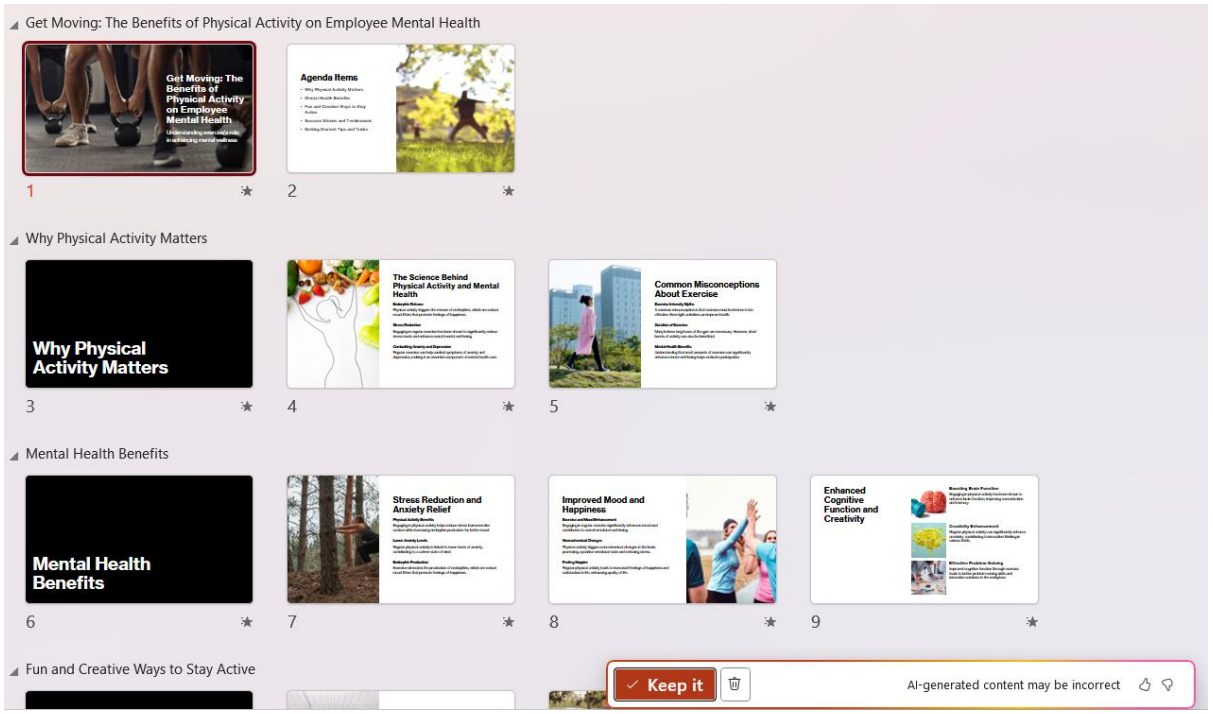
8 From the File tab

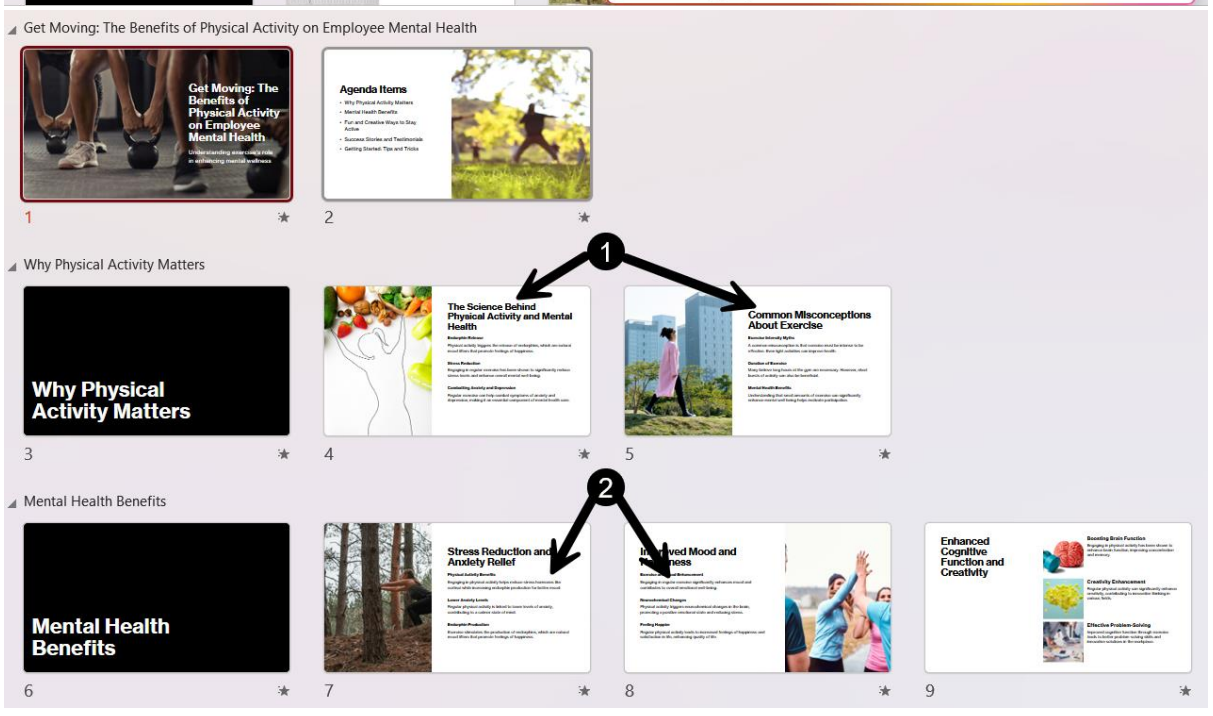


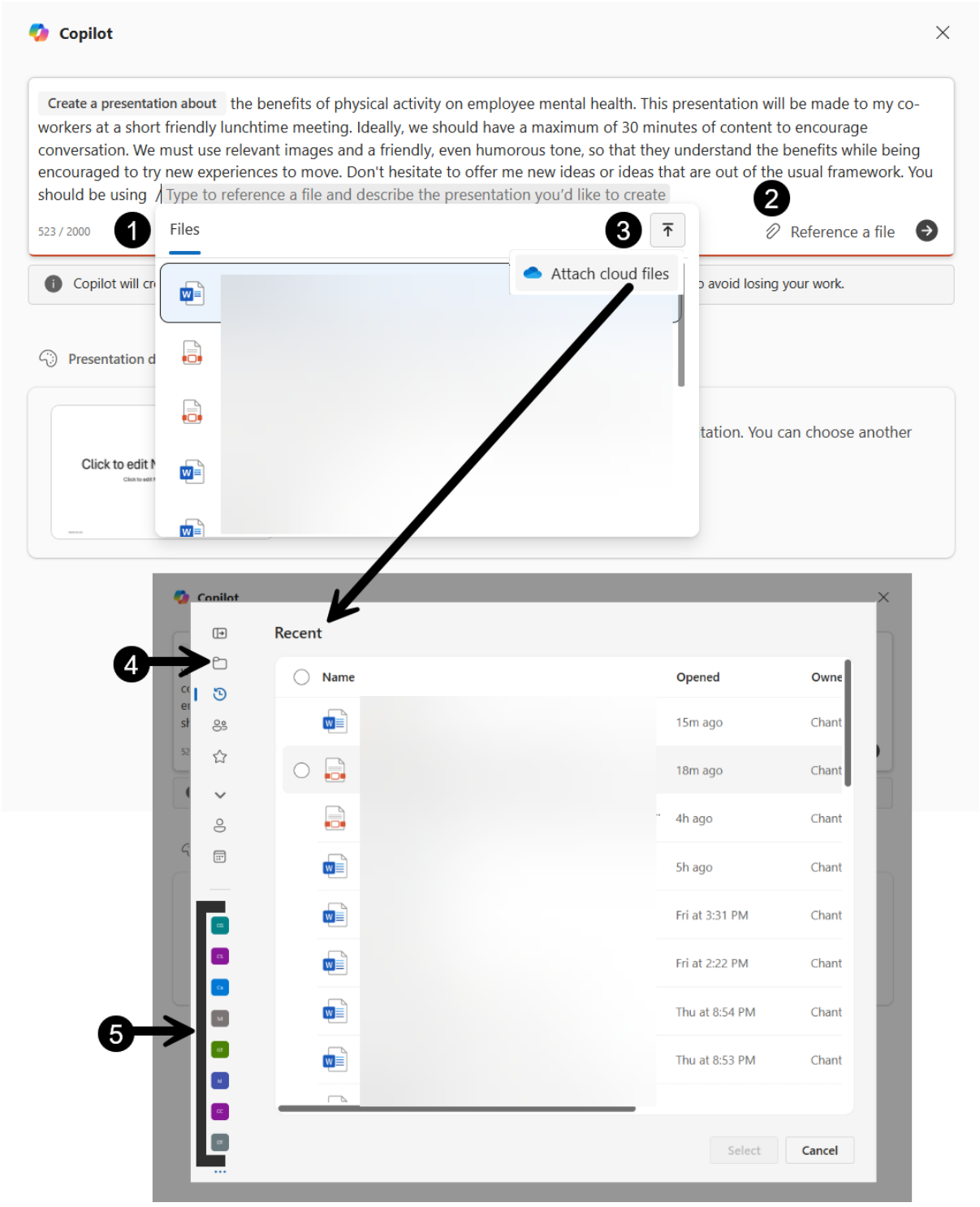

Chap5_visuals.pptx • Saved
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPTools
Narrative Builder
1
Create a new presentation
Create a new presentation with file
Add a slide
Ask Copilot
Copilot
2
Create a presentation about the benefits of physical activity on employee mental health. This presentation will be made to my co-workers at a short friendly lunchtime meeting. Ideally, we should have a maximum of 30 minutes of content to encourage conversation. We must use relevant images and a friendly, even humorous tone, so that they understand the benefits while being encouraged to try new experiences to move. Don't hesitate to offer me new ideas or ideas that are out of the usual framework.
500 / 2000
3
Reference a file
6
Presentation design
Click to edit Master title style
Presentation Template will be used to create your presentation. You can choose another template as well.
4
Change design
Copilot AI generated
Select a design for your presentation
5
Recent
Your organization
Microsoft 365
Basic presentation
Helena design
Basic presentation
Dune design
BASIC PRESENTATION
Oasis design
BASIC PRESENTATION
Gradient rise design
Basic presentation
Chroma design
BASIC PRESENTATION
Portal design
BASIC PRESENTATION
Basic presentation
Select design
Cancel

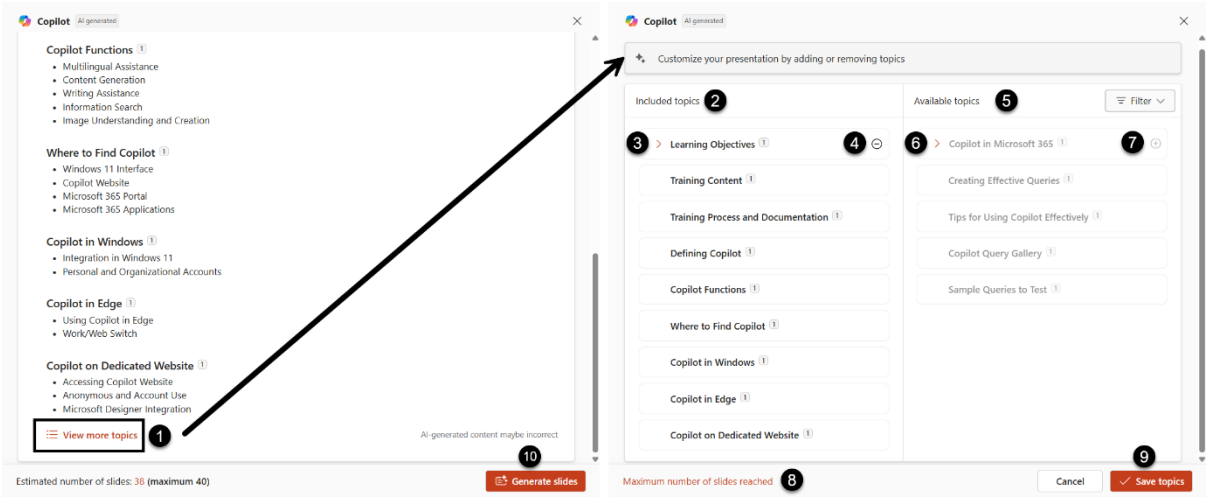

Copilot
AI generated
Create a presentation about the benefits of physical activity on employee mental health. This presentation will be made to my co-workers at a short friendly lunchtime meeting. Ideally, we should have a maximum of 30 minutes of content to encourage conversation. We must use relevant images and a friendly, even humorous tone, so that they understand the benefits while being encouraged to try new experiences to move. Don't hesitate to offer me new ideas or ideas that are out of the usual framework.
1
2
Get Moving: The Benefits of Physical Activity on Employee Mental Health
Why Physical Activity Matters
4
3
The Science Behind Physical Activity and Mental Health
Common Misconceptions About Exercise
5
Describe the topic to add
Add a topic about
18 / 2000
Fun and Creative Ways to Stay Active
Office-Friendly Exercises and Activities
Group Challenges and Team-Building Workouts
Estimated number of slides: 17 (maximum 40)
6
7
Generate slides

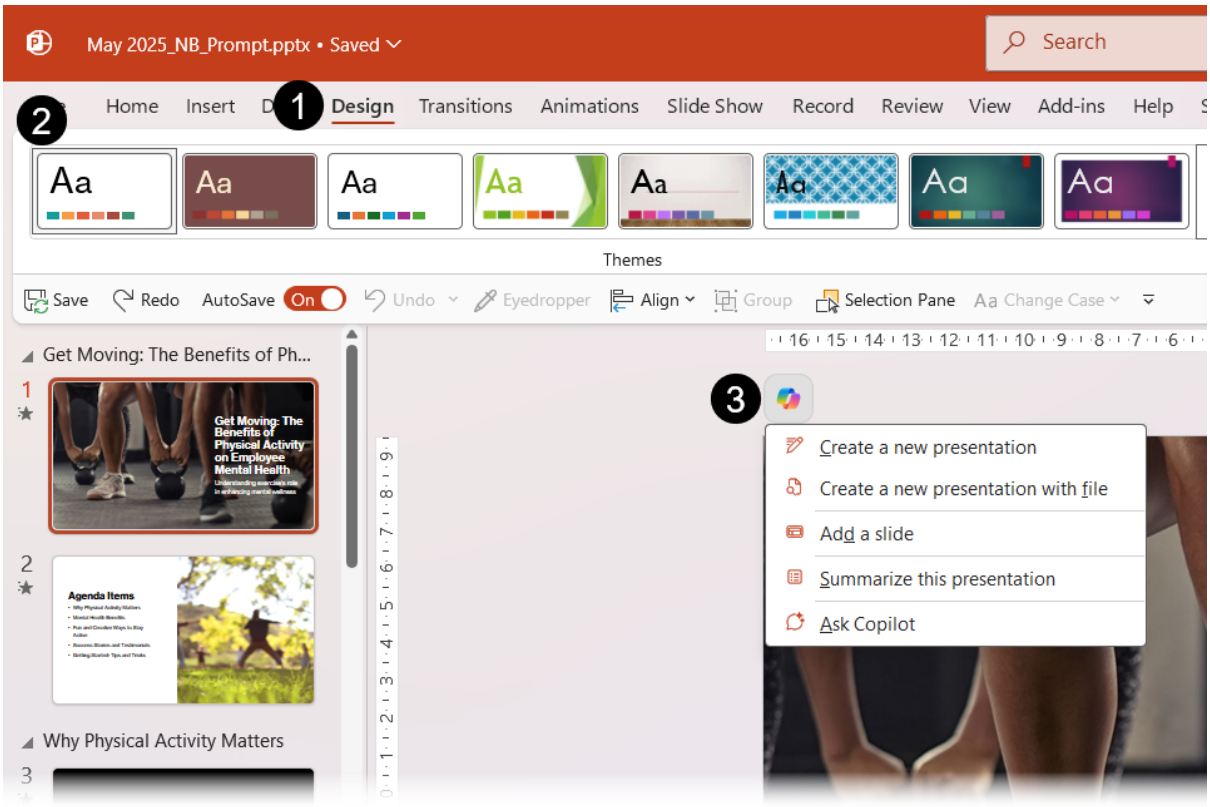

Copilot
AI generated
Crafting a compelling narrative...
Stop generating
ESC
Chap5_visuals.pptx • Saved
Search
Boost Your Mood: The Benefits of Physical Activity on Employee Mental Health
Outline of Topics
Why We Need to Move: The Science Behind Physical Activity and Mental Health
Why We Need to Move: The Science Behind Physical Activity and Mental Health
How Exercise Affects Brain Chemistry
The Link Between Physical Activity and Stress Reduction
Boosting Mood and Creativity Through Movement
Fun and Easy Ways to Get Moving at Work
Fun and Easy Ways to Get Moving at Work
Deskercise: Simple Exercises You Can Do at Your Desk
Walking Meetings: Combining Work with a Walk
Stretch Breaks: Quick Stretches to Energize Your Day
Keep it
AI-generated content may be incorrect
1
2
3

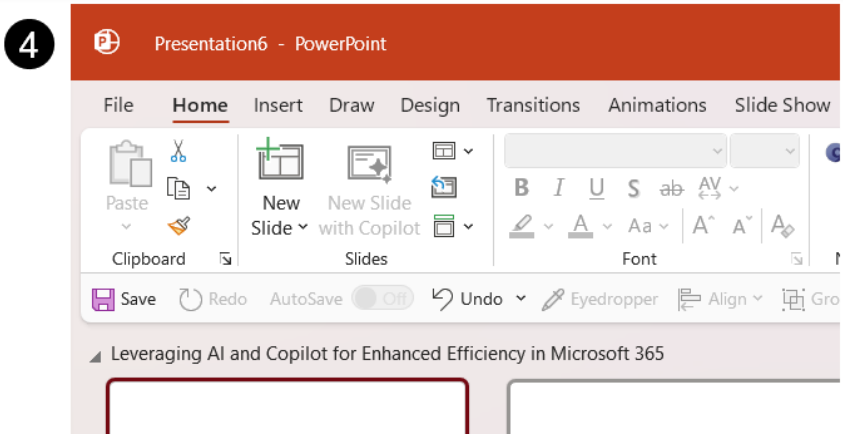

Get Moving: The Benefits of Physical Activity on Employee Mental Health
Agenda Items
Why Physical Activity Matters
The Science Behind Physical Activity and Mental Health
Common Misconceptions About Exercise
Mental Health Benefits
Stress Reduction and Anxiety Relief
Improved Mood and Happiness
Enhanced Cognitive Function and Creativity
Fun and Creative Ways to Stay Active
Keep it
AI-generated content may be incorrect


Get Moving: The Benefits of Physical Activity on Employee Mental Health
Agenda Items
Why Physical Activity Matters
The Science Behind Physical Activity and Mental Health
Common Misconceptions About Exercise
Mental Health Benefits
Stress Reduction and Anxiety Relief
Improved Mood and Happiness
Enhanced Cognitive Function and Creativity
1
2

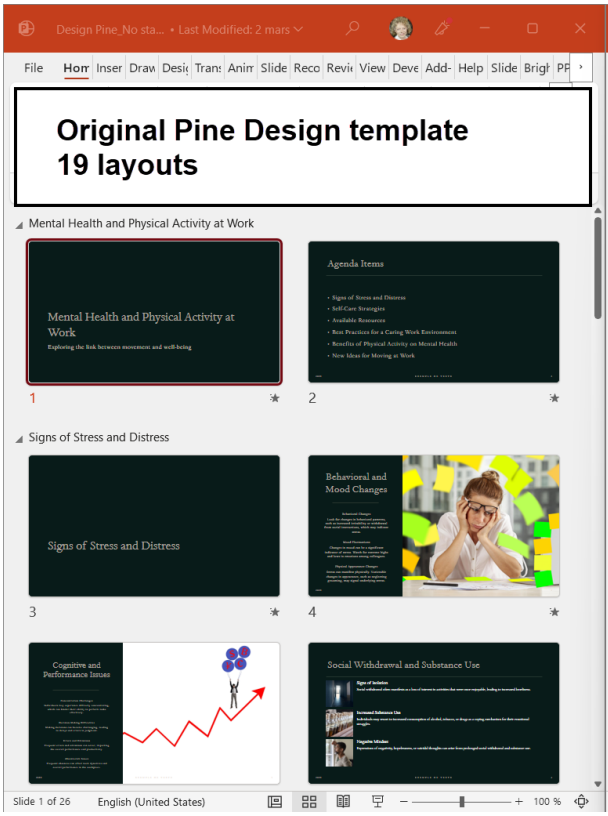

Copilot
Create a presentation about the benefits of physical activity on employee mental health. This presentation will be made to my co-workers at a short friendly lunchtime meeting. Ideally, we should have a maximum of 30 minutes of content to encourage conversation. We must use relevant images and a friendly, even humorous tone, so that they understand the benefits while being encouraged to try new experiences to move. Don't hesitate to offer me new ideas or ideas that are out of the usual framework. You should be using
Type to reference a file and describe the presentation you'd like to create
523 / 2000
1
Files
2
Reference a file
3
Attach cloud files
Copilot will cr
avoid losing your work.
Presentation d
tation. You can choose another
Click to edit M
Copilot
Recent
4
5
Name
Opened
Owne
15m ago
Chant
18m ago
Chant
4h ago
Chant
5h ago
Chant
Fri at 3:31 PM
Chant
Fri at 2:22 PM
Chant
Thu at 8:54 PM
Chant
Thu at 8:53 PM
Chant
Select
Cancel


Copilot
Copilot Functions
Multilingual Assistance
Content Generation
Writing Assistance
Information Search
Image Understanding and Creation
Where to Find Copilot
Windows 11 Interface
Copilot Website
Microsoft 365 Portal
Microsoft 365 Applications
Copilot in Windows
Integration in Windows 11
Personal and Organizational Accounts
Copilot in Edge
Using Copilot in Edge
Work/Web Switch
Copilot on Dedicated Website
Accessing Copilot Website
Anonymous and Account Use
Microsoft Designer Integration
View more topics
1
AI-generated content may be incorrect
Estimated number of slides: 38 (maximum 40)
10
Generate slides
Customize your presentation by adding or removing topics
Included topics 2
Available topics 5
Filter
3
Learning Objectives
4
6
Copilot in Microsoft 365
7
Training Content
Training Process and Documentation
Defining Copilot
Copilot Functions
Where to Find Copilot
Copilot in Windows
Copilot in Edge
Copilot on Dedicated Website
Creating Effective Queries
Tips for Using Copilot Effectively
Copilot Query Gallery
Sample Queries to Test
Maximum number of slides reached
8
Cancel
9
Save topics

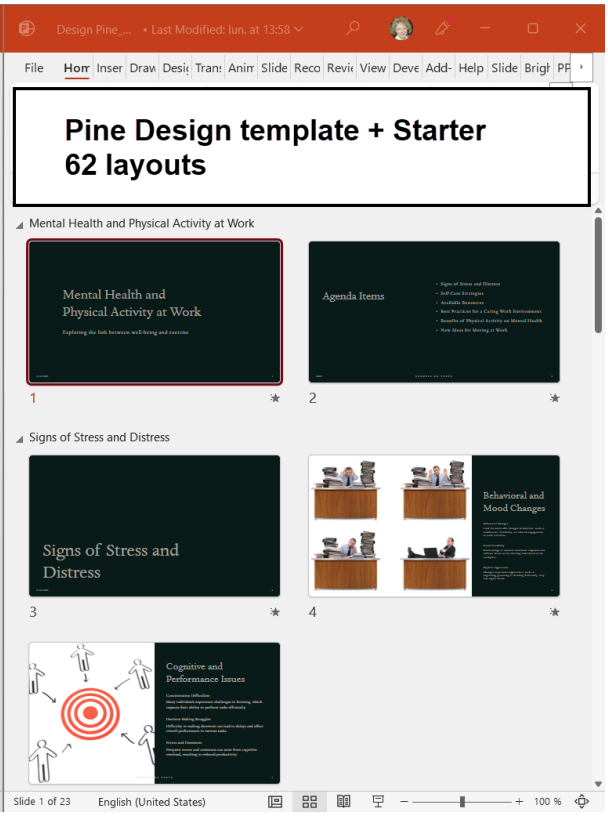

May 2025_NB_Prompt.pptx • Saved
Search
2
Home
Insert
1
Design
Transitions
Animations
Slide Show
Record
Review
View
Add-ins
Help
Themes
Save
Redo
AutoSave
On
Undo
Eyedropper
Align
Group
Selection Pane
Change Case
Get Moving: The Benefits of Ph...
Get Moving: The Benefits of Physical Activity on Employee Mental Health
Agenda Items
Why Physical Activity Matters
3
Create a new presentation
Create a new presentation with file
Add a slide
Summarize this presentation
Ask Copilot


4
Presentation6 - PowerPoint
File
Home
Insert
Draw
Design
Transitions
Animations
Slide Show
Paste
Clipboard
New Slide
New Slide with Copilot
Slides
Font
Save
Redo
AutoSave
Off
Undo
Eyedropper
Align
Leveraging AI and Copilot for Enhanced Efficiency in Microsoft 365

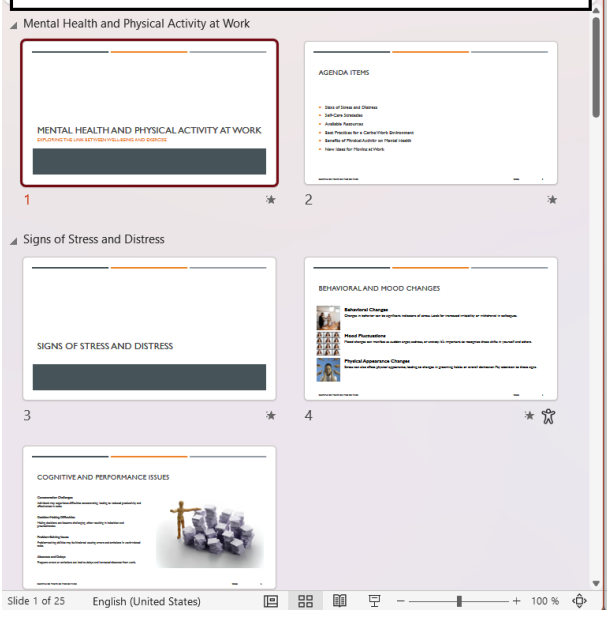
Original Pine Design template
19 layouts



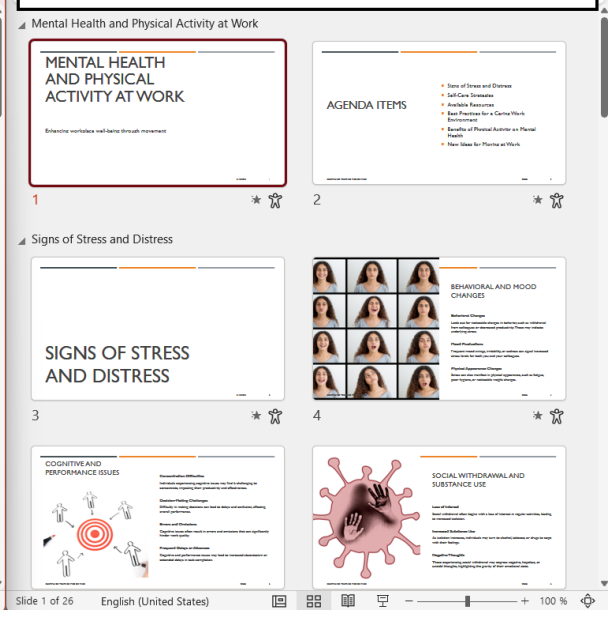
Pine Design template + Starter
62 layouts

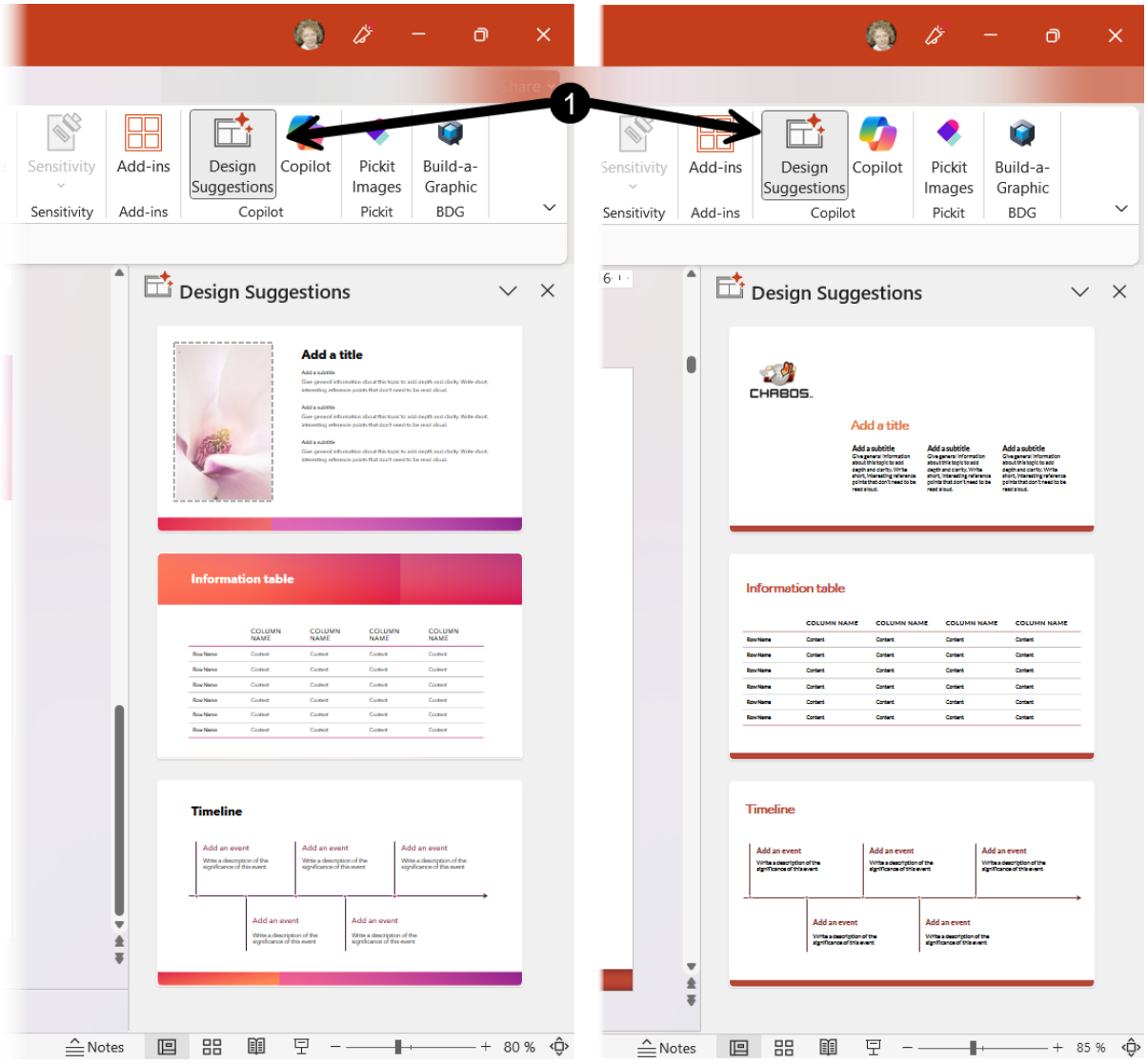


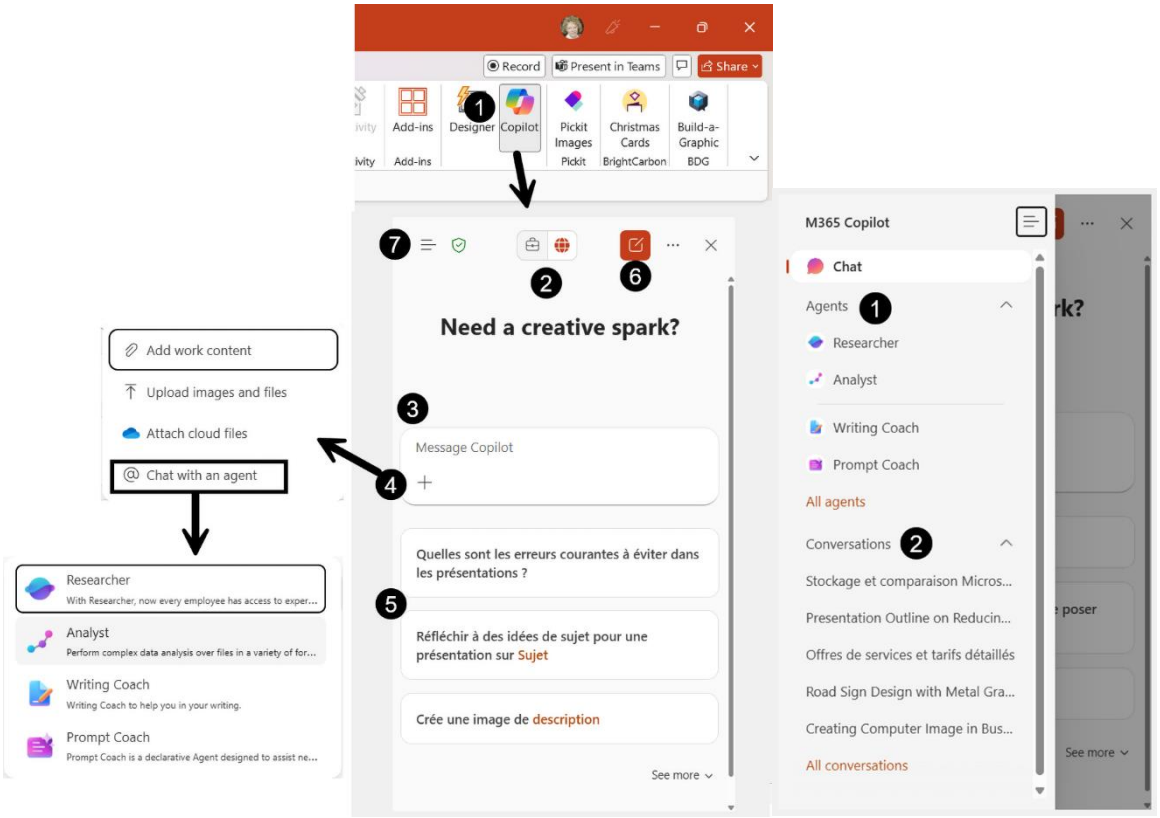
Original Dividend template
16 layouts

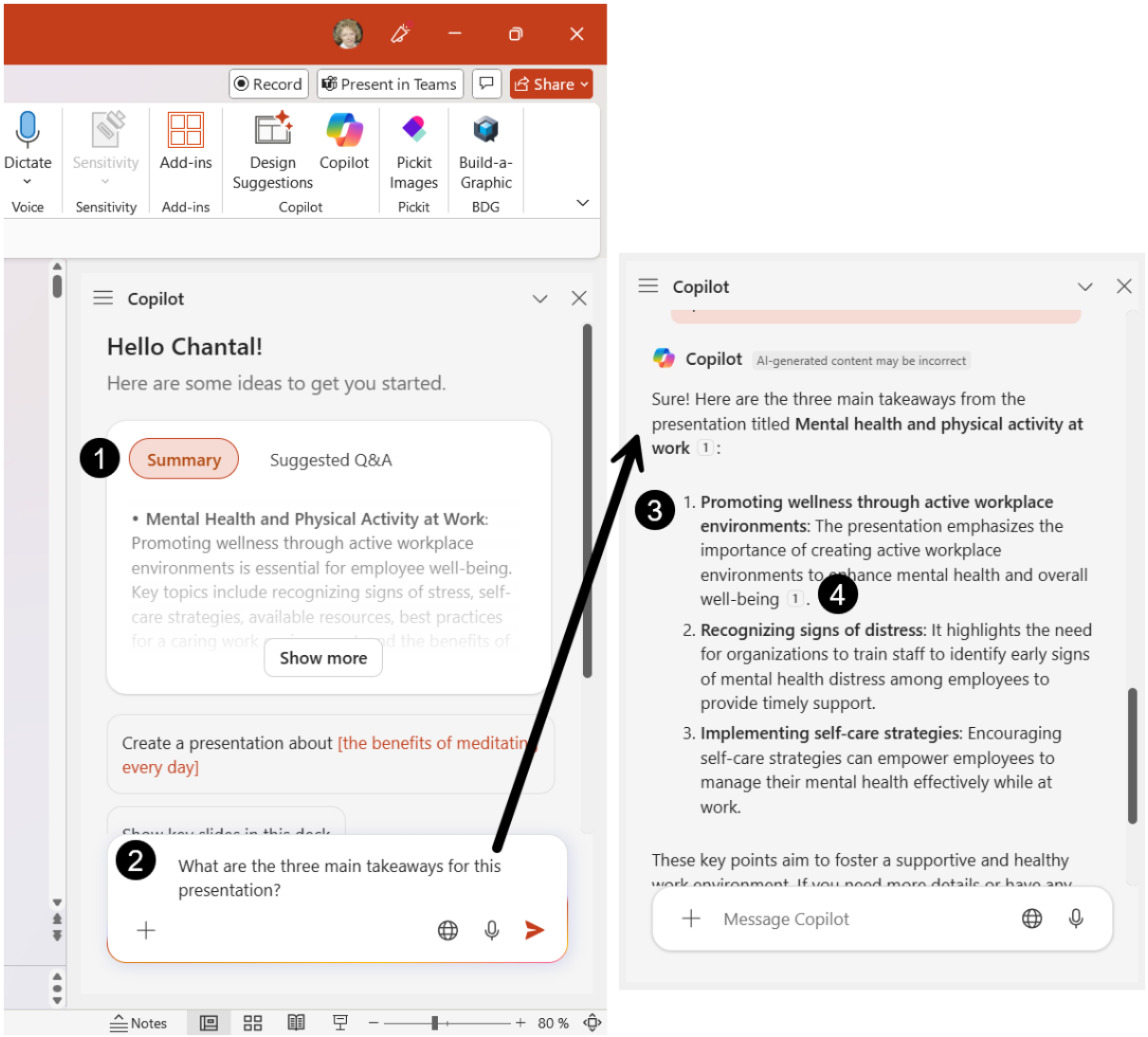


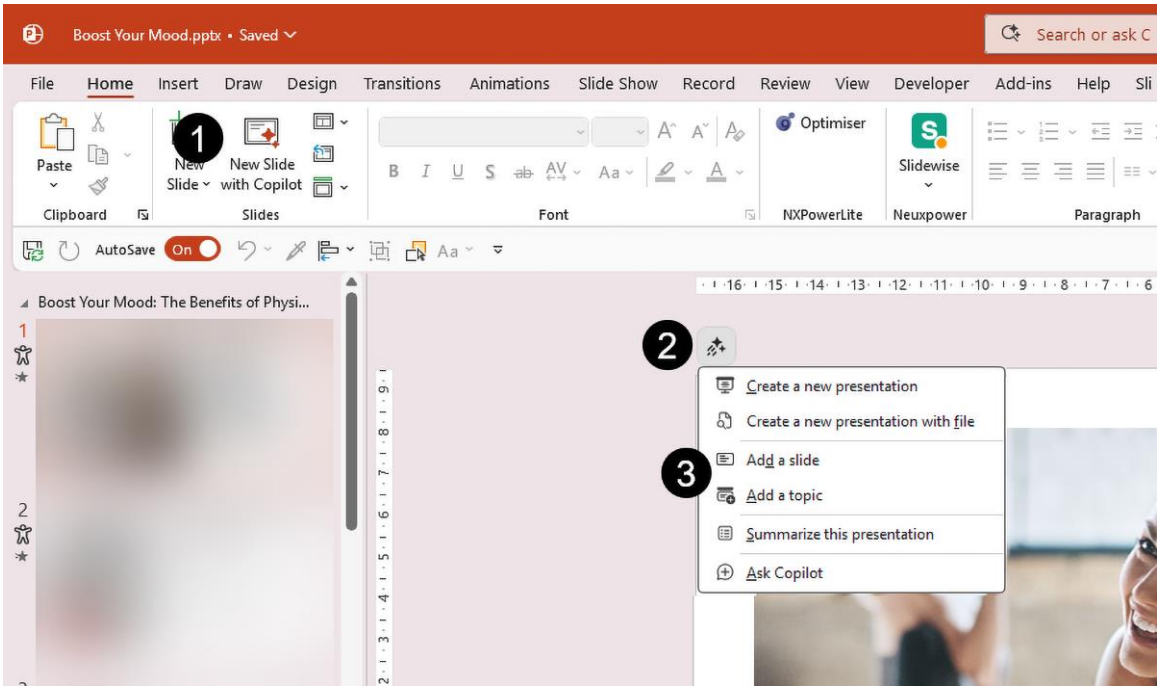
Dividend template + Starter
59 layouts

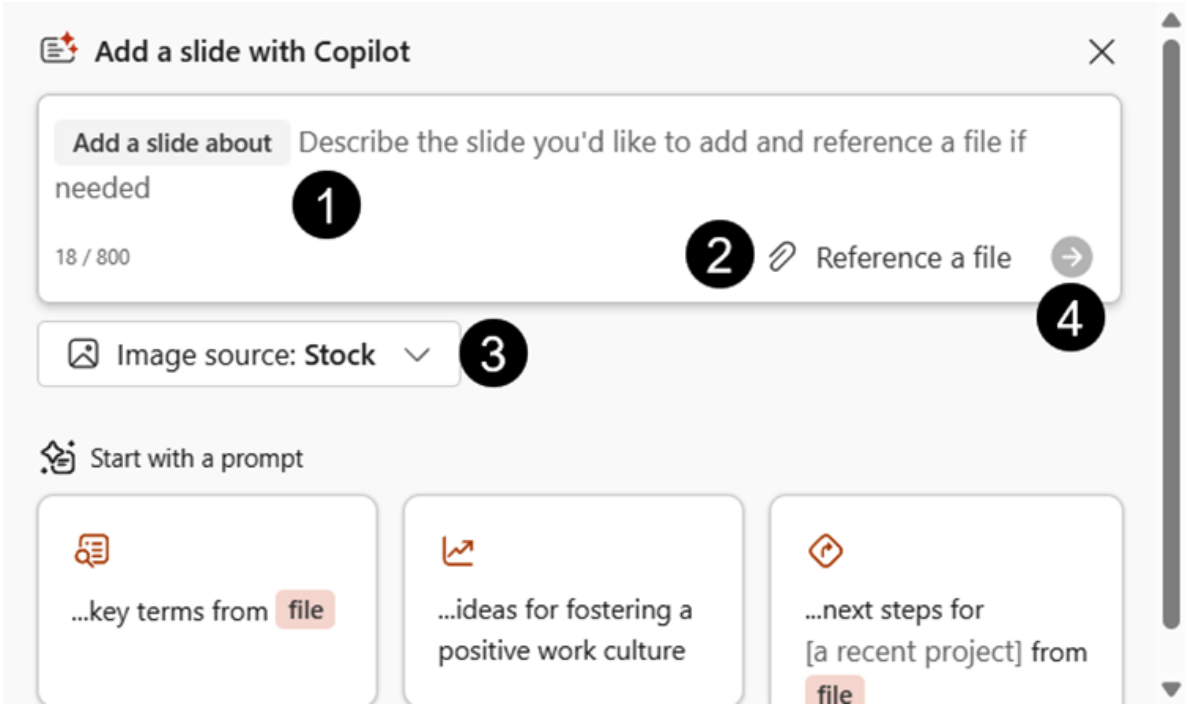


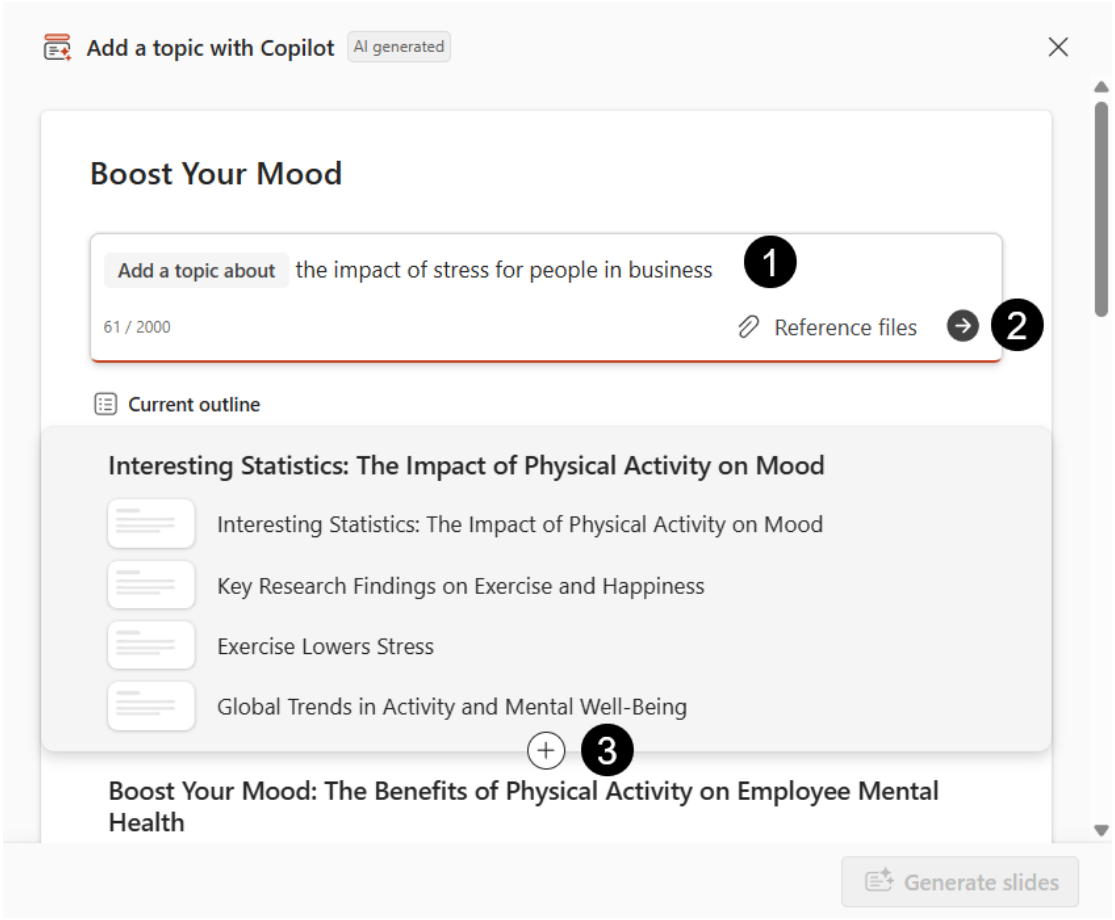

1
Sensitivity
Add-ins
Design Suggestions
Copilot
Pickit Images
Build-a-Graphic
Sensitivity
Add-ins
Copilot
Pickit
BDG
Design Suggestions
Add a title
Information table
Timeline
Notes
80 %
CHAOS
Add a title
Information table
Timeline
Notes
85 %

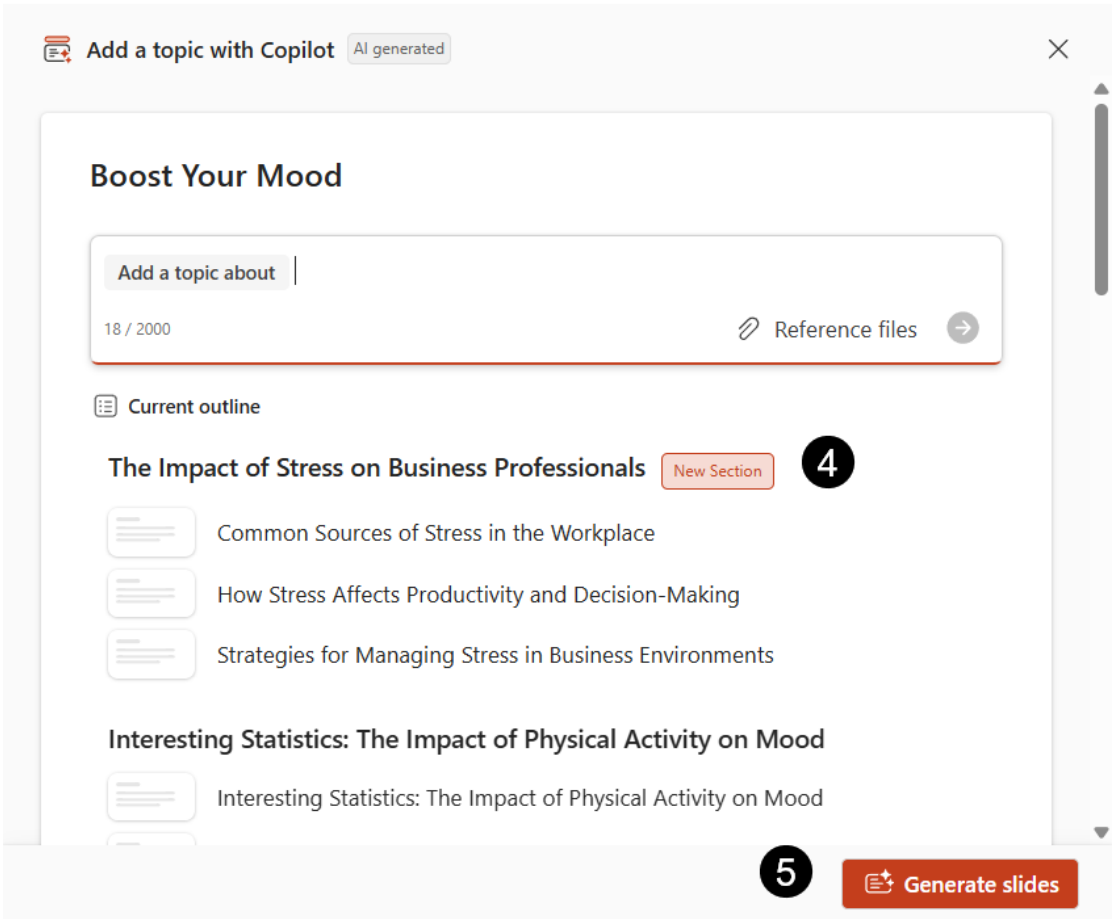

Record
Present in Teams
Share
Add-ins
Designer
Copilot
Pickit Images
Christmas Cards
Build-a-Graphic
Add-ins
Pickit
BrightCarbon
BDG
1
2
3
4
5
6
7
Need a creative spark?
Message Copilot
Add work content
Upload images and files
Attach cloud files
Chat with an agent
Researcher
With Researcher, now every employee has access to exper...
Analyst
Perform complex data analysis over files in a variety of for...
Writing Coach
Writing Coach to help you in your writing.
Prompt Coach
Prompt Coach is a declarative Agent designed to assist ne...
Quelles sont les erreurs courantes à éviter dans les présentations ?
Réfléchir à des idées de sujet pour une présentation sur Sujet
Crée une image de description
See more
M365 Copilot
Chat
Agents
Researcher
Analyst
Writing Coach
Prompt Coach
All agents
Conversations
Stockage et comparaison Micros...
Presentation Outline on Reducin...
Offres de services et tarifs détaillés
Road Sign Design with Metal Gra...
Creating Computer Image in Bus...
All conversations
See more

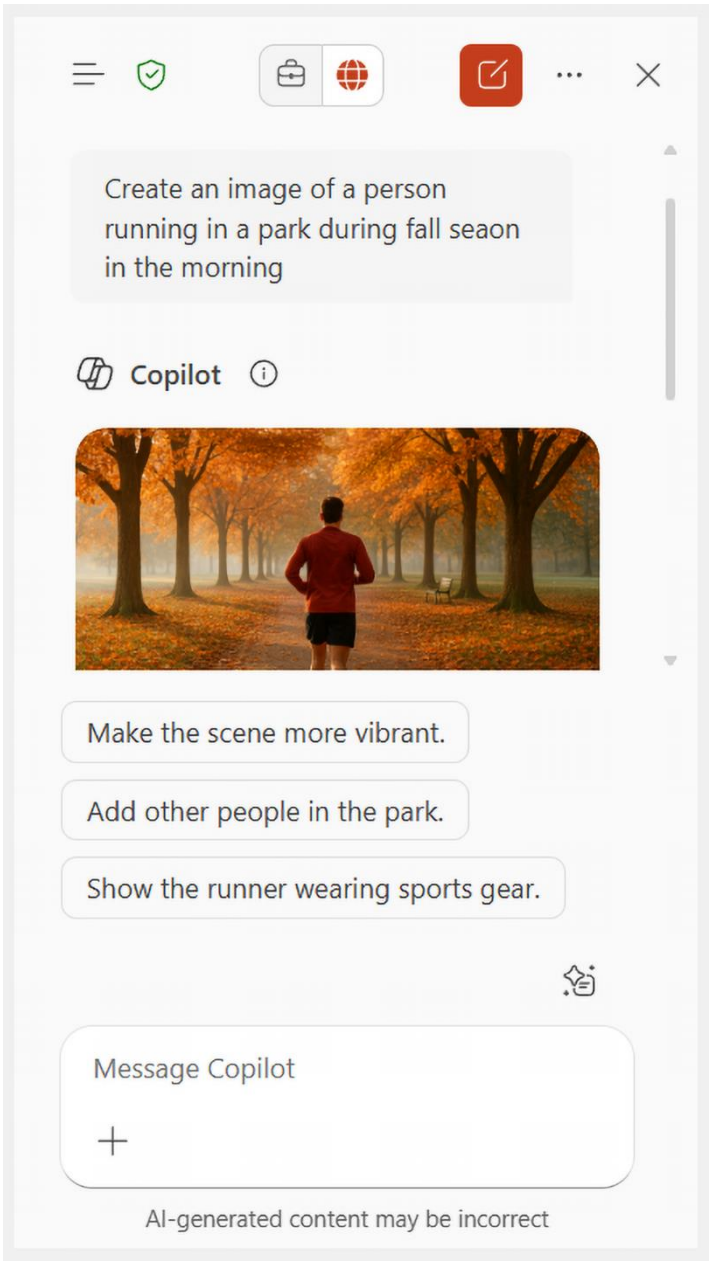

Record
Present in Teams
Share
Dictate
Sensitivity
Add-ins
Design Suggestions
Copilot
Pickit Images
Build-a-Graphic
Voice
Sensitivity
Add-ins
Copilot
Pickit
BDG
Copilot
Hello Chantal!
Here are some ideas to get you started.
1
Summary
Suggested Q&A
• Mental Health and Physical Activity at Work: Promoting wellness through active workplace environments is essential for employee well-being. Key topics include recognizing signs of stress, self-care strategies, available resources, best practices
Show more
Create a presentation about [the benefits of meditatin every day]
2
What are the three main takeaways for this presentation?
Notes
80 %
Copilot
Copilot
AI-generated content may be incorrect
Sure! Here are the three main takeaways from the presentation titled Mental health and physical activity at work 1 :
3
1. Promoting wellness through active workplace environments: The presentation emphasizes the importance of creating active workplace environments to enhance mental health and overall well-being 1 .
4
2. Recognizing signs of distress: It highlights the need for organizations to train staff to identify early signs of mental health distress among employees to provide timely support.
3. Implementing self-care strategies: Encouraging self-care strategies can empower employees to manage their mental health effectively while at work.
These key points aim to foster a supportive and healthy
Message Copilot


Boost Your Mood.pptx • Saved
Search or ask C
File
Home
Insert
Draw
Design
Transitions
Animations
Slide Show
Record
Review
View
Developer
Add-ins
Help
Sli
Paste
1
New Slide
New Slide with Copilot
Optimiser
Slidewise
Clipboard
Slides
Font
NXPowerLite
Neuxpower
Paragraph
AutoSave
On
Boost Your Mood: The Benefits of Physi...
2
Create a new presentation
Create a new presentation with file
3
Add a slide
Add a topic
Summarize this presentation
Ask Copilot


Add a slide with Copilot
Add a slide about
Describe the slide you'd like to add and reference a file if needed
1
18 / 800
2
Reference a file
4
Image source: Stock
3
Start with a prompt
...key terms from file
...ideas for fostering a positive work culture
...next steps for [a recent project] from file


Add a topic with Copilot
AI generated
Boost Your Mood
Add a topic about
the impact of stress for people in business
1
61 / 2000
Reference files
2
Current outline
Interesting Statistics: The Impact of Physical Activity on Mood
Interesting Statistics: The Impact of Physical Activity on Mood
Key Research Findings on Exercise and Happiness
Exercise Lowers Stress
Global Trends in Activity and Mental Well-Being
3
Boost Your Mood: The Benefits of Physical Activity on Employee Mental Health
Generate slides


Add a topic with Copilot
AI generated
Boost Your Mood
Add a topic about
18 / 2000
Reference files
Current outline
The Impact of Stress on Business Professionals
New Section
4
Common Sources of Stress in the Workplace
How Stress Affects Productivity and Decision-Making
Strategies for Managing Stress in Business Environments
Interesting Statistics: The Impact of Physical Activity on Mood
Interesting Statistics: The Impact of Physical Activity on Mood
5
Generate slides


Create an image of a person running in a park during fall seaon in the morning
Copilot
Make the scene more vibrant.
Add other people in the park.
Show the runner wearing sports gear.
Message Copilot
AI-generated content may be incorrect

Copilot

At what point in this presentation is there mention of [Project Dana]

1 Increase the font size in the content placeholder

Copilot AI-generated content may be incorrect

It looks like you're asking to increase the font size in the content placeholder of your PowerPoint presentation. Unfortunately, I can't make changes to your presentation directly. However, I can help you with other tasks like summarizing your presentation, generating speaker notes, or translating the content. Let me know how I can assist you further!

How do I increase the font size?

Summarize the presentation content.

Message Copilot

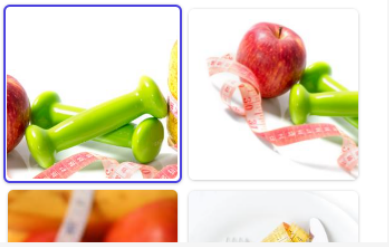
Copilot

2 Use the "balanced diet" paragraph to add a new slide with an appropriate image from stock images.

Copilot AI-generated content may be incorrect

Sure, here are some images, choose one to insert into the presentation

Designer



How do I increase the font size?

Summarize the presentation content.

Message Copilot

Copilot

or translating the content. Let me know how I can assist you further!

3 From this slide, create 3 different slides, one per paragraph in the content placeholder

Copilot AI-generated content may be incorrect

It looks like you're asking to create three different slides from one slide, with each slide containing one paragraph from the content placeholder. Unfortunately, I can't make changes to your presentation directly. However, I can help you with other tasks like summarizing your presentation, generating speaker notes, or translating the content. Let me know how I can assist you further!

Summarize the content of the slide

Generate speaker notes for the slide

Message Copilot

Copilot

generating speaker notes, or translating the content. Let me know how I can assist you further!

4 For all Title placeholders in this presentation, please change "title case" to "sentence case"

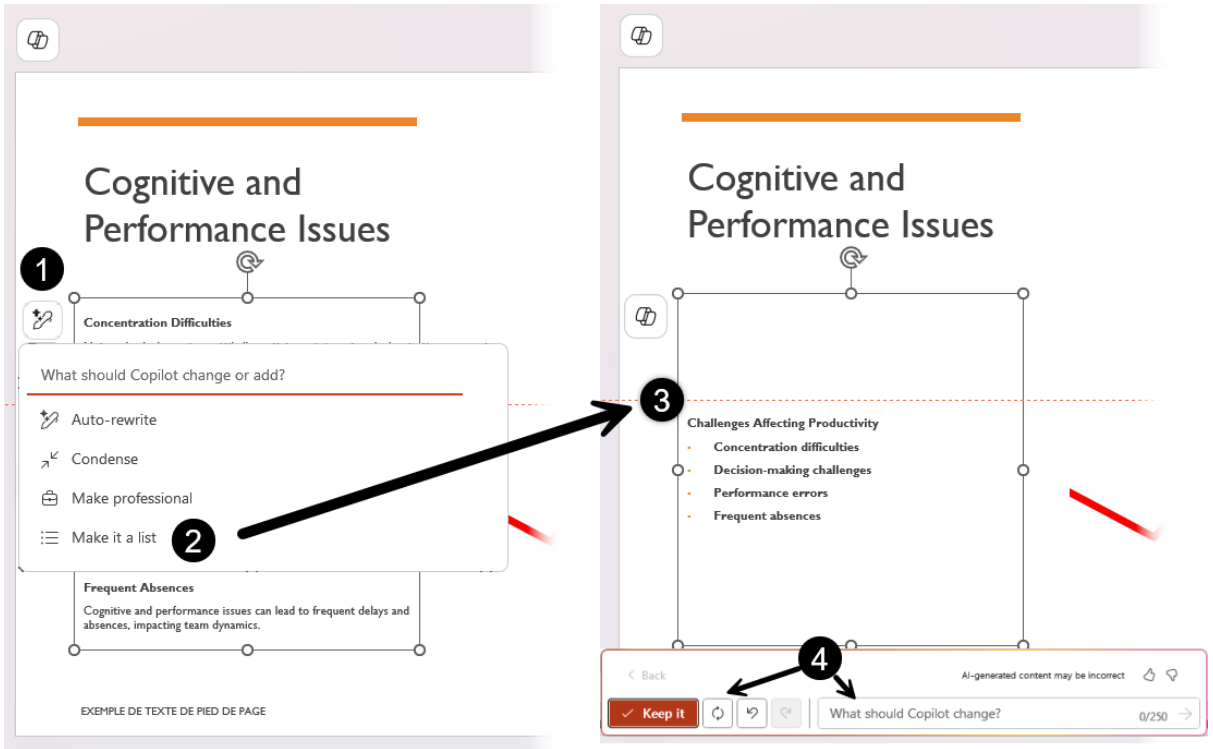
Copilot AI-generated content may be incorrect

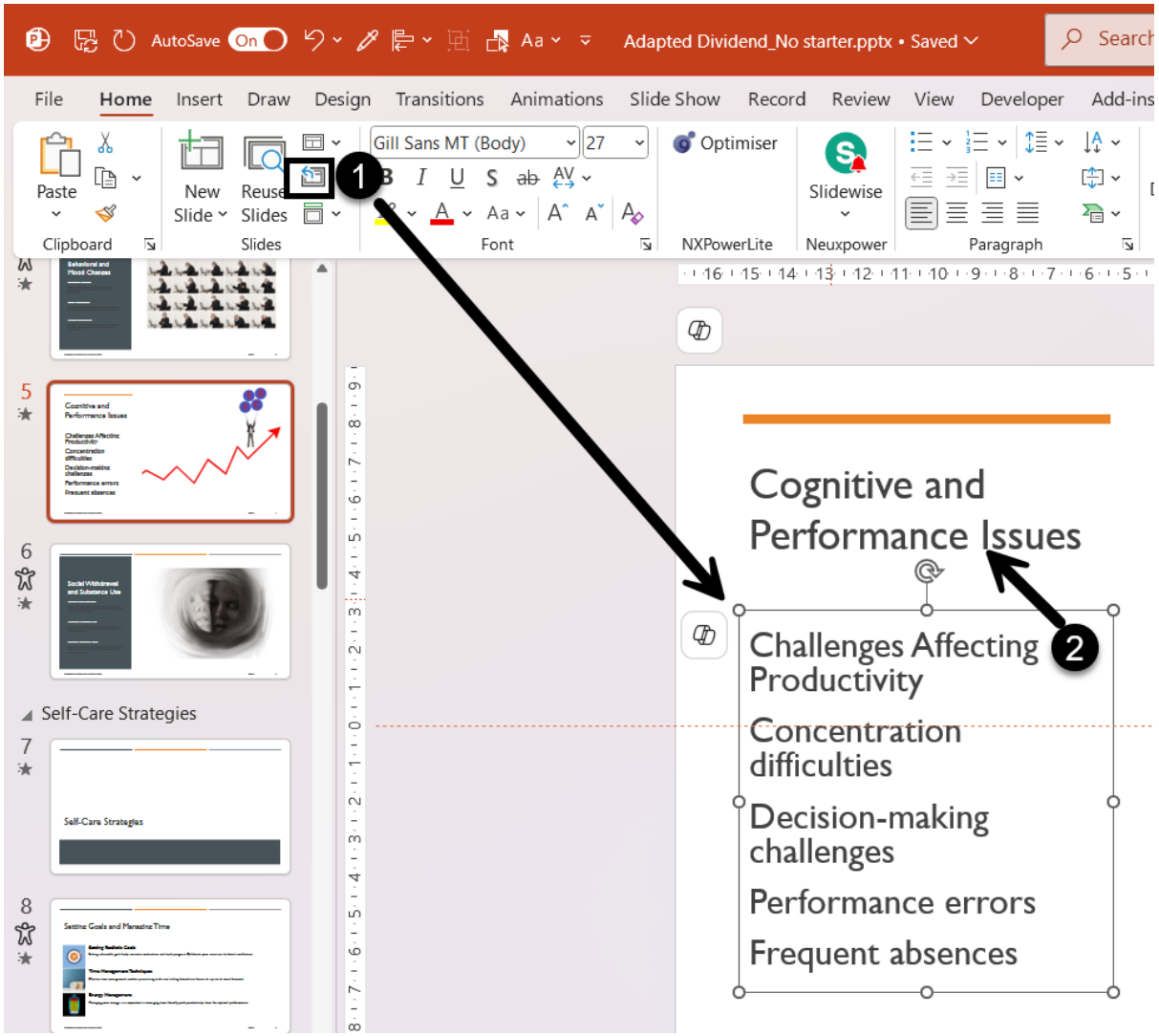
It looks like you're asking to change the title placeholders from "title case" to "sentence case" in your presentation. Unfortunately, I can't make changes to your presentation directly. However, I can help you with other tasks like summarizing your presentation, generating speaker notes, or translating the content. Let me know how I can assist you further!

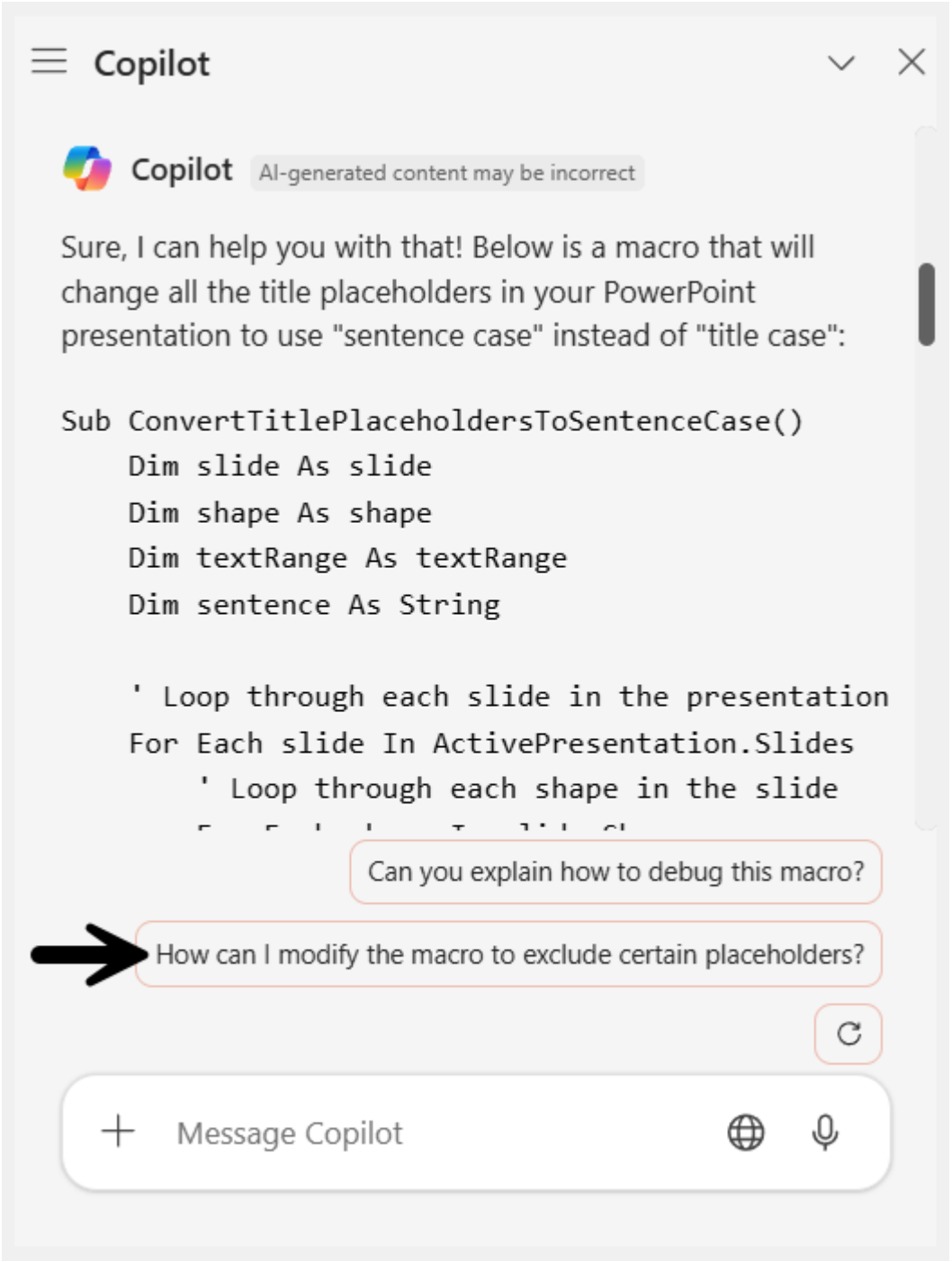
Summarize the key points of my presentation

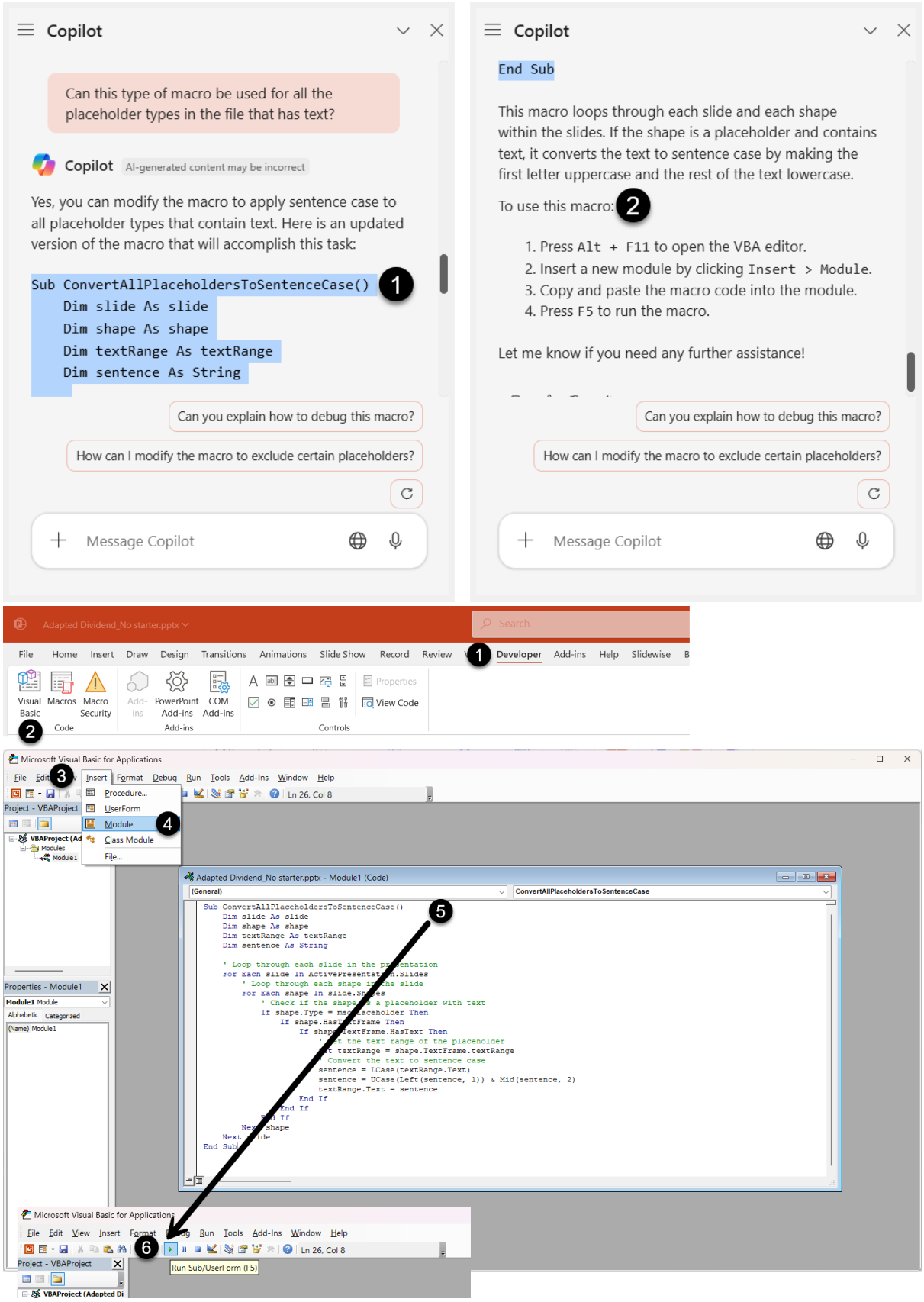
Generate speaker notes for each slide

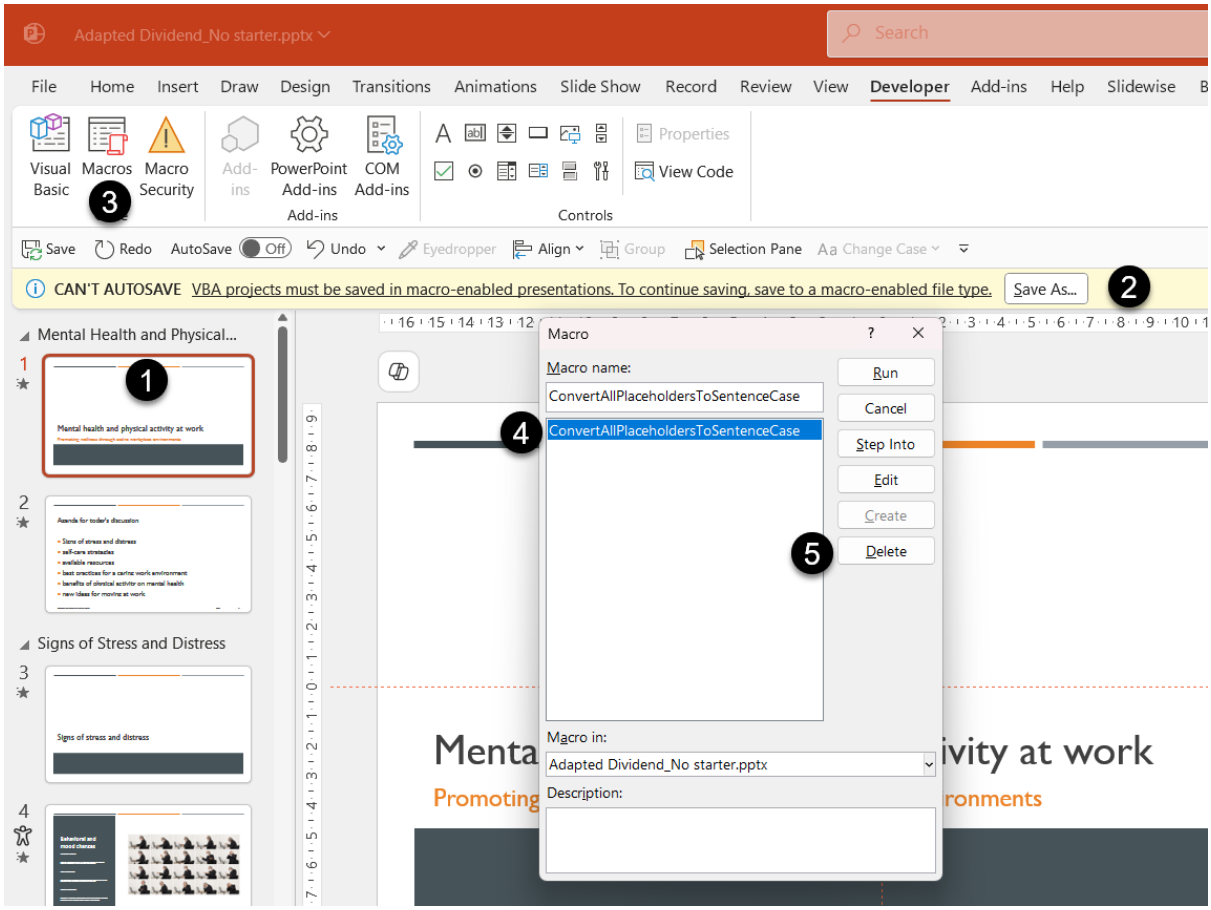
Message Copilot


Cognitive and Performance Issues
1
Concentration Difficulties
What should Copilot change or add?
Auto-rewrite
Condense
Make professional
Make it a list
2
Frequent Absences
Cognitive and performance issues can lead to frequent delays and absences, impacting team dynamics.
EXEMPLE DE TEXTE DE PIED DE PAGE
Cognitive and Performance Issues
3
Challenges Affecting Productivity
Concentration difficulties
Decision-making challenges
Performance errors
Frequent absences
4
Back
AI-generated content may be incorrect
Keep it
What should Copilot change?
0/250

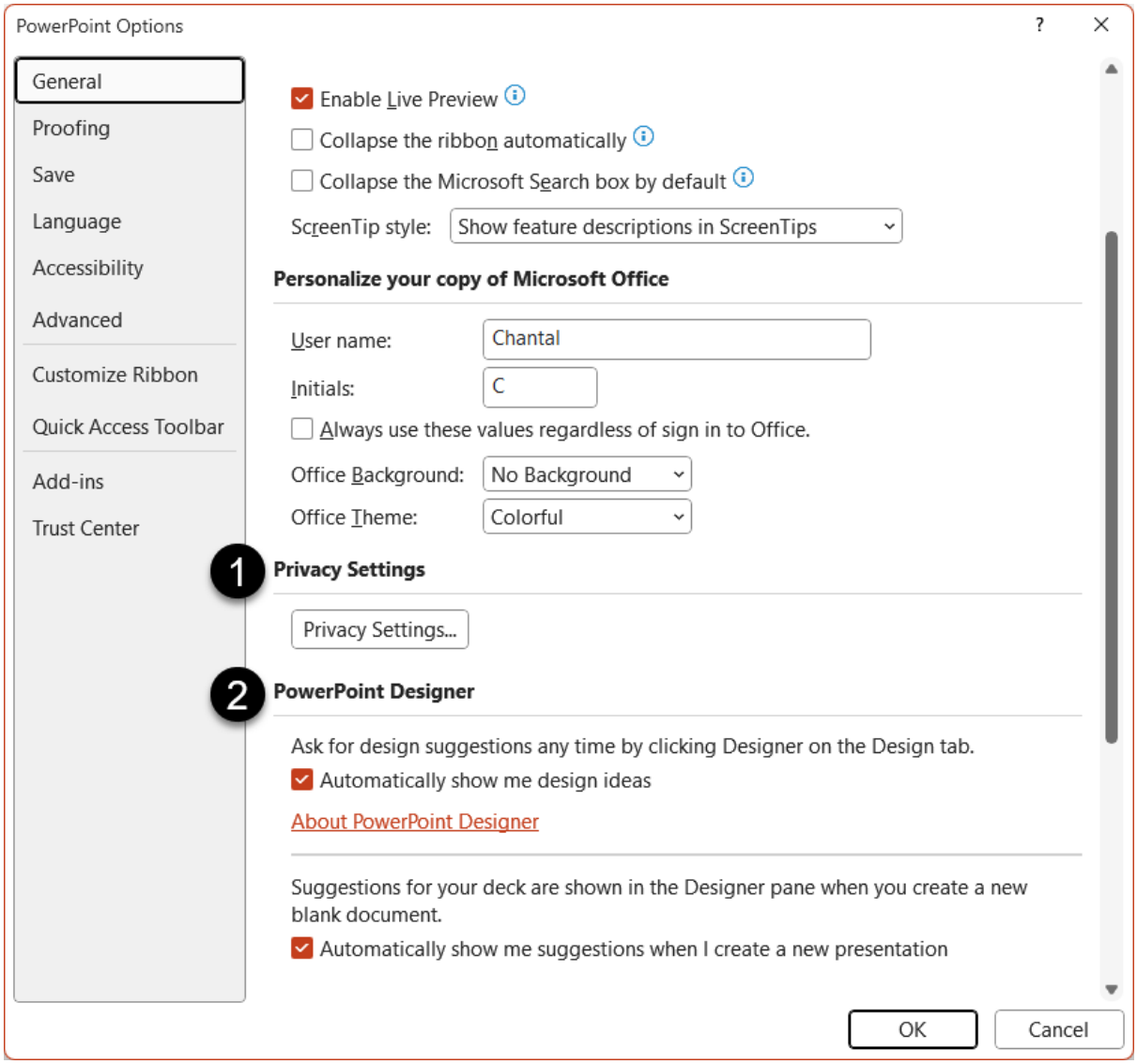

AutoSave On
Adapted Dividend_No starter.pptx • Saved
Search
File
Home
Insert
Draw
Design
Transitions
Animations
Slide Show
Record
Review
View
Developer
Add-ins
Paste
Clipboard
New Slide
Reuse Slides
Slides
Gill Sans MT (Body)
27
Font
Optimiser
NXPowerLite
Slidewise
Neuxpower
Paragraph
1
5
6
Self-Care Strategies
7
8
Cognitive and Performance Issues
Challenges Affecting Productivity
2
Concentration difficulties
Decision-making challenges
Performance errors
Frequent absences

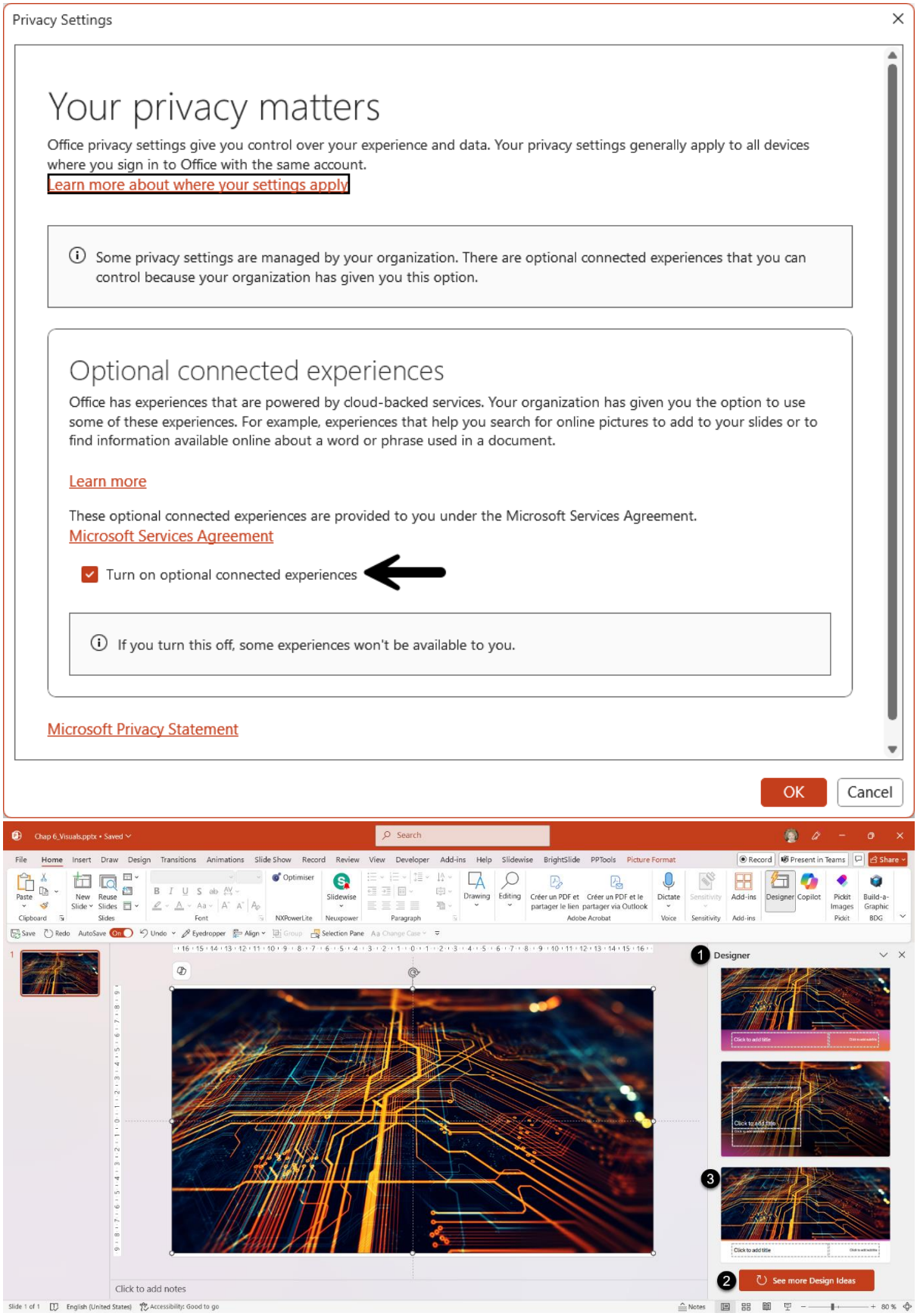

Copilot
Copilot
AI-generated content may be incorrect
Sure, I can help you with that! Below is a macro that will change all the title placeholders in your PowerPoint presentation to use "sentence case" instead of "title case":
Sub ConvertTitlePlaceholdersToSentenceCase()
Dim slide As slide
Dim shape As shape
Dim textRange As textRange
Dim sentence As String
' Loop through each slide in the presentation
For Each slide In ActivePresentation.Slides
' Loop through each shape in the slide
Can you explain how to debug this macro?
How can I modify the macro to exclude certain placeholders?
Message Copilot

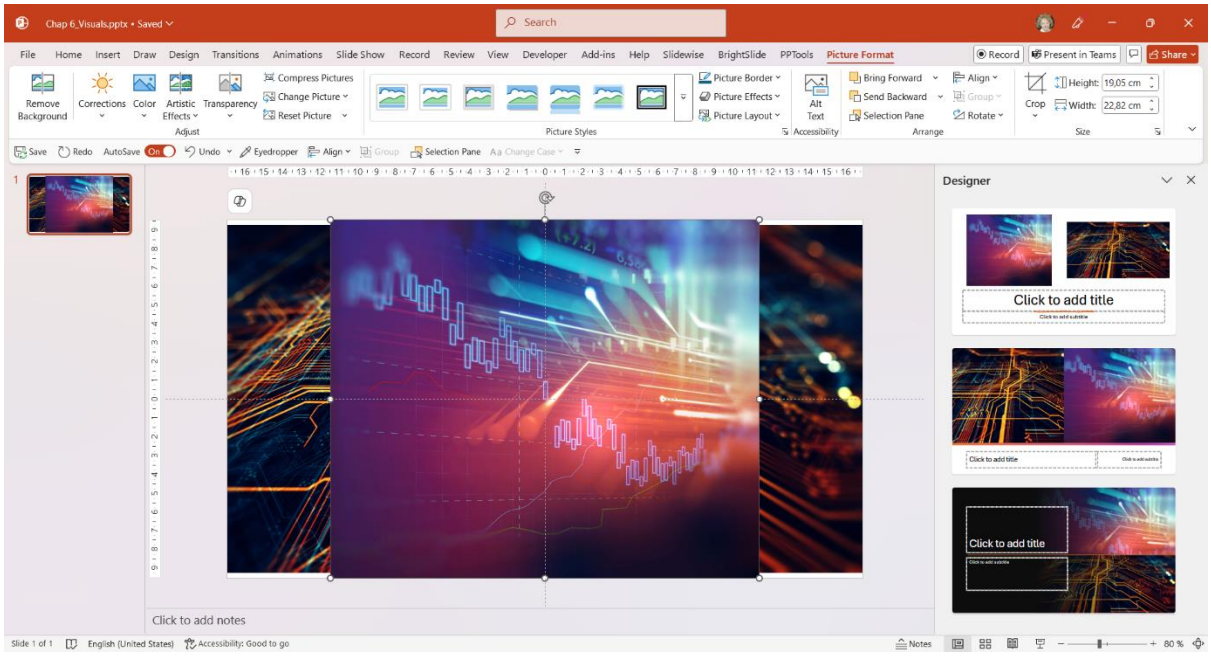

Copilot
Can this type of macro be used for all the placeholder types in the file that has text?
Copilot
AI-generated content may be incorrect
Yes, you can modify the macro to apply sentence case to all placeholder types that contain text. Here is an updated version of the macro that will accomplish this task:
Sub ConvertAllPlaceholdersToSentenceCase()
Dim slide As slide
Dim shape As shape
Dim textRange As textRange
Dim sentence As String
1
Can you explain how to debug this macro?
How can I modify the macro to exclude certain placeholders?
Message Copilot
Copilot
End Sub
This macro loops through each slide and each shape within the slides. If the shape is a placeholder and contains text, it converts the text to sentence case by making the first letter uppercase and the rest of the text lowercase.
To use this macro:
2
1. Press Alt + F11 to open the VBA editor.
2. Insert a new module by clicking Insert > Module.
3. Copy and paste the macro code into the module.
4. Press F5 to run the macro.
Let me know if you need any further assistance!
Can you explain how to debug this macro?
How can I modify the macro to exclude certain placeholders?
Message Copilot
Adapted Dividend_No starter.pptx
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review Developer Add-ins Help Slidewise
1
Visual Basic
Macros
Macro Security
Code
Add-ins
PowerPoint Add-ins
COM Add-ins
Add-ins
Properties
View Code
Controls
2
Microsoft Visual Basic for Applications
File Edit View Insert Format Debug Run Tools Add-Ins Window Help
3
Insert
Procedure...
UserForm
Module
Class Module
File...
4
Project - VBAProject
Properties - Module1
Module1 Module
Alphabetic Categorized
(Name) Module1
Adapted Dividend_No starter.pptx - Module1 (Code)
(General)
ConvertAllPlaceholdersToSentenceCase
Sub ConvertAllPlaceholdersToSentenceCase()
Dim slide As slide
Dim shape As shape
Dim textRange As textRange
Dim sentence As String
' Loop through each slide in the presentation
For Each slide In ActivePresentation.Slides
' Loop through each shape in the slide
For Each shape In slide.Shapes
' Check if the shape is a placeholder with text
If shape.Type = msoPlaceholder Then
If shape.HasTextFrame Then
If shape.TextFrame.HasText Then
' Get the text range of the placeholder
Set textRange = shape.TextFrame.textRange
' Convert the text to sentence case
sentence = LCase(textRange.Text)
sentence = UCase(Left(sentence, 1)) & Mid(sentence, 2)
textRange.Text = sentence
End If
End If
End If
Next shape
Next slide
End Sub
5
Microsoft Visual Basic for Applications
File Edit View Insert Format Debug Run Tools Add-Ins Window Help
Ln 26, Col 8
6
Run Sub/UserForm (F5)
Project - VBAProject
VBAProject (Adapted Di

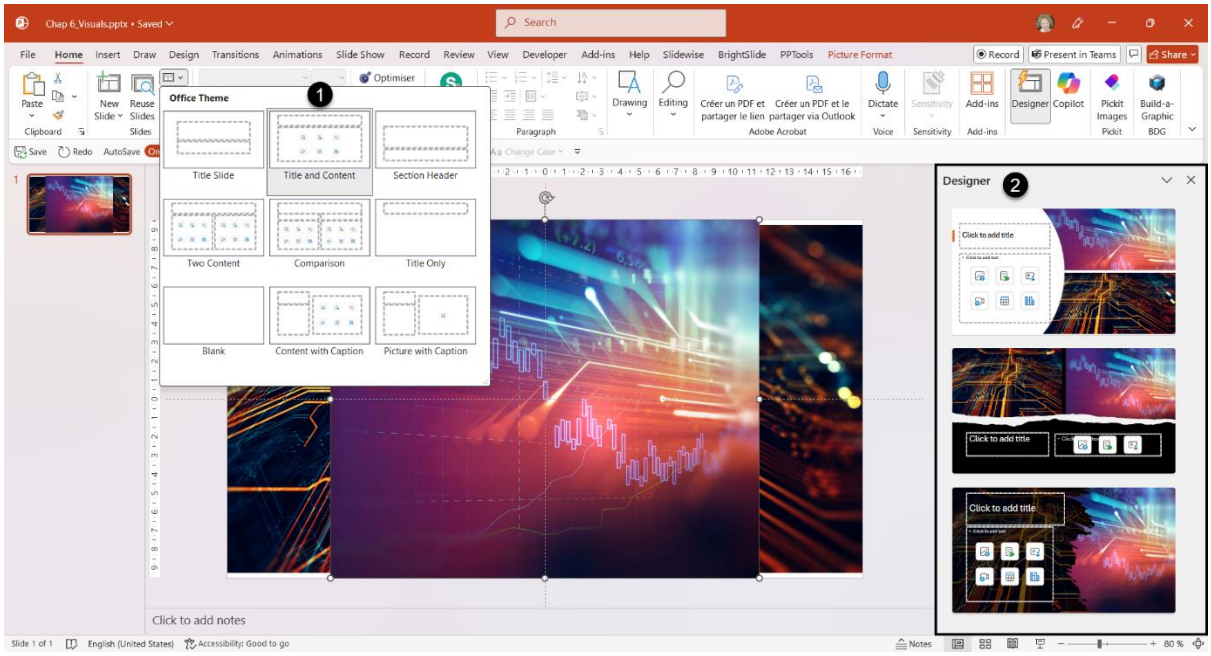

Adapted Dividend_No starter.pptx
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Developer Add-ins Help Slidewise
Visual Basic
Macros
Macro Security
Add-ins
PowerPoint Add-ins
COM Add-ins
Properties
View Code
Controls
Save Redo AutoSave Off Undo Eyedropper Align Group Selection Pane Change Case
CAN'T AUTOSAVE VBA projects must be saved in macro-enabled presentations. To continue saving, save to a macro-enabled file type.
Save As...
Mental Health and Physical...
Signs of Stress and Distress
Macro
Macro name:
ConvertAllPlaceholdersToSentenceCase
Run
Cancel
Step Into
Edit
Create
Delete
Macro in:
Adapted Dividend_No starter.pptx
Description:
1
2
3
4
5

Chapter 6: Using Artificial Intelligence to Improve Your Visuals

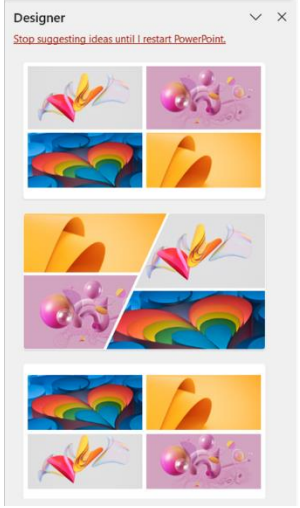



Privacy Settings
Your privacy matters
Office privacy settings give you control over your experience and data. Your privacy settings generally apply to all devices where you sign in to Office with the same account.
Learn more about where your settings apply
Some privacy settings are managed by your organization. There are optional connected experiences that you can control because your organization has given you this option.
Optional connected experiences
Office has experiences that are powered by cloud-backed services. Your organization has given you the option to use some of these experiences. For example, experiences that help you search for online pictures to add to your slides or to find information available online about a word or phrase used in a document.
Learn more
These optional connected experiences are provided to you under the Microsoft Services Agreement.
Microsoft Services Agreement
Turn on optional connected experiences
If you turn this off, some experiences won't be available to you.
Microsoft Privacy Statement
OK
Cancel

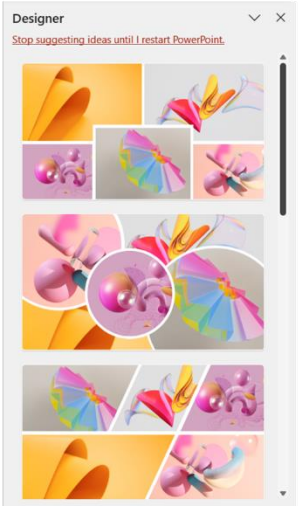




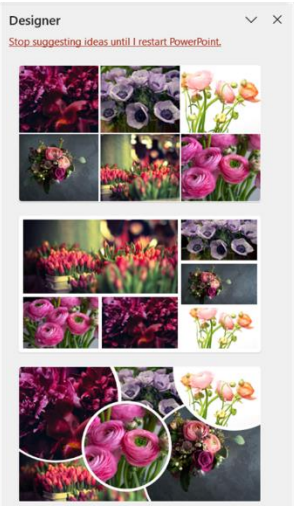
4 images

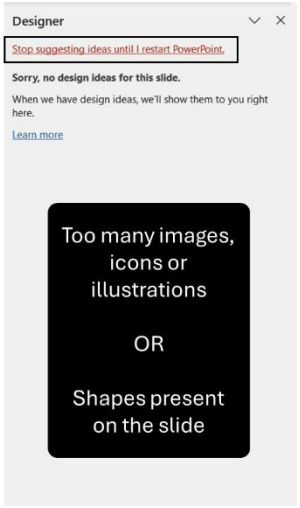


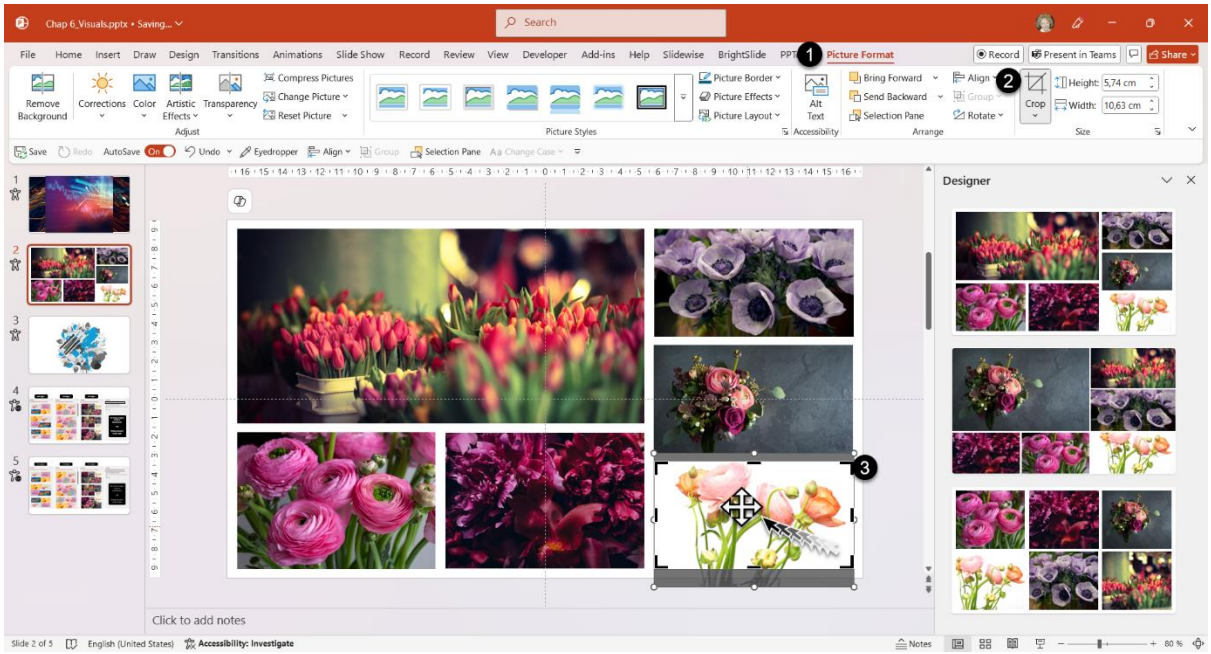
5 images

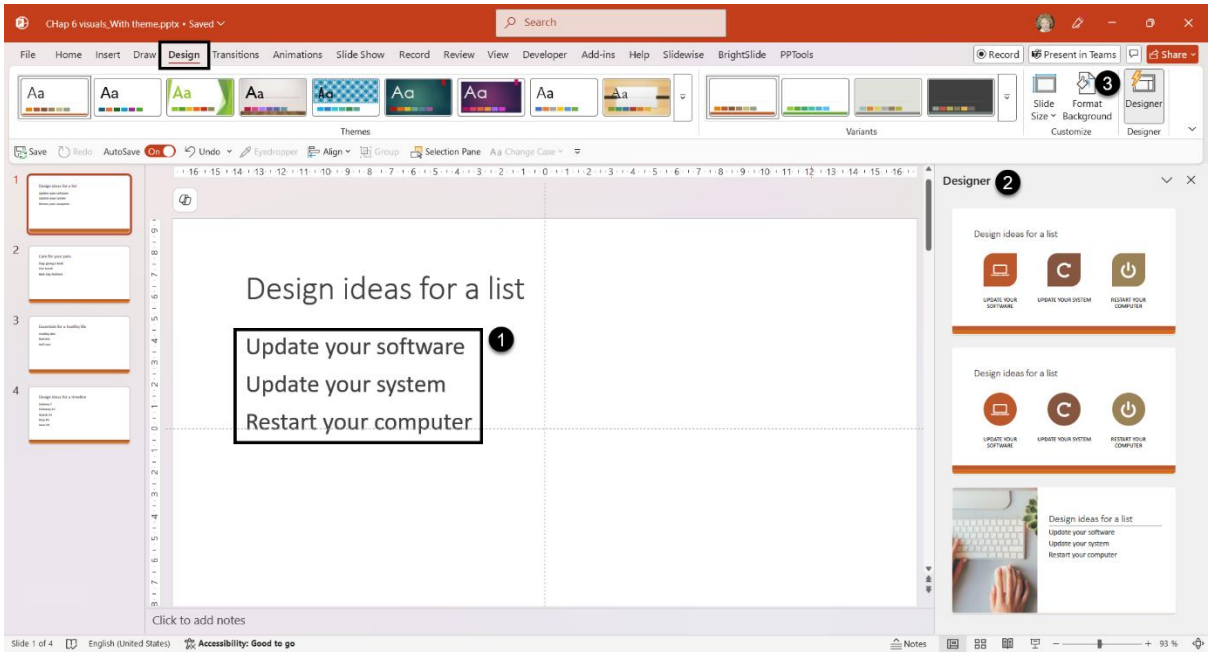


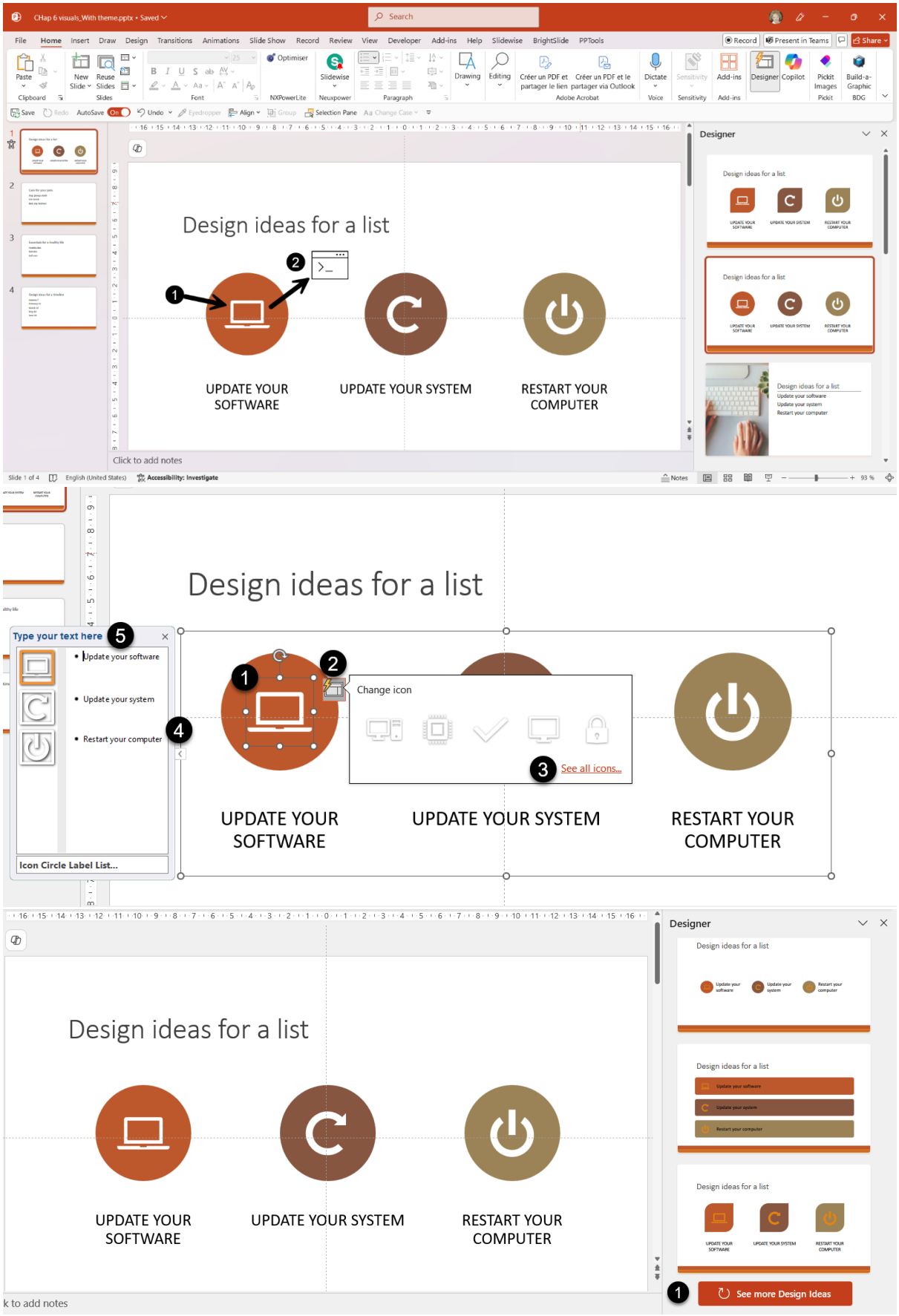
6 images

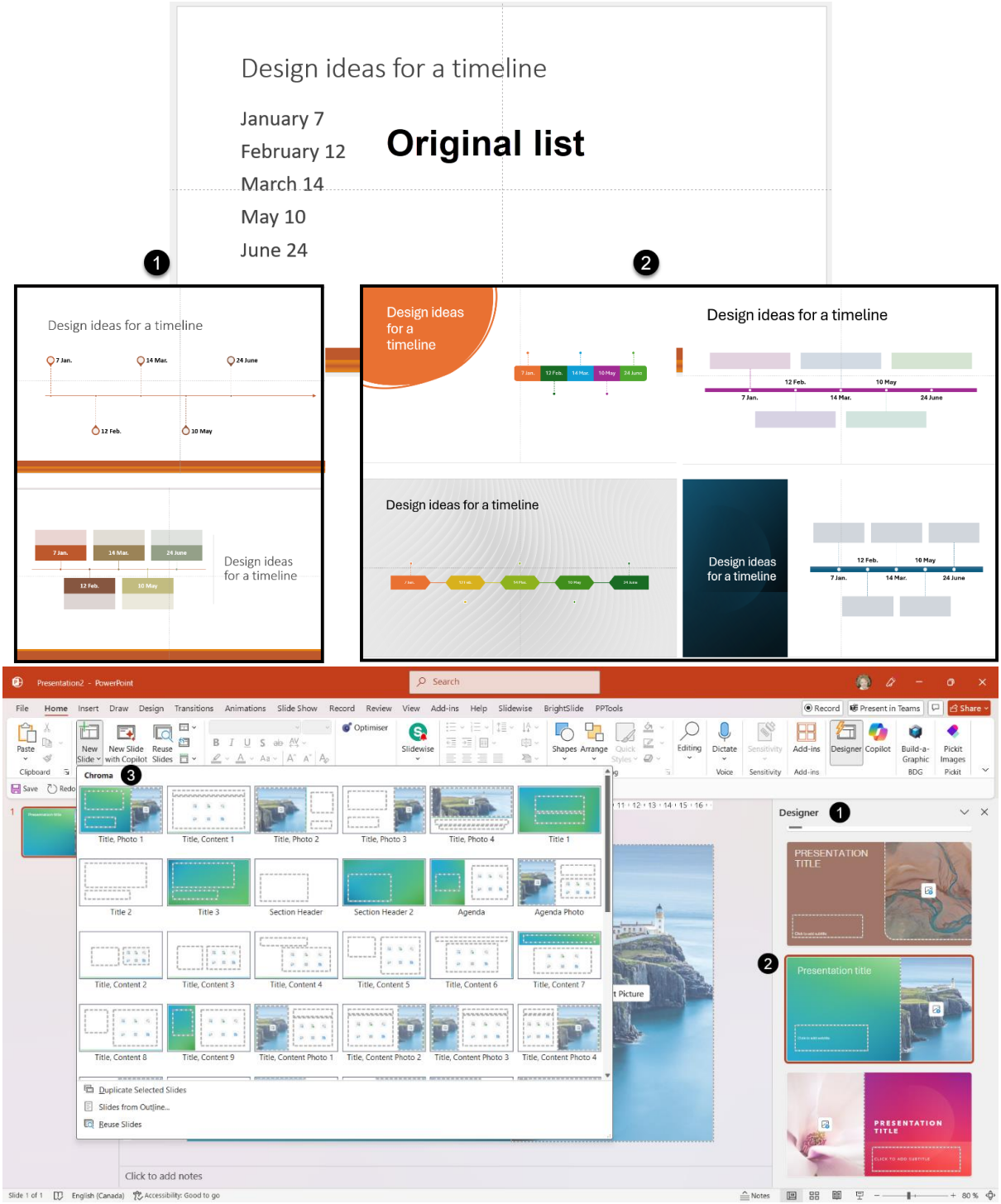


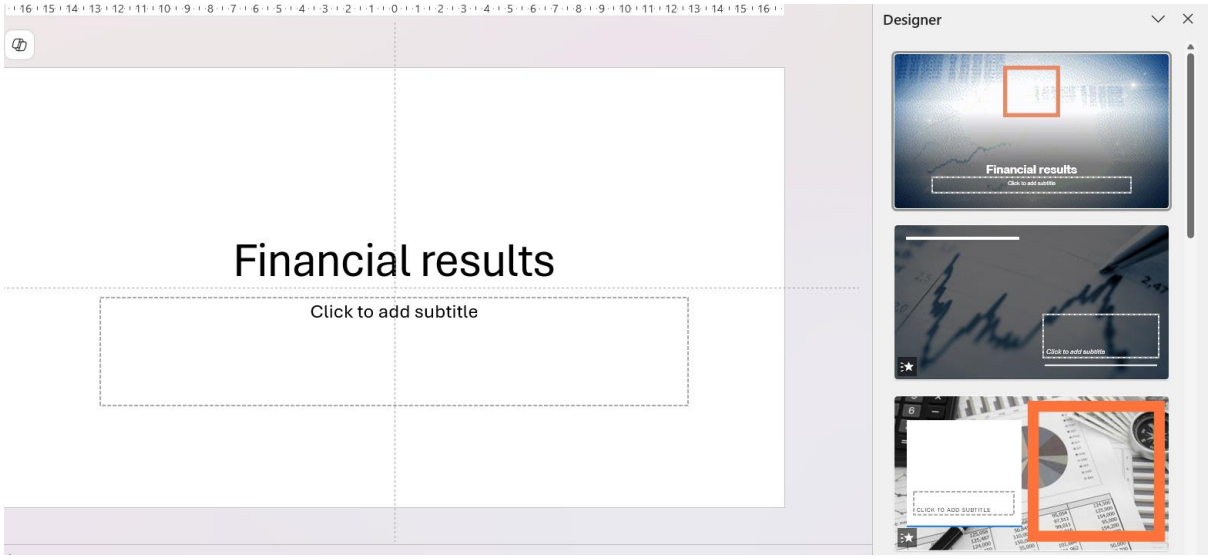



Chap 6_Visuals.pptx • Saving...
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Developer Add-ins Help Slidewise BrightSlide PPTools Picture Format
Record
Present in Teams
Share
Remove Background
Corrections
Color
Artistic Effects
Transparency
Compress Pictures
Change Picture
Reset Picture
Adjust
Picture Border
Picture Effects
Picture Layout
Picture Styles
Alt Text
Accessibility
Bring Forward
Send Backward
Selection Pane
Align
Group
Rotate
Arrange
Crop
Height: 5,74 cm
Width: 10,63 cm
Size
Save
Redo
AutoSave
Undo
Eyedropper
Align
Group
Selection Pane
Change Case
Designer
Click to add notes
Slide 2 of 5
English (United States)
Accessibility: Investigate
Notes
80 %
1
2
3


CHap 6 visuals_With theme.pptx • Saved
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Developer Add-ins Help Slidewise BrightSlide PPTools
Record
Present in Teams
Share
Themes
Variants
Slide Size
Format Background
Designer
Customize
Designer
Save
Redo
AutoSave
Undo
Eyedropper
Align
Group
Selection Pane
Change Case
Design ideas for a list
Update your software
Update your system
Restart your computer
Designer
Design ideas for a list
Update your software
Update your system
Restart your computer
Click to add notes
Slide 1 of 4
English (United States)
Accessibility: Good to go
Notes
93 %
1
2
3


Design ideas for a list
UPDATE YOUR SOFTWARE
UPDATE YOUR SYSTEM
RESTART YOUR COMPUTER
Designer
Click to add notes
Type your text here
Update your software
Update your system
Restart your computer
Icon Circle Label List...
Change icon
See all icons...
See more Design Ideas


Design ideas for a timeline
January 7
February 12
March 14
May 10
June 24
Original list
1
2
Design ideas for a timeline
7 Jan.
14 Mar.
24 June
12 Feb.
10 May
Design ideas for a timeline
Design ideas for a timeline
Design ideas for a timeline
Design ideas for a timeline
Design ideas for a timeline
Presentation2 - PowerPoint
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPTools
Record
Present in Teams
Share
Paste
New Slide
New Slide with Copilot
Reuse Slides
Optimiser
Slidewise
Shapes
Arrange
Quick Styles
Editing
Dictate
Sensitivity
Add-ins
Designer
Copilot
Build-a-Graphic
Pickit Images
Clipboard
Voice
Sensitivity
Add-ins
BDG
Pickit
Chroma
3
Title, Photo 1
Title, Content 1
Title, Photo 2
Title, Photo 3
Title, Photo 4
Title 1
Title 2
Title 3
Section Header
Section Header 2
Agenda
Agenda Photo
Title, Content 2
Title, Content 3
Title, Content 4
Title, Content 5
Title, Content 6
Title, Content 7
Title, Content 8
Title, Content 9
Title, Content Photo 1
Title, Content Photo 2
Title, Content Photo 3
Title, Content Photo 4
Duplicate Selected Slides
Slides from Outline...
Reuse Slides
Designer
1
PRESENTATION TITLE
2
Presentation title
PRESENTATION TITLE
Click to add notes
Slide 1 of 1
English (Canada)
Accessibility: Good to go
Notes
80 %


Financial results
Click to add subtitle
Designer
Financial results
Click to add subtitle
Click to add subtitle
CLICK TO ADD SUBTITLE

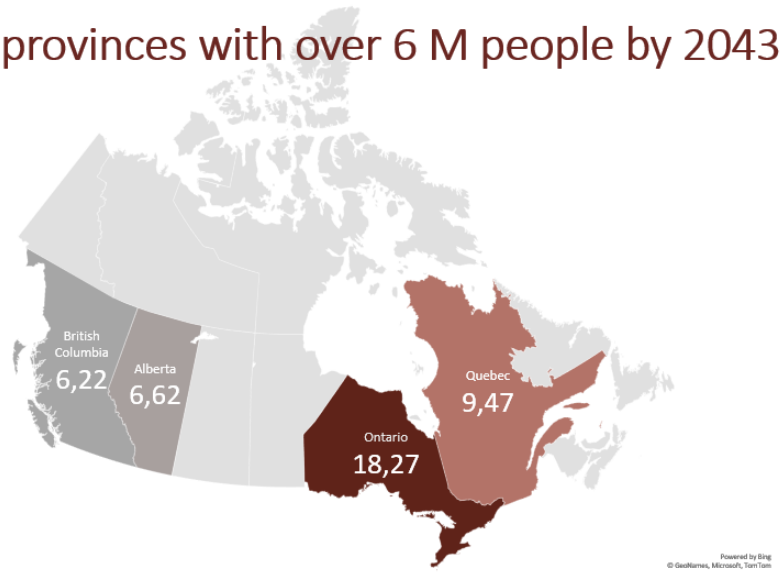
Chapter 7: Adding and Modifying Visual Elements

Canadian provinces with over 6 M people by 2043

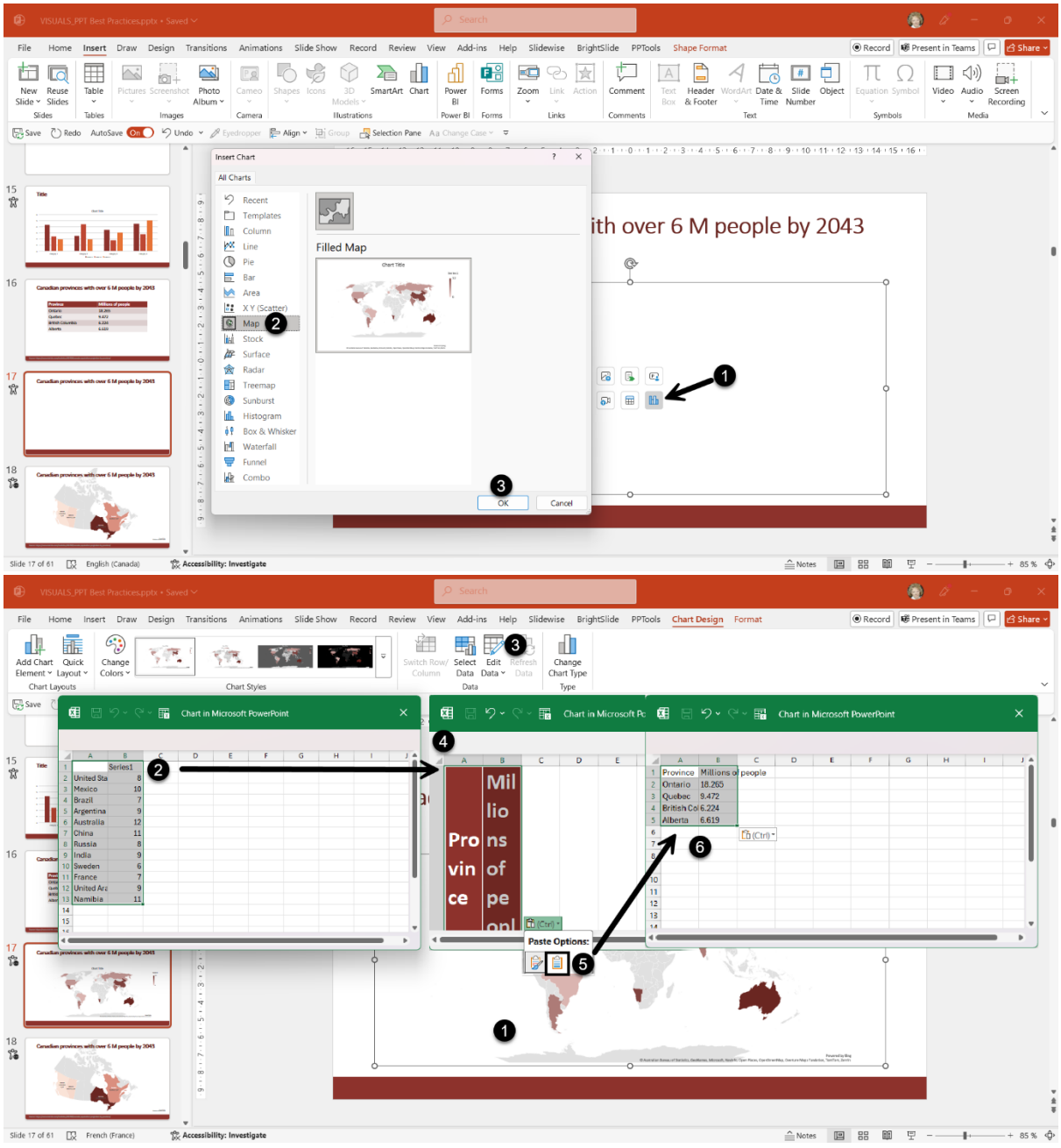
Province	Millions of people
Ontario	18.265
Quebec	9.472
British Columbia	6.224
Alberta	6.619

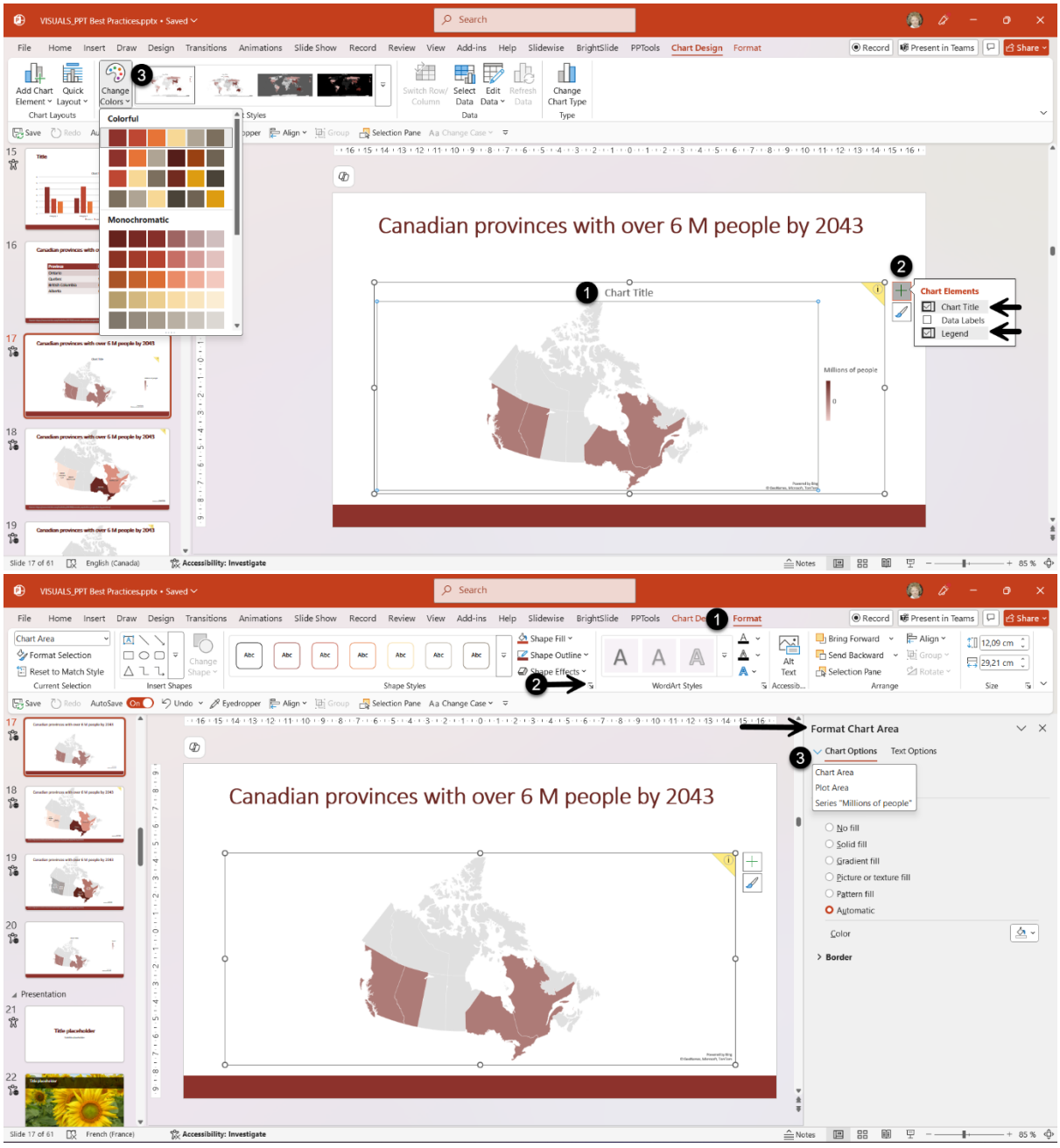
Source: https://www.statista.com/statistics/481509/canada-population-projection-by-province/

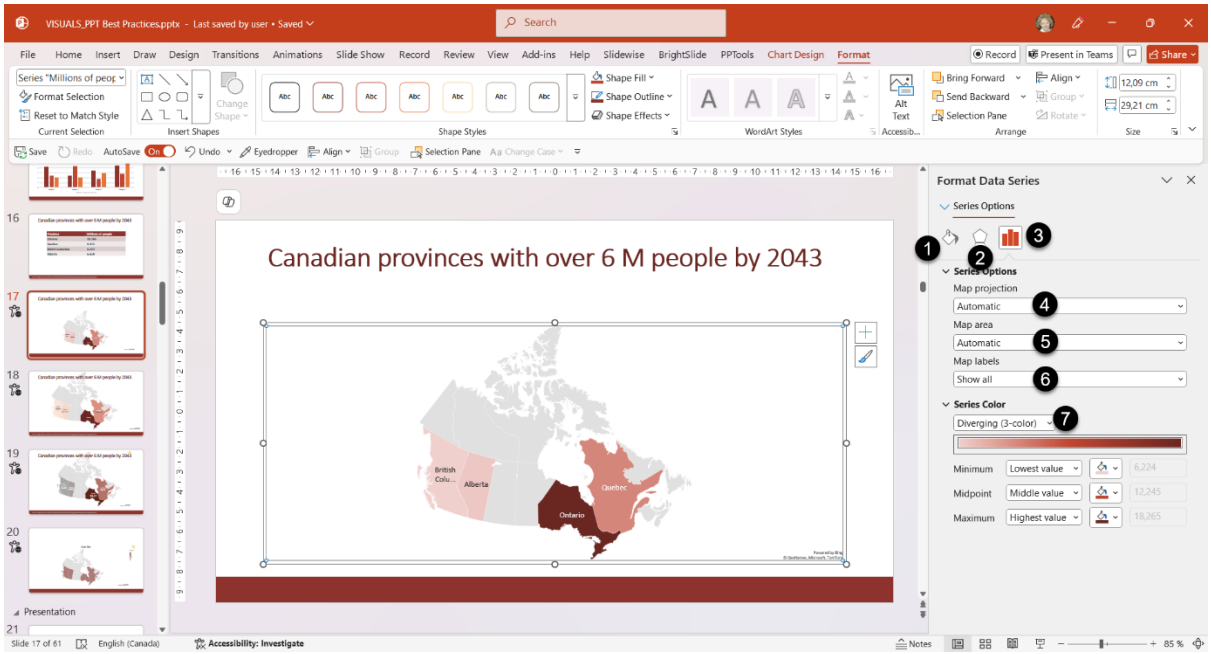
Canadian provinces with over 6 M people by 2043

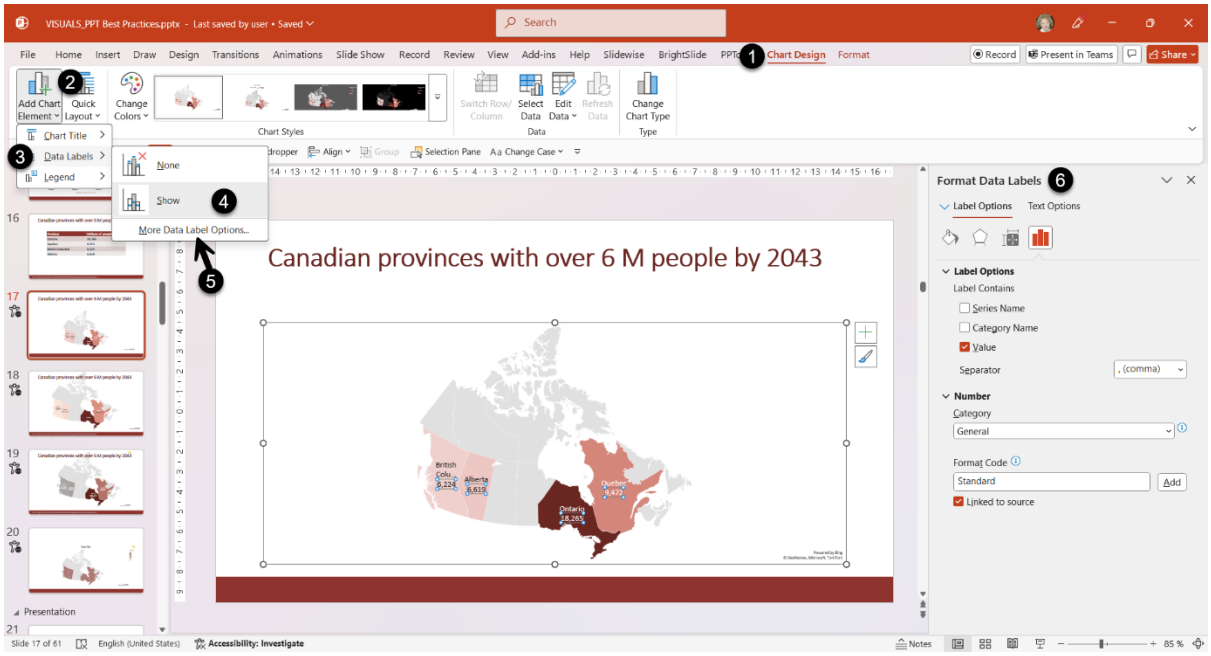


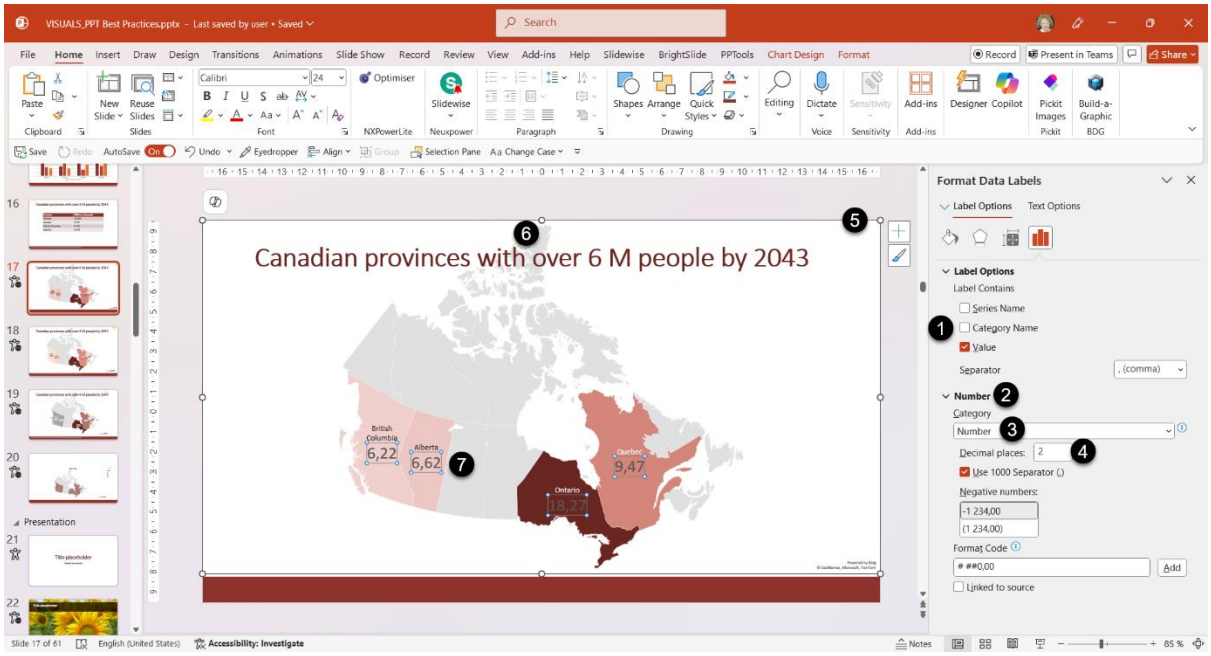
Source: https://www.statista.com/statistics/481509/canada-population-projection-by-province/

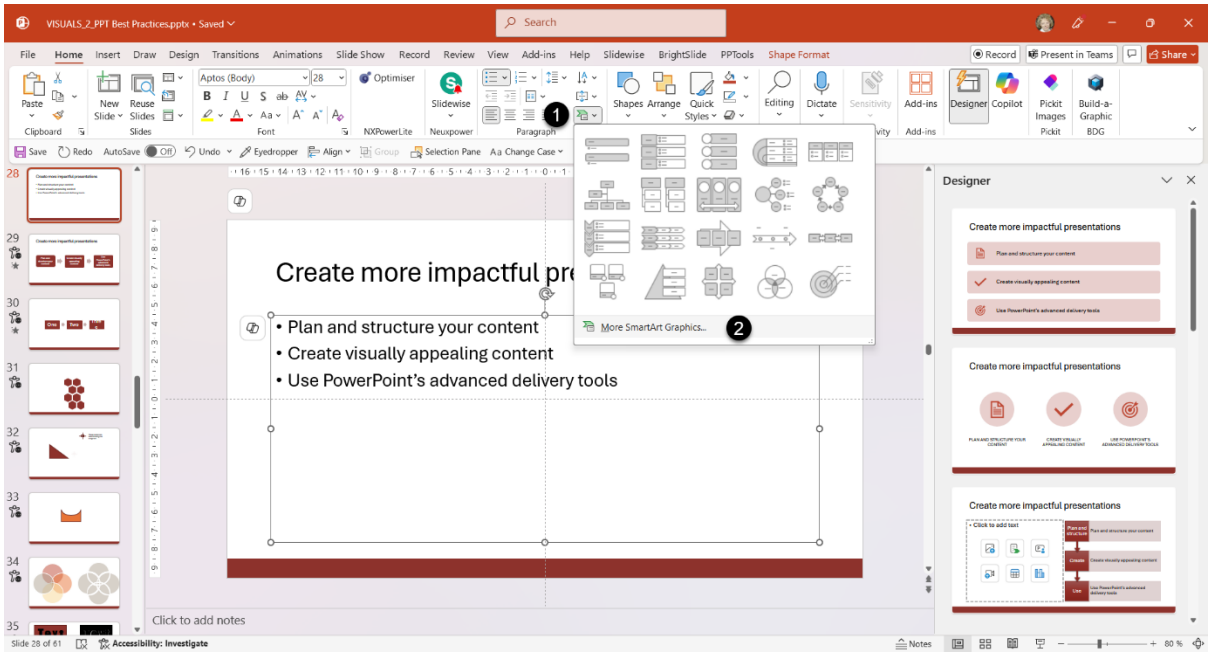

Insert Chart
All Charts
Recent
Templates
Column
Line
Pie
Bar
Area
X Y (Scatter)
Map
Stock
Surface
Radar
Treemap
Sunburst
Histogram
Box & Whisker
Waterfall
Funnel
Combo
Filled Map
OK
Cancel
1
2
3
Chart in Microsoft PowerPoint
Paste Options:
4
5
6

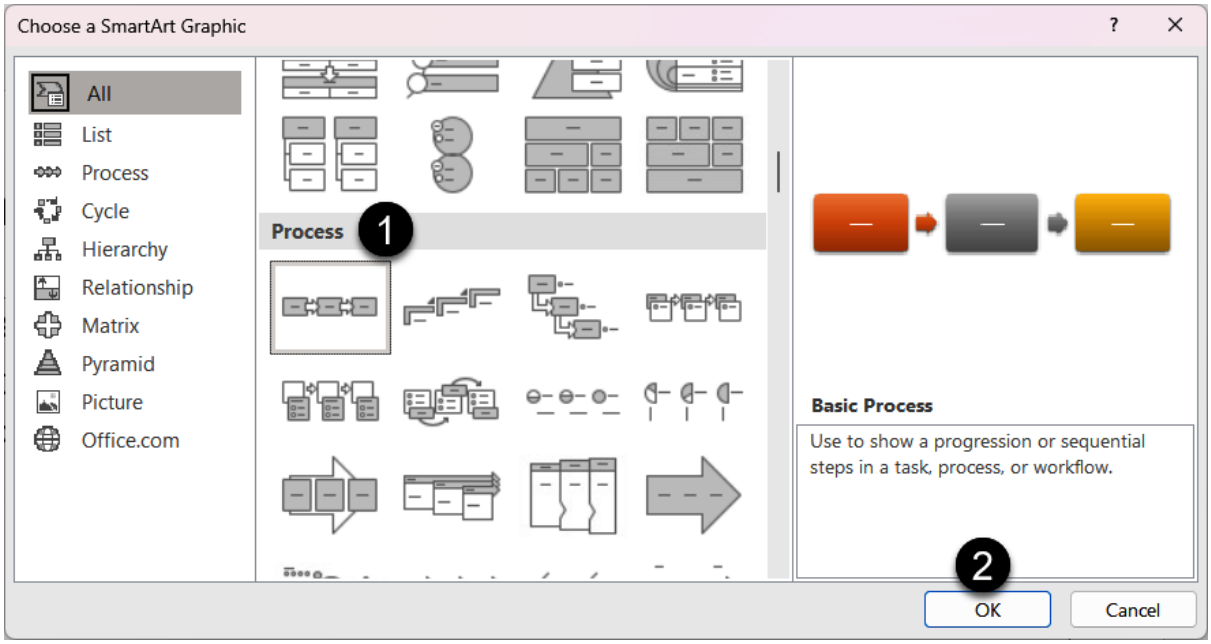

Canadian provinces with over 6 M people by 2043
Chart Title
Chart Elements
Chart Title
Data Labels
Legend
Millions of people
Colorful
Monochromatic
Format Chart Area
Chart Options
Text Options
Chart Area
Plot Area
Series "Millions of people"
No fill
Solid fill
Gradient fill
Picture or texture fill
Pattern fill
Automatic
Color
Border

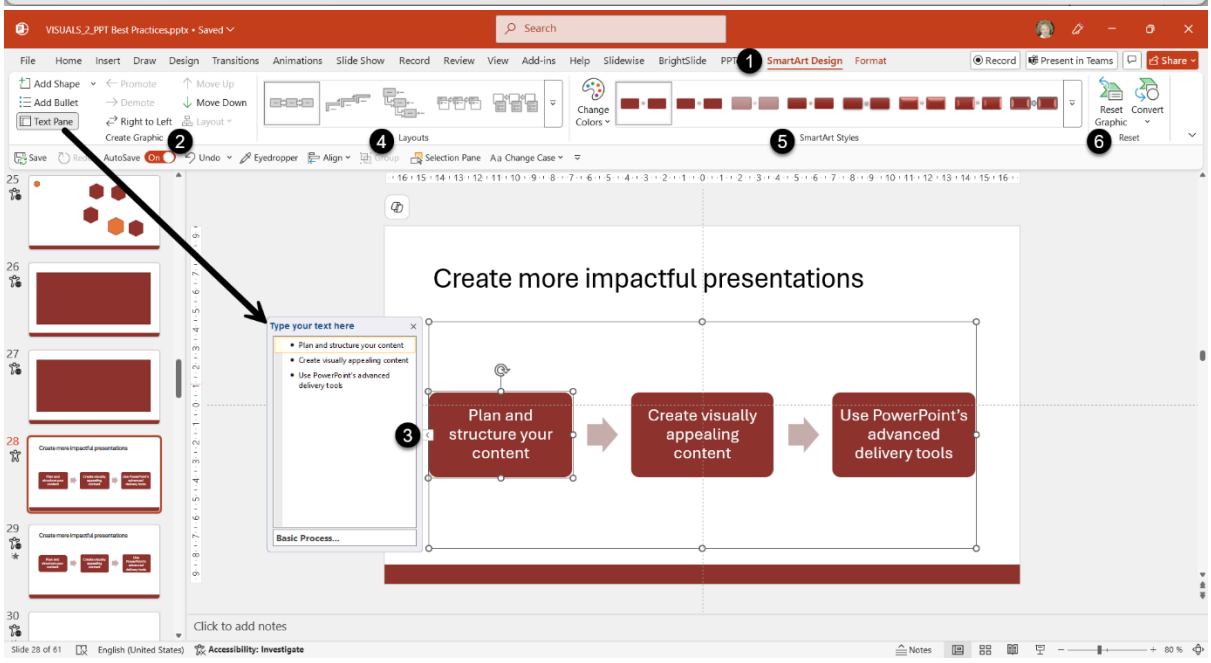

Canadian provinces with over 6 M people by 2043
Format Data Series
Series Options
Map projection
Automatic
Map area
Automatic
Map labels
Show all
Series Color
Diverging (3-color)
Minimum
Lowest value
Midpoint
Middle value
Maximum
Highest value
British Colu...
Alberta
Ontario
Quebec

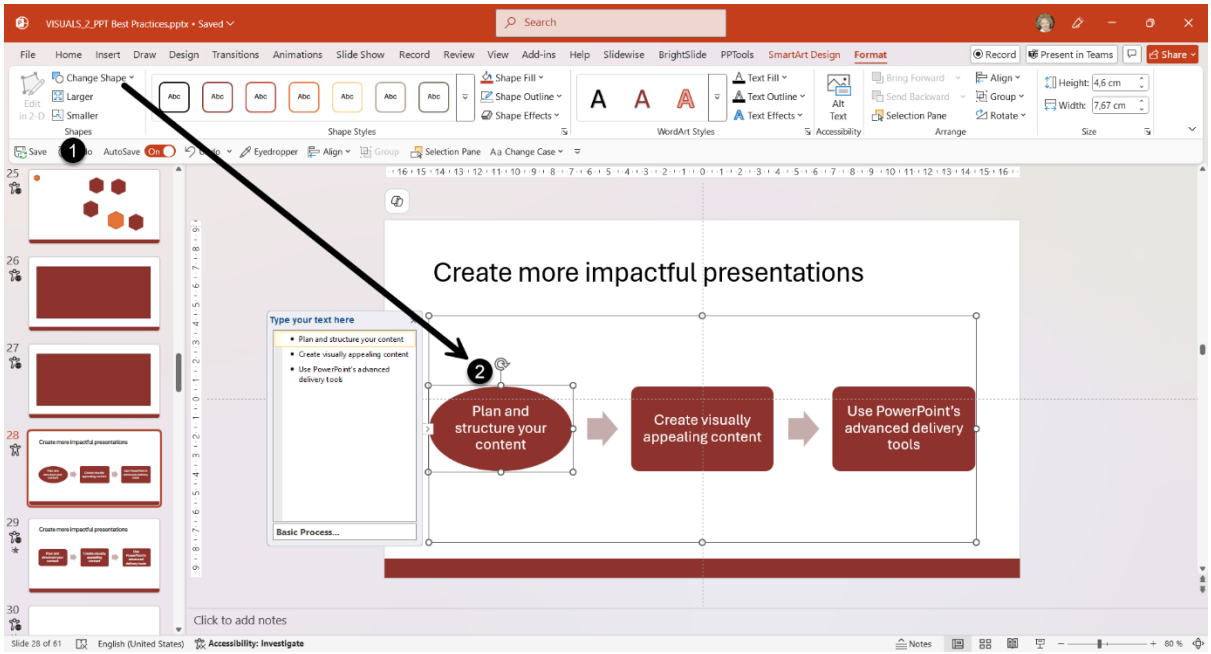

Add Chart Element
Quick Layout
Change Colors
Chart Styles
Chart Title
Data Labels
Legend
None
Show
More Data Label Options...
Canadian provinces with over 6 M people by 2043
Format Data Labels
Label Options
Text Options
Label Options
Label Contains
Series Name
Category Name
Value
Separator
, (comma)
Number
Category
General
Format Code
Standard
Add
Linked to source


Canadian provinces with over 6 M people by 2043
British Columbia
6,22
Alberta
6,62
Ontario
18,27
Quebec
9,47
Format Data Labels
Label Options
Text Options
Label Options
Label Contains
Series Name
Category Name
Value
Separator
, (comma)
Number
Category
Number
Decimal places:
2
Use 1000 Separator (,)
Negative numbers:
-1 234,00
(1 234,00)
Format Code
##0,00
Add
Linked to source

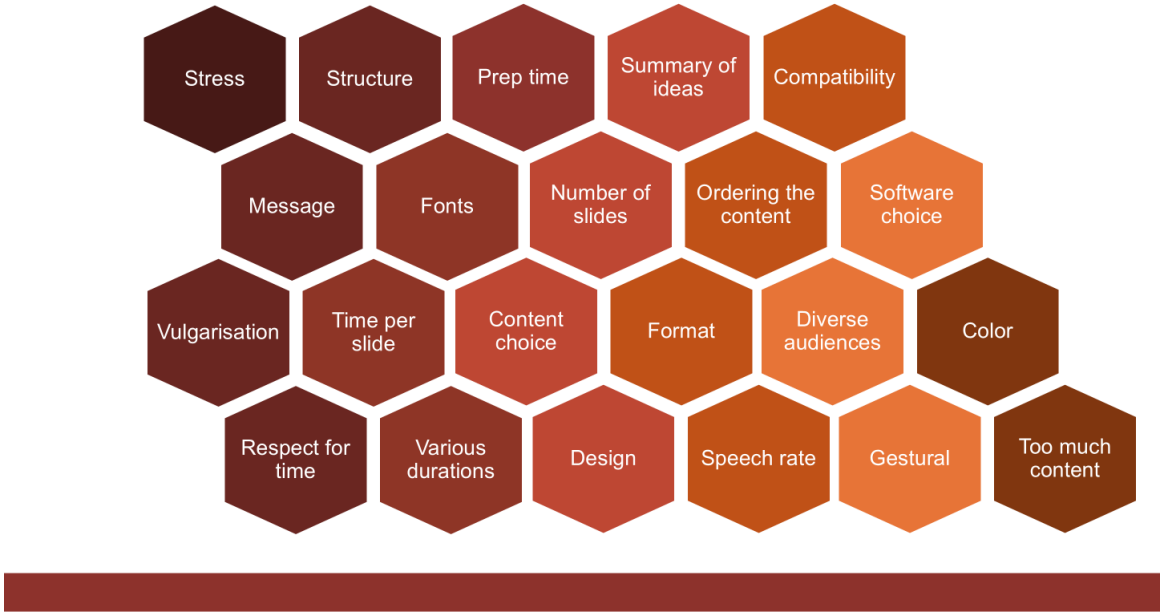

Create more impactful pr
• Plan and structure your content
• Create visually appealing content
• Use PowerPoint's advanced delivery tools
More SmartArt Graphics...
Designer
Create more impactful presentations
Create more impactful presentations
Create more impactful presentations
Click to add notes

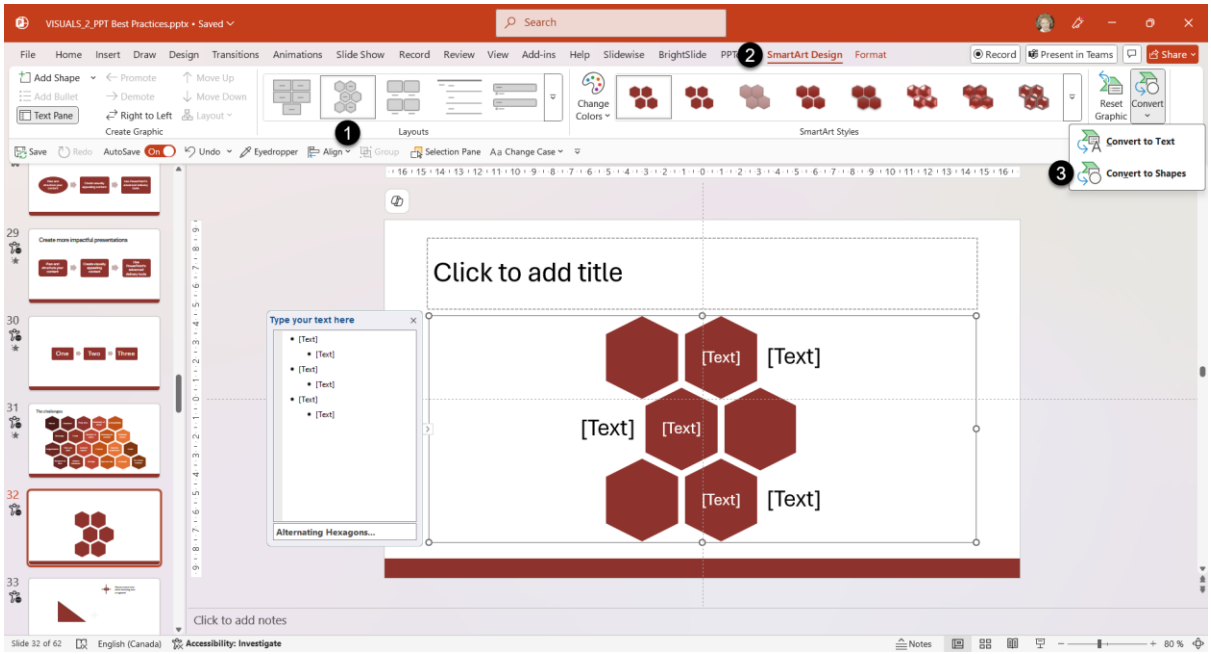

Choose a SmartArt Graphic
All
List
Process
Cycle
Hierarchy
Relationship
Matrix
Pyramid
Picture
Office.com
Process
1
Basic Process
Use to show a progression or sequential steps in a task, process, or workflow.
2
OK
Cancel

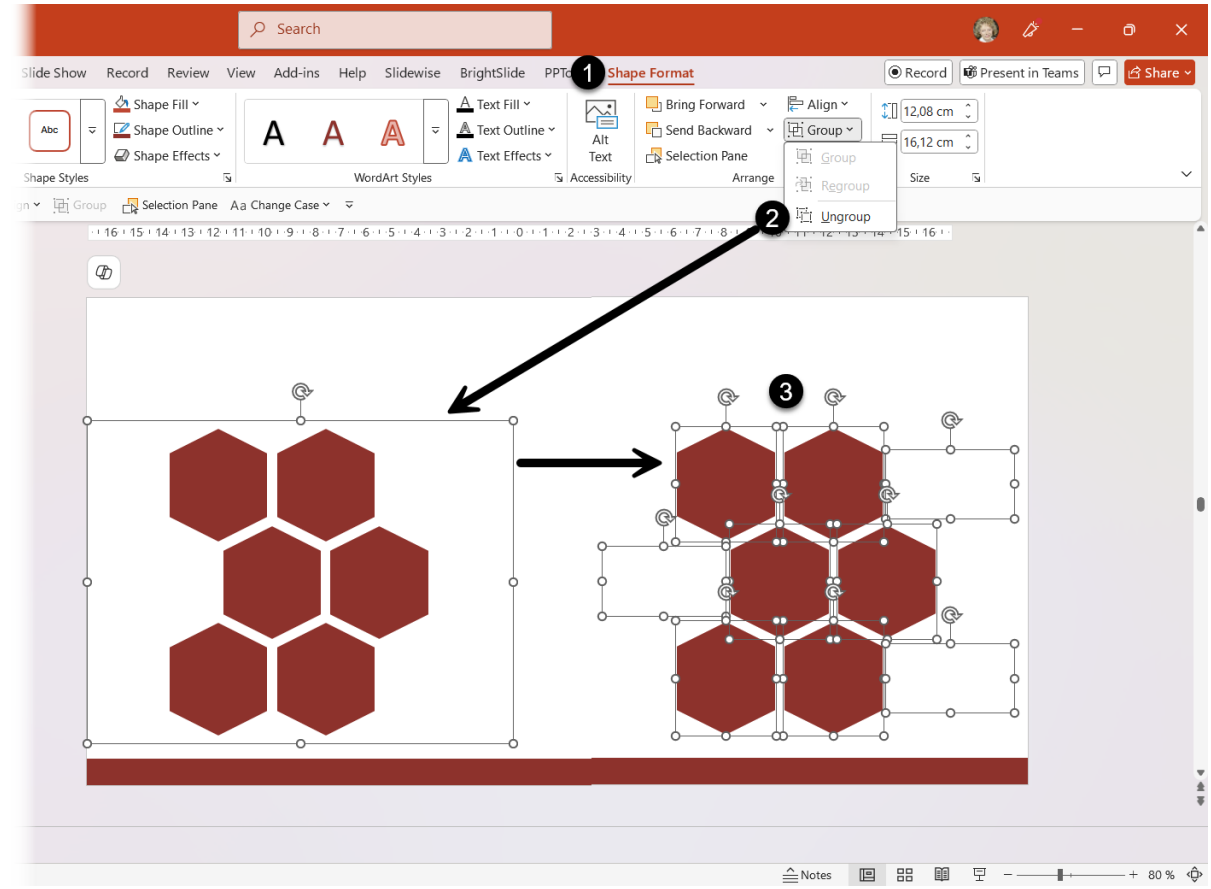

SmartArt Design
Format
Add Shape
Add Bullet
Text Pane
Create Graphic
Right to Left
Layouts
SmartArt Styles
Reset Graphic
Convert
Reset
Create more impactful presentations
Type your text here
Plan and structure your content
Create visually appealing content
Use PowerPoint's advanced delivery tools
Basic Process...
Click to add notes

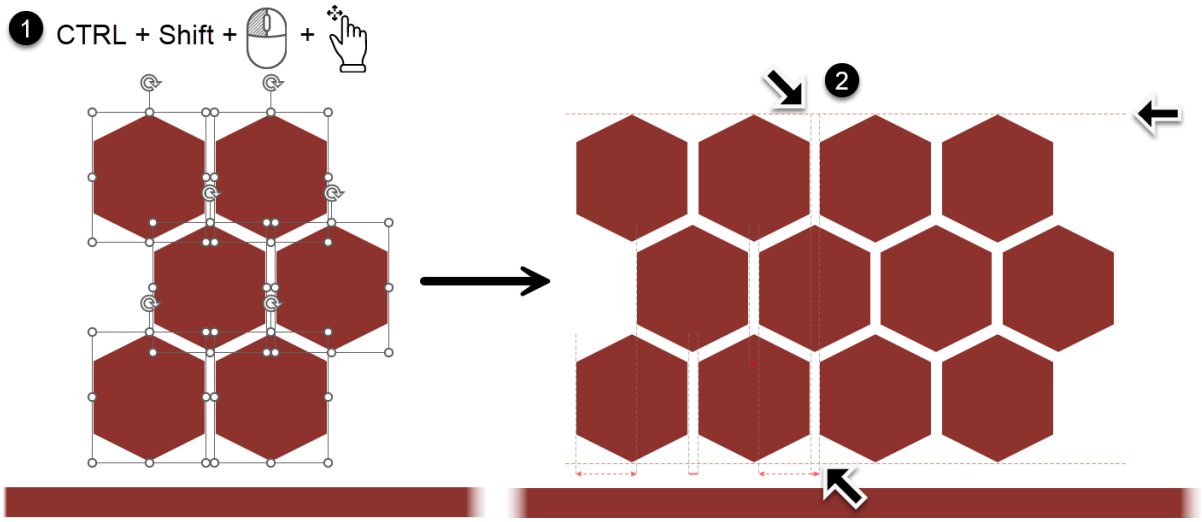


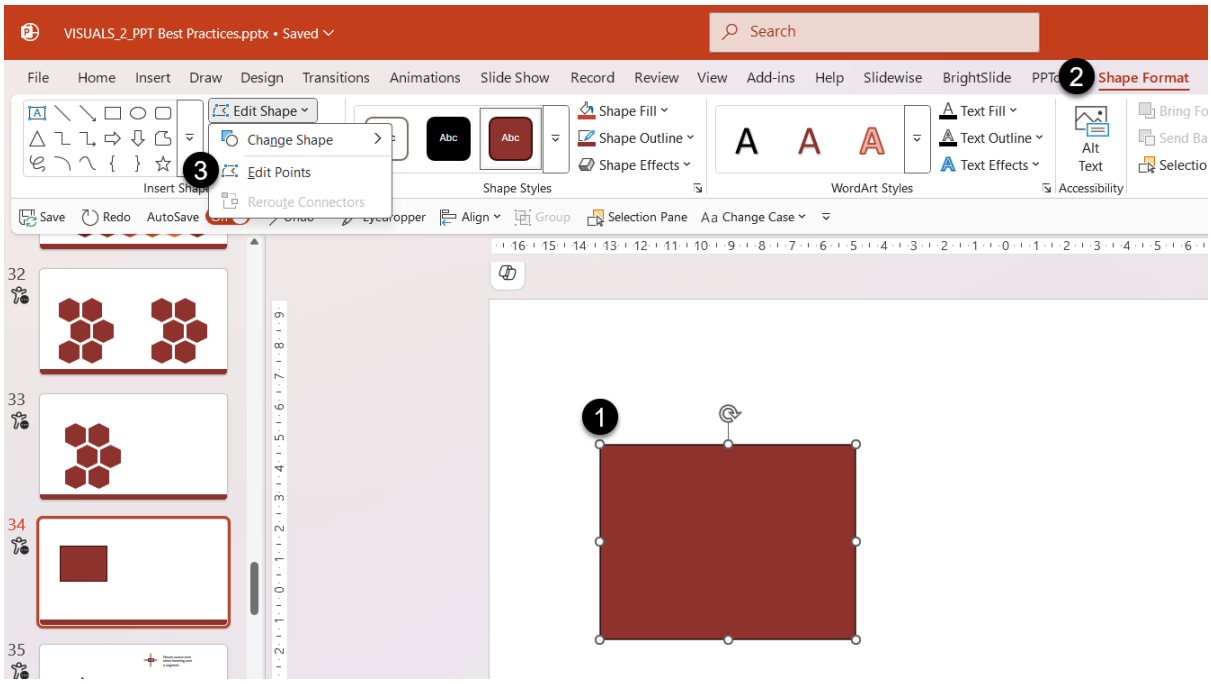
The challenges

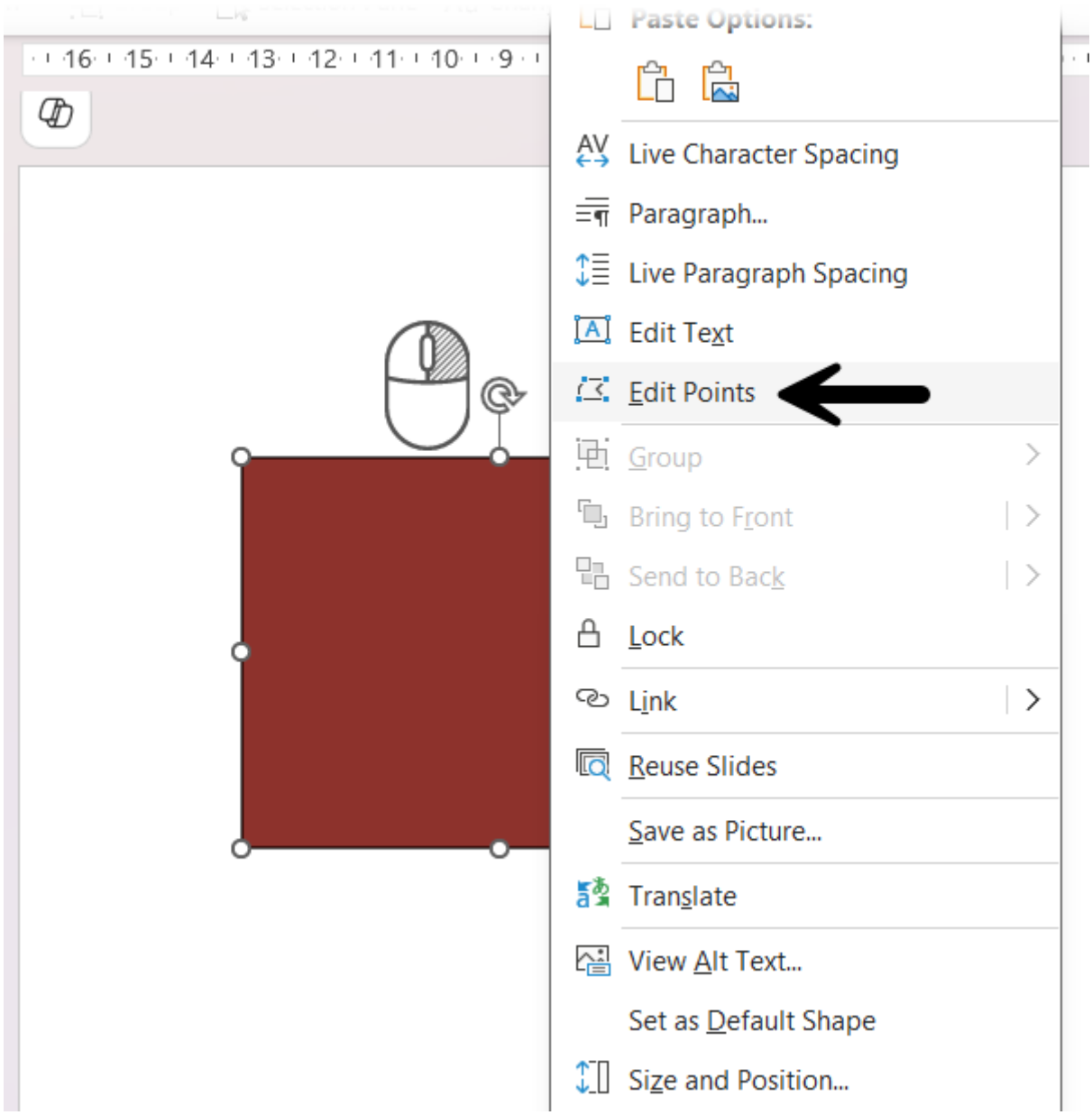


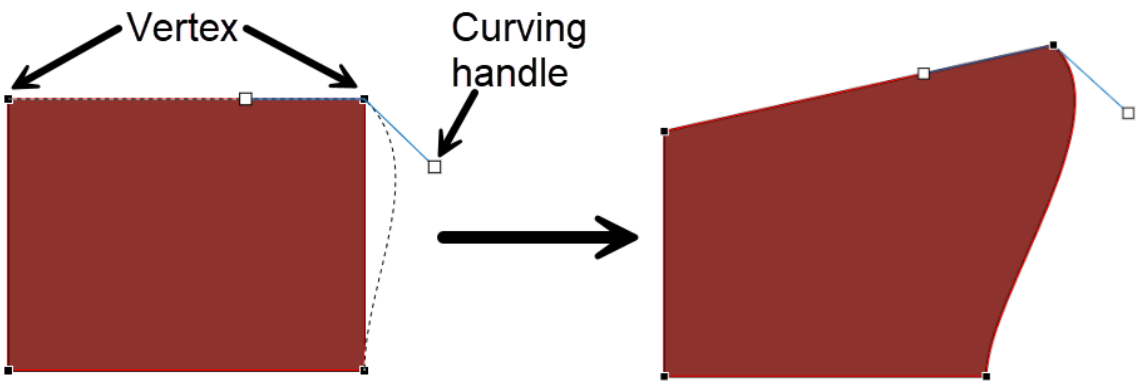

Click to add title
[Text]
[Text]
[Text]
[Text]
[Text]
[Text]
Convert to Text
Convert to Shapes
Click to add notes

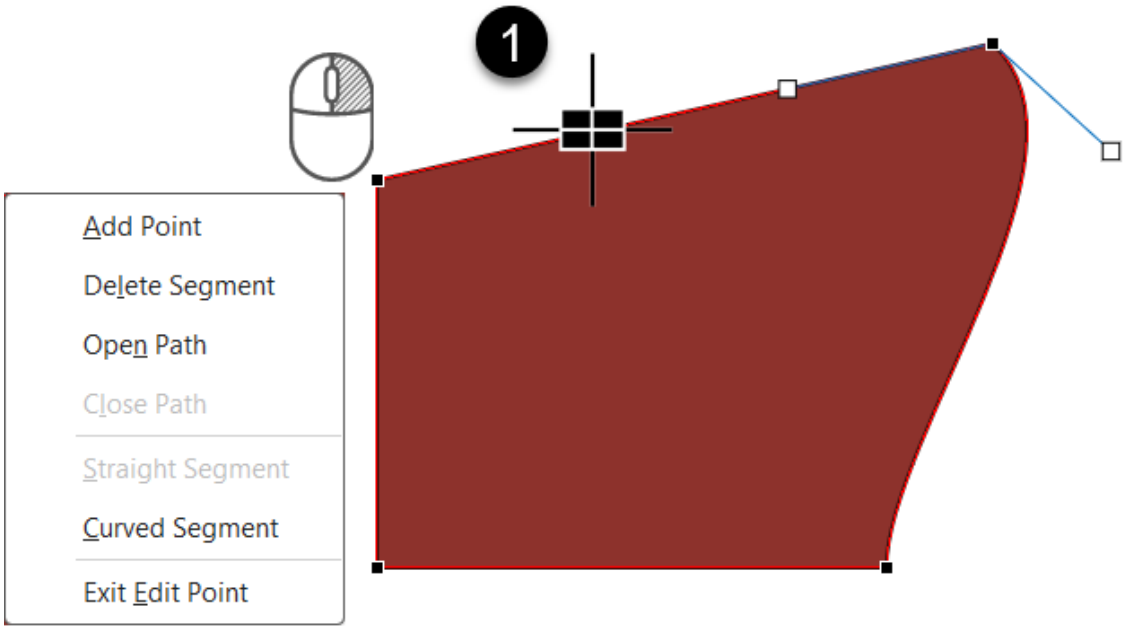

Search
Shape Format
Record
Present in Teams
Share
Shape Fill
Shape Outline
Shape Effects
Text Fill
Text Outline
Text Effects
Alt Text
Bring Forward
Send Backward
Selection Pane
Align
Group
Group
Regroup
Ungroup
12,08 cm
16,12 cm
Shape Styles
WordArt Styles
Accessibility
Arrange
Size
Change Case
Notes
80 %

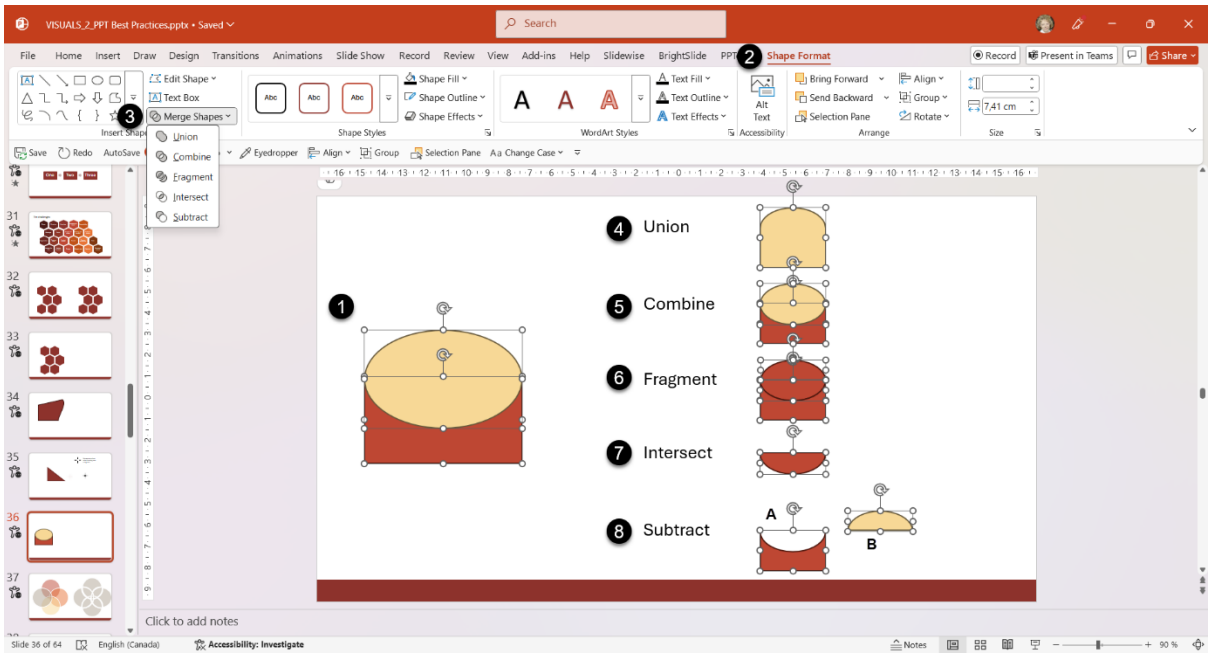

1
CTRL + Shift +
+
2

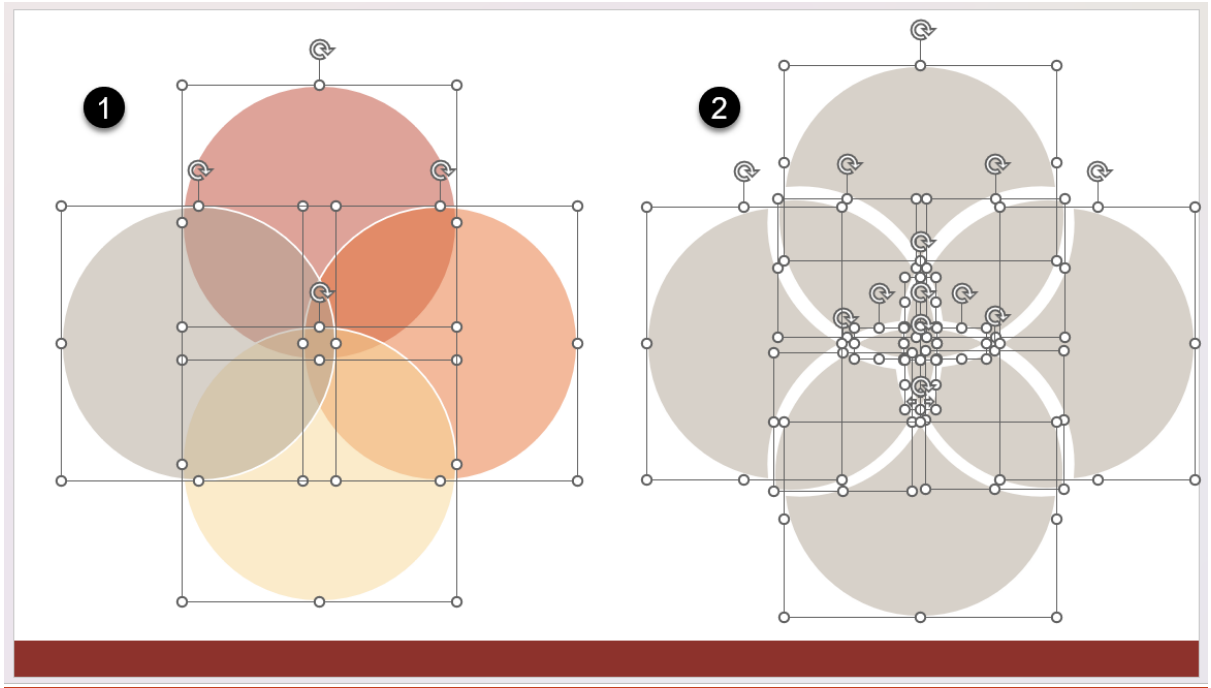

VISUALS_2_PPT Best Practices.pptx • Saved
Search
File
Home
Insert
Draw
Design
Transitions
Animations
Slide Show
Record
Review
View
Add-ins
Help
Slidewise
BrightSlide
Shape Format
Edit Shape
Change Shape
Edit Points
Reroute Connectors
Insert Shapes
Shape Fill
Shape Outline
Shape Effects
Shape Styles
Text Fill
Text Outline
Text Effects
WordArt Styles
Alt Text
Accessibility
Save
Redo
AutoSave
Align
Group
Selection Pane
Change Case
1
2
3
32
33
34
35

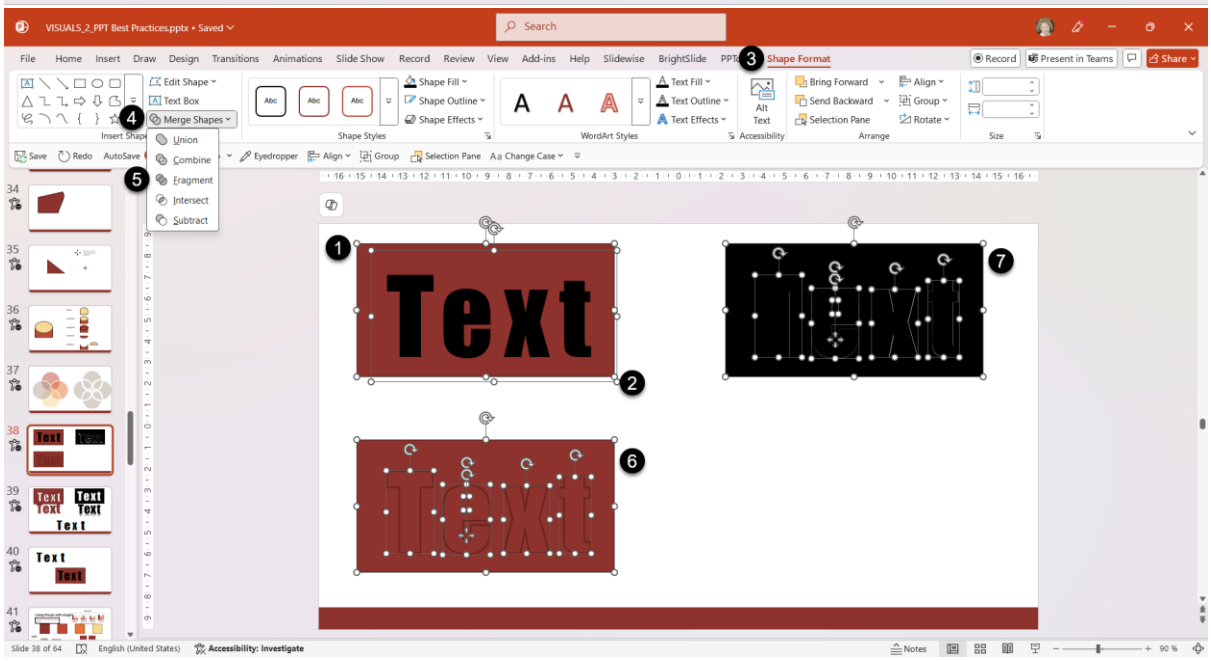

Paste Options:
Live Character Spacing
Paragraph...
Live Paragraph Spacing
Edit Text
Edit Points
Group
Bring to Front
Send to Back
Lock
Link
Reuse Slides
Save as Picture...
Translate
View Alt Text...
Set as Default Shape
Size and Position...


Vertex
Curving handle

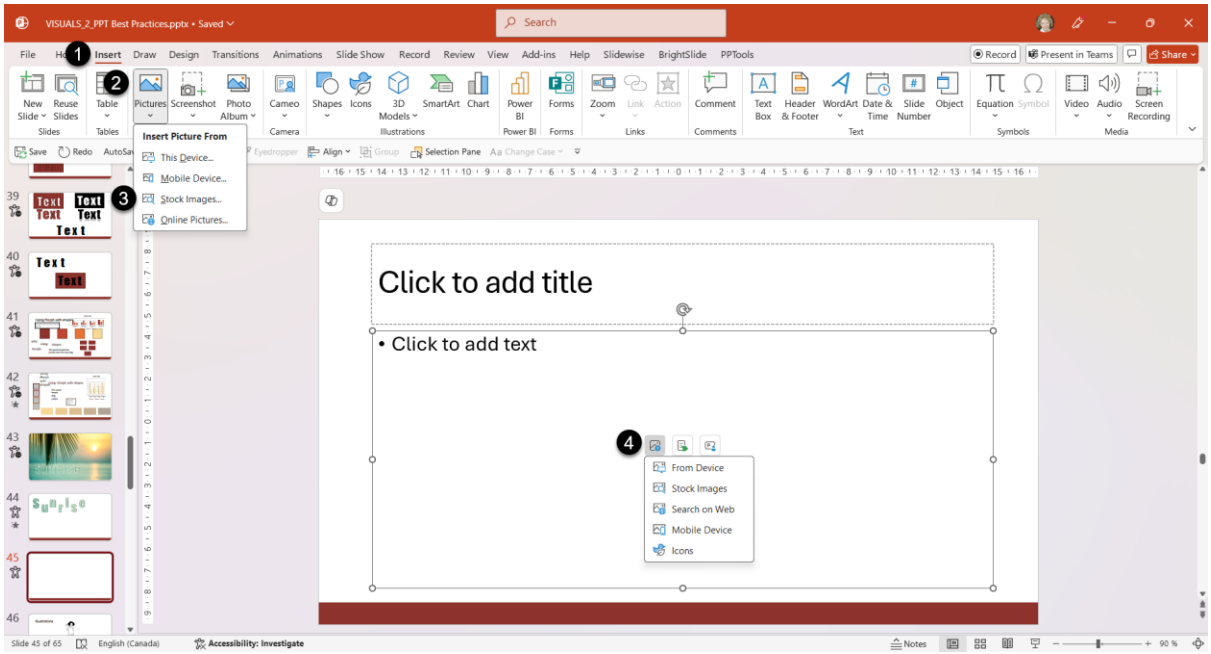

1
Add Point
Delete Segment
Open Path
Close Path
Straight Segment
Curved Segment
Exit Edit Point

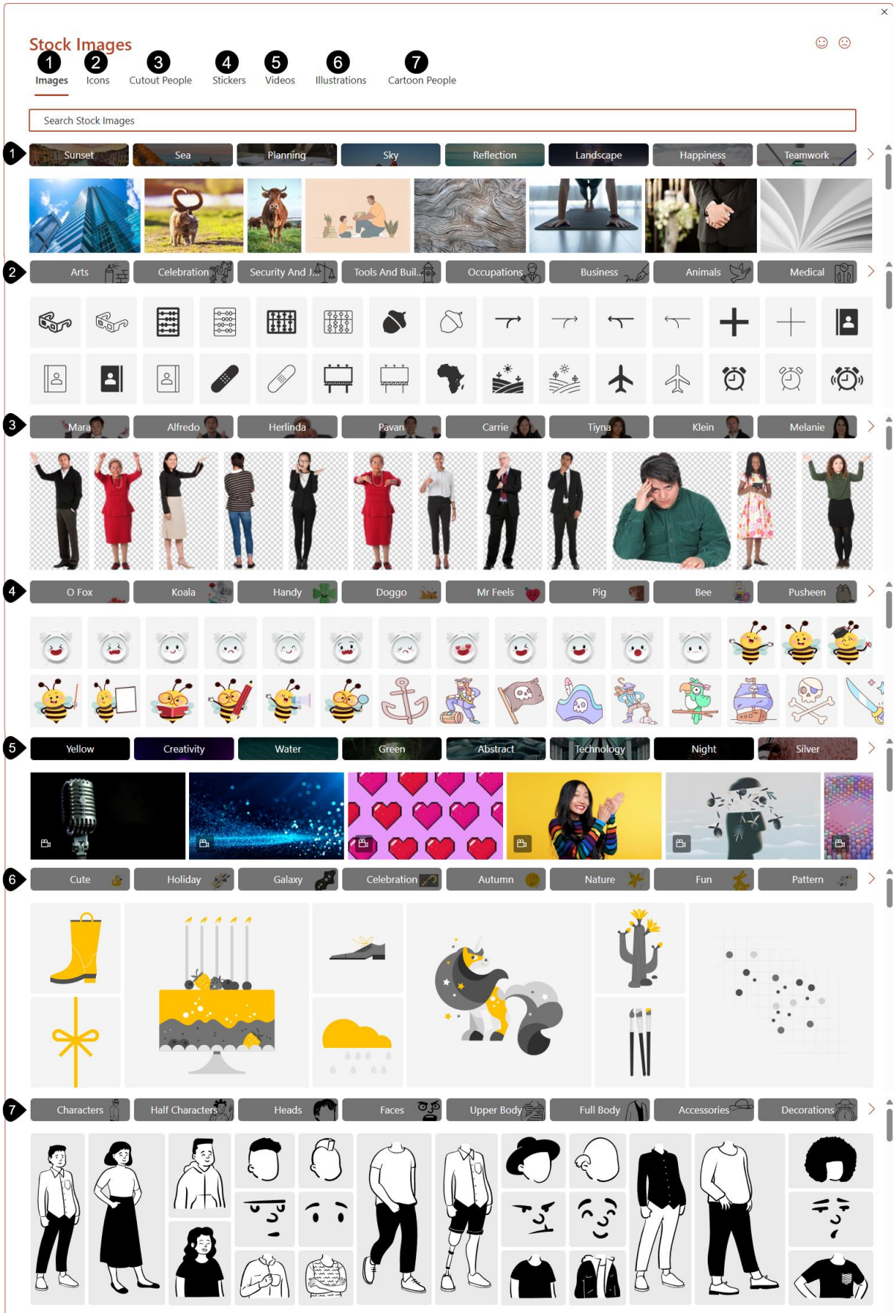

VISUALS_2_PPT Best Practices.pptx • Saved
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPT Shape Format
Record
Present in Teams
Share
Edit Shape
Text Box
Merge Shapes
Union
Combine
Fragment
Intersect
Subtract
Shape Fill
Shape Outline
Shape Effects
Text Fill
Text Outline
Text Effects
Alt Text
Bring Forward
Send Backward
Selection Pane
Align
Group
Rotate
Shape Styles
WordArt Styles
Accessibility
Arrange
Size
Save
Redo
Eyedropper
Selection Pane
Change Case
1
4 Union
5 Combine
6 Fragment
7 Intersect
8 Subtract
A
B
Click to add notes
Slide 36 of 64
English (Canada)
Accessibility: Investigate
Notes
90 %

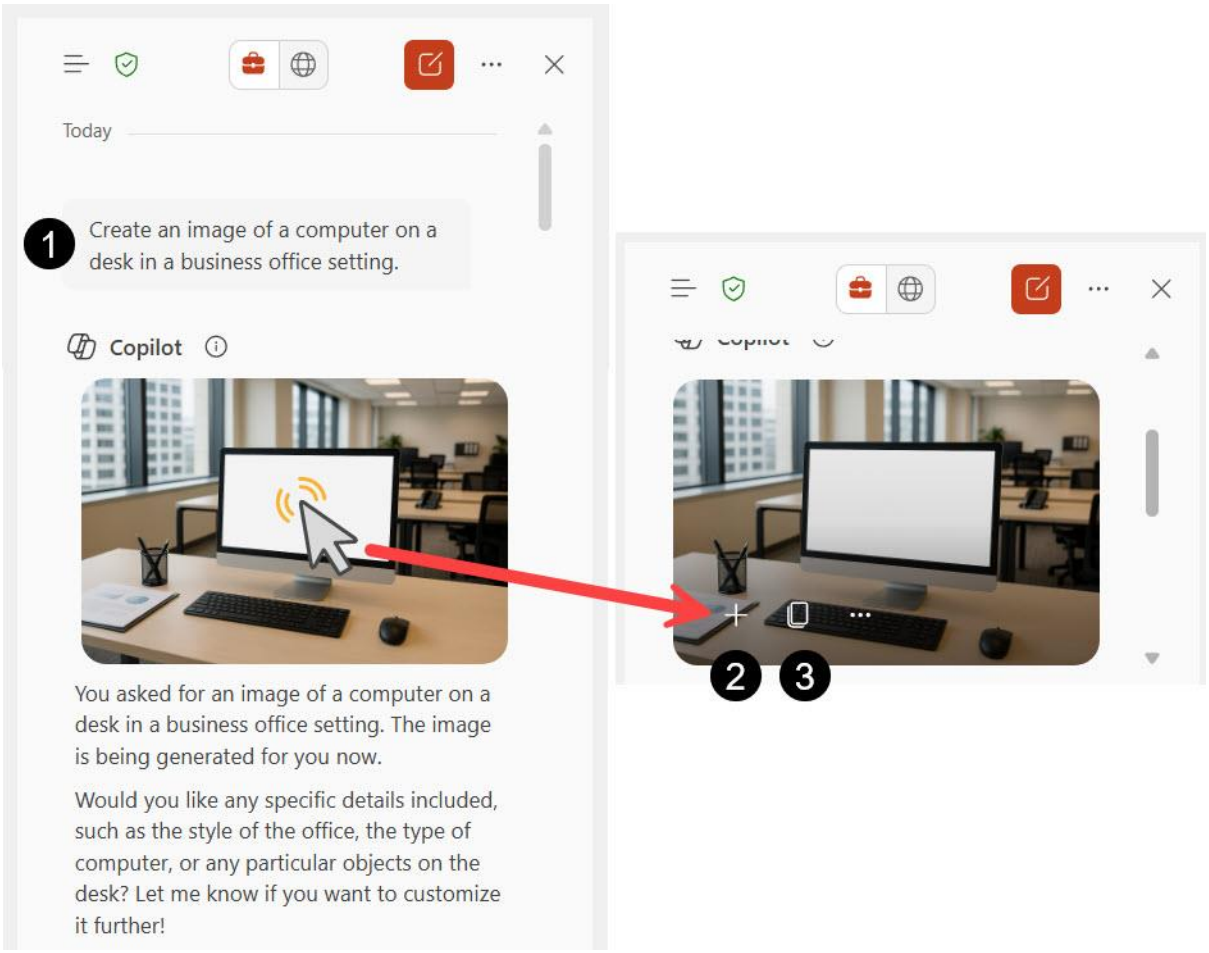

1
2


File
Home
Insert
Draw
Design
Transitions
Animations
Slide Show
Record
Review
View
Add-ins
Help
Slidewise
BrightSlide
Shape Format
Edit Shape
Text Box
Merge Shapes
Union
Combine
Fragment
Intersect
Subtract
Shape Fill
Shape Outline
Shape Effects
Text Fill
Text Outline
Text Effects
Bring Forward
Send Backward
Selection Pane
Align
Group
Rotate
Text
Text
Text
Text
Text
Text
Text
1
2
3
4
5
6
7


Text
Text
1
Text
2
Text
3
Text
Sunrise


VISUALS_2_PPT Best Practices.pptx • Saved
Search
File
Home
Insert
Draw
Design
Transitions
Animations
Slide Show
Record
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Record
Present in Teams
Share
New Slide
Reuse Slides
Table
Pictures
Screenshot
Photo Album
Cameo
Shapes
Icons
3D Models
SmartArt
Chart
Power BI
Forms
Zoom
Link
Action
Comment
Text Box
Header & Footer
WordArt
Date & Time
Slide Number
Object
Equation
Symbol
Video
Audio
Screen Recording
Slides
Tables
Camera
Illustrations
Power BI
Forms
Links
Comments
Text
Symbols
Media
Insert Picture From
This Device...
Mobile Device...
Stock Images...
Online Pictures...
Click to add title
• Click to add text
From Device
Stock Images
Search on Web
Mobile Device
Icons
1
2
3
4
Slide 45 of 65
English (Canada)
Accessibility: Investigate
Notes
90 %


Stock Images
1 Images
2 Icons
3 Cutout People
4 Stickers
5 Videos
6 Illustrations
7 Cartoon People
Search Stock Images
1
Sunset
Sea
Planning
Sky
Reflection
Landscape
Happiness
Teamwork
2
Arts
Celebration
Security And J...
Tools And Buil...
Occupations
Business
Animals
Medical
3
Mara
Alfredo
Herlinda
Pavan
Carrie
Tiyna
Klein
Melanie
4
O Fox
Koala
Handy
Doggo
Mr Feels
Pig
Bee
Pusheen
5
Yellow
Creativity
Water
Green
Abstract
Technology
Night
Silver
6
Cute
Holiday
Galaxy
Celebration
Autumn
Nature
Fun
Pattern
7
Characters
Half Characters
Heads
Faces
Upper Body
Full Body
Accessories
Decorations


Today
1
Create an image of a computer on a desk in a business office setting.
Copilot
You asked for an image of a computer on a desk in a business office setting. The image is being generated for you now.
Would you like any specific details included, such as the style of the office, the type of computer, or any particular objects on the desk? Let me know if you want to customize it further!
2
3



Add a modern laptop and a coffee mug on the desk

Make the office style minimalist with white walls

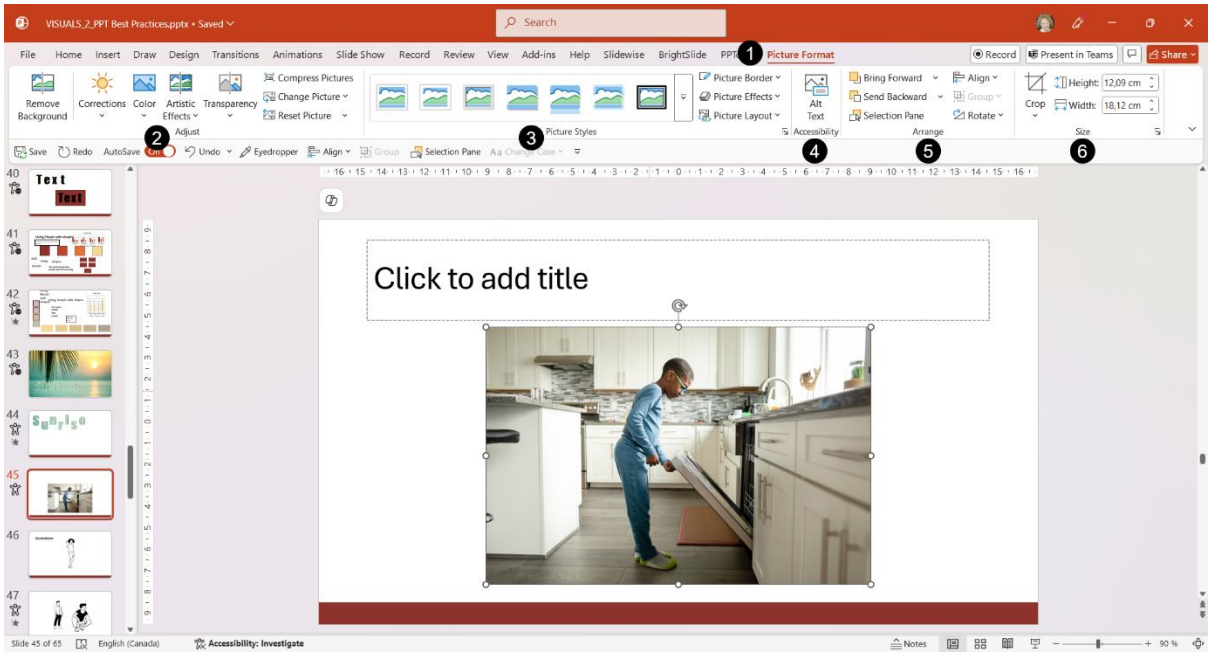
2

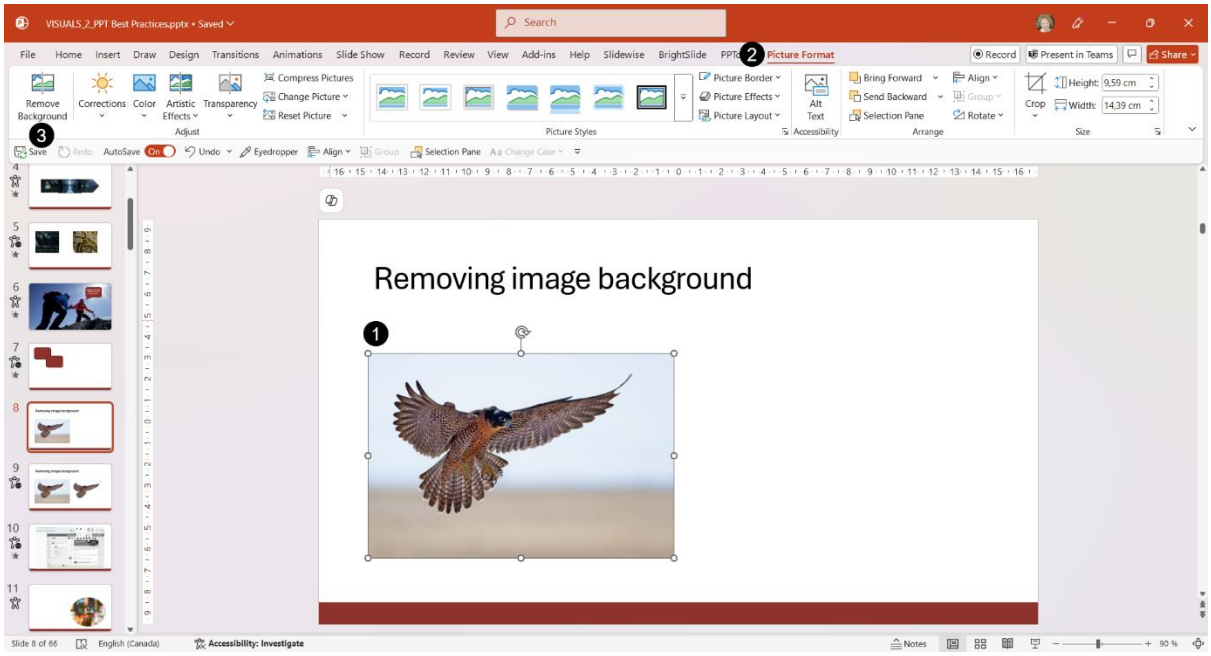
Include a window with city view behind the desk

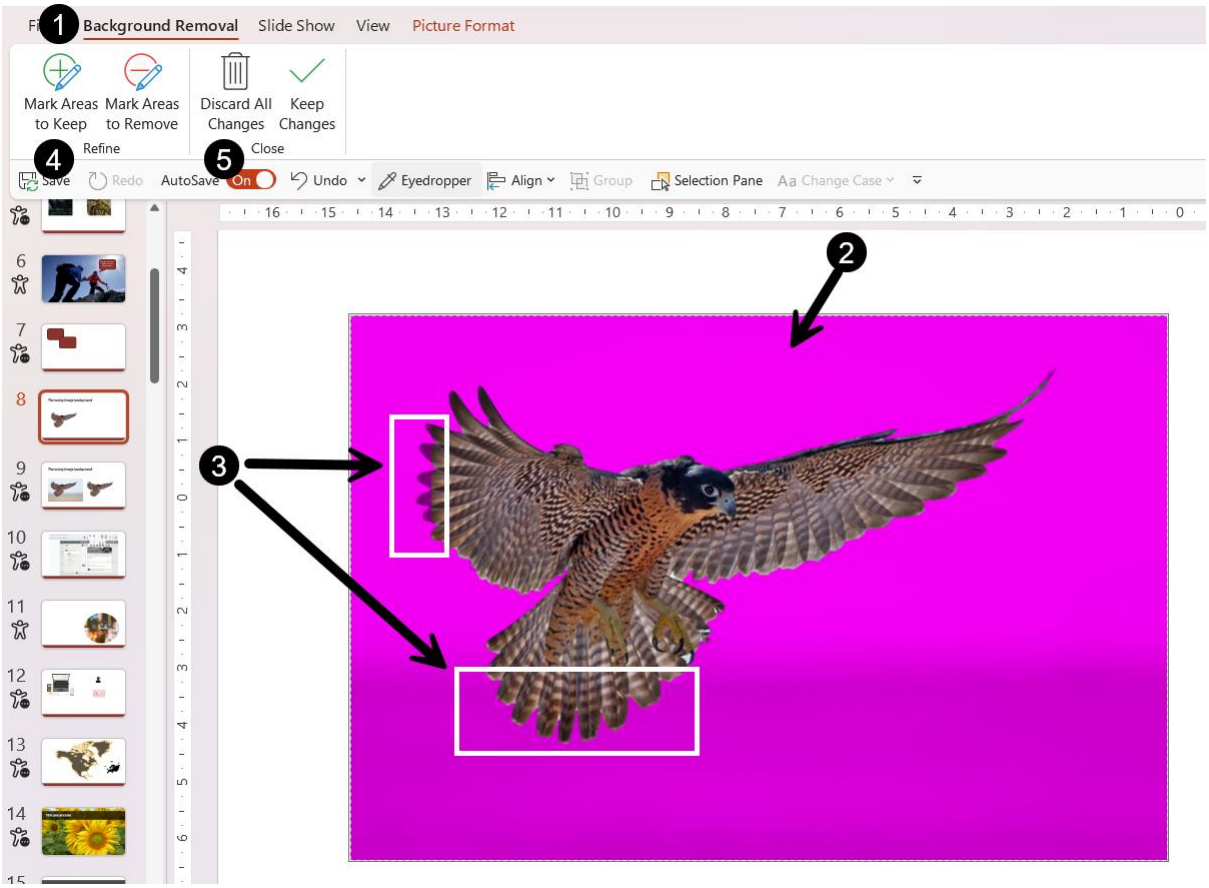
1

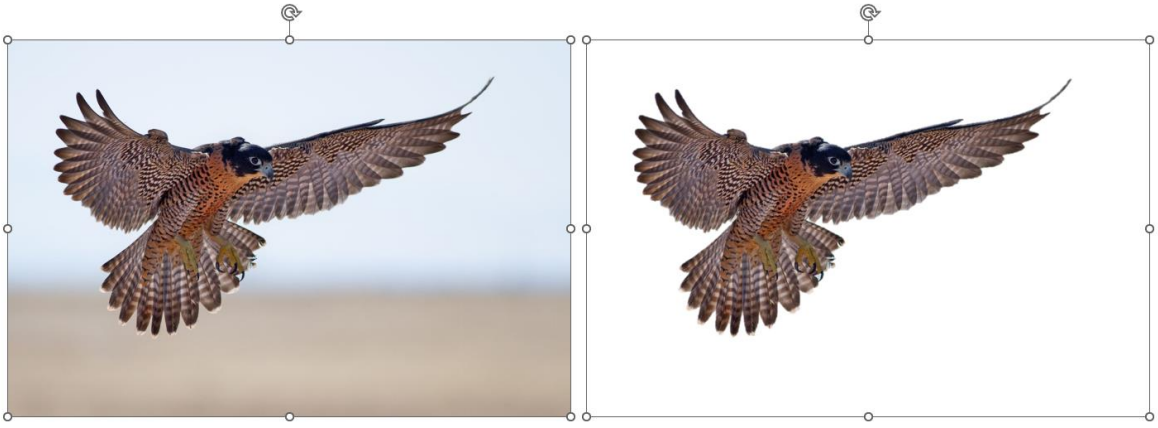
Message Copilot

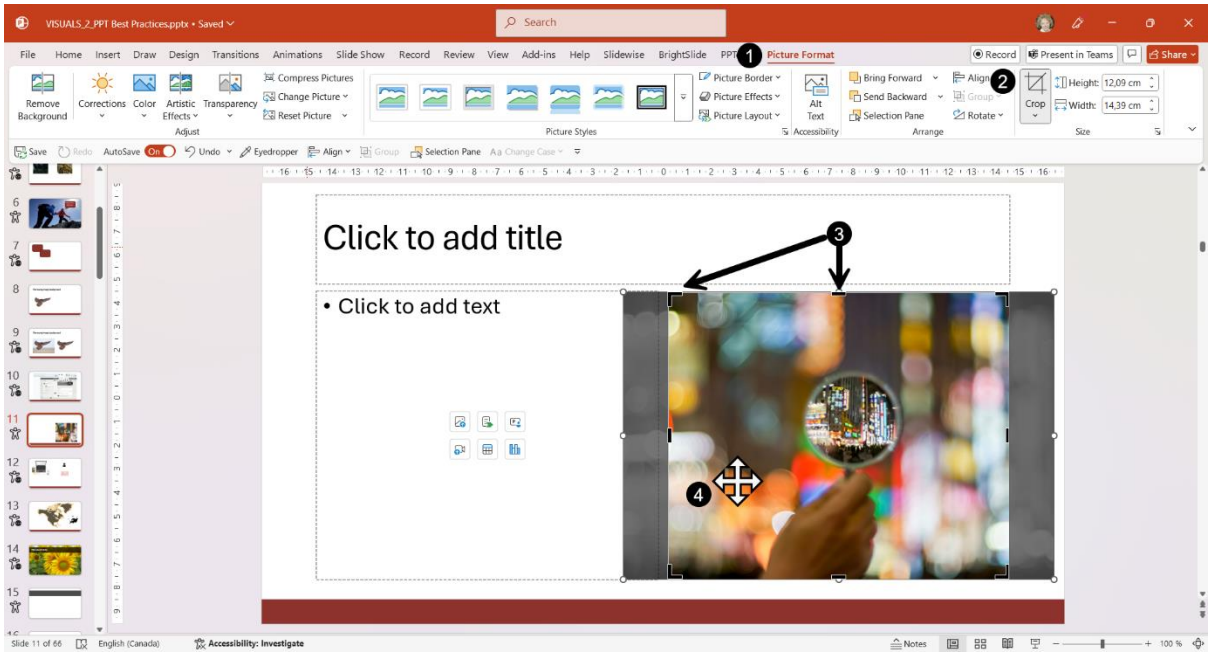
AI-generated content may be incorrect

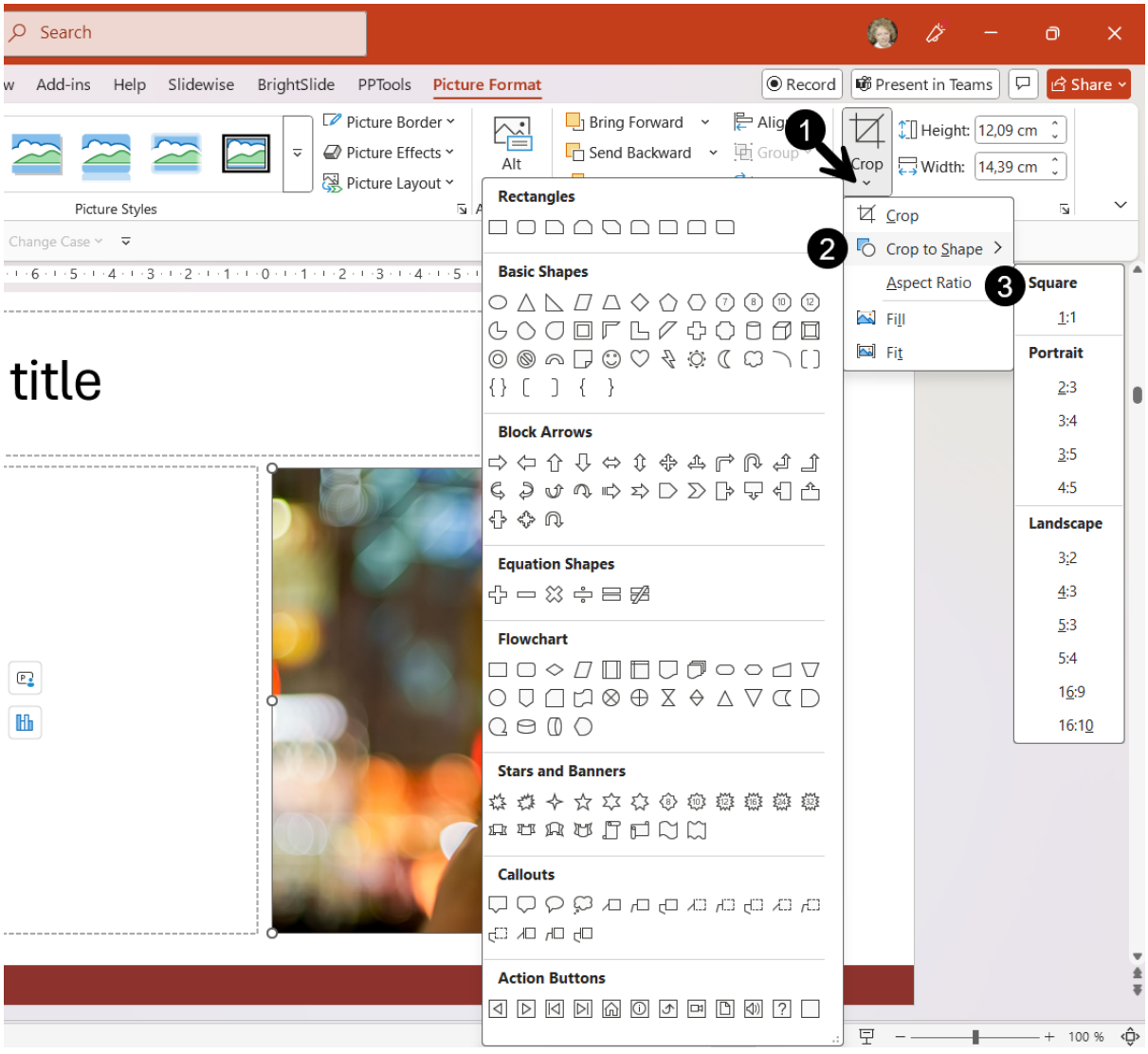

VISUALS_2_PPT Best Practices.pptx • Saved
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPT Picture Format
Record
Present in Teams
Share
Remove Background
Corrections
Color
Artistic Effects
Transparency
Compress Pictures
Change Picture
Reset Picture
Adjust
Picture Border
Picture Effects
Picture Layout
Picture Styles
Alt Text
Accessibility
Bring Forward
Send Backward
Selection Pane
Align
Group
Rotate
Arrange
Crop
Height: 12,09 cm
Width: 18,12 cm
Size
1
2
3
4
5
6
Save
Redo
AutoSave
Undo
Eyedropper
Align
Group
Selection Pane
Change Case
Click to add title
Slide 45 of 65
English (Canada)
Accessibility: Investigate
Notes
90 %

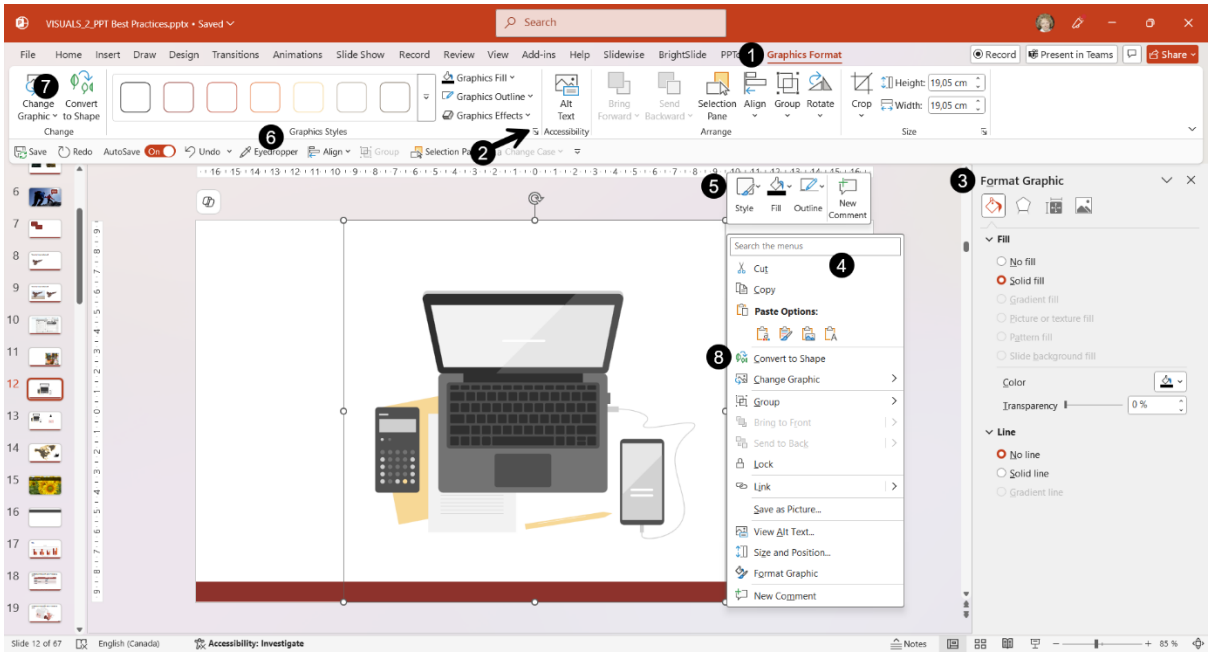

VISUALS_2_PPT Best Practices.pptx • Saved
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPT Picture Format
Record
Present in Teams
Share
Remove Background
Corrections
Color
Artistic Effects
Transparency
Compress Pictures
Change Picture
Reset Picture
Adjust
Picture Border
Picture Effects
Picture Layout
Picture Styles
Alt Text
Accessibility
Bring Forward
Send Backward
Selection Pane
Align
Group
Rotate
Arrange
Crop
Height: 9,59 cm
Width: 14,39 cm
Size
1
2
3
Save
Redo
AutoSave
Undo
Eyedropper
Align
Group
Selection Pane
Change Case
Removing image background
Slide 8 of 66
English (Canada)
Accessibility: Investigate
Notes
90 %


1
Background Removal
Slide Show
View
Picture Format
Mark Areas to Keep
Mark Areas to Remove
Discard All Changes
Keep Changes
Refine
Close
4
5
Save
Redo
AutoSave
On
Undo
Eyedropper
Align
Group
Selection Pane
Change Case
2
3

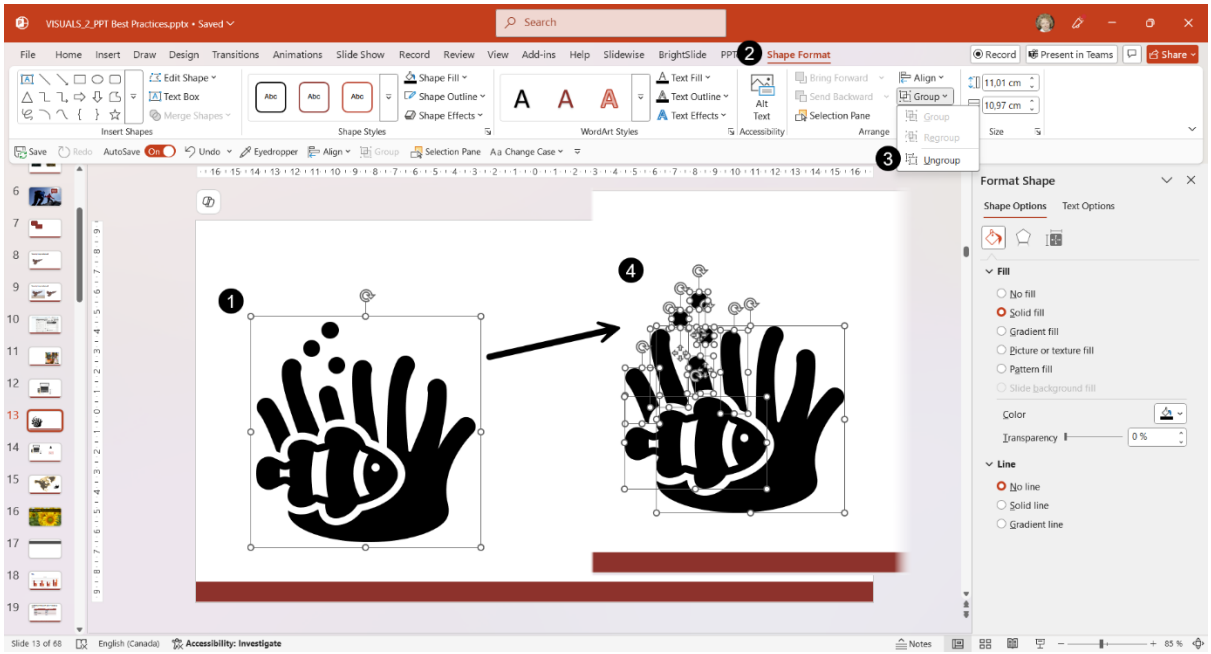



Click to add title
• Click to add text
Picture Format
Crop
Height: 12,09 cm
Width: 14,39 cm
1
2
3
4

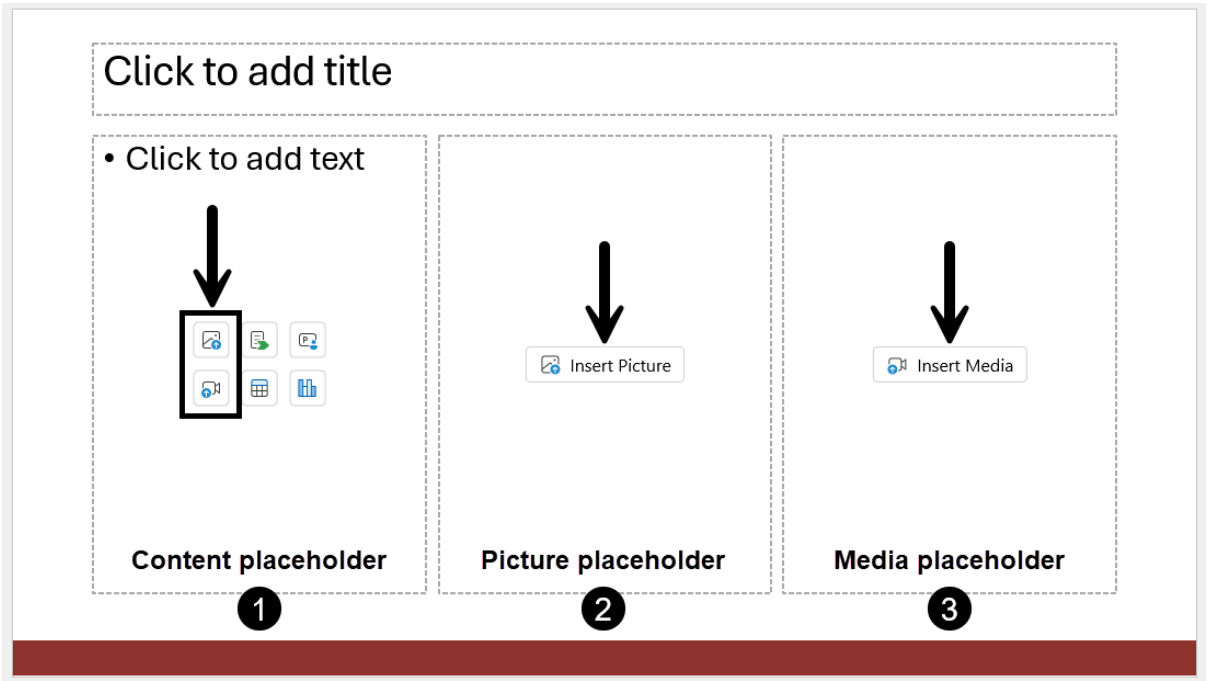

Search
Add-ins
Help
Slidewise
BrightSlide
PPTools
Picture Format
Record
Present in Teams
Share
Picture Border
Picture Effects
Picture Layout
Picture Styles
Bring Forward
Send Backward
Crop
Height: 12,09 cm
Width: 14,39 cm
Crop
Crop to Shape
Aspect Ratio
Fill
Fit
Square
1:1
Portrait
2:3
3:4
3:5
4:5
Landscape
3:2
4:3
5:3
5:4
16:9
16:10
Rectangles
Basic Shapes
Block Arrows
Equation Shapes
Flowchart
Stars and Banners
Callouts
Action Buttons
title
1
2
3

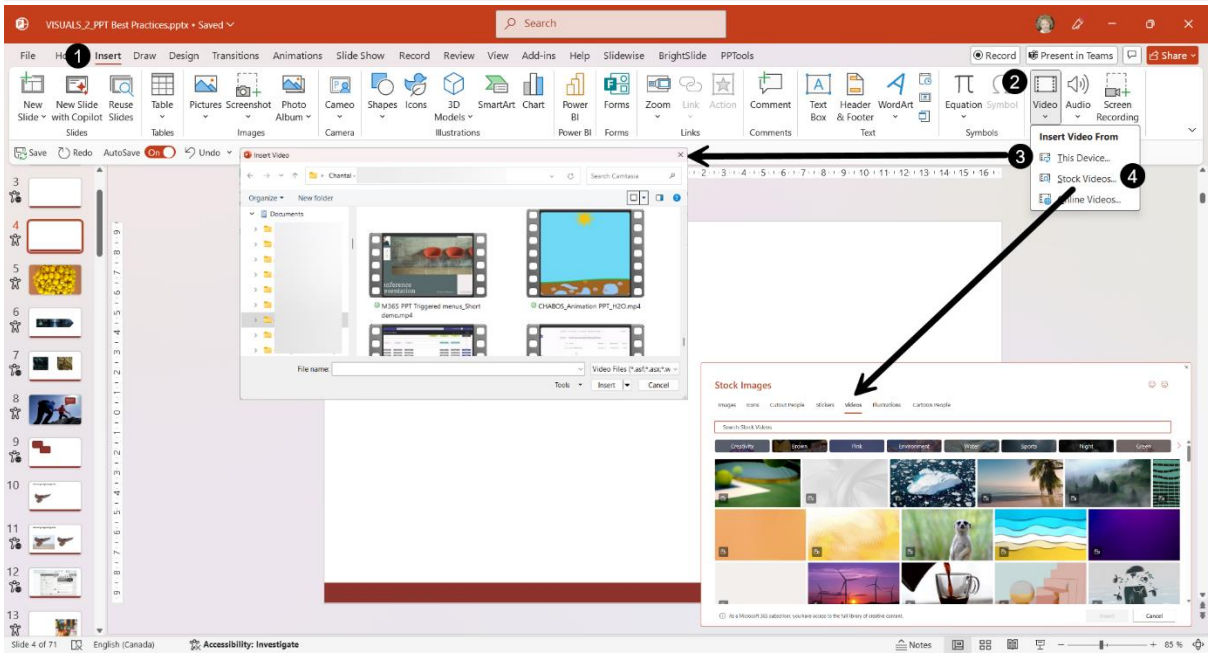

1 Graphics Format
2
3 Format Graphic
4
5
6 Graphics Styles
7 Change Graphic
8 Convert to Shape

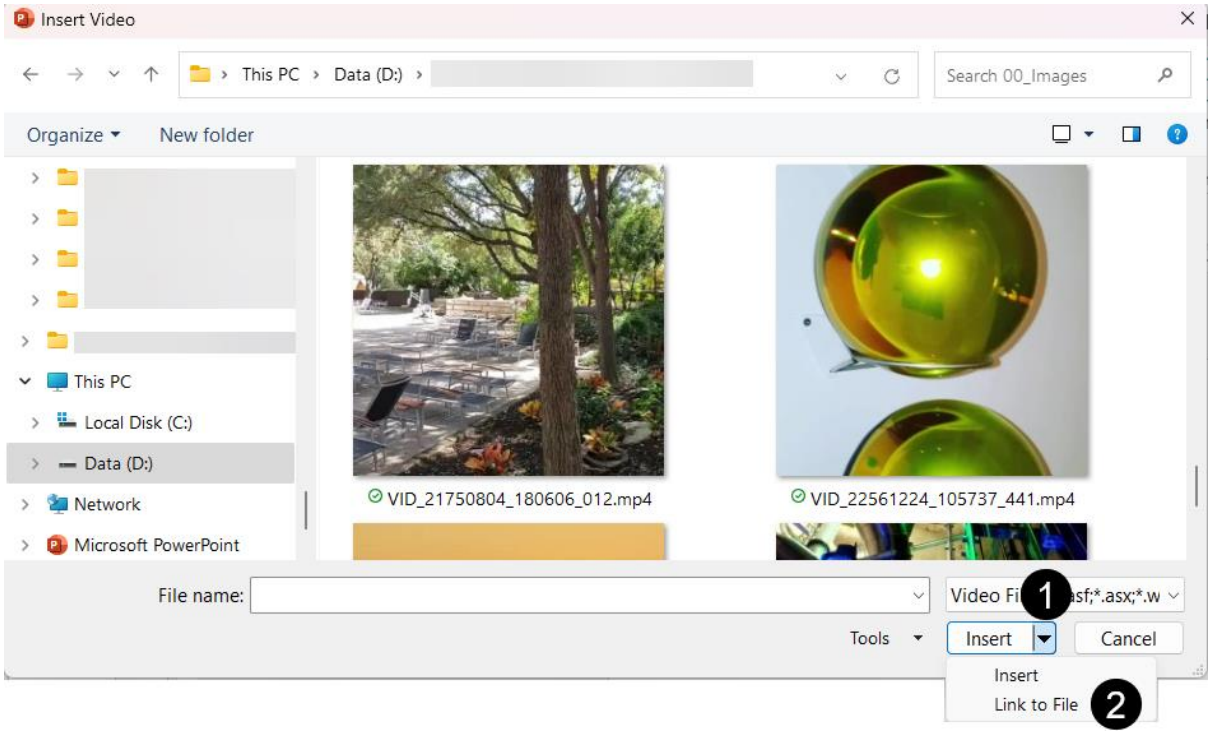


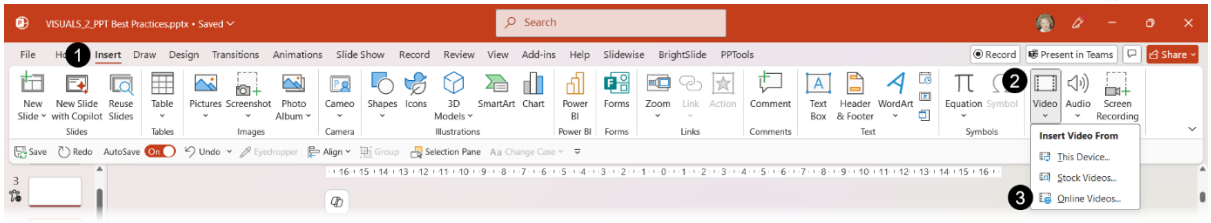

VISUALS_2_PPT Best Practices.pptx • Saved
Search
File
Home
Insert
Draw
Design
Transitions
Animations
Slide Show
Record
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPT
Shape Format
Record
Present in Teams
Share
Edit Shape
Text Box
Merge Shapes
Insert Shapes
Shape Fill
Shape Outline
Shape Effects
Shape Styles
Text Fill
Text Outline
Text Effects
WordArt Styles
Alt Text
Accessibility
Bring Forward
Send Backward
Selection Pane
Arrange
Align
Group
Regroup
Ungroup
11,01 cm
10,97 cm
Size
Save
AutoSave
On
Undo
Eyedropper
Align
Group
Selection Pane
Change Case
Format Shape
Shape Options
Text Options
Fill
No fill
Solid fill
Gradient fill
Picture or texture fill
Pattern fill
Slide background fill
Color
Transparency
0 %
Line
No line
Solid line
Gradient line
1
2
3
4
Slide 13 of 68
English (Canada)
Accessibility: Investigate
Notes
85 %

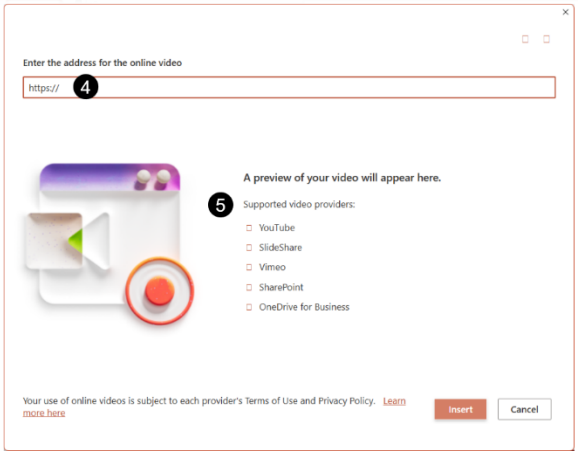
Chapter 8: Adding and Modifying Multimedia Elements



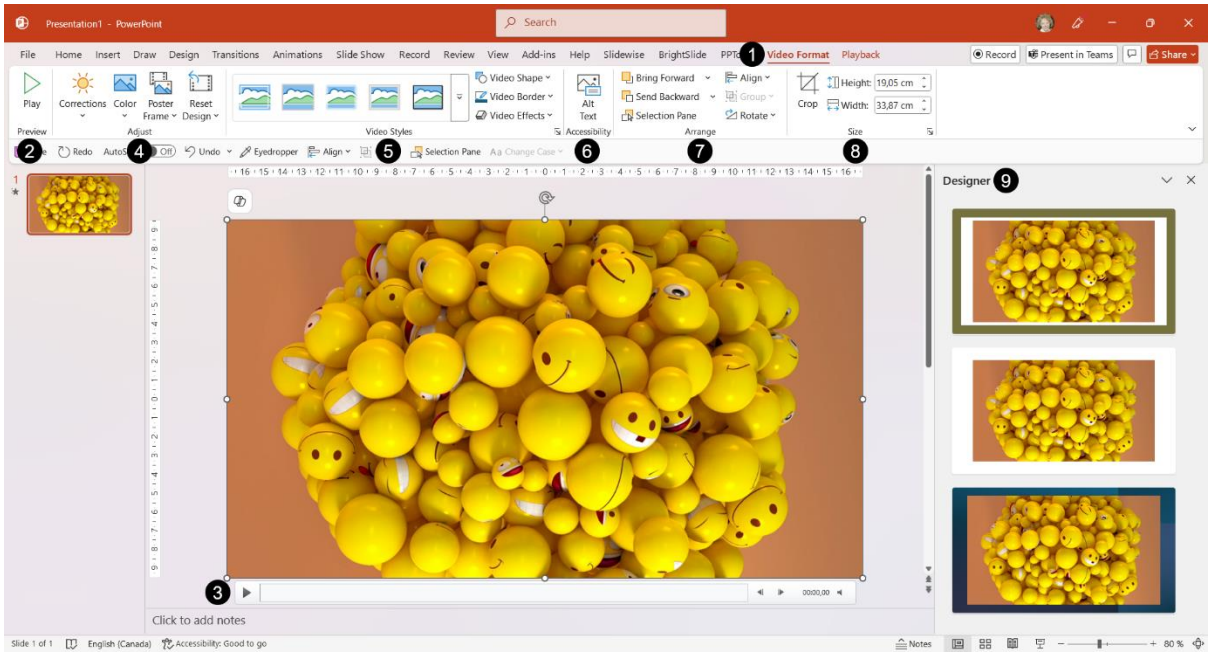


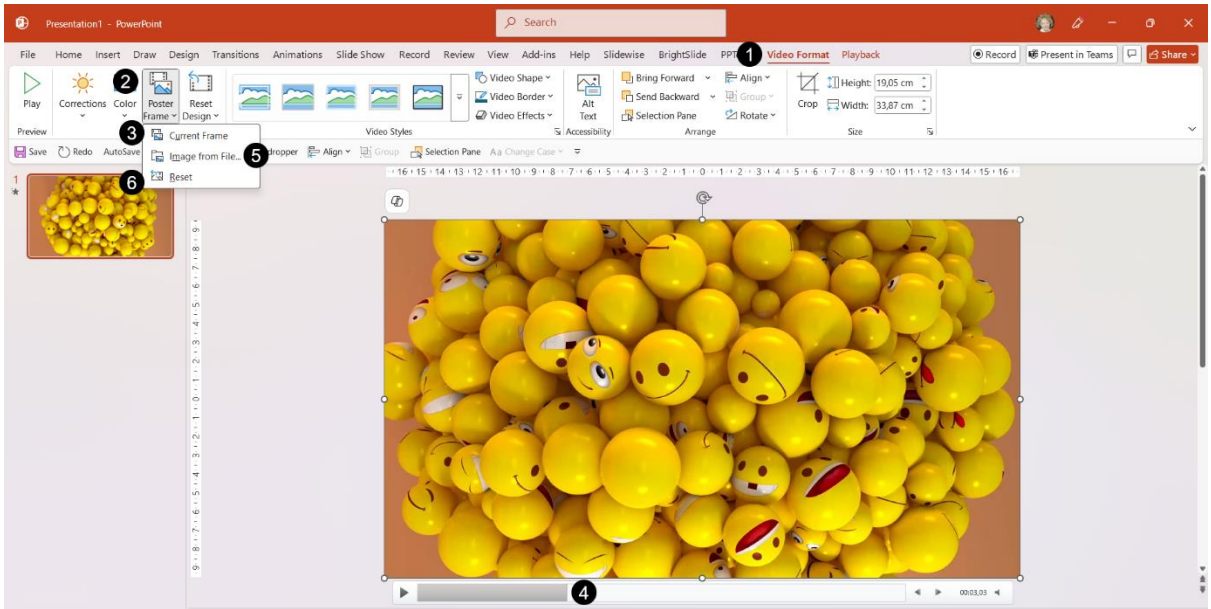

Insert Video
This PC › Data (D:) ›
Search 00_Images
Organize
New folder
This PC
Local Disk (C:)
Data (D:)
Network
Microsoft PowerPoint
VID_21750804_180606_012.mp4
VID_22561224_105737_441.mp4
File name:
Tools
Insert
Cancel
Insert
Link to File
1
2

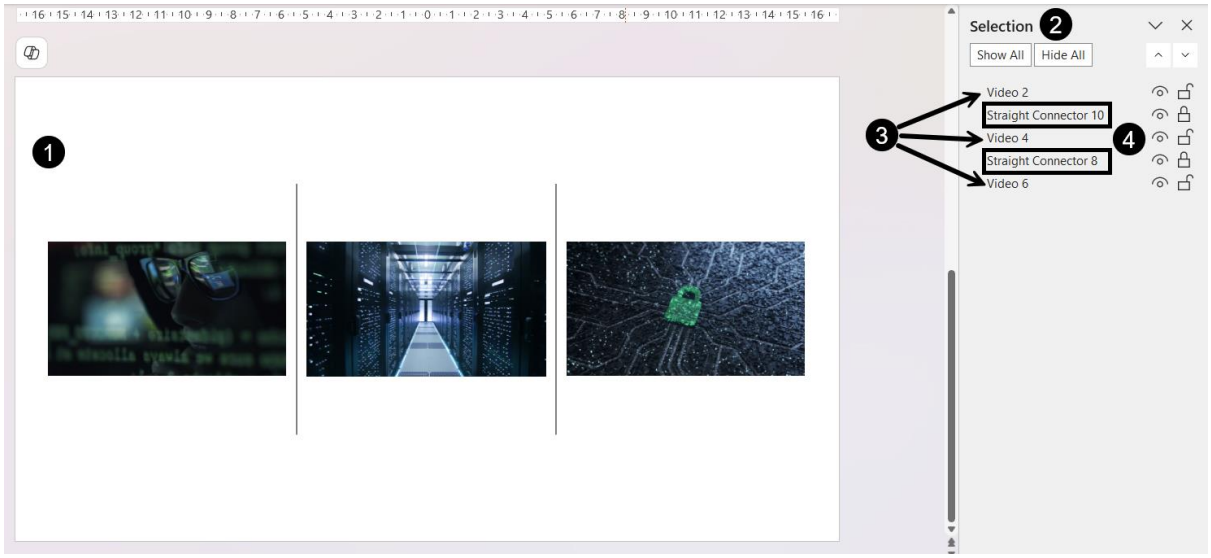

Search
Insert
Video
Insert Video From
This Device...
Stock Videos...
Online Videos...
1
2
3

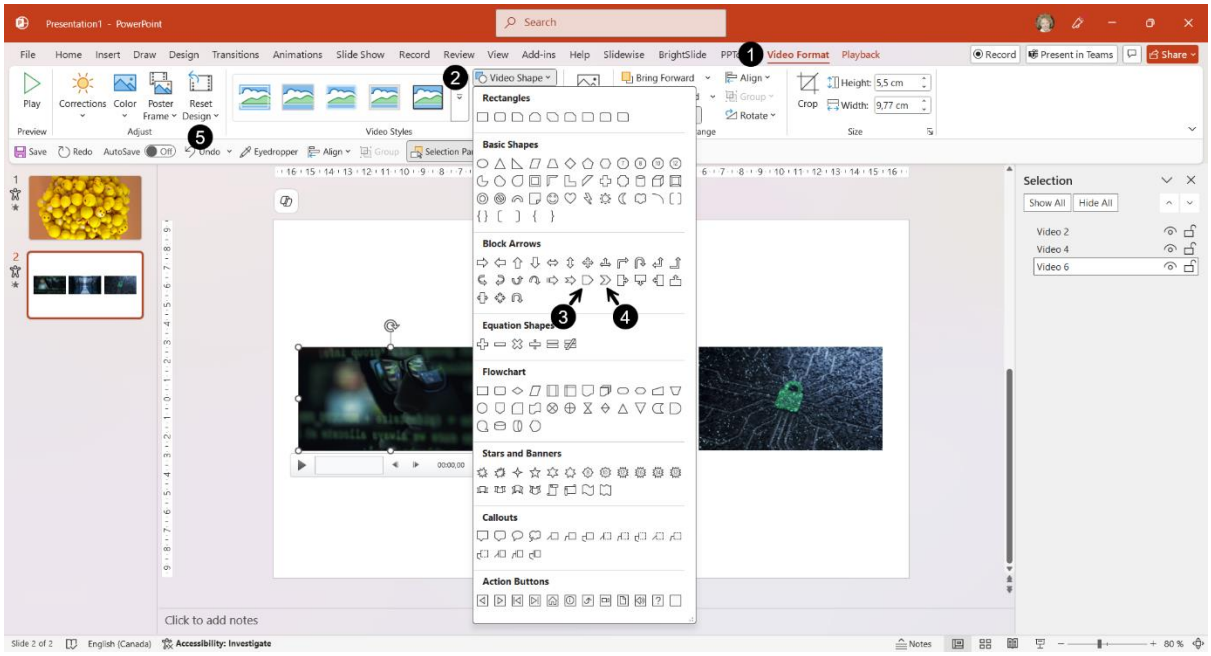

Enter the address for the online video
https://
A preview of your video will appear here.
Supported video providers:
YouTube
SlideShare
Vimeo
SharePoint
OneDrive for Business
Your use of online videos is subject to each provider's Terms of Use and Privacy Policy. Learn more here
Insert
Cancel
4
5

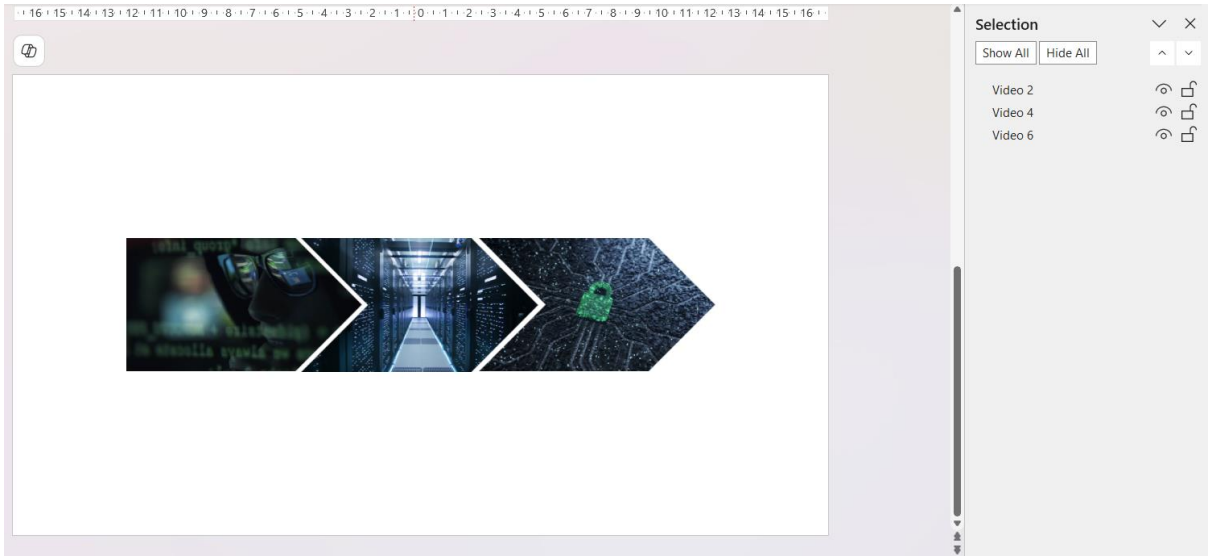

Enter the address for the online video
https://www.youtube.com/watch?v=bTh9v0Mb6Rk
Idées de conception
Sous-titres en direct
Regarder sur YouTube
Your use of online videos is subject to each provider's Terms of Use and Privacy Policy. Learn more here
Insert
Cancel
6
7
8

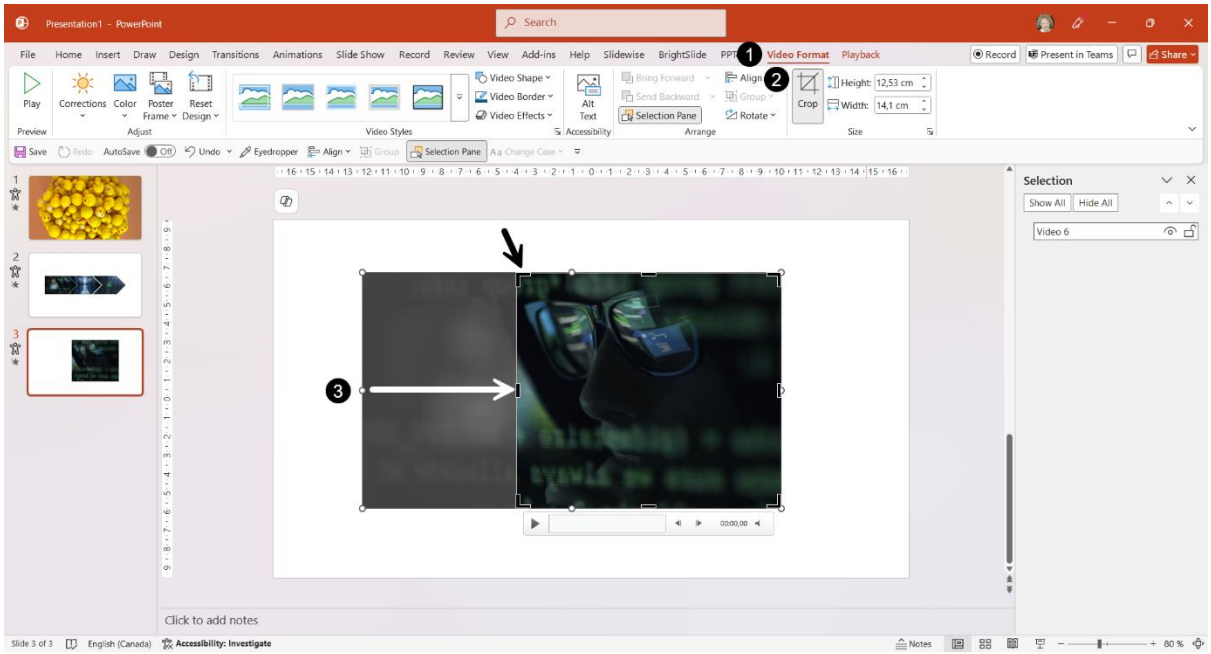

Presentation1 - PowerPoint
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPT Video Format Playback
Record
Present in Teams
Share
Play
Corrections
Color
Poster Frame
Reset Design
Video Shape
Video Border
Video Effects
Alt Text
Bring Forward
Send Backward
Selection Pane
Align
Group
Rotate
Crop
Height: 19,05 cm
Width: 33,87 cm
Preview
Adjust
Video Styles
Accessibility
Arrange
Size
Redo
Undo
Eyedropper
Change Case
1
2
3
4
5
6
7
8
9
Designer
Click to add notes
Slide 1 of 1
English (Canada)
Accessibility: Good to go
Notes
80 %

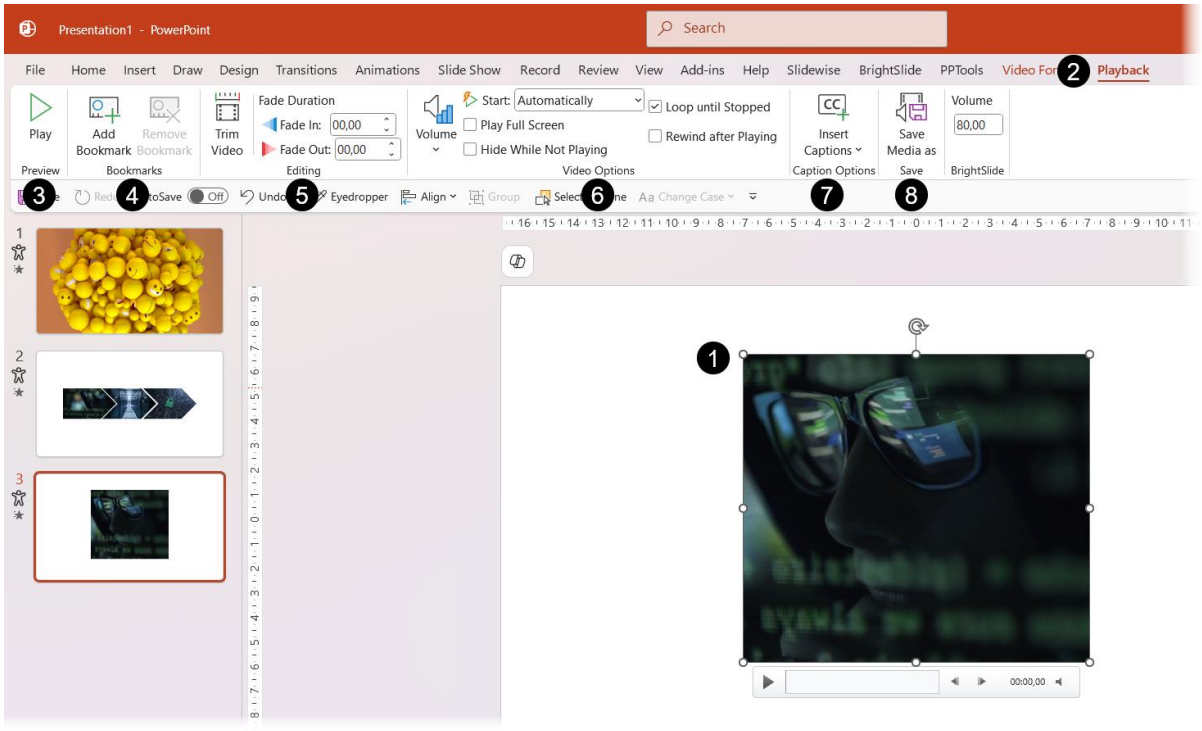

Presentation1 - PowerPoint
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPT Video Format Playback
Record
Present in Teams
Share
Play
Corrections
Color
Poster Frame
Reset Design
Video Shape
Video Border
Video Effects
Alt Text
Bring Forward
Send Backward
Selection Pane
Align
Group
Rotate
Crop
Height: 19,05 cm
Width: 33,87 cm
Preview
Adjust
Video Styles
Accessibility
Arrange
Size
Save
Redo
AutoSave
Eyedropper
Change Case
Current Frame
Image from File...
Reset
1
2
3
4
5
6
Click to add notes
Slide 1 of 1
English (Canada)
Accessibility: Good to go
Notes
80 %

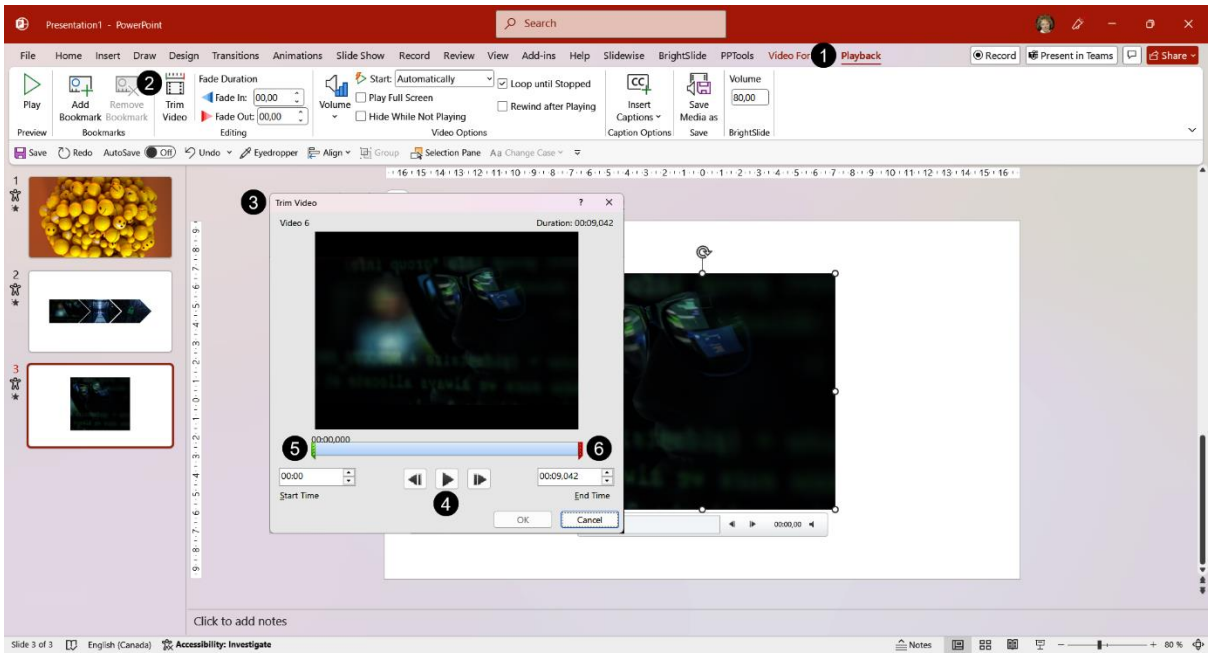

1
Selection
2
Show All
Hide All
Video 2
Straight Connector 10
Video 4
Straight Connector 8
Video 6
3
4

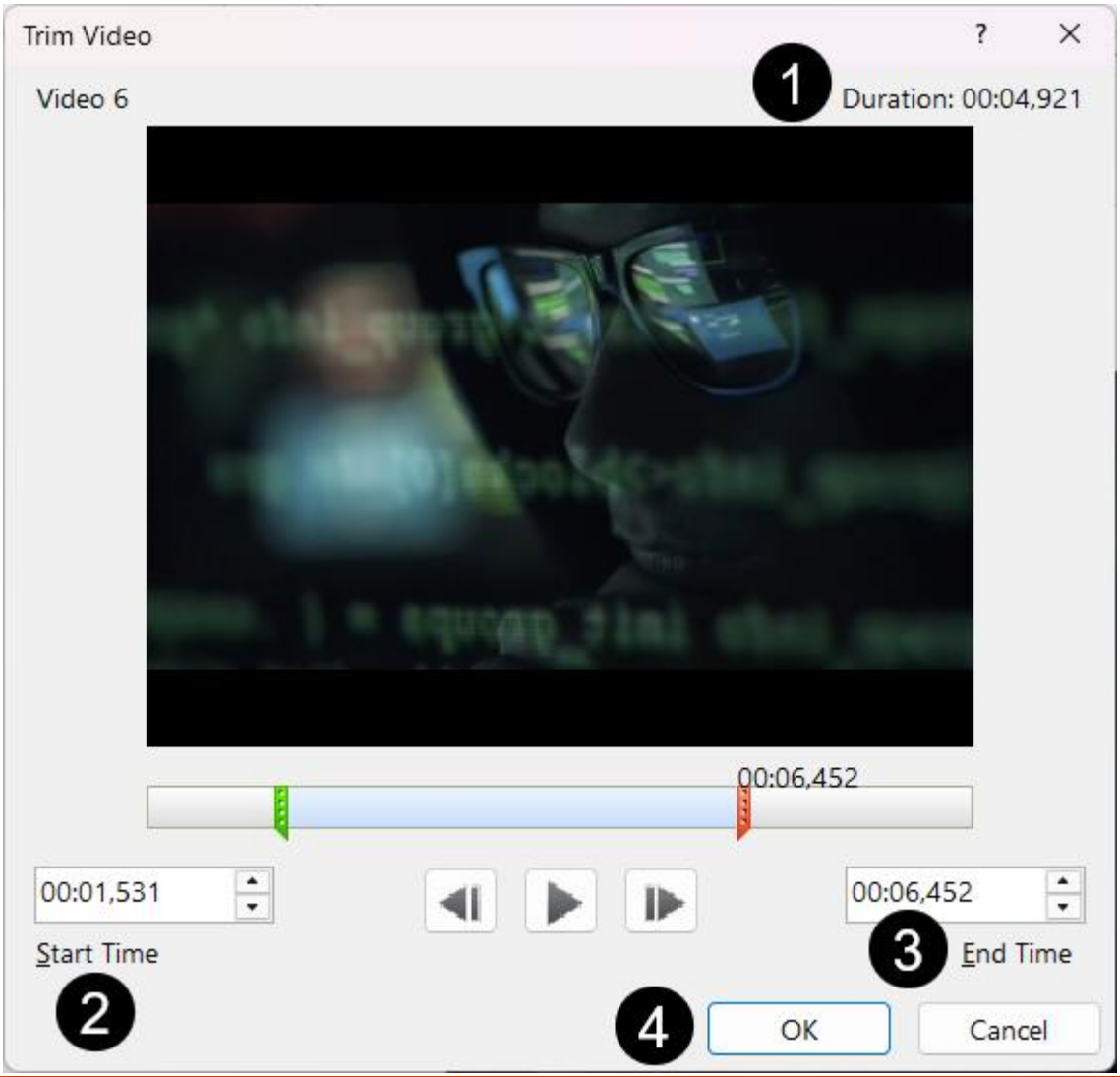

Presentation1 - PowerPoint
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPT Video Format Playback
Record
Present in Teams
Share
Play
Corrections
Color
Poster Frame
Reset Design
Video Styles
Video Shape
Bring Forward
Align
Group
Rotate
Crop
Height: 5,5 cm
Width: 9,77 cm
Size
Save
Redo
AutoSave
Undo
Eyedropper
Selection Pane
Rectangles
Basic Shapes
Block Arrows
Equation Shapes
Flowchart
Stars and Banners
Callouts
Action Buttons
1
2
3
4
5
Selection
Show All
Hide All
Video 2
Video 4
Video 6
Click to add notes
Slide 2 of 2
English (Canada)
Accessibility: Investigate
Notes
80 %

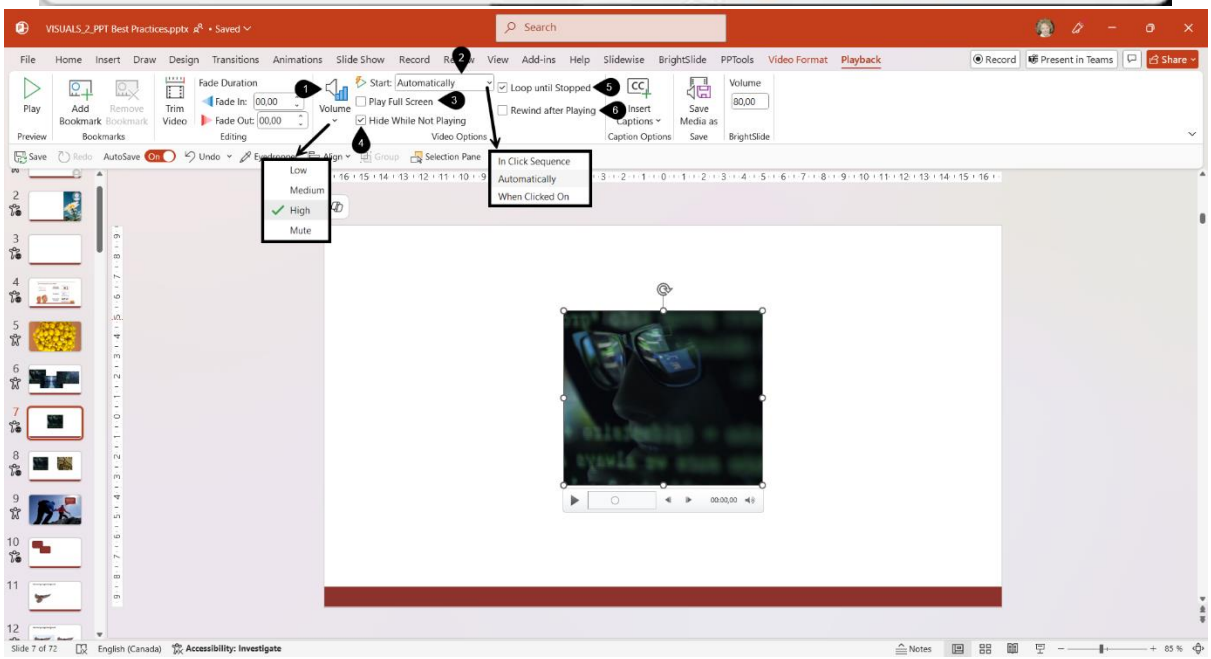

Selection
Show All
Hide All
Video 2
Video 4
Video 6

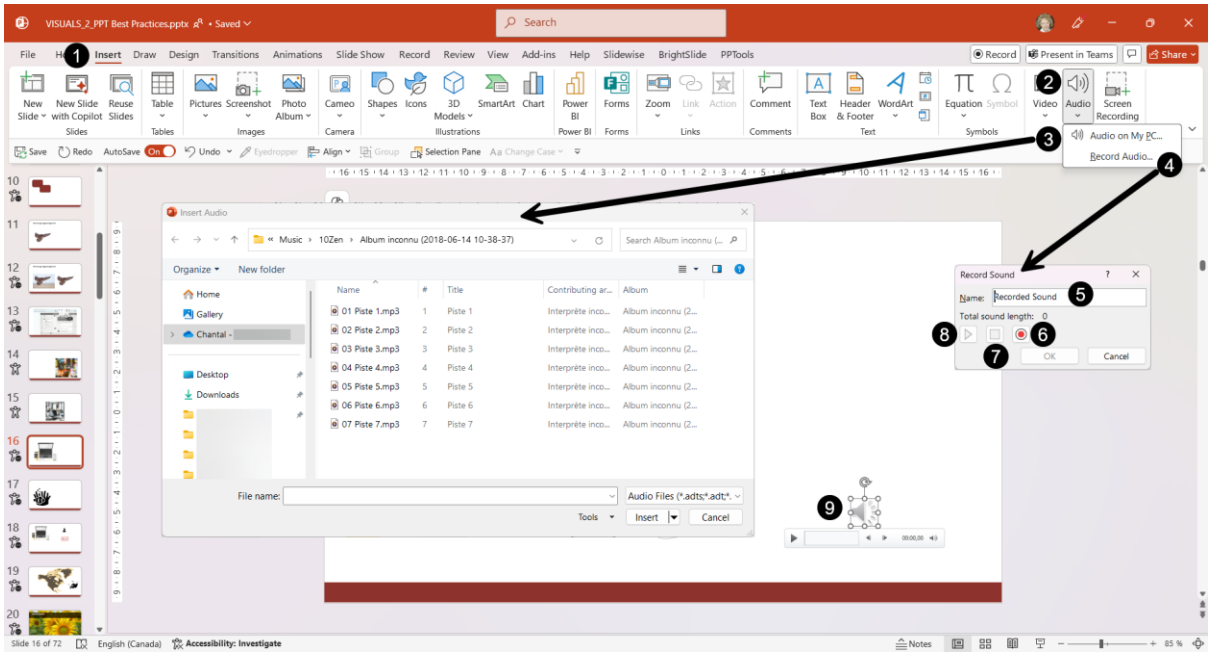

Presentation1 - PowerPoint
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPT Video Format Playback
Record
Present in Teams
Share
Play
Corrections
Color
Poster Frame
Reset Design
Video Styles
Video Shape
Video Border
Video Effects
Alt Text
Accessibility
Bring Forward
Send Backward
Selection Pane
Arrange
Align
Group
Rotate
Crop
Height: 12,53 cm
Width: 14,1 cm
Size
Save
Redo
AutoSave
Undo
Eyedropper
Selection Pane
Change Case
1
2
3
Selection
Show All
Hide All
Video 6
Click to add notes
Slide 3 of 3
English (Canada)
Accessibility: Investigate
Notes
80 %

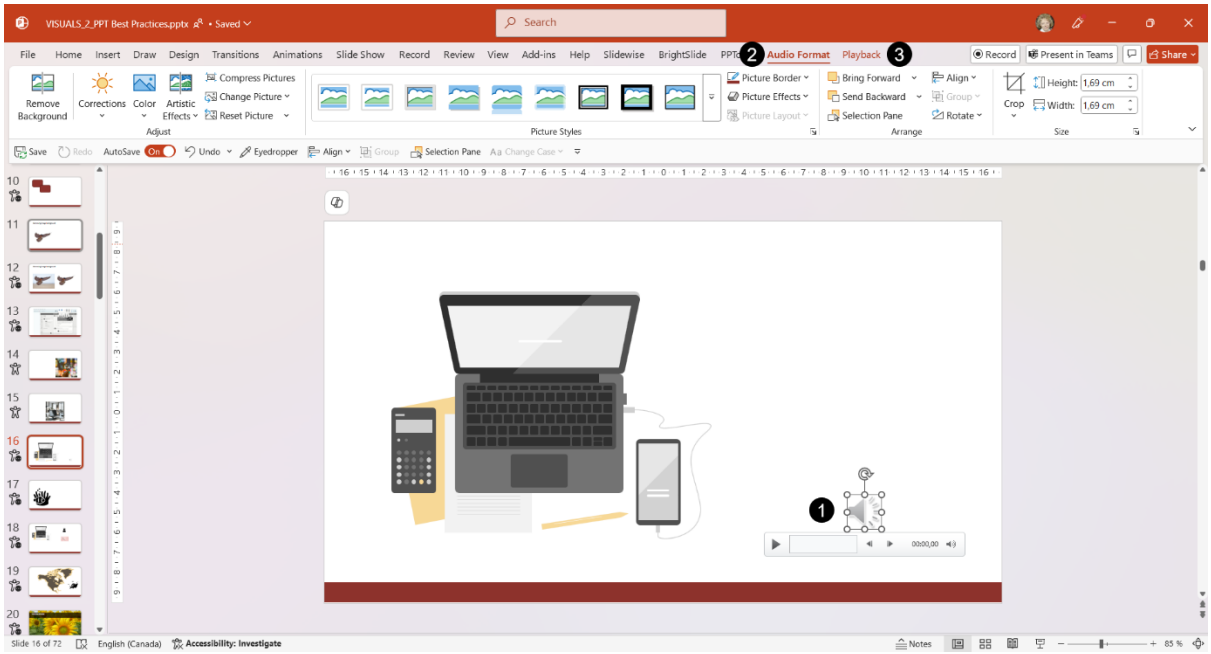

Presentation1 - PowerPoint
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPTools Video For Playback
Play
Add Bookmark
Remove Bookmark
Trim Video
Fade Duration
Fade In: 00,00
Fade Out: 00,00
Volume
Start: Automatically
Play Full Screen
Hide While Not Playing
Loop until Stopped
Rewind after Playing
Insert Captions
Save Media as
Volume 80,00
Preview
Bookmarks
Editing
Video Options
Caption Options
Save
BrightSlide
Undo
Eyedropper
Align
Group
Change Case
1
2
3
4
5
6
7
8

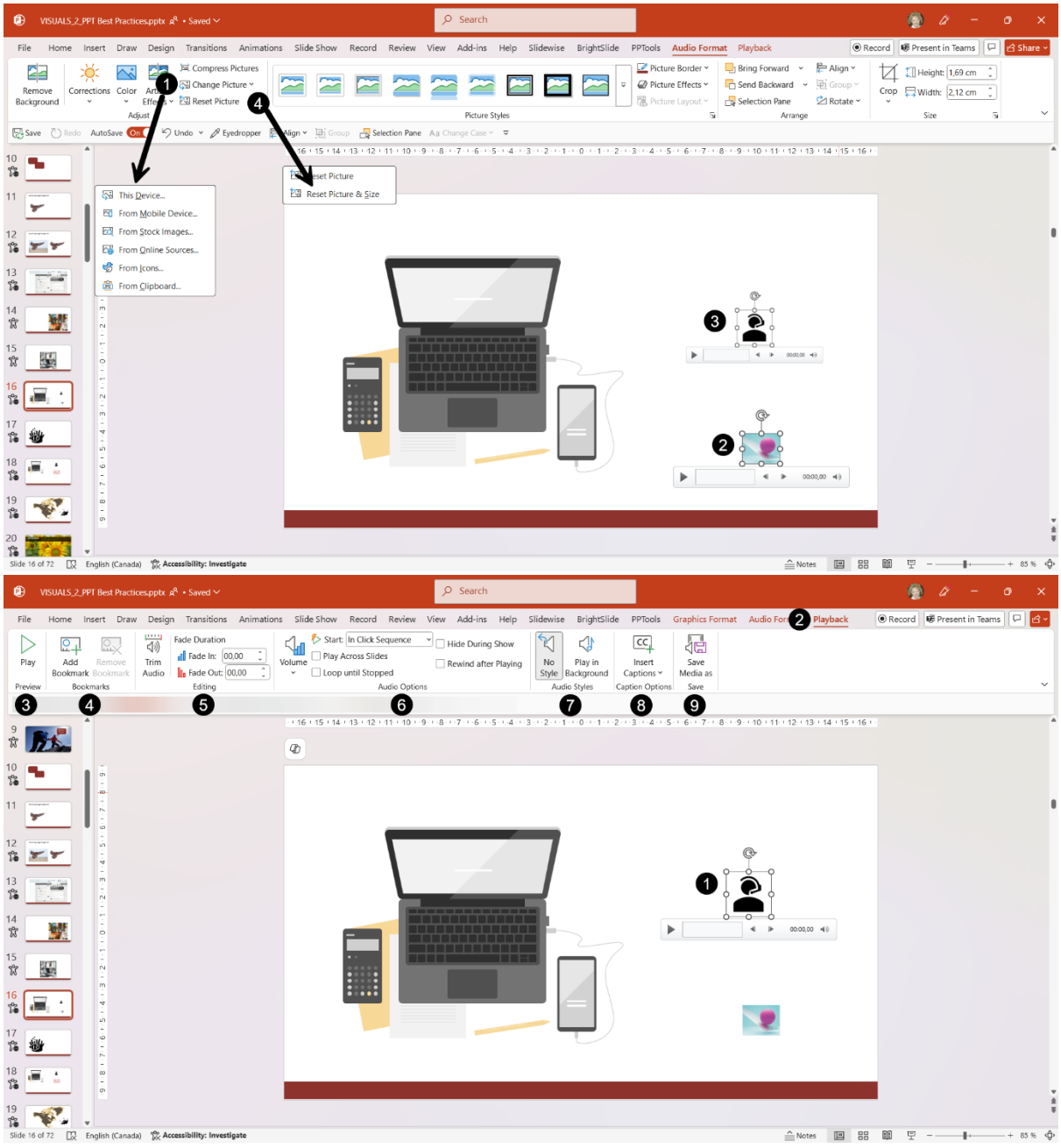

Presentation1 - PowerPoint
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPTools Video For Playback
Record
Present in Teams
Share
Play
Add Bookmark
Remove Bookmark
Trim Video
Fade Duration
Fade In: 00,00
Fade Out: 00,00
Volume
Start: Automatically
Play Full Screen
Hide While Not Playing
Loop until Stopped
Rewind after Playing
Insert Captions
Save Media as
Volume 80,00
Preview
Bookmarks
Editing
Video Options
Caption Options
Save
BrightSlide
Save
Redo
AutoSave
Undo
Eyedropper
Align
Group
Selection Pane
Change Case
Trim Video
Video 6
Duration: 00:09,042
00:00,000
00:00
Start Time
00:09,042
End Time
OK
Cancel
1
2
3
4
5
6
Click to add notes
Slide 3 of 3
English (Canada)
Accessibility: Investigate
Notes
80 %


Trim Video
Video 6
1
Duration: 00:04,921
00:06,452
00:01,531
00:06,452
Start Time
2
3
End Time
4
OK
Cancel

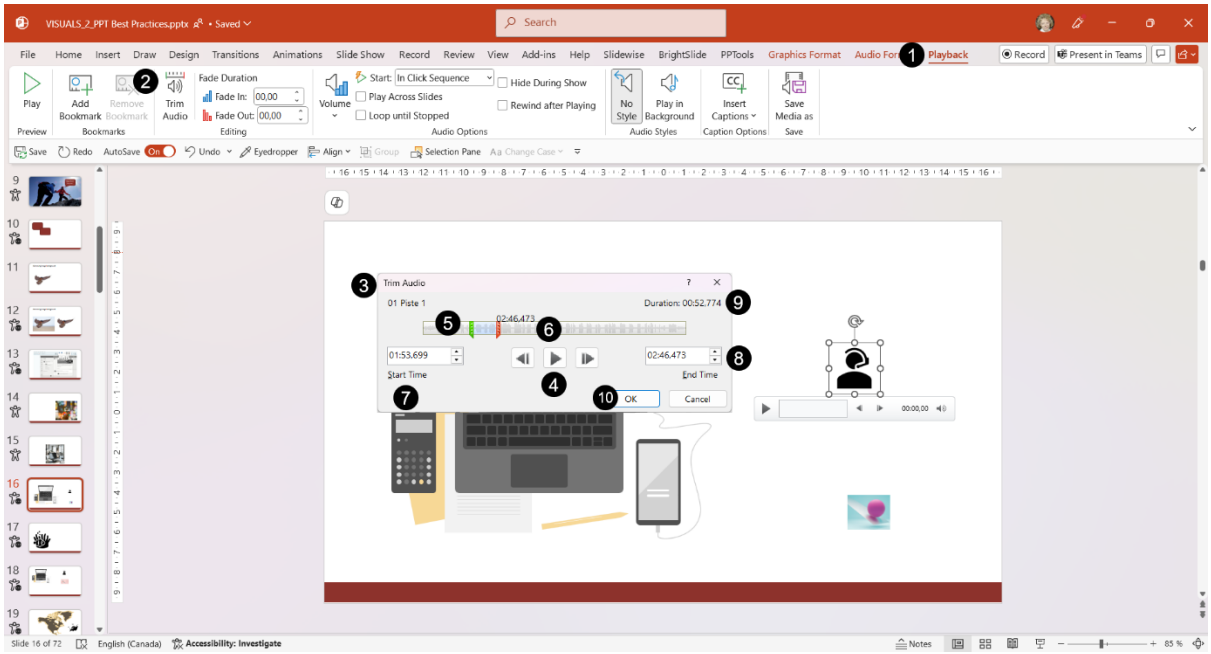

Search
File
Home
Insert
Draw
Design
Transitions
Animations
Slide Show
Record
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Video Format
Playback
Play
Add Bookmark
Remove Bookmark
Trim Video
Fade Duration
Fade In:
Fade Out:
Volume
Start:
Automatically
Play Full Screen
Hide While Not Playing
Loop until Stopped
Rewind after Playing
Insert Captions
Save Media as
Volume
Preview
Bookmarks
Editing
Video Options
Caption Options
Save
BrightSlide
Low
Medium
High
Mute
In Click Sequence
Automatically
When Clicked On

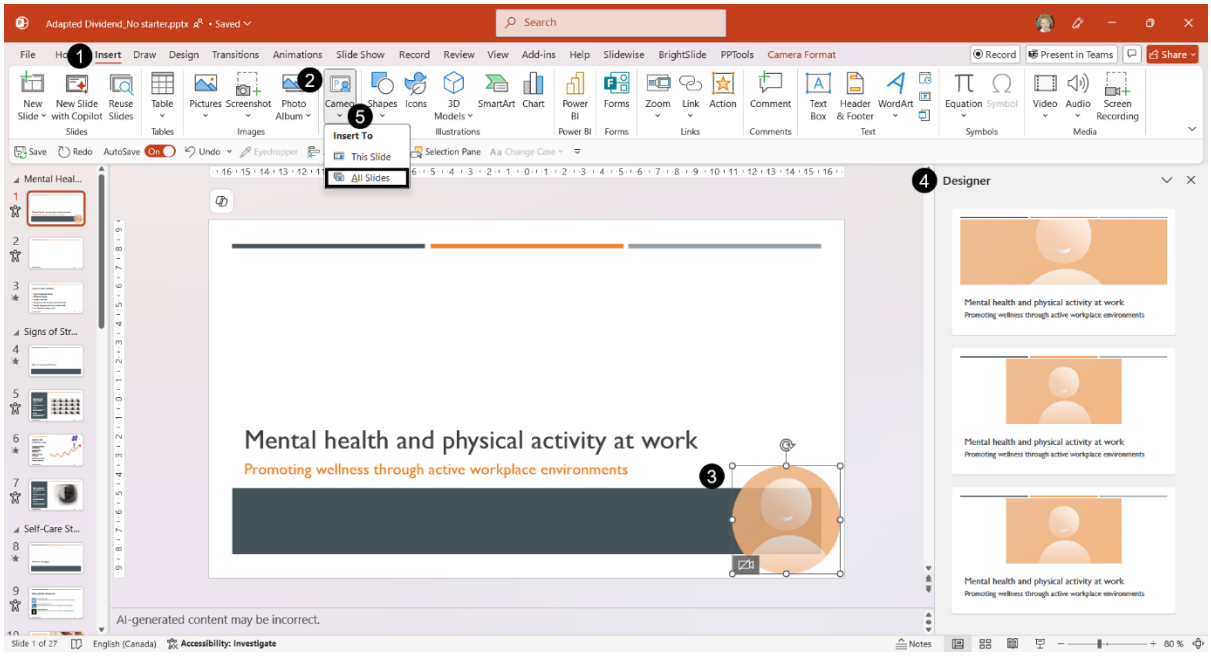

VISUALS_2_PPT Best Practices.pptx • Saved
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPTools
Record
Present in Teams
Share
New Slide
New Slide with Copilot
Reuse Slides
Table
Pictures
Screenshot
Photo Album
Cameo
Shapes
Icons
3D Models
SmartArt
Chart
Power BI
Forms
Zoom
Link
Action
Comment
Text Box
Header & Footer
WordArt
Equation
Symbol
Video
Audio
Screen Recording
Audio on My PC...
Record Audio...
Insert Audio
Music › 10Zen › Album inconnu (2018-06-14 10-38-37)
Search Album inconnu (...
Organize
New folder
Home
Gallery
Chantal -
Desktop
Downloads
Name
Title
Contributing ar...
Album
01 Piste 1.mp3
02 Piste 2.mp3
03 Piste 3.mp3
04 Piste 4.mp3
05 Piste 5.mp3
06 Piste 6.mp3
07 Piste 7.mp3
File name:
Audio Files (*.adts;*.adt;*.
Tools
Insert
Cancel
Record Sound
Name:
Recorded Sound
Total sound length:
OK
Cancel
1
2
3
4
5
6
7
8
9

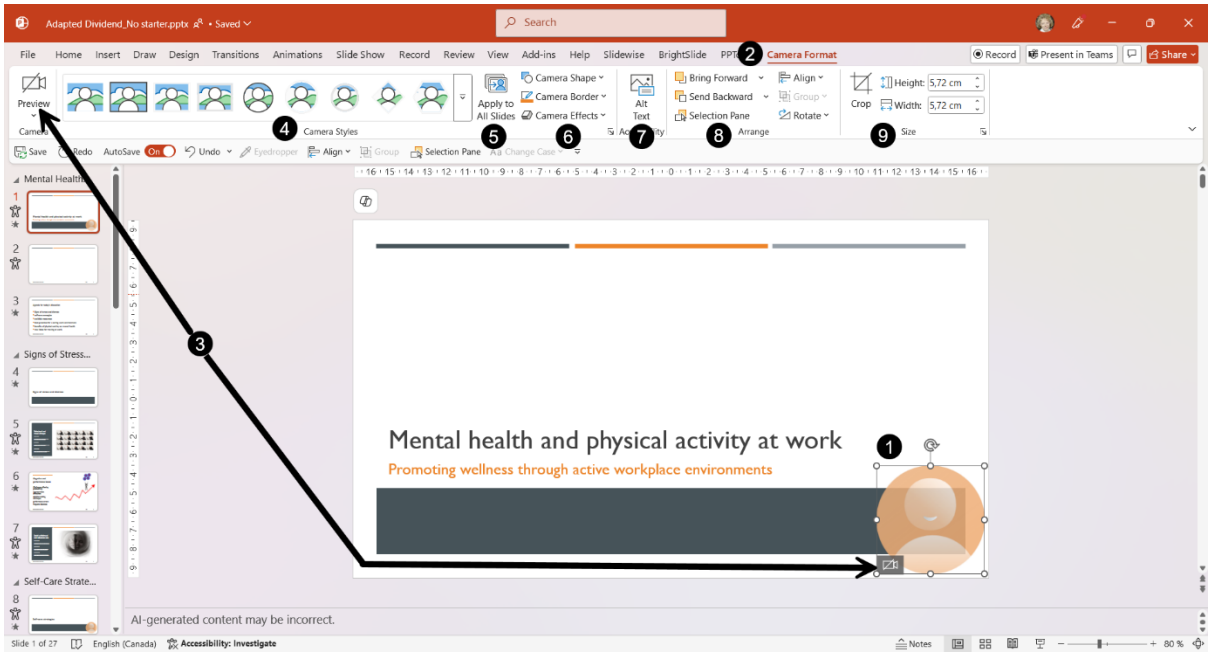

VISUALS_2_PPT Best Practices.pptx • Saved
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPT
Audio Format
Playback
Record
Present in Teams
Share
Remove Background
Corrections
Color
Artistic Effects
Compress Pictures
Change Picture
Reset Picture
Adjust
Picture Styles
Picture Border
Picture Effects
Picture Layout
Bring Forward
Send Backward
Selection Pane
Align
Group
Rotate
Arrange
Crop
Height:
1,69 cm
Width:
1,69 cm
Size
1
2
3

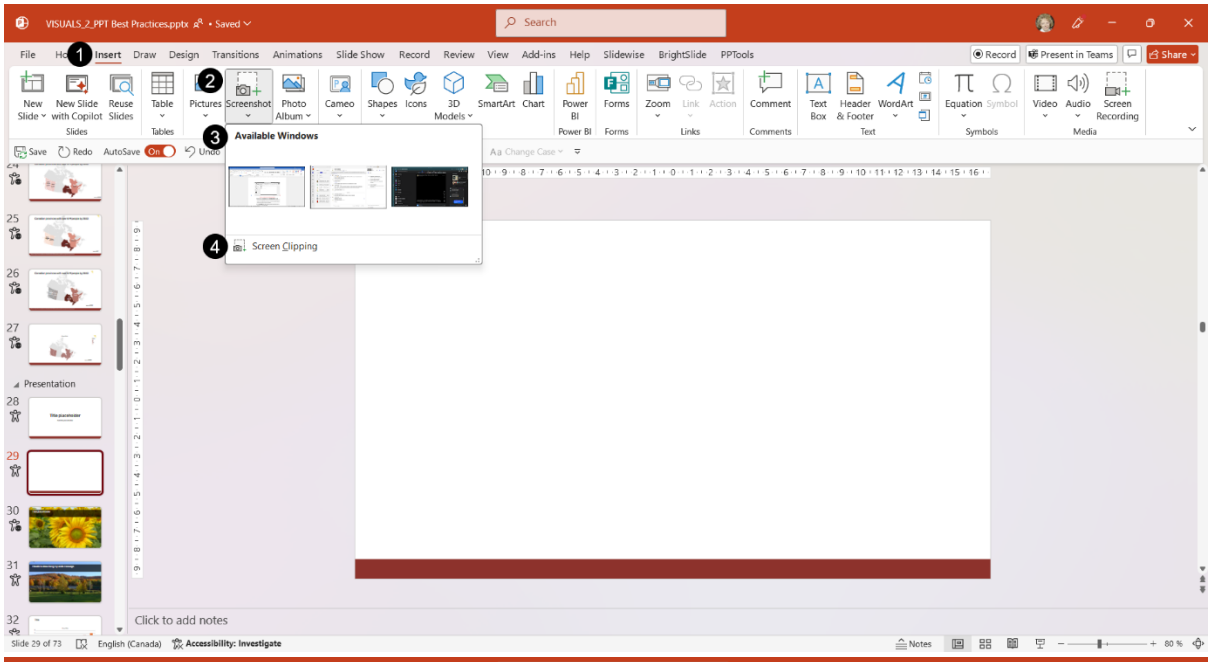

VISUALS_2_PPT Best Practices.pptx • Saved
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPTools Audio Format Playback
Record
Present in Teams
Share
Remove Background
Corrections
Color
Compress Pictures
Change Picture
Reset Picture
Picture Border
Picture Effects
Picture Layout
Bring Forward
Send Backward
Selection Pane
Align
Group
Rotate
Crop
Height: 1,69 cm
Width: 2,12 cm
Adjust
Picture Styles
Arrange
Size
Save
AutoSave
Undo
Eyedropper
Align
Group
Selection Pane
Change Case
This Device...
From Mobile Device...
From Stock Images...
From Online Sources...
From Icons...
From Clipboard...
Reset Picture
Reset Picture & Size
1
2
3
4
Slide 16 of 72
English (Canada)
Accessibility: Investigate
Notes
85 %

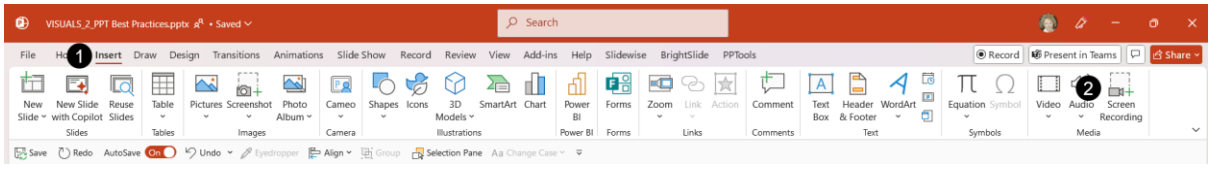
VISUALS_2_PPT Best Practices.pptx • Saved
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPTools Graphics Format Audio Format Playback
Record
Present in Teams
Play
Add Bookmark
Remove Bookmark
Trim Audio
Fade Duration
Fade In: 00,00
Fade Out: 00,00
Volume
Start: In Click Sequence
Play Across Slides
Loop until Stopped
Hide During Show
Rewind after Playing
No Style
Play in Background
Insert Captions
Save Media as
Preview
Bookmarks
Editing
Audio Options
Audio Styles
Caption Options
Save
1
2
3
4
5
6
7
8
9
Slide 16 of 72
English (Canada)
Accessibility: Investigate
Notes
85 %

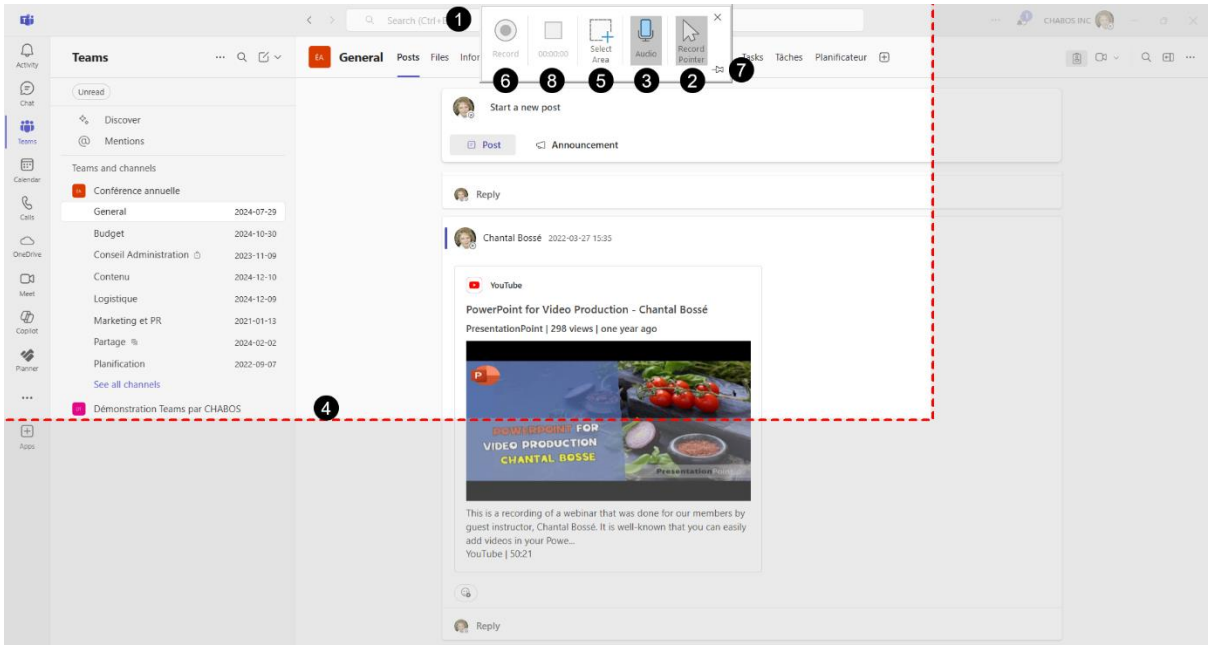

VISUALS_2_PPT Best Practices.pptx • Saved
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPTools Graphics Format Audio Format Playback
Record
Present in Teams
Play
Add Bookmark
Remove Bookmark
Trim Audio
Fade Duration
Fade In: 00,00
Fade Out: 00,00
Volume
Start: In Click Sequence
Play Across Slides
Loop until Stopped
Hide During Show
Rewind after Playing
No Style
Play in Background
Insert Captions
Save Media as
Preview
Bookmarks
Editing
Audio Options
Audio Styles
Caption Options
Save
Trim Audio
01 Piste 1
Duration: 00:52.774
02:46.473
01:53.699
02:46.473
Start Time
End Time
OK
Cancel
Slide 16 of 72
English (Canada)
Accessibility: Investigate
Notes
85 %

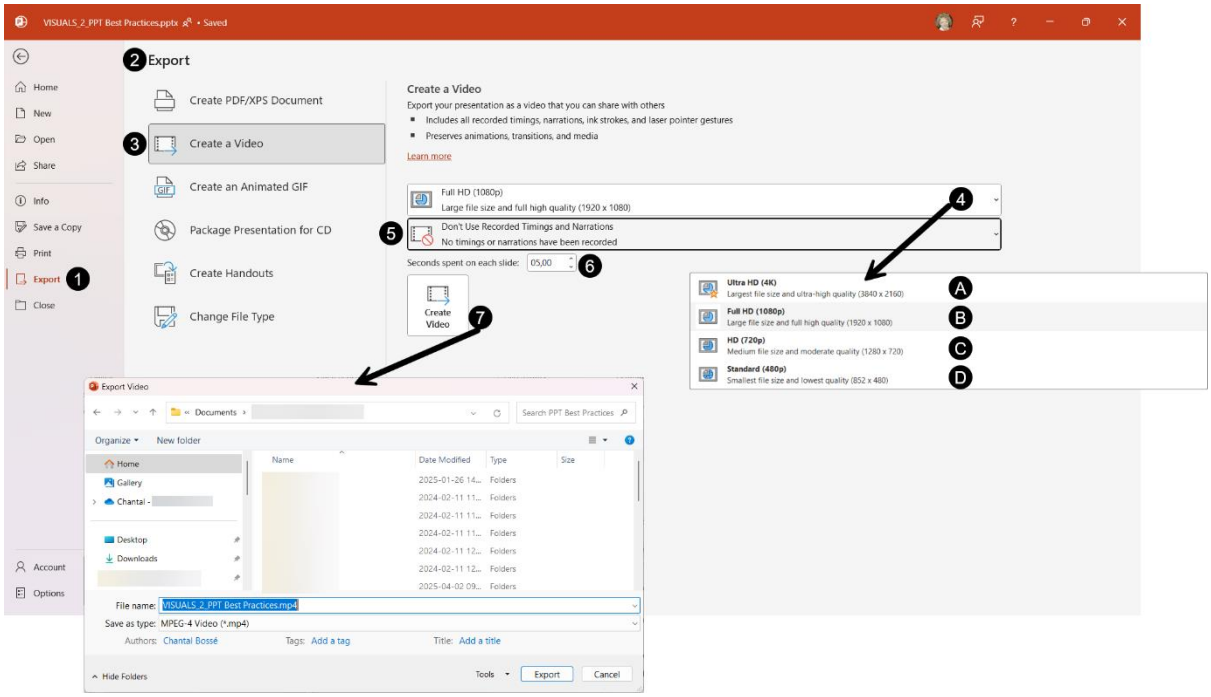

Adapted Dividend_No starter.pptx • Saved
Search
File Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPTools Camera Format
Record
Present in Teams
Share
New Slide
New Slide with Copilot
Reuse Slides
Table
Pictures
Screenshot
Photo Album
Cameo
Shapes
Icons
3D Models
SmartArt
Chart
Power BI
Forms
Zoom
Link
Action
Comment
Text Box
Header & Footer
WordArt
Equation
Symbol
Video
Audio
Screen Recording
Insert To
This Slide
All Slides
Designer
Mental health and physical activity at work
Promoting wellness through active workplace environments
AI-generated content may be incorrect.
Slide 1 of 27
English (Canada)
Accessibility: Investigate
Notes
80 %

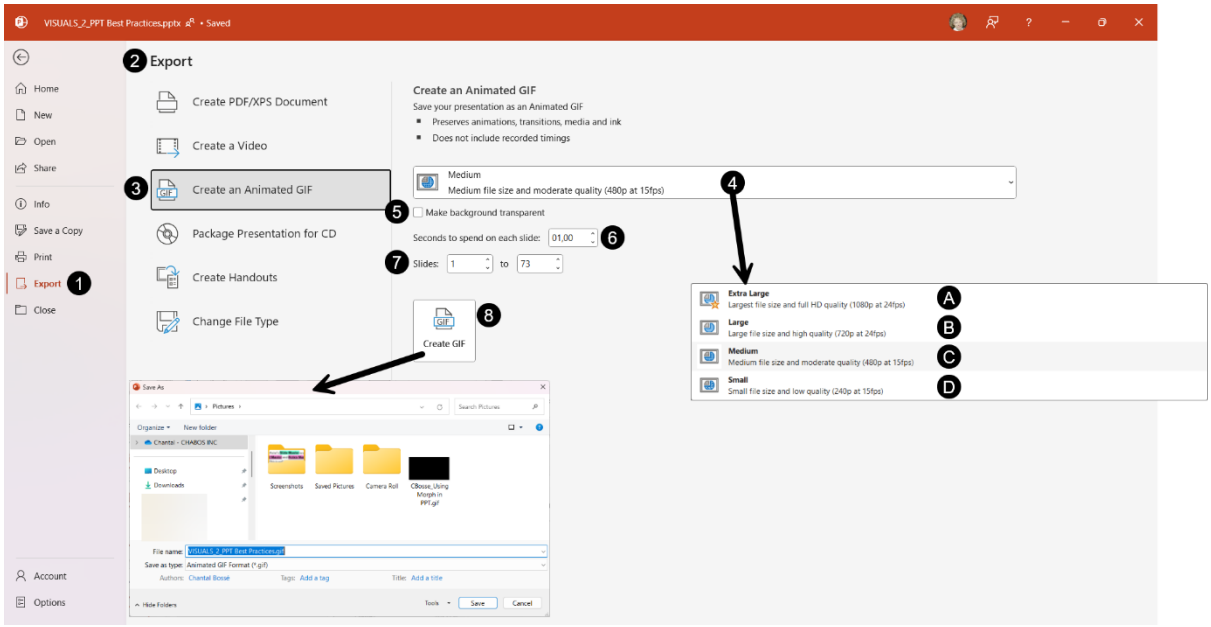

Adapted Dividend_No starter.pptx • Saved
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPT Camera Format
Record
Present in Teams
Share
Preview
Camera Styles
Apply to All Slides
Camera Shape
Camera Border
Camera Effects
Alt Text
Bring Forward
Send Backward
Selection Pane
Align
Group
Rotate
Crop
Height: 5,72 cm
Width: 5,72 cm
Arrange
Size
1
2
3
4
5
6
7
8
9
Mental Health...
Signs of Stress...
Self-Care Strate...
Mental health and physical activity at work
Promoting wellness through active workplace environments
AI-generated content may be incorrect.
Slide 1 of 27
English (Canada)
Accessibility: Investigate
Notes
80 %


VISUALS_2_PPT Best Practices.pptx • Saved
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPTools
Record
Present in Teams
Share
New Slide
New Slide with Copilot
Reuse Slides
Table
Pictures
Screenshot
Photo Album
Cameo
Shapes
Icons
3D Models
SmartArt
Chart
Power BI
Forms
Zoom
Link
Action
Comment
Text Box
Header & Footer
WordArt
Equation
Symbol
Video
Audio
Screen Recording
Available Windows
Screen Clipping
Presentation
Click to add notes
Slide 29 of 73
English (Canada)
Accessibility: Investigate
Notes
80 %

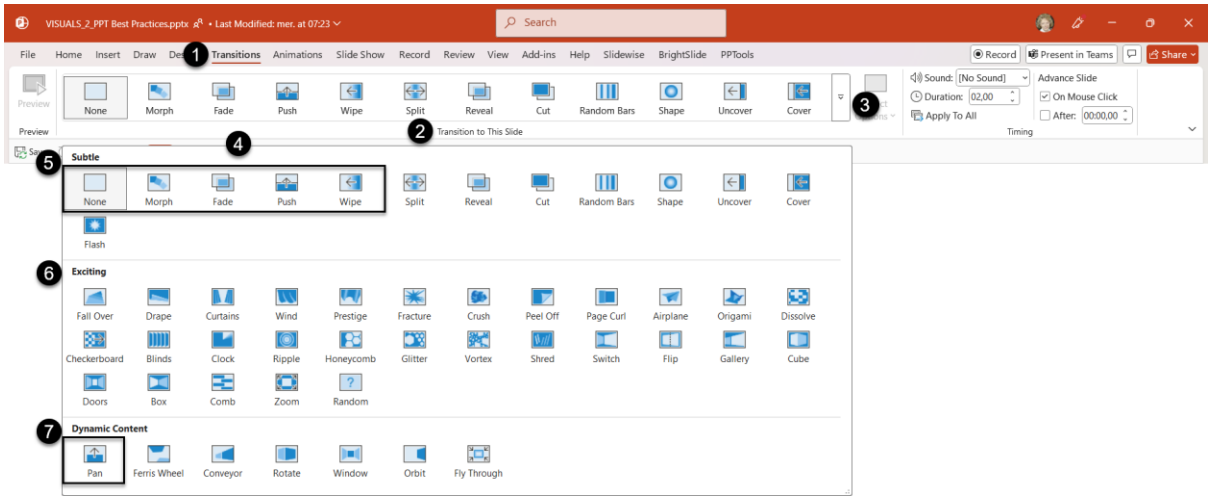

VISUALS_2_PPT Best Practices.pptx • Saved
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPTools
Record
Present in Teams
Share
New Slide
New Slide with Copilot
Reuse Slides
Table
Pictures
Screenshot
Photo Album
Cameo
Shapes
Icons
3D Models
SmartArt
Chart
Power BI
Forms
Zoom
Link
Action
Comment
Text Box
Header & Footer
WordArt
Equation
Symbol
Video
Audio
Screen Recording

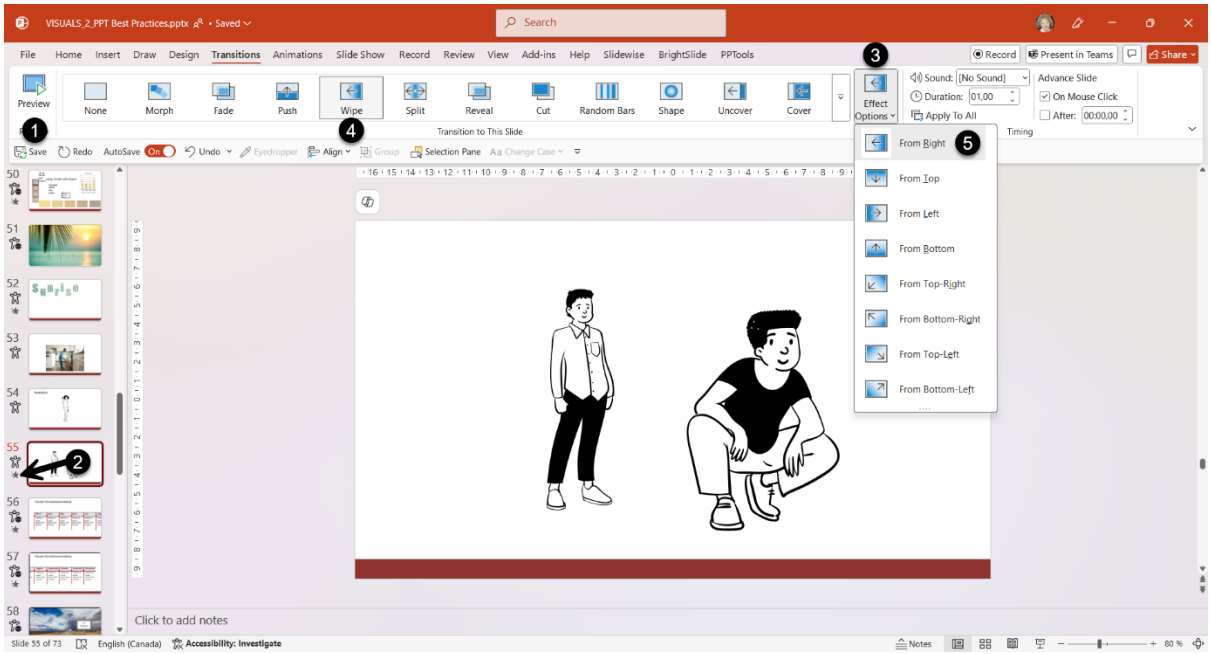

Teams
General
Posts
Files
Start a new post
Post
Announcement
Reply
Chantal Bossé 2022-03-27 15:35
YouTube
PowerPoint for Video Production - Chantal Bossé
PresentationPoint | 298 views | one year ago
POWERPOINT FOR VIDEO PRODUCTION CHANTAL BOSSE
This is a recording of a webinar that was done for our members by guest instructor, Chantal Bossé. It is well-known that you can easily add videos in your Powe...
YouTube | 50:21
Reply
Conférence annuelle
General
Budget
Conseil Administration
Contenu
Logistique
Marketing et PR
Partage
Planification
See all channels
Démonstration Teams par CHABOS
Record
Select Area
Audio
Record Pointer
1
2
3
4
5
6
7
8

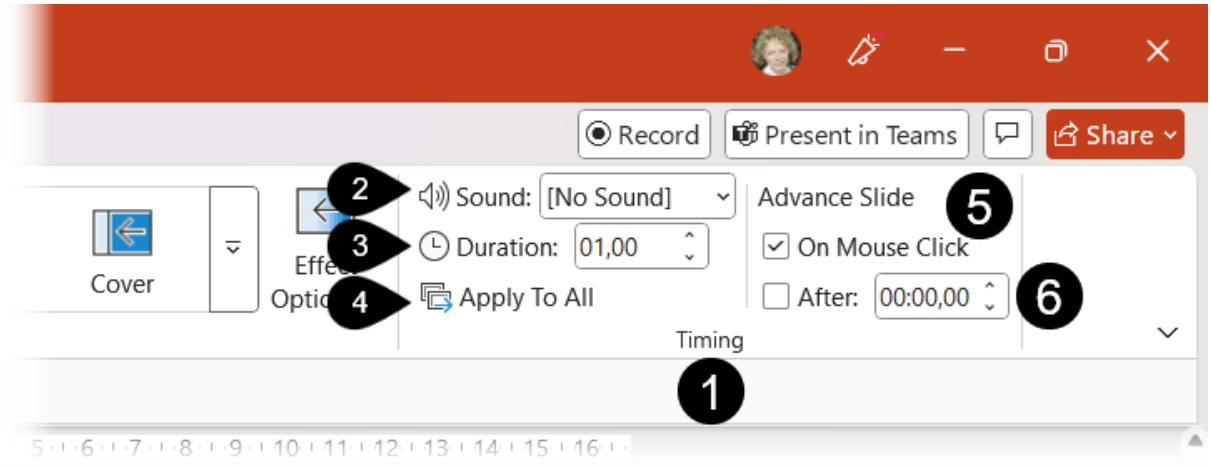

VISUALS_2_PPT Best Practices.pptx • Saved
Export
Home
New
Open
Share
Info
Save a Copy
Print
Export
Close
Account
Options
Create PDF/XPS Document
Create a Video
Create an Animated GIF
Package Presentation for CD
Create Handouts
Change File Type
Create a Video
Export your presentation as a video that you can share with others
Includes all recorded timings, narrations, ink strokes, and laser pointer gestures
Preserves animations, transitions, and media
Learn more
Full HD (1080p)
Large file size and full high quality (1920 x 1080)
Don't Use Recorded Timings and Narrations
No timings or narrations have been recorded
Seconds spent on each slide: 05,00
Create Video
Ultra HD (4K)
Largest file size and ultra-high quality (3840 x 2160)
Full HD (1080p)
Large file size and full high quality (1920 x 1080)
HD (720p)
Medium file size and moderate quality (1280 x 720)
Standard (480p)
Smallest file size and lowest quality (852 x 480)
Export Video
Documents
Search PPT Best Practices
Organize
New folder
Home
Gallery
Desktop
Downloads
Name
Date Modified
Type
Size
File name: VISUALS_2_PPT Best Practices.mp4
Save as type: MPEG-4 Video (*.mp4)
Authors: Chantal Bossé
Tags: Add a tag
Title: Add a title
Hide Folders
Tools
Export
Cancel
1
2
3
4
5
6
7
A
B
C
D

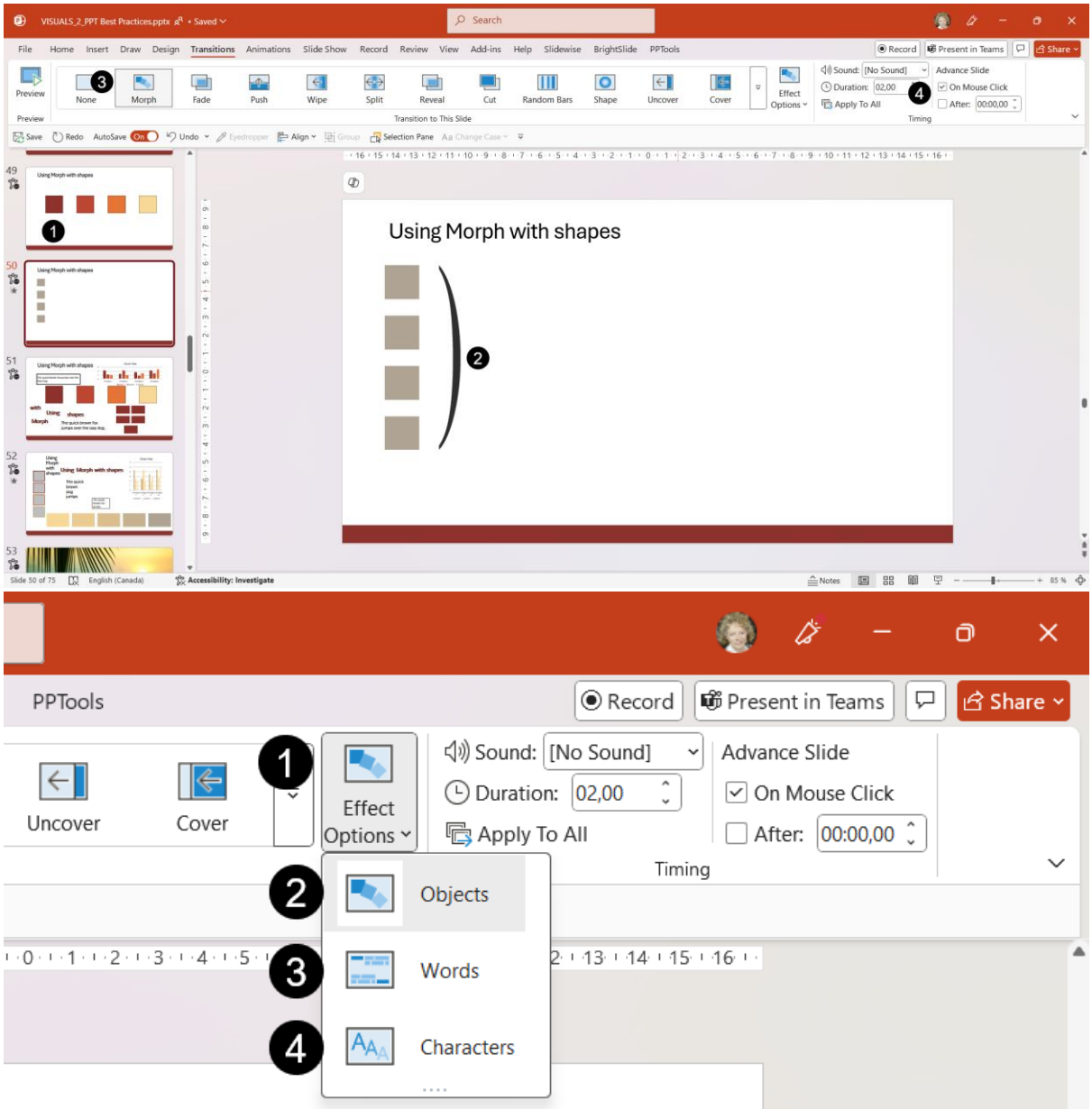

VISUALS_2_PPT Best Practices.pptx • Saved
Export
Home
New
Open
Share
Info
Save a Copy
Print
Export
Close
Account
Options
Create PDF/XPS Document
Create a Video
Create an Animated GIF
Package Presentation for CD
Create Handouts
Change File Type
Create an Animated GIF
Save your presentation as an Animated GIF
Preserves animations, transitions, media and ink
Does not include recorded timings
Medium
Medium file size and moderate quality (480p at 15fps)
Make background transparent
Seconds to spend on each slide:
Slides:
to
Create GIF
Extra Large
Largest file size and full HD quality (1080p at 24fps)
Large
Large file size and high quality (720p at 24fps)
Medium
Medium file size and moderate quality (480p at 15fps)
Small
Small file size and low quality (240p at 15fps)
1
2
3
4
5
6
7
8
A
B
C
D

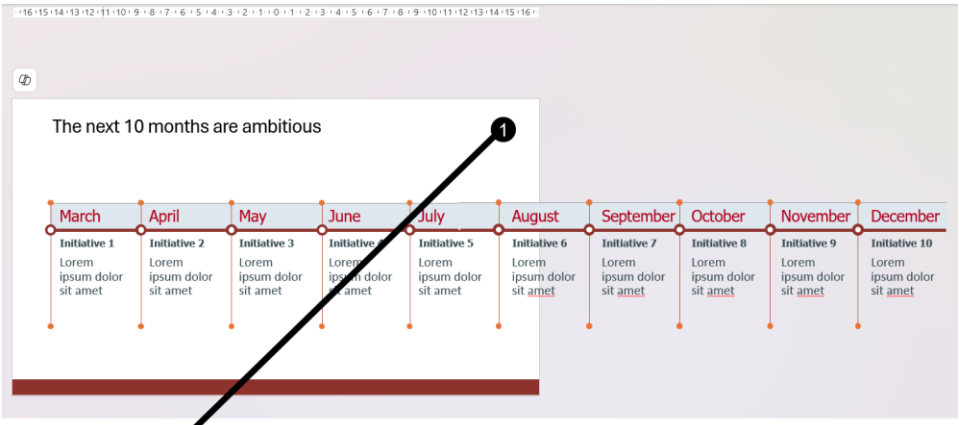
Chapter 9: Working with Transitions and Animations

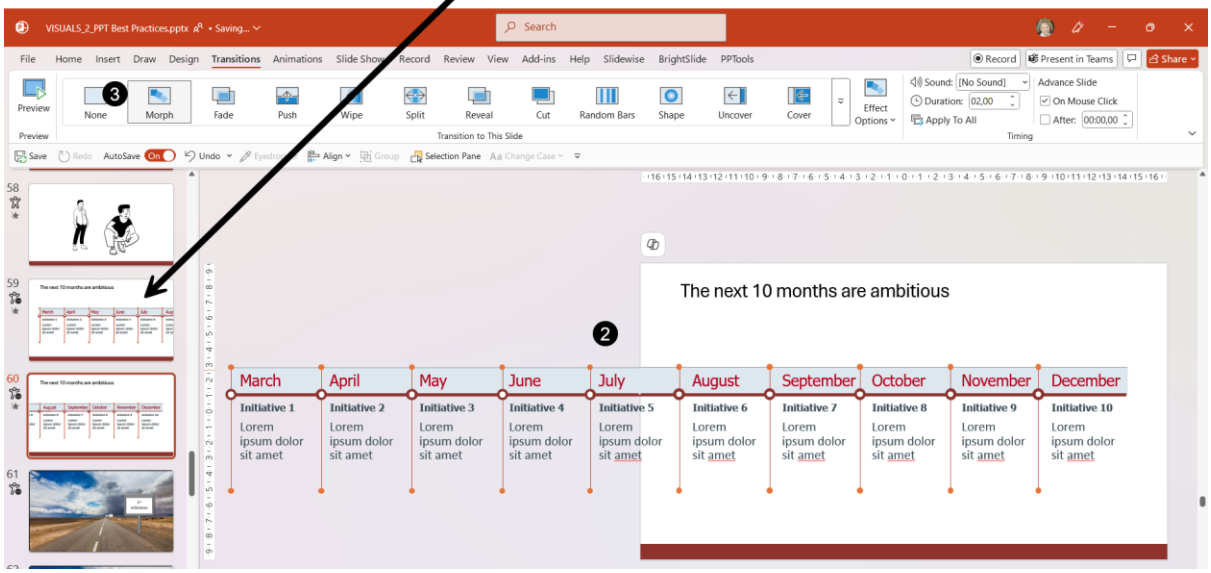


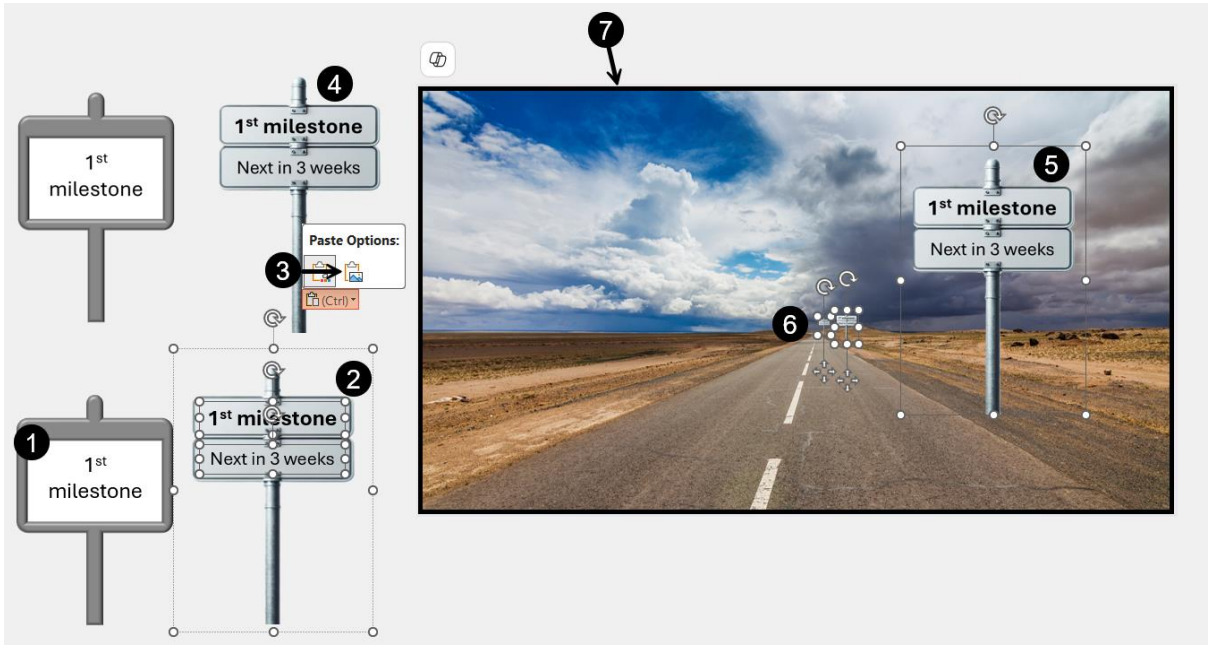


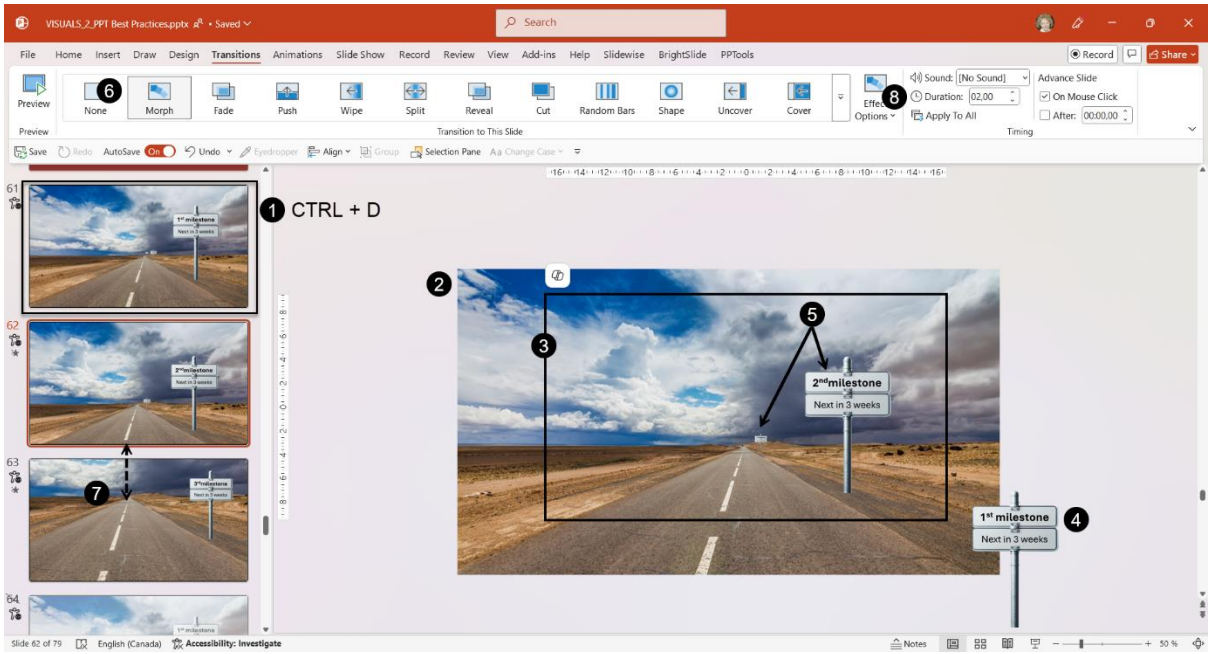


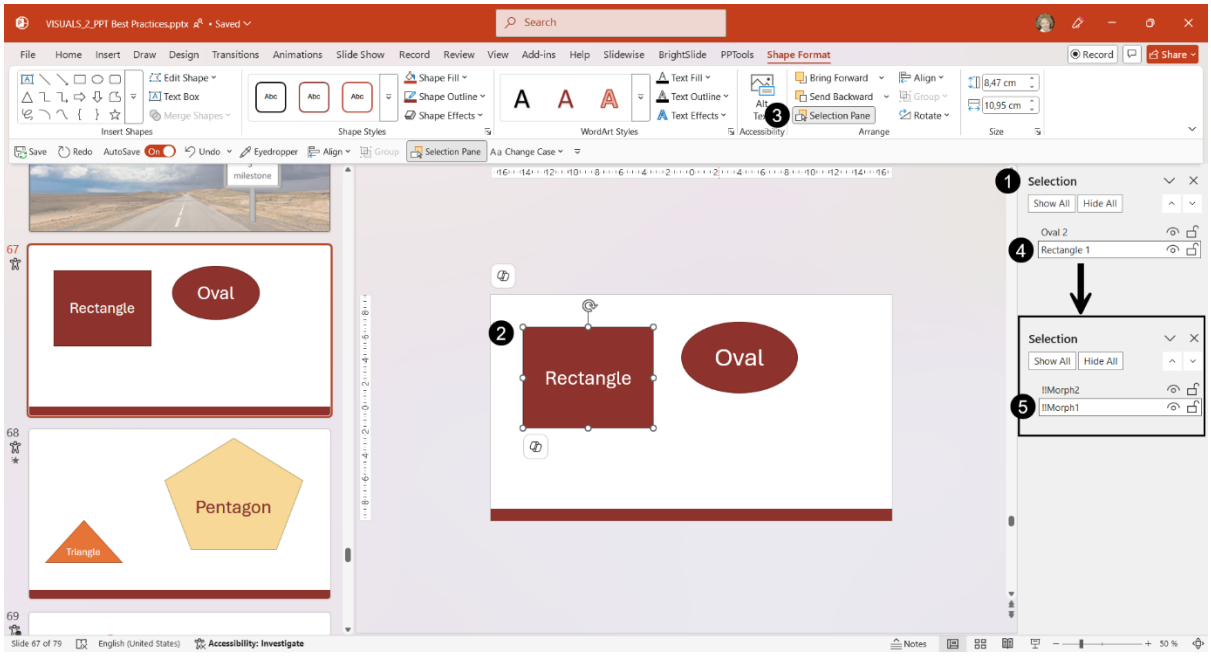

Using Morph with shapes
PPTools
Record
Present in Teams
Share
Uncover
Cover
Effect Options
Sound: [No Sound]
Duration: 02,00
Apply To All
Advance Slide
On Mouse Click
After: 00:00,00
Timing
Objects
Words
Characters

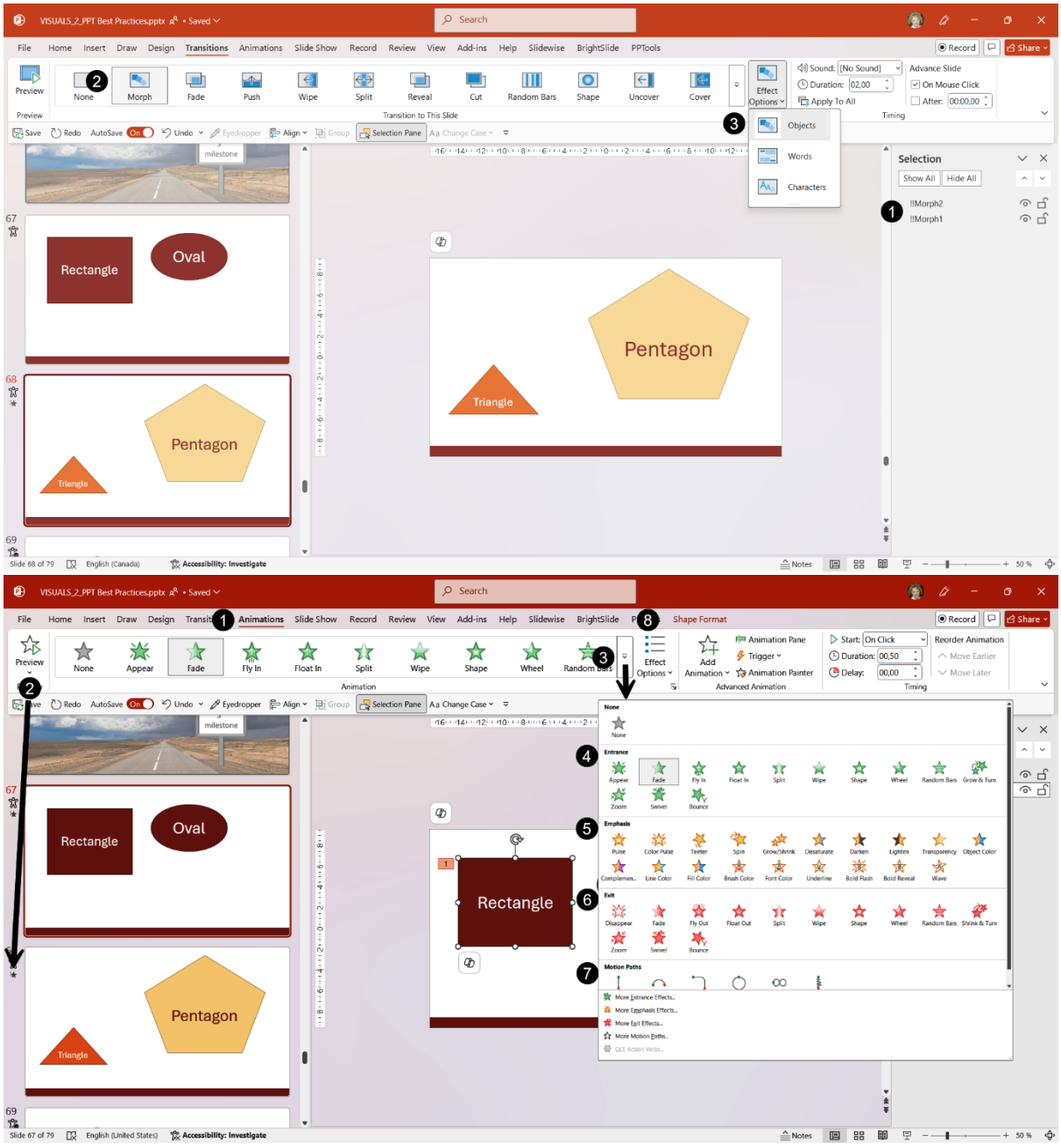

The next 10 months are ambitious
March
April
May
June
July
August
September
October
November
December
Initiative 1
Initiative 2
Initiative 3
Initiative 5
Initiative 6
Initiative 7
Initiative 8
Initiative 9
Initiative 10
Lorem ipsum dolor sit amet
1


VISUALS_2_PPT Best Practices.pptx
Search
File
Home
Insert
Draw
Design
Transitions
Animations
Slide Show
Record
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Record
Present in Teams
Share
Preview
None
Morph
Fade
Push
Wipe
Split
Reveal
Cut
Random Bars
Shape
Uncover
Cover
Effect Options
Sound: [No Sound]
Duration: 02,00
Apply To All
Advance Slide
On Mouse Click
After: 00:00,00
Transition to This Slide
Timing
3
2
The next 10 months are ambitious
March
April
May
June
July
August
September
October
November
December
Initiative 1
Initiative 2
Initiative 3
Initiative 4
Initiative 5
Initiative 6
Initiative 7
Initiative 8
Initiative 9
Initiative 10
Lorem ipsum dolor sit amet

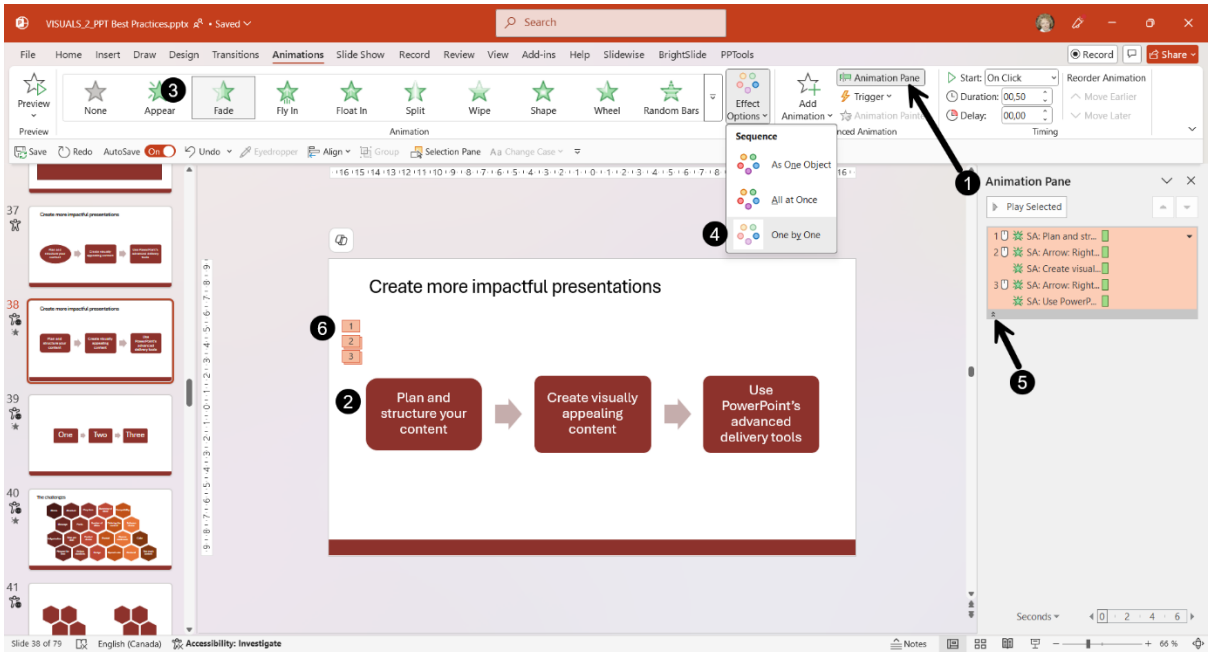

1st milestone
Next in 3 weeks
Paste Options:
(Ctrl)
1
2
3
4
5
6
7

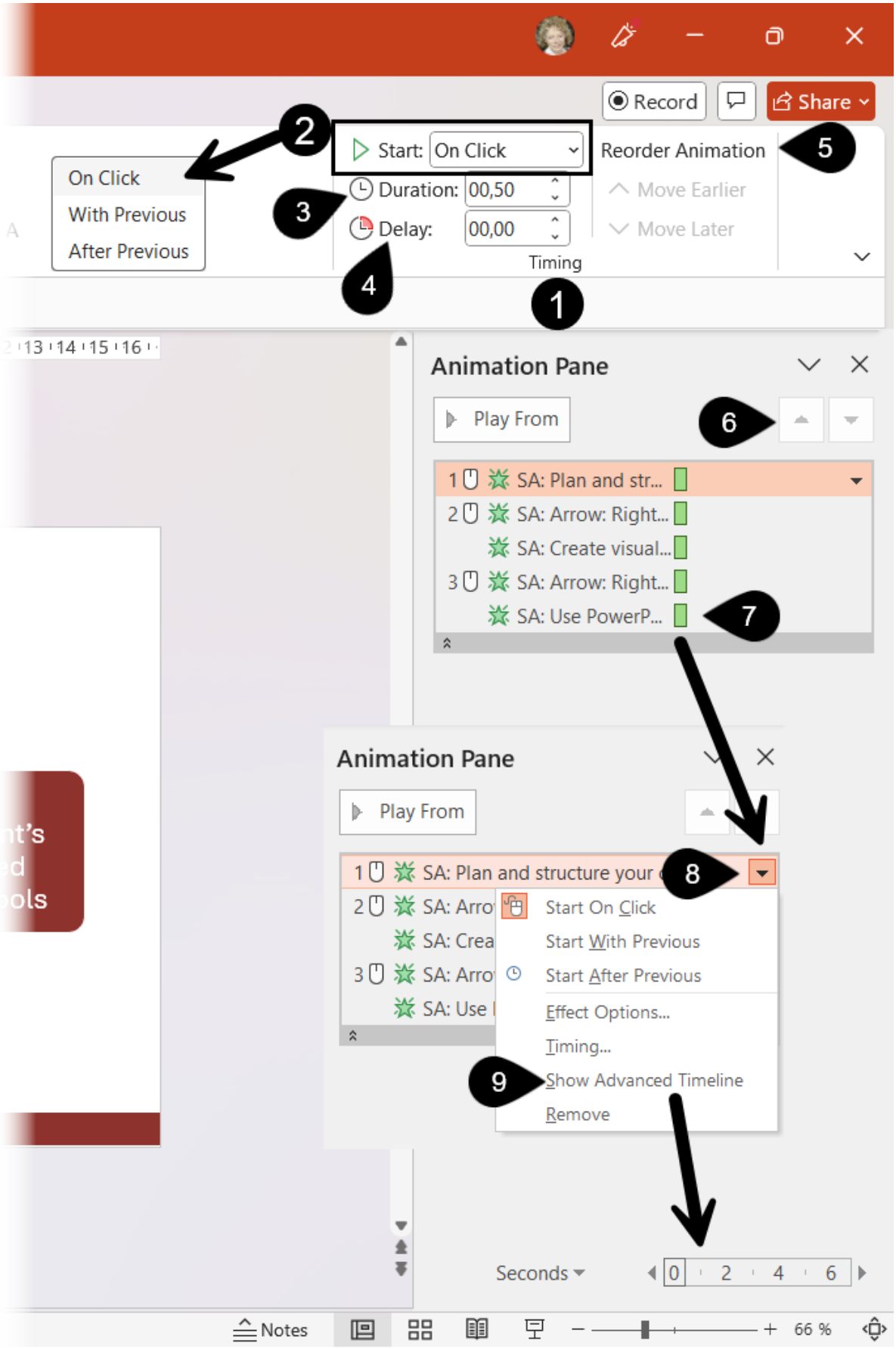

Transitions
Morph
1 CTRL + D
2nd milestone
Next in 3 weeks
1st milestone
Next in 3 weeks

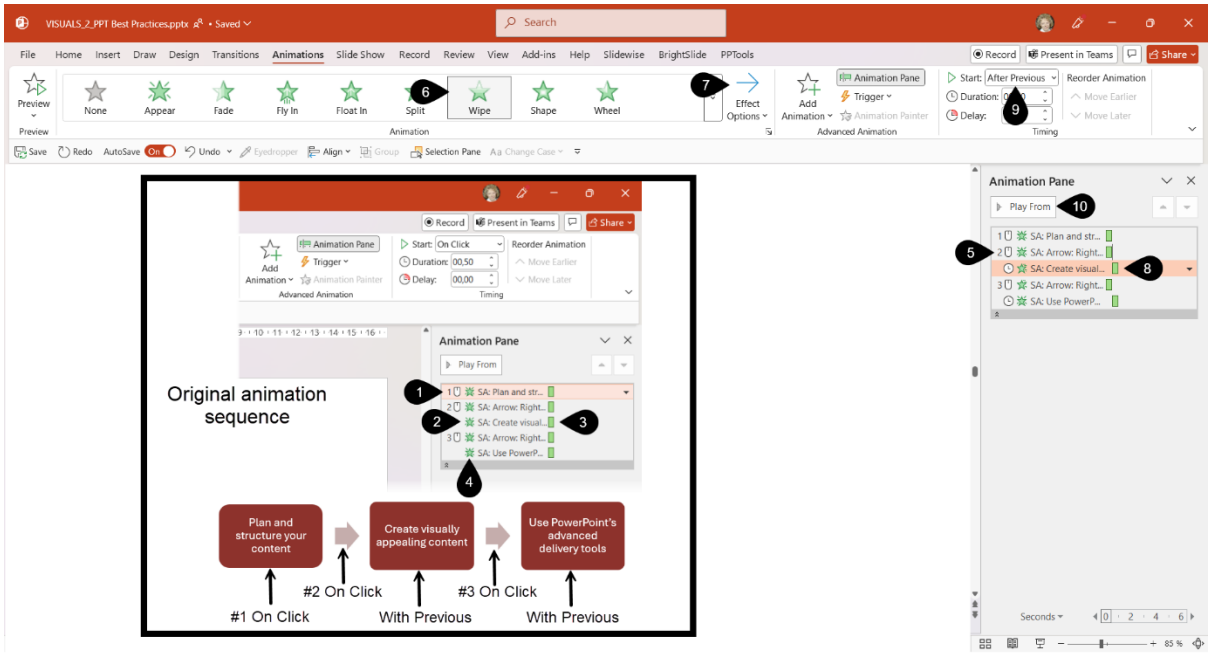

Shape Format
Selection
Rectangle 1
Oval 2
Morph2
Morph1
Rectangle
Oval
Pentagon
Triangle

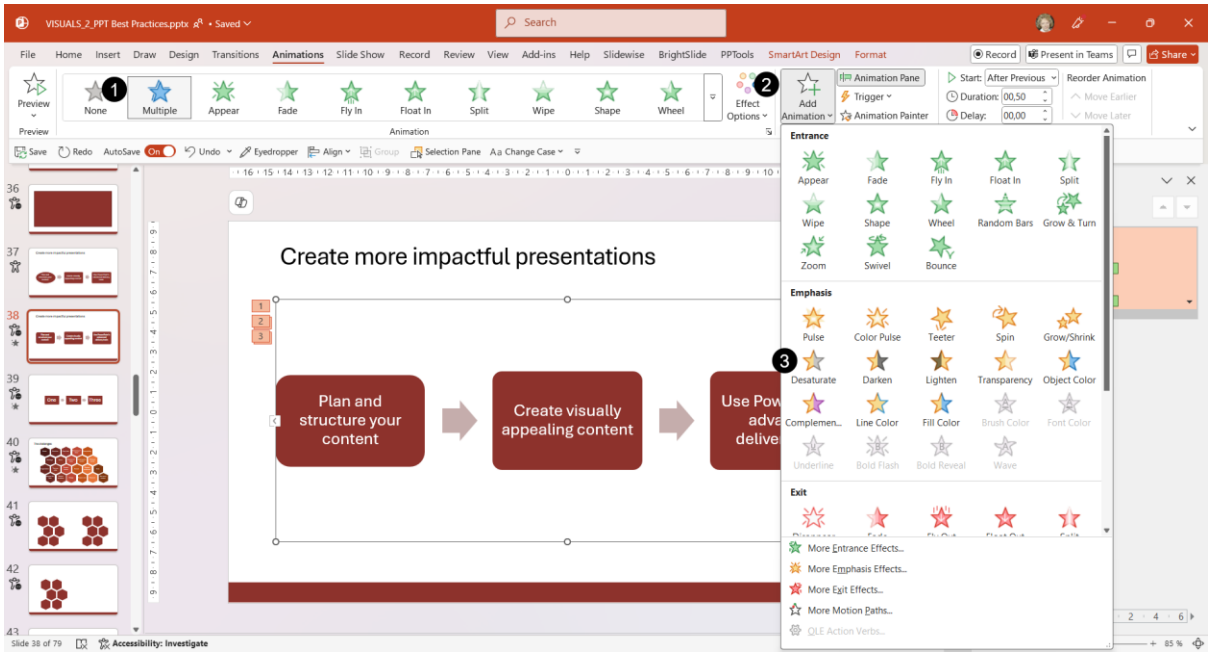

VISUALS_2_PPT Best Practices.pptx • Saved
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPTools
Record Share
Preview None Morph Fade Push Wipe Split Reveal Cut Random Bars Shape Uncover Cover
Effect Options
Sound: [No Sound]
Duration: 02,00
Apply To All
Advance Slide
On Mouse Click
After: 00:00,00
Transition to This Slide
Timing
Objects
Words
Characters
Selection
Show All
Hide All
!!Morph2
!!Morph1
Rectangle
Oval
Pentagon
Triangle
Slide 68 of 79
English (Canada)
Accessibility: Investigate
Notes
50 %

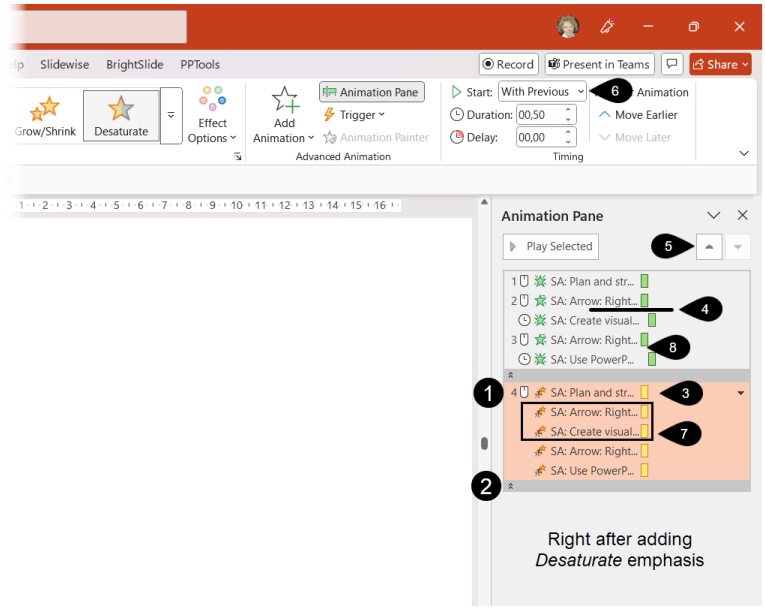
VISUALS_2_PPT Best Practices.pptx • Saved
Search
File Home Insert Draw Design Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide Shape Format
Record Share
Preview None Appear Fade Fly In Float In Split Wipe Shape Wheel Random Bars
Animation
Effect Options
Add Animation
Animation Pane
Trigger
Animation Painter
Advanced Animation
Start: On Click
Duration: 00,50
Delay: 00,00
Reorder Animation
Move Earlier
Move Later
Timing
None
Entrance
Emphasis
Exit
Motion Paths
More Entrance Effects...
More Emphasis Effects...
More Exit Effects...
More Motion Paths...
OLE Action Verbs...
Rectangle
Oval
Pentagon
Triangle
Slide 67 of 79
English (United States)
Accessibility: Investigate
Notes
50 %

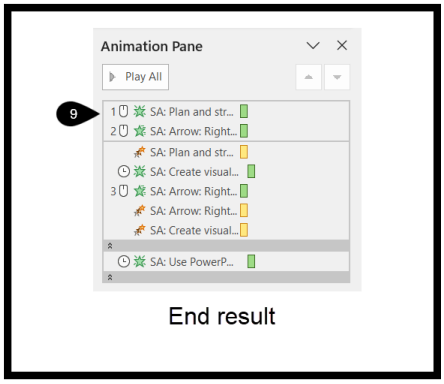

Create more impactful presentations
Plan and structure your content
Create visually appealing content
Use PowerPoint's advanced delivery tools
Animation Pane
Play Selected
Effect Options
Sequence
As One Object
All at Once
One by One
Add Animation
Animation Pane
Trigger
Start: On Click
Duration: 00,50
Delay: 00,00
Reorder Animation
Move Earlier
Move Later
None
Appear
Fade
Fly In
Float In
Split
Wipe
Shape
Wheel
Random Bars
1
2
3
4
5
6

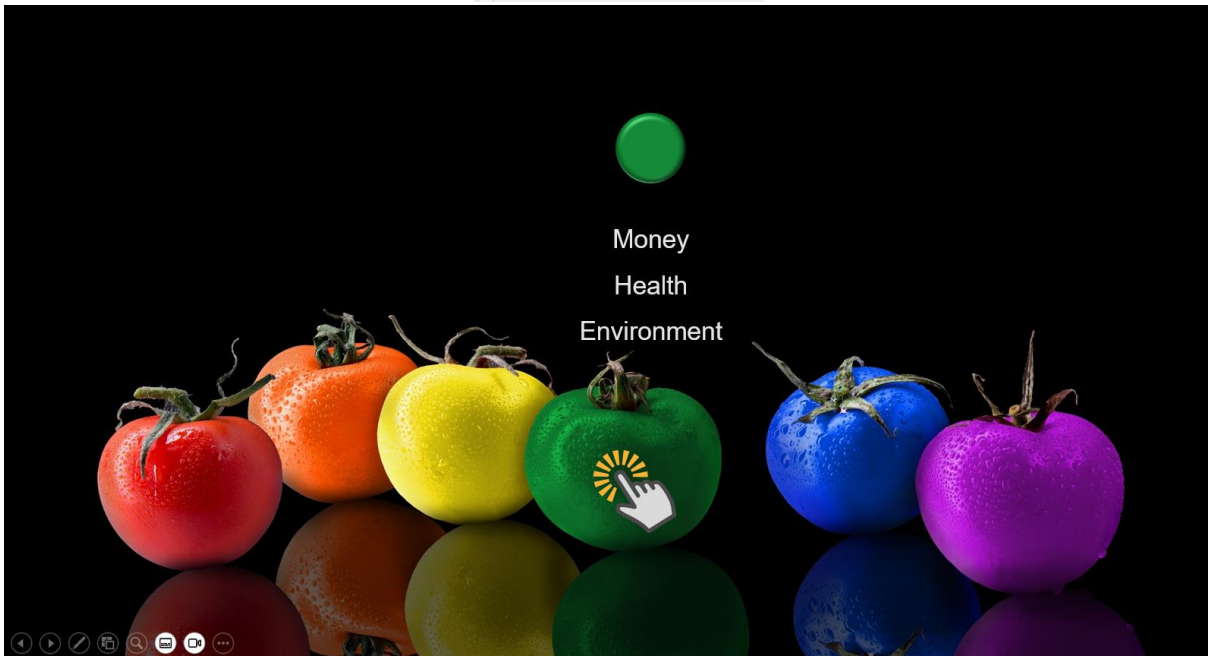

Record
Share
Start: On Click
Duration: 00,50
Delay: 00,00
Timing
Reorder Animation
Move Earlier
Move Later
On Click
With Previous
After Previous
1
2
3
4
5
Animation Pane
Play From
6
1 SA: Plan and str...
2 SA: Arrow: Right...
SA: Create visual...
3 SA: Arrow: Right...
SA: Use PowerP...
7
Animation Pane
Play From
1 SA: Plan and structure your
8
Start On Click
Start With Previous
Start After Previous
Effect Options...
Timing...
Show Advanced Timeline
Remove
9
Seconds
0 2 4 6
Notes
66 %

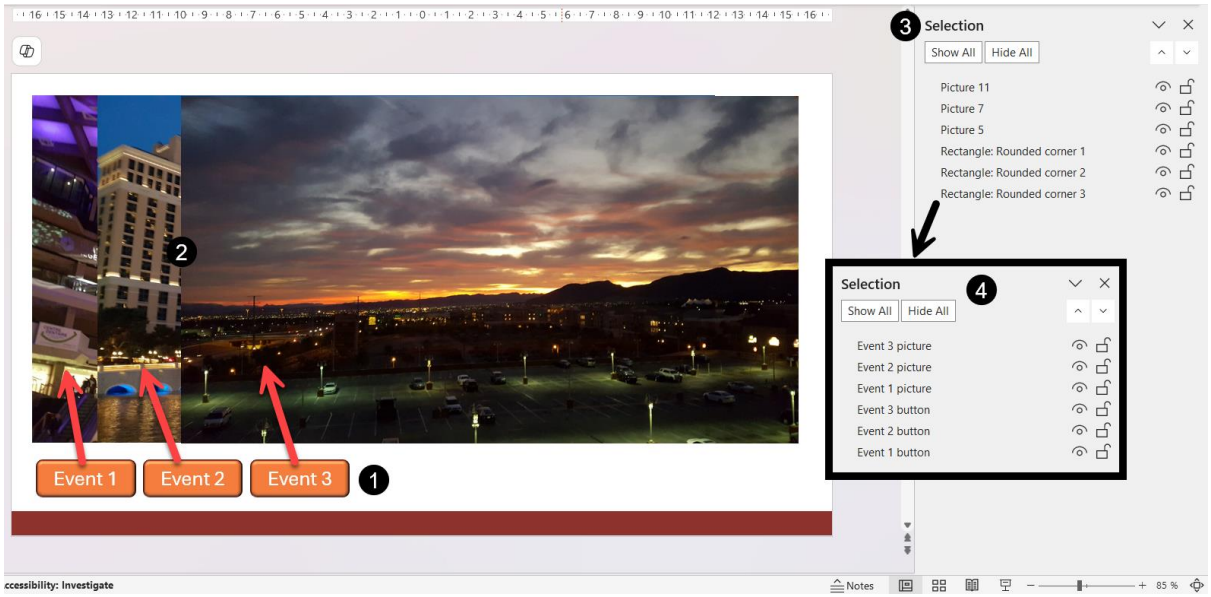

Original animation sequence
Plan and structure your content
Create visually appealing content
Use PowerPoint's advanced delivery tools
#1 On Click
#2 On Click
With Previous
#3 On Click
With Previous
Animation Pane
Play From

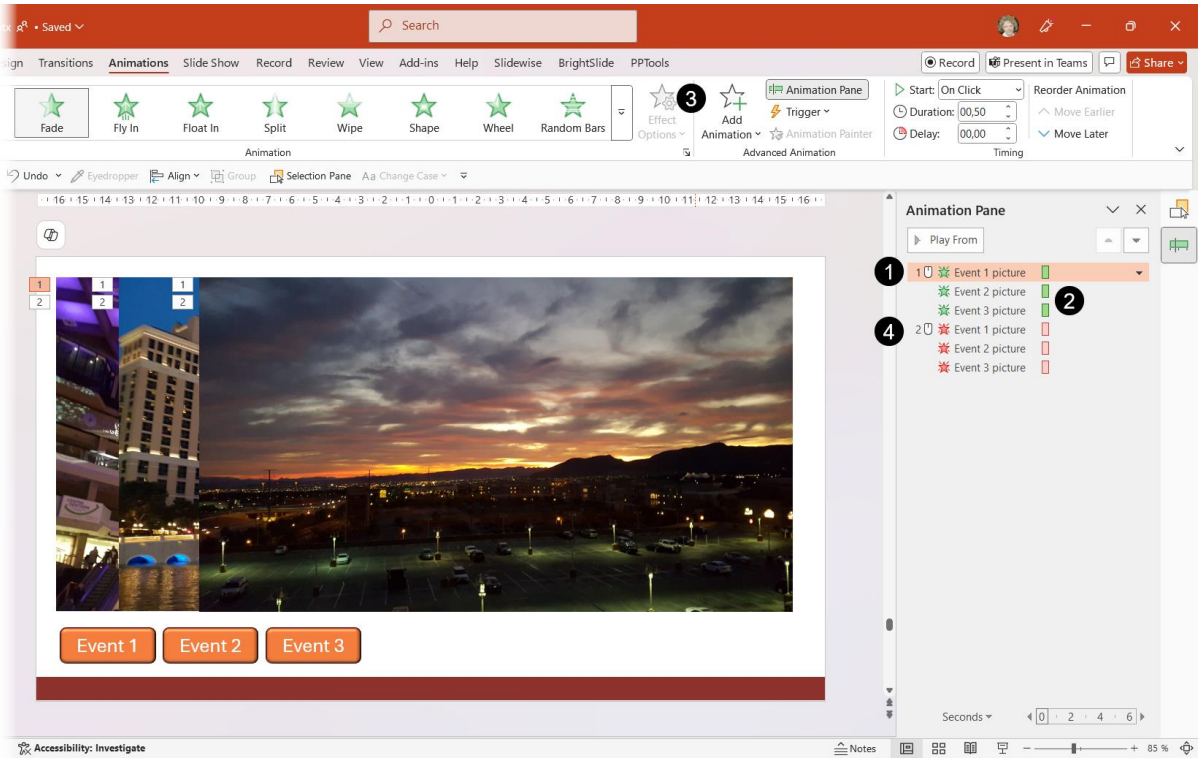

Create more impactful presentations
Plan and structure your content
Create visually appealing content
Entrance
Emphasis
Exit
More Entrance Effects...
More Emphasis Effects...
More Exit Effects...
More Motion Paths...

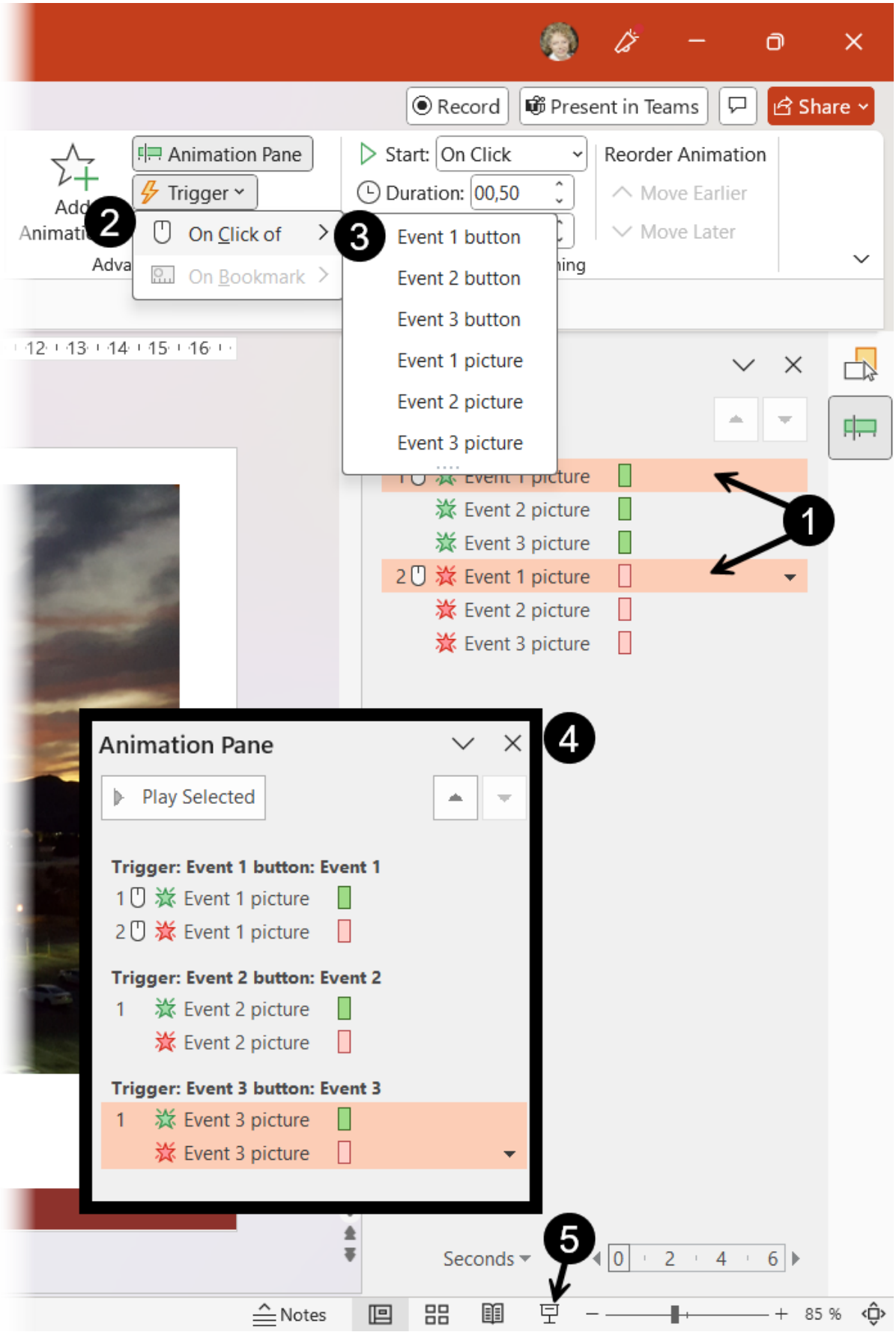

Slidewise
BrightSlide
PPTools
Record
Present in Teams
Share
Grow/Shrink
Desaturate
Effect Options
Add Animation
Animation Pane
Trigger
Animation Painter
Advanced Animation
Start: With Previous
Duration: 00,50
Delay: 00,00
6 Animation
Move Earlier
Move Later
Timing
Animation Pane
Play Selected
5
1 SA: Plan and str...
2 SA: Arrow: Right...
SA: Create visual...
3 SA: Arrow: Right...
SA: Use PowerP...
4
8
1
4 SA: Plan and str...
3
SA: Arrow: Right...
SA: Create visual...
7
SA: Arrow: Right...
SA: Use PowerP...
2
Right after adding
Desaturate emphasis

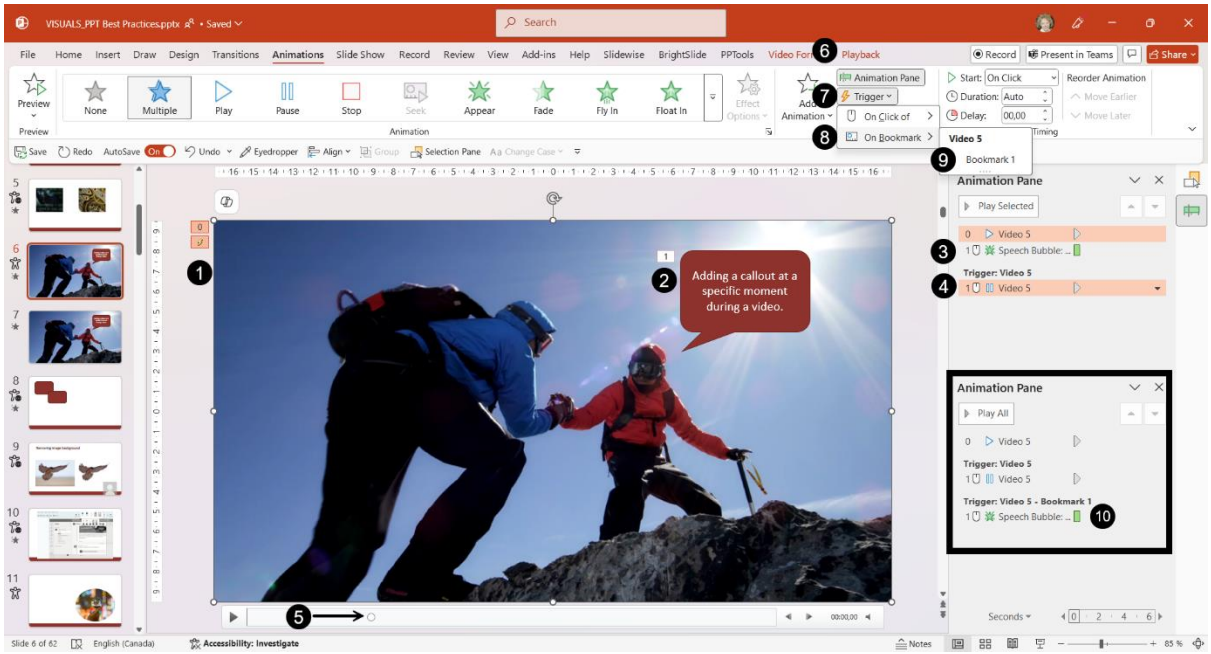

Animation Pane
Play All
9
1 SA: Plan and str...
2 SA: Arrow: Right...
SA: Plan and str...
SA: Create visual...
3 SA: Arrow: Right...
SA: Arrow: Right...
SA: Create visual...
SA: Use PowerP...
End result


Money
Health
Environment

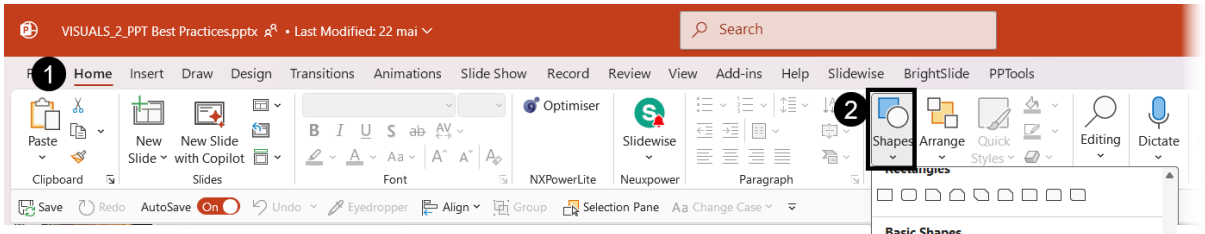

3 Selection
Show All
Hide All
Picture 11
Picture 7
Picture 5
Rectangle: Rounded corner 1
Rectangle: Rounded corner 2
Rectangle: Rounded corner 3
Selection
4
Show All
Hide All
Event 3 picture
Event 2 picture
Event 1 picture
Event 3 button
Event 2 button
Event 1 button
2
Event 1
Event 2
Event 3
1
ccessibility: Investigate
Notes
85 %

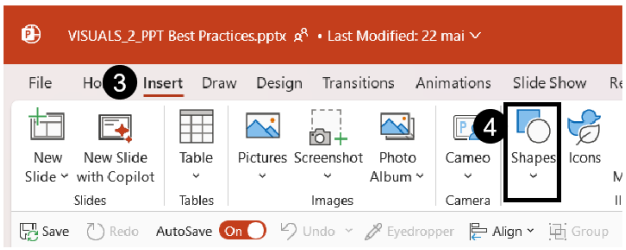

Search
Transitions
Animations
Slide Show
Record
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Record
Present in Teams
Share
Fade
Fly In
Float In
Split
Wipe
Shape
Wheel
Random Bars
Effect Options
Add Animation
Animation Pane
Trigger
Animation Painter
Start: On Click
Duration: 00,50
Delay: 00,00
Reorder Animation
Move Earlier
Move Later
Animation
Advanced Animation
Timing
Undo
Eyedropper
Align
Group
Selection Pane
Change Case
Animation Pane
Play From
1 Event 1 picture
Event 2 picture
Event 3 picture
2 Event 1 picture
Event 2 picture
Event 3 picture
Event 1
Event 2
Event 3
Seconds
Accessibility: Investigate
Notes
85 %

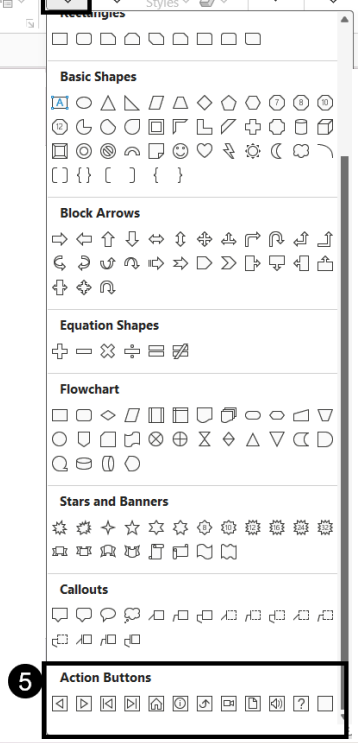

Record
Present in Teams
Share
Animation Pane
Trigger
Start: On Click
Duration: 00,50
Reorder Animation
Move Earlier
Move Later
On Click of
On Bookmark
Event 1 button
Event 2 button
Event 3 button
Event 1 picture
Event 2 picture
Event 3 picture
1
2
3
4
5
Animation Pane
Play Selected
Trigger: Event 1 button: Event 1
Trigger: Event 2 button: Event 2
Trigger: Event 3 button: Event 3
Seconds
Notes
85 %

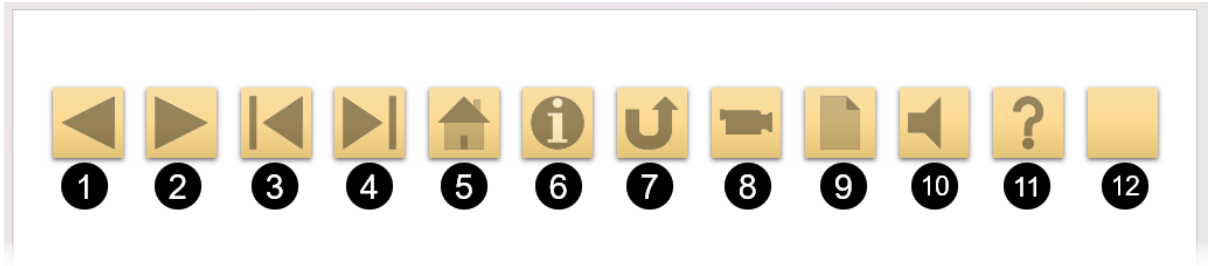

Adding a callout at a specific moment during a video.
Animation Pane
Play Selected
Video 5
Speech Bubble: ...
Trigger: Video 5
Play All
Trigger: Video 5 - Bookmark 1
On Click of
On Bookmark
Video 5
Bookmark 1

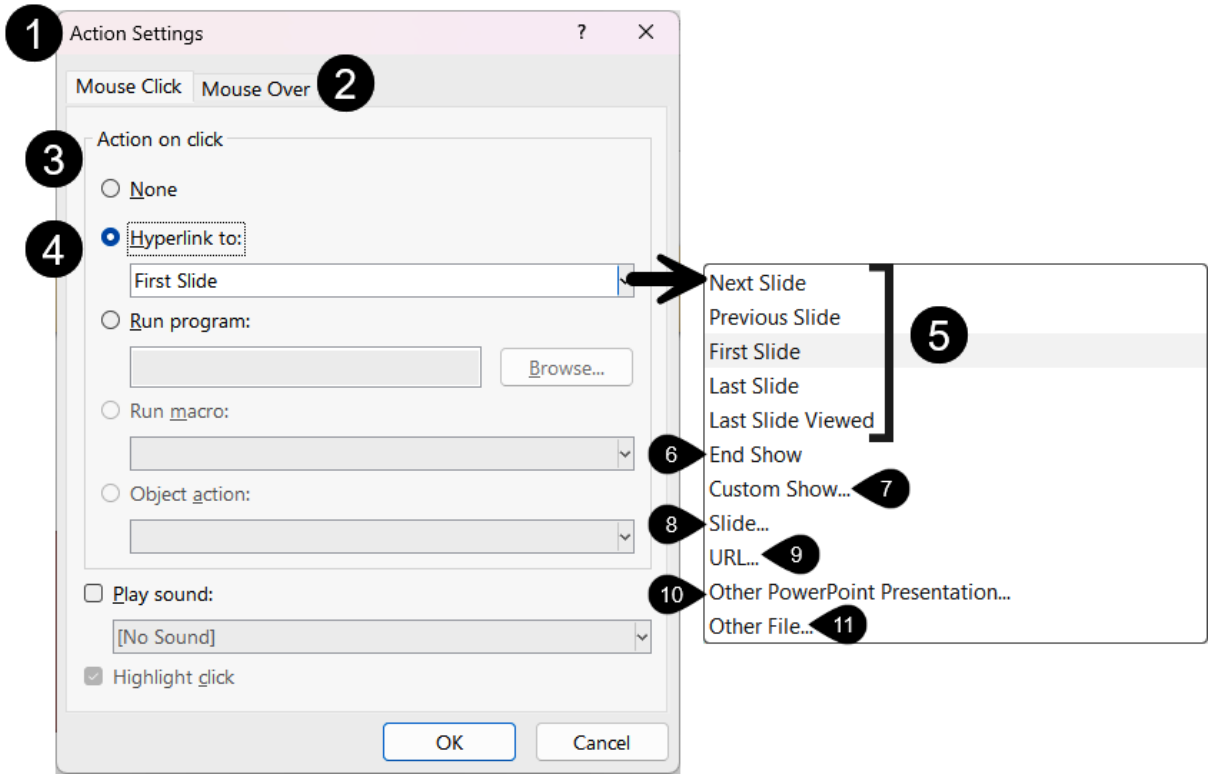
Chapter 10: Building Flexibility and Interactivity into Your Presentations

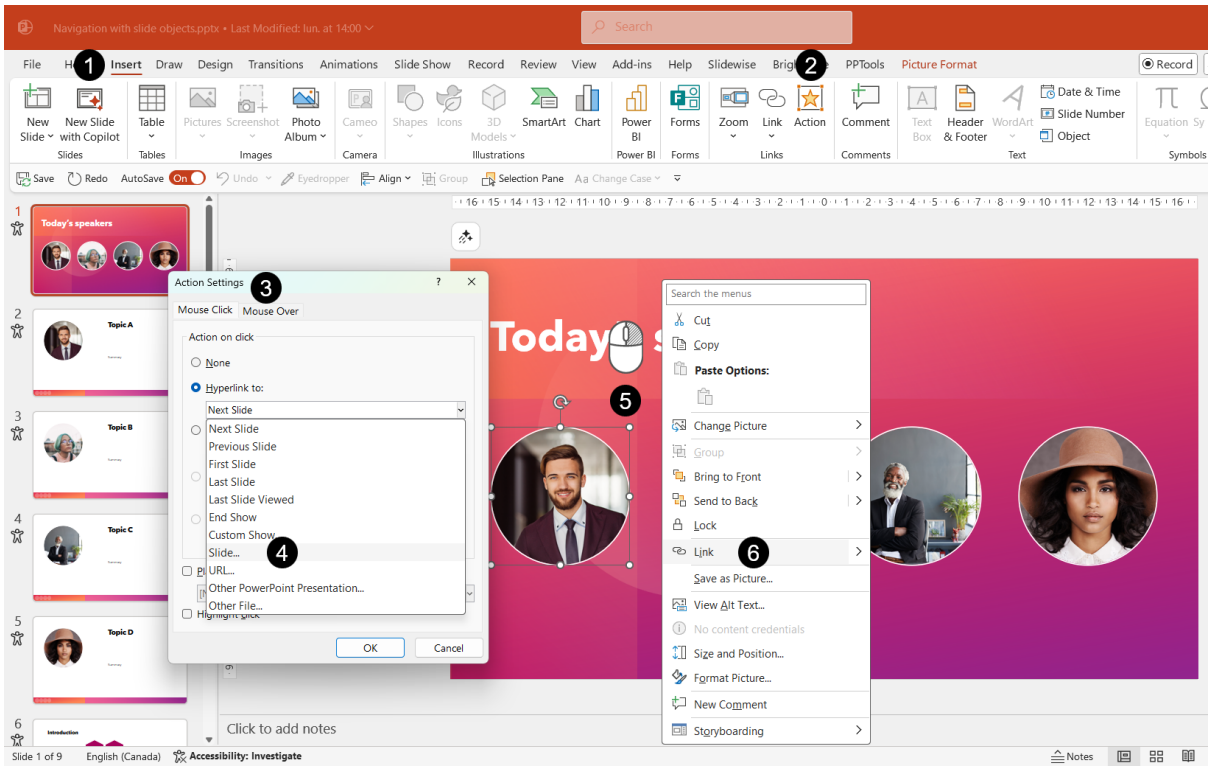




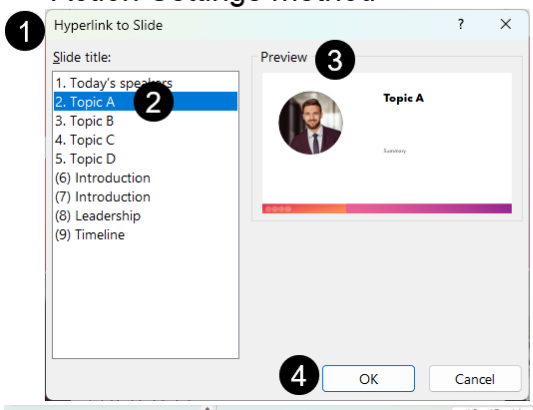




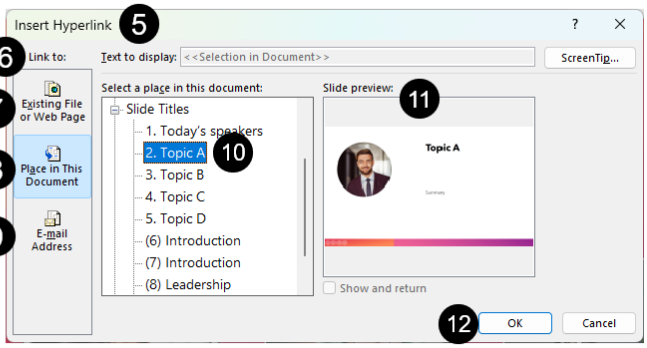

1
Action Settings
Mouse Click
Mouse Over
2
3
Action on click
None
4
Hyperlink to:
First Slide
Run program:
Browse...
Run macro:
Object action:
Play sound:
[No Sound]
Highlight click
OK
Cancel
Next Slide
Previous Slide
First Slide
Last Slide
Last Slide Viewed
5
End Show
6
Custom Show...
7
Slide...
8
URL...
9
Other PowerPoint Presentation...
10
Other File...
11

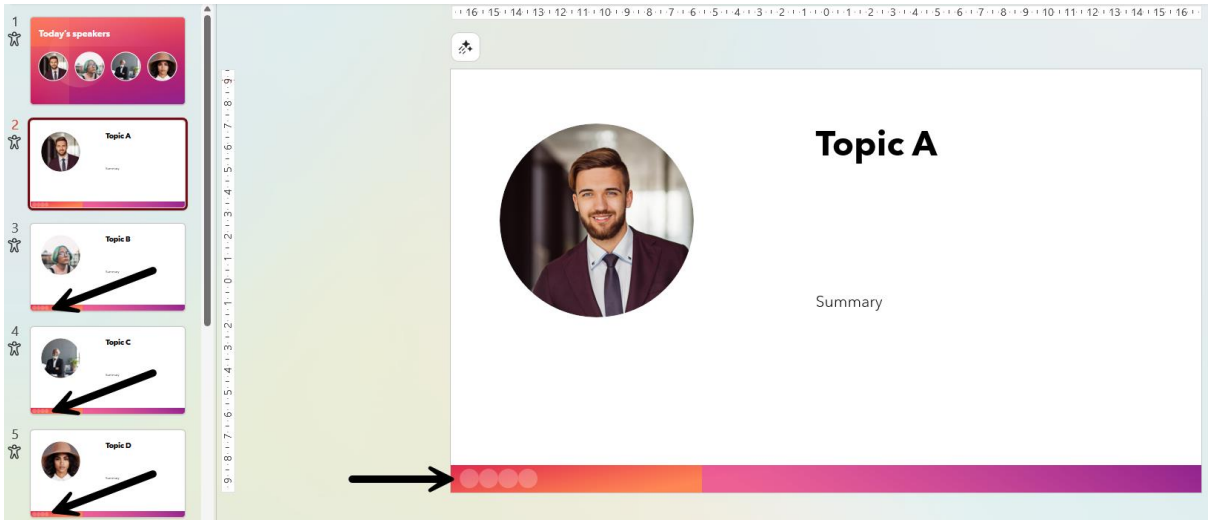

1
Insert
2
Action
Action Settings
3
Mouse Click
Mouse Over
Action on click
None
Hyperlink to:
Next Slide
Previous Slide
First Slide
Last Slide
Last Slide Viewed
End Show
Custom Show
Slide...
4
URL...
Other PowerPoint Presentation...
Other File...
OK
Cancel
5
Today's speakers
Search the menus
Cut
Copy
Paste Options:
Change Picture
Group
Bring to Front
Send to Back
Lock
Link
6
Save as Picture...
View Alt Text...
No content credentials
Size and Position...
Format Picture...
New Comment
Storyboarding
Click to add notes

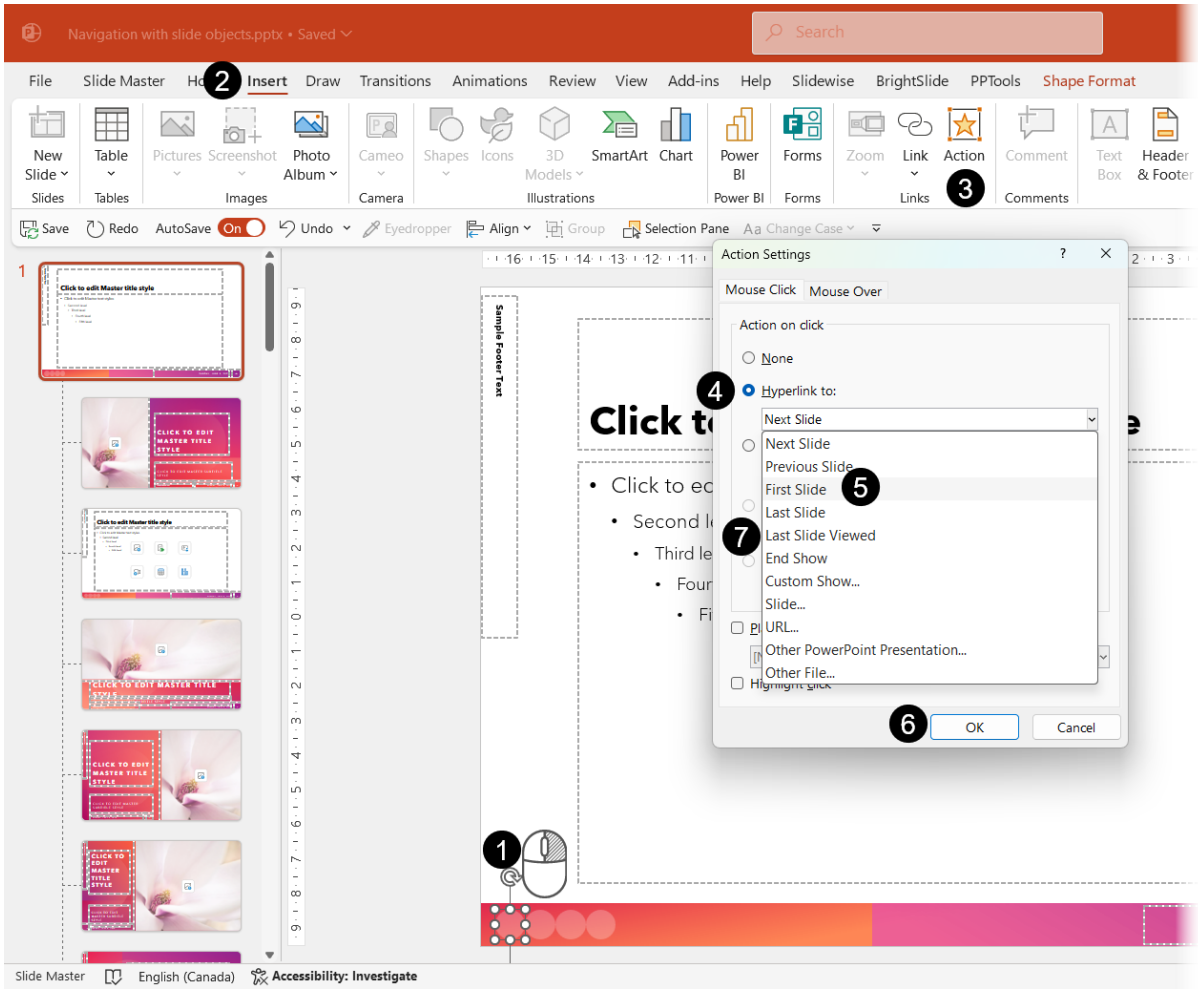
Action Settings method

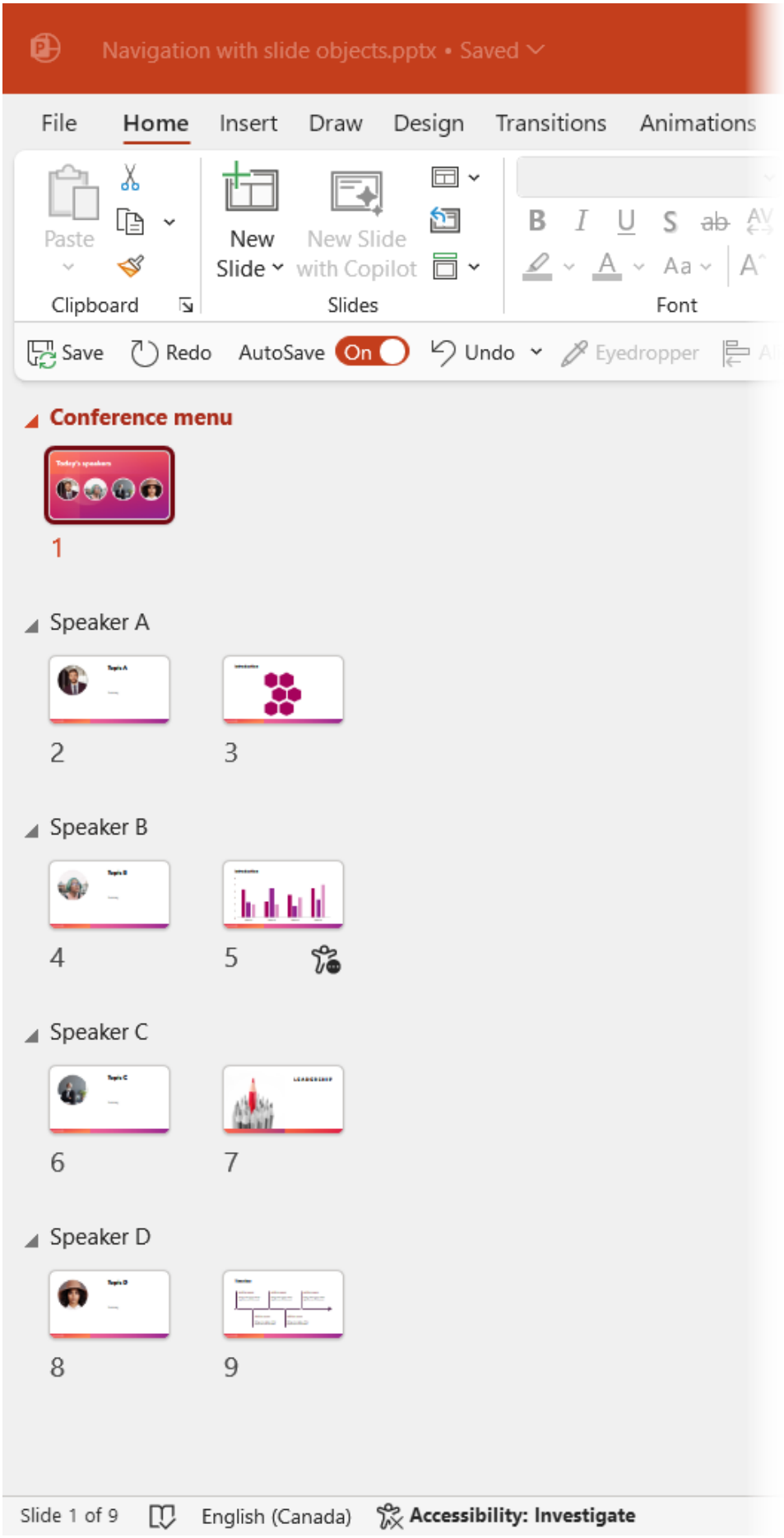


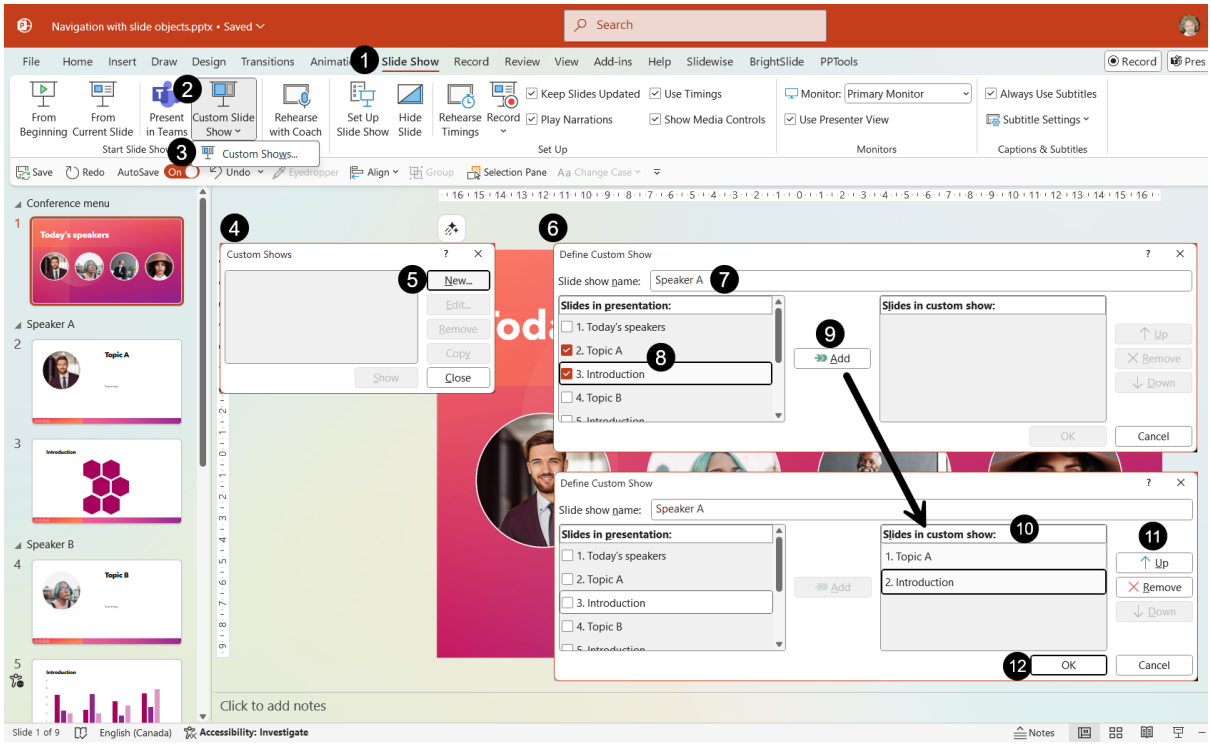
Link method

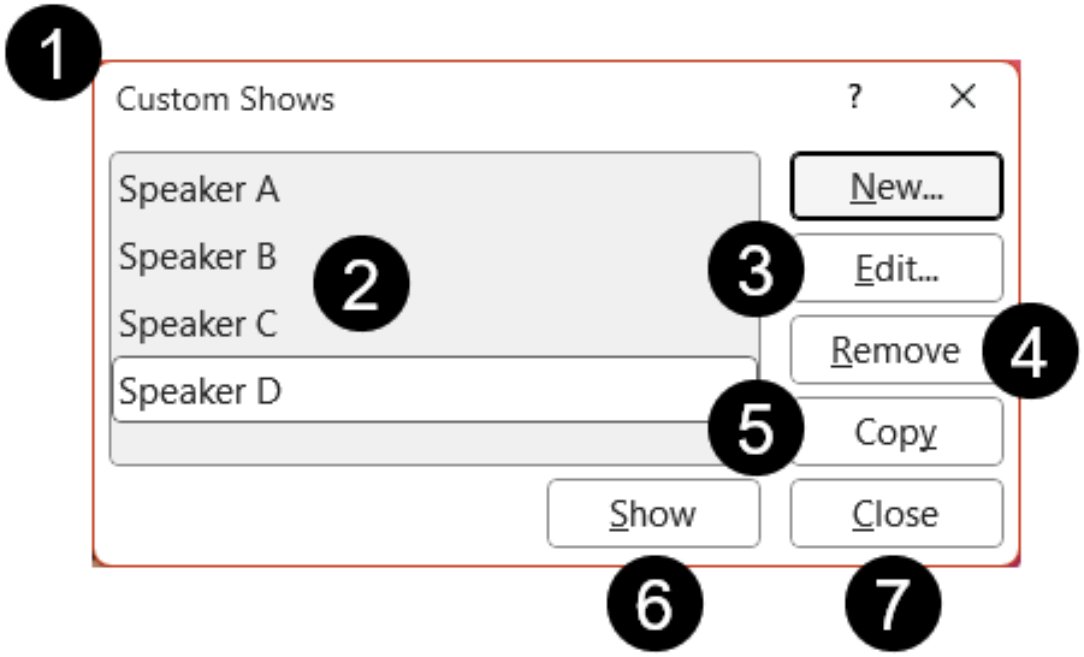


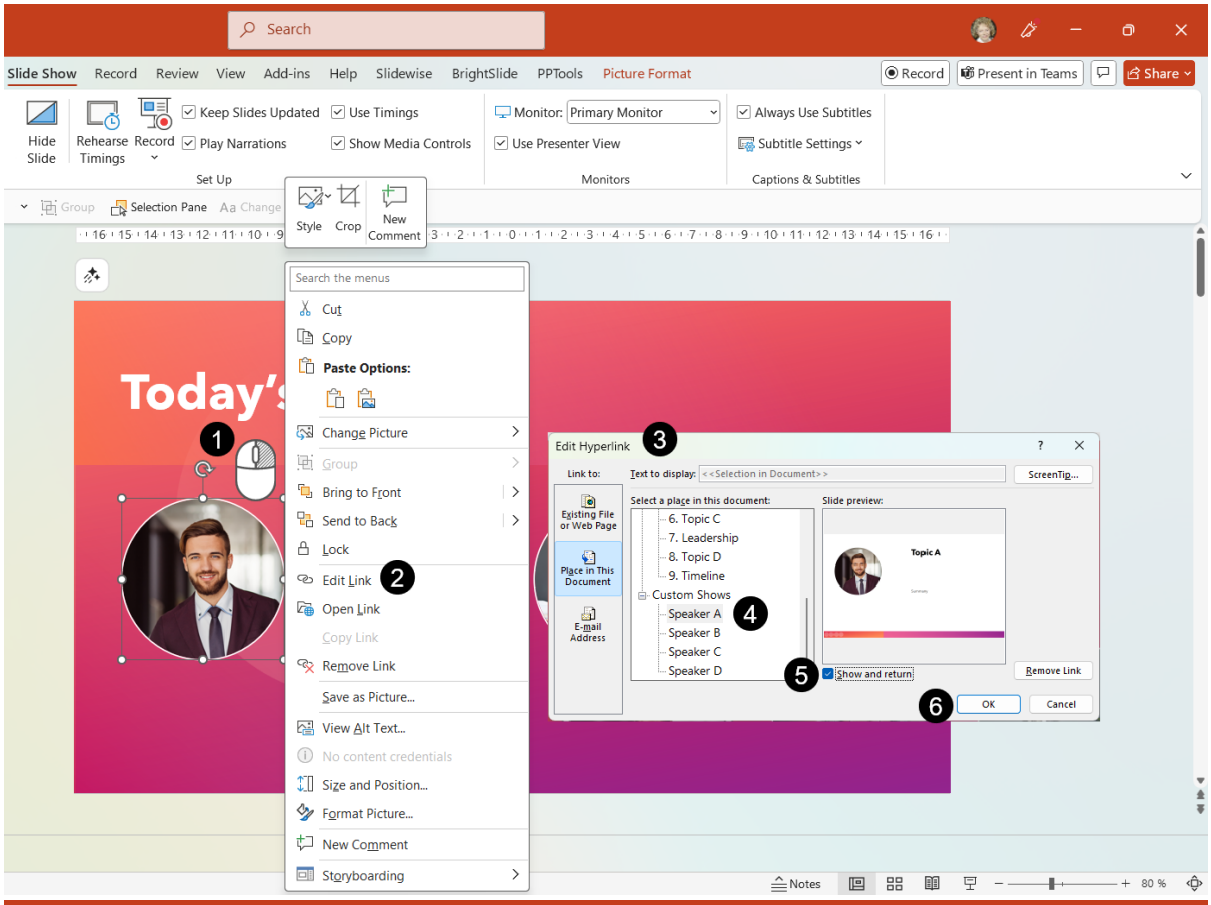


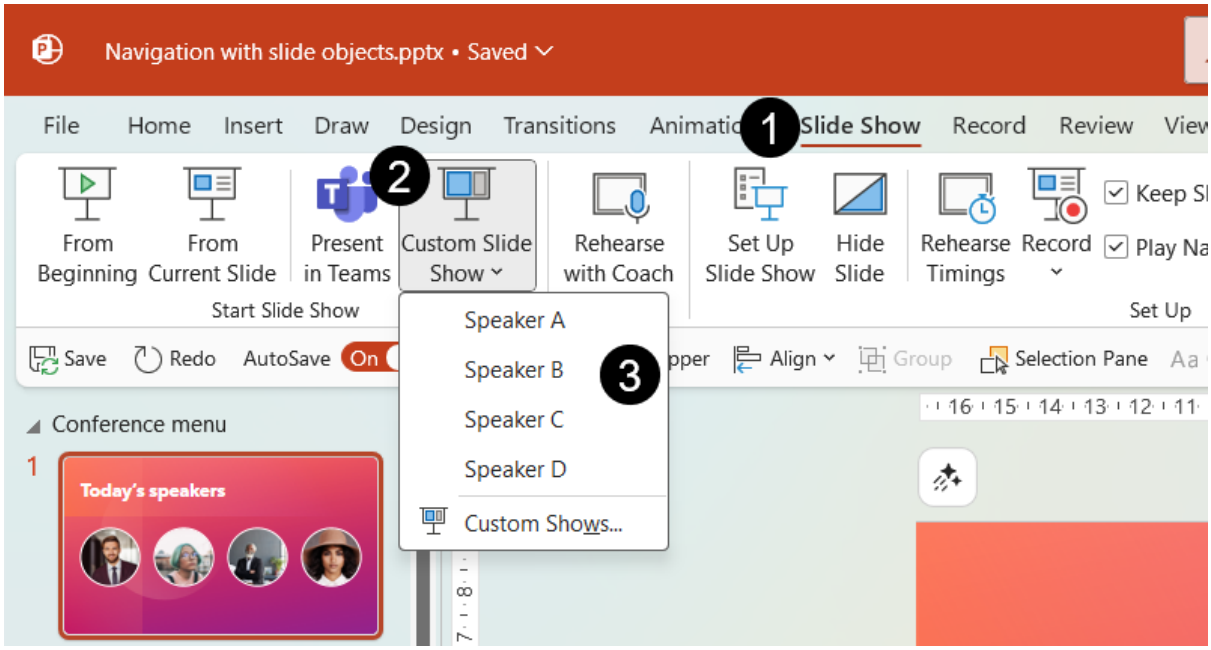

Navigation with slide objects.pptx • Saved
Search
File
Slide Master
Insert
Draw
Transitions
Animations
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Shape Format
New Slide
Table
Pictures
Screenshot
Photo Album
Cameo
Shapes
Icons
3D Models
SmartArt
Chart
Power BI
Forms
Zoom
Link
Action
Comment
Text Box
Header & Footer
Slides
Tables
Images
Camera
Illustrations
Power BI
Forms
Links
Comments
Save
Redo
AutoSave
On
Undo
Eyedropper
Align
Group
Selection Pane
Change Case
Action Settings
Mouse Click
Mouse Over
Action on click
None
Hyperlink to:
Next Slide
Previous Slide
First Slide
Last Slide
Last Slide Viewed
End Show
Custom Show...
Slide...
URL...
Other PowerPoint Presentation...
Other File...
OK
Cancel
Sample Footer Text
Slide Master
English (Canada)
Accessibility: Investigate
1
2
3
4
5
6
7

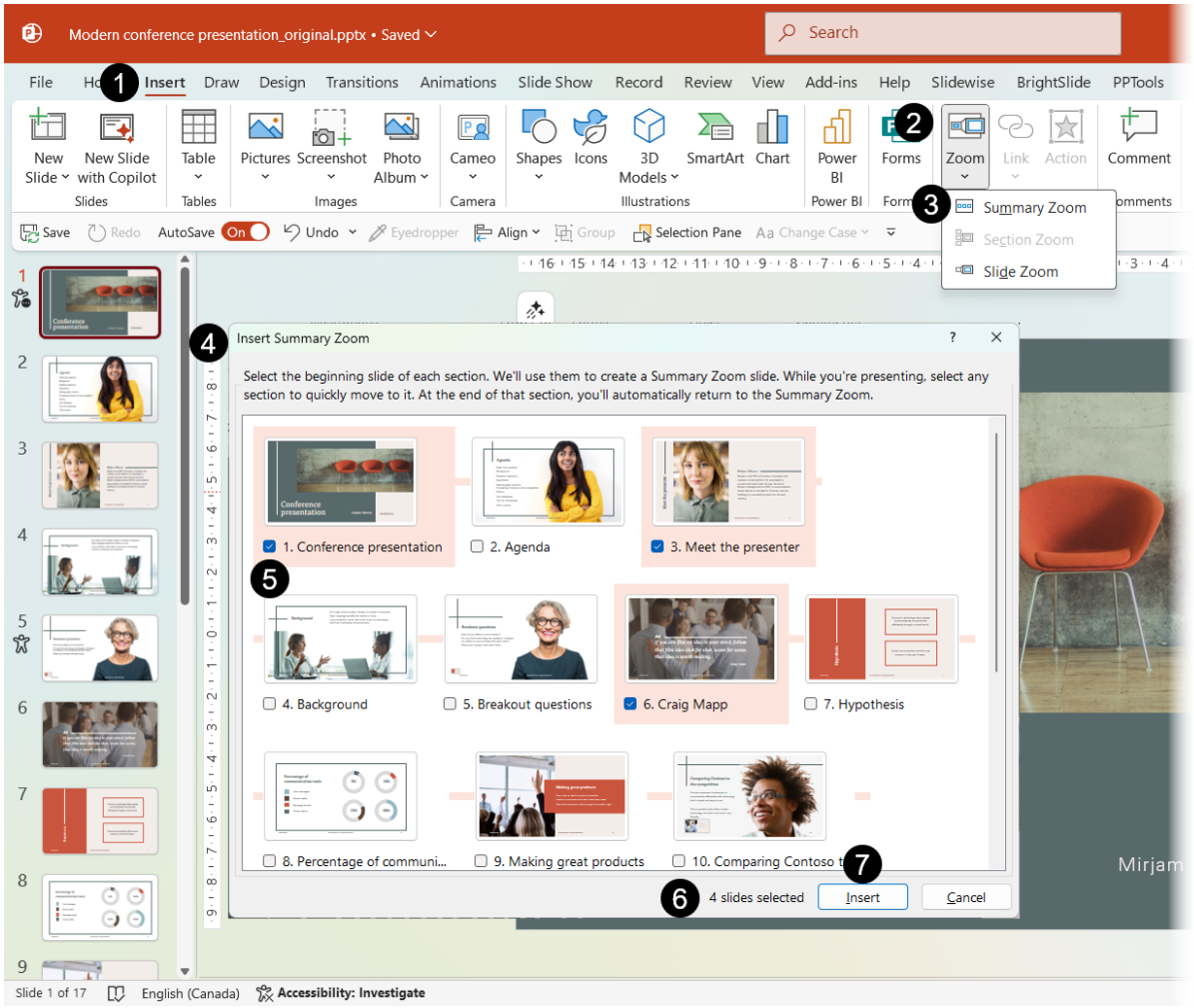

Navigation with slide objects.pptx • Saved
File
Home
Insert
Draw
Design
Transitions
Animations
Paste
Clipboard
New Slide
New Slide with Copilot
Slides
Font
Save
Redo
AutoSave
On
Undo
Eyedropper
Conference menu
1
Speaker A
2
3
Speaker B
4
5
Speaker C
6
7
Speaker D
8
9
Slide 1 of 9
English (Canada)
Accessibility: Investigate

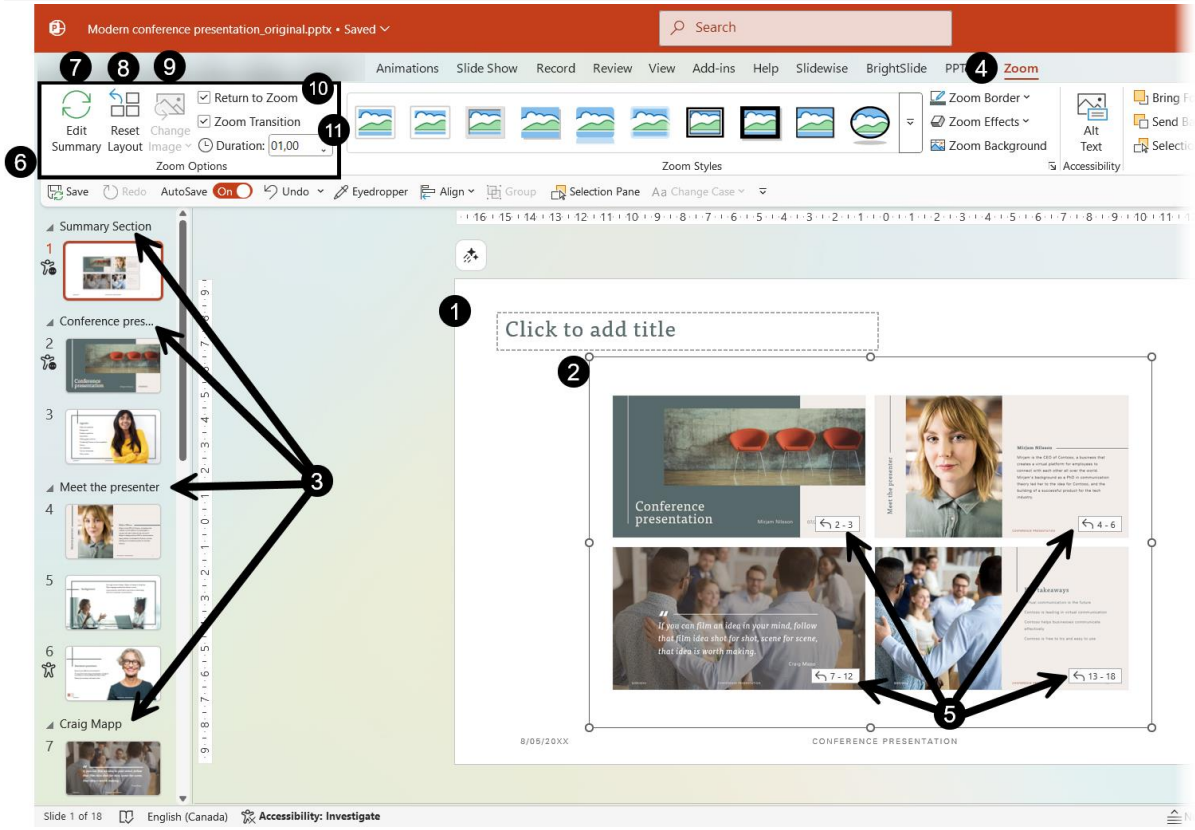

Navigation with slide objects.pptx • Saved
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPTools
From Beginning
From Current Slide
Present in Teams
Custom Slide Show
Rehearse with Coach
Set Up Slide Show
Hide Slide
Rehearse Timings
Record
Keep Slides Updated
Play Narrations
Use Timings
Show Media Controls
Monitor: Primary Monitor
Use Presenter View
Always Use Subtitles
Subtitle Settings
Start Slide Show
Set Up
Monitors
Captions & Subtitles
Custom Shows...
Conference menu
Speaker A
Speaker B
Custom Shows
New...
Edit...
Remove
Copy
Show
Close
Define Custom Show
Slide show name: Speaker A
Slides in presentation:
1. Today's speakers
2. Topic A
3. Introduction
4. Topic B
Add
Slides in custom show:
1. Topic A
2. Introduction
Up
Remove
Down
OK
Cancel
Click to add notes
Slide 1 of 9
English (Canada)
Accessibility: Investigate
Notes

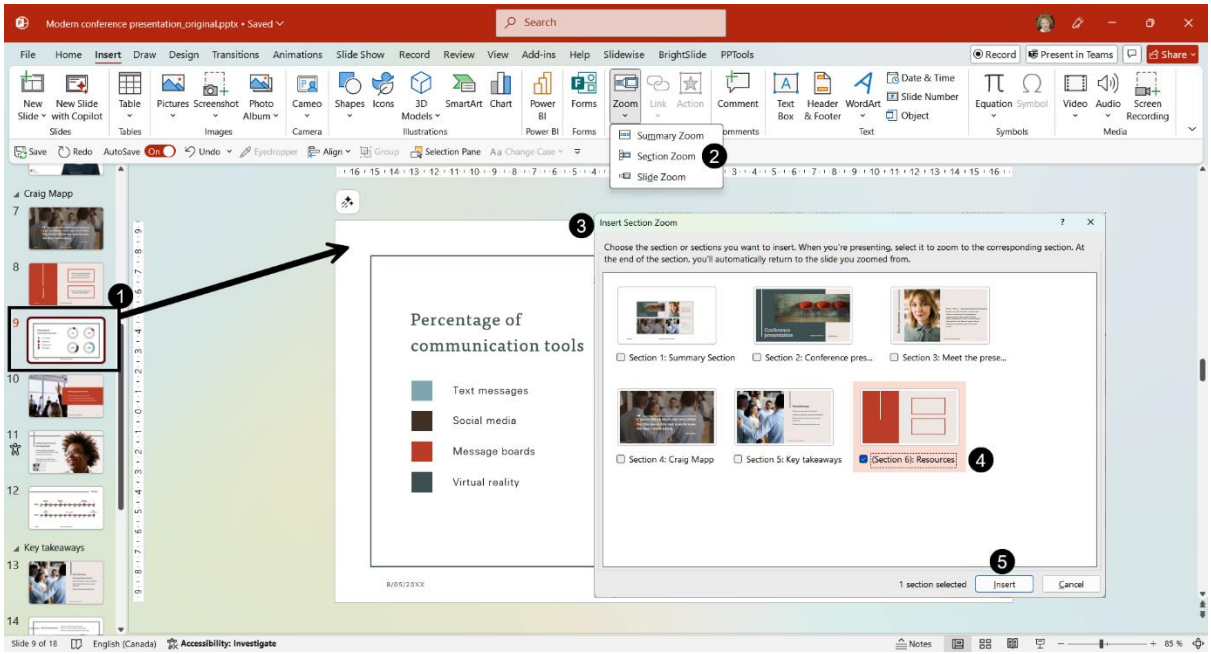

1
Custom Shows
?
Speaker A
Speaker B
Speaker C
Speaker D
2
New...
3
Edit...
Remove
4
5
Copy
Show
Close
6
7

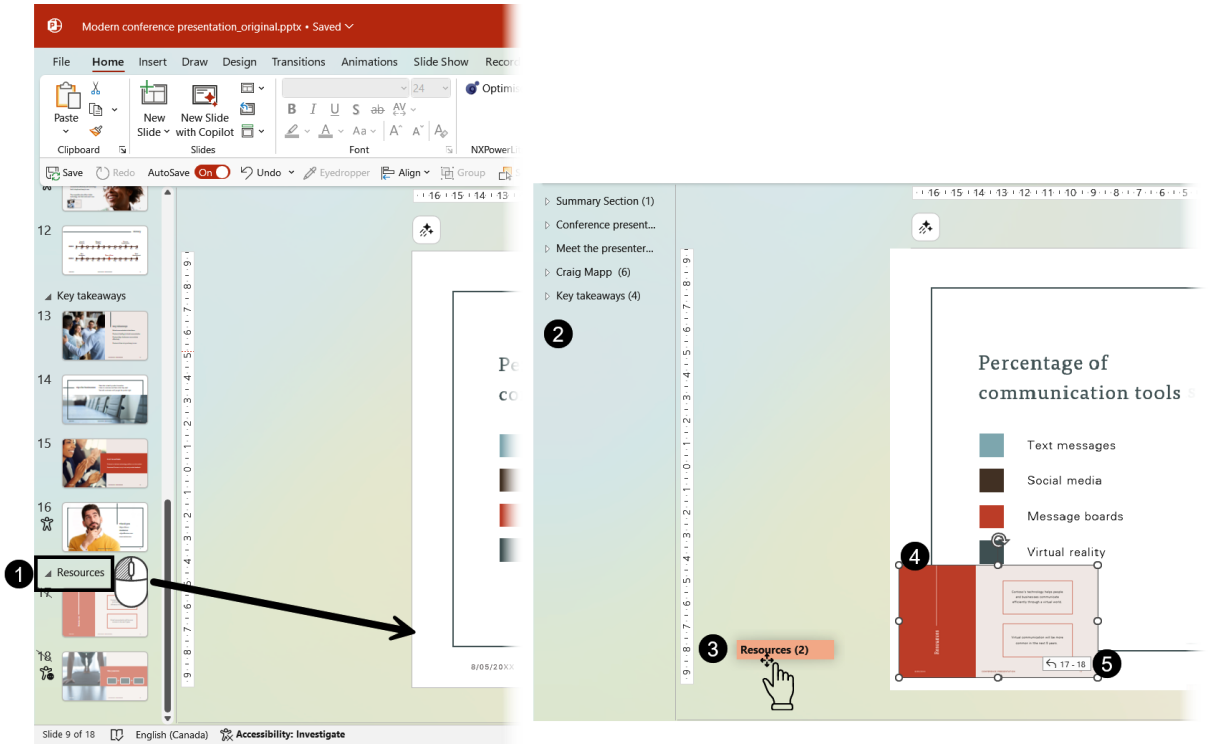

Search
Slide Show
Record
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
Picture Format
Record
Present in Teams
Share
Hide Slide
Rehearse Timings
Record
Keep Slides Updated
Play Narrations
Use Timings
Show Media Controls
Set Up
Monitor:
Primary Monitor
Use Presenter View
Monitors
Always Use Subtitles
Subtitle Settings
Captions & Subtitles
Group
Selection Pane
Change
Style
Crop
New Comment
Search the menus
Cut
Copy
Paste Options:
Change Picture
Group
Bring to Front
Send to Back
Lock
Edit Link
Open Link
Copy Link
Remove Link
Save as Picture...
View Alt Text...
No content credentials
Size and Position...
Format Picture...
New Comment
Storyboarding
Edit Hyperlink
Link to:
Text to display:
<<Selection in Document>>
ScreenTip...
Existing File or Web Page
Place in This Document
E-mail Address
Select a place in this document:
6. Topic C
7. Leadership
8. Topic D
9. Timeline
Custom Shows
Speaker A
Speaker B
Speaker C
Speaker D
Slide preview:
Topic A
Show and return
Remove Link
OK
Cancel
Notes
80 %

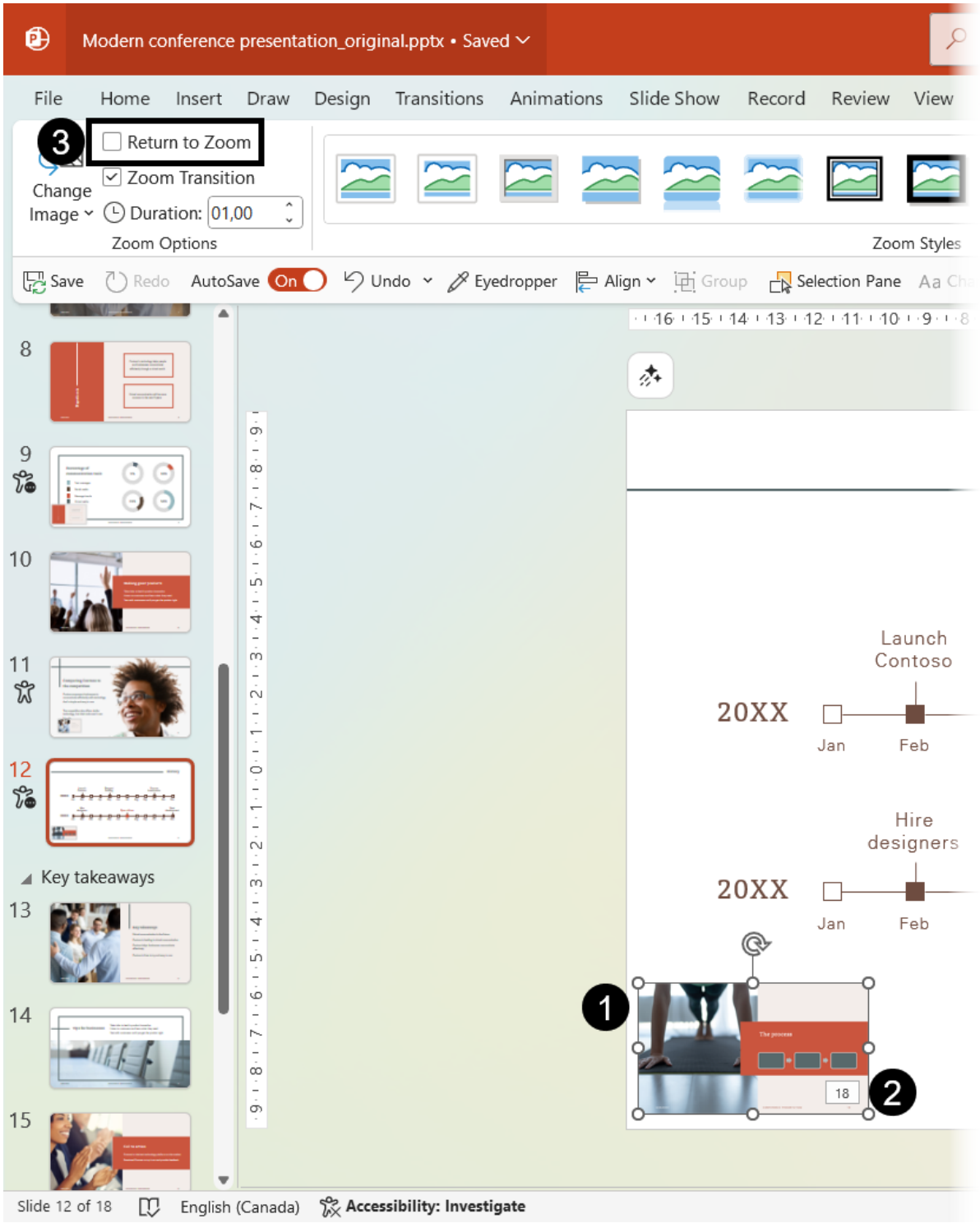

Navigation with slide objects.pptx • Saved
File
Home
Insert
Draw
Design
Transitions
Animatio
Slide Show
Record
Review
View
From Beginning
From Current Slide
Present in Teams
Custom Slide Show
Rehearse with Coach
Set Up Slide Show
Hide Slide
Rehearse Timings
Record
Keep Sl
Play Na
Start Slide Show
Set Up
Save
Redo
AutoSave
On
Align
Group
Selection Pane
Speaker A
Speaker B
Speaker C
Speaker D
Custom Shows...
Conference menu
Today's speakers

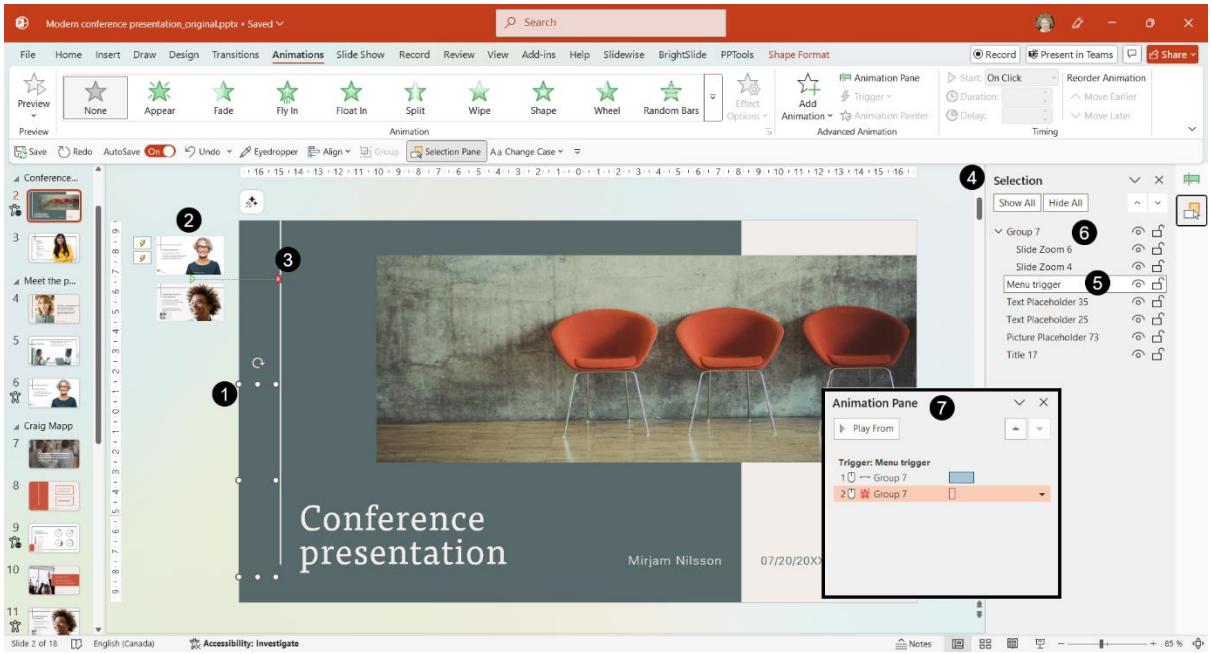

Modern conference presentation_original.pptx • Saved
Search
File
Insert
Draw
Design
Transitions
Animations
Slide Show
Record
Review
View
Add-ins
Help
Slidewise
BrightSlide
PPTools
New Slide
New Slide with Copilot
Table
Pictures
Screenshot
Photo Album
Cameo
Shapes
Icons
3D Models
SmartArt
Chart
Power BI
Forms
Zoom
Link
Action
Comment
Slides
Tables
Images
Camera
Illustrations
Power BI
Summary Zoom
Section Zoom
Slide Zoom
Insert Summary Zoom
Select the beginning slide of each section. We'll use them to create a Summary Zoom slide. While you're presenting, select any section to quickly move to it. At the end of that section, you'll automatically return to the Summary Zoom.
1. Conference presentation
2. Agenda
3. Meet the presenter
4. Background
5. Breakout questions
6. Craig Mapp
7. Hypothesis
8. Percentage of communi...
9. Making great products
10. Comparing Contoso t...
4 slides selected
Insert
Cancel
Slide 1 of 17
English (Canada)
Accessibility: Investigate


Modern conference presentation_original.pptx • Saved
Search
Animations
Slide Show
Record
Review
View
Add-ins
Help
Slidewise
BrightSlide
Zoom
Edit Summary
Reset Layout
Change Image
Return to Zoom
Zoom Transition
Duration: 01,00
Zoom Options
Zoom Styles
Zoom Border
Zoom Effects
Zoom Background
Alt Text
Accessibility
Summary Section
Conference pres...
Meet the presenter
Craig Mapp
Click to add title
Conference presentation
CONFERENCE PRESENTATION
Slide 1 of 18
English (Canada)
Accessibility: Investigate

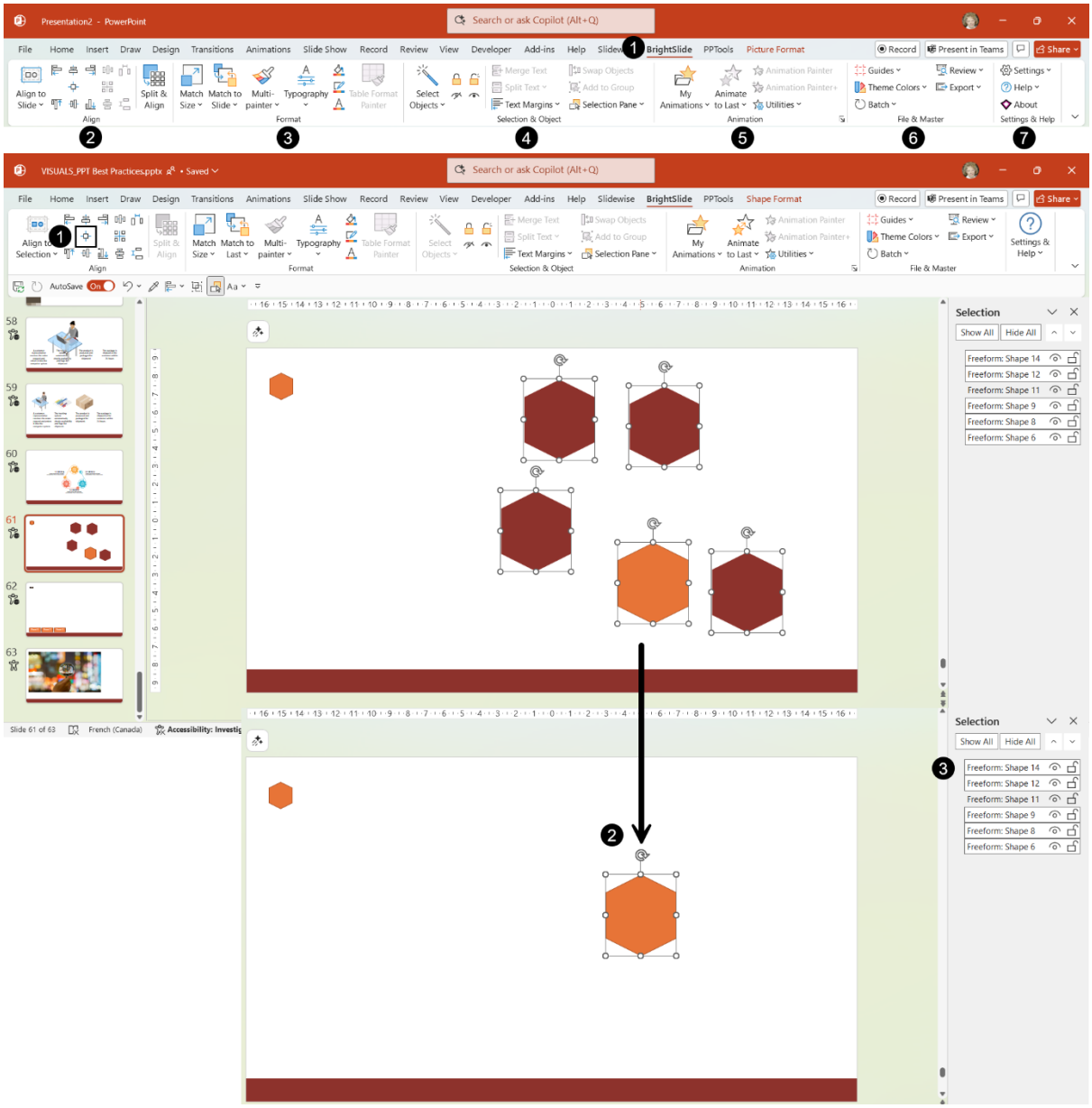

Modern conference presentation_original.pptx • Saved
Search
Zoom
Summary Zoom
Section Zoom
Slide Zoom
Insert Section Zoom
Choose the section or sections you want to insert. When you're presenting, select it to zoom to the corresponding section. At the end of the section, you'll automatically return to the slide you zoomed from.
Section 1: Summary Section
Section 2: Conference pres...
Section 3: Meet the prese...
Section 4: Craig Mapp
Section 5: Key takeaways
Section 6): Resources
1 section selected
Insert
Cancel
Percentage of communication tools
Text messages
Social media
Message boards
Virtual reality
1
2
3
4
5

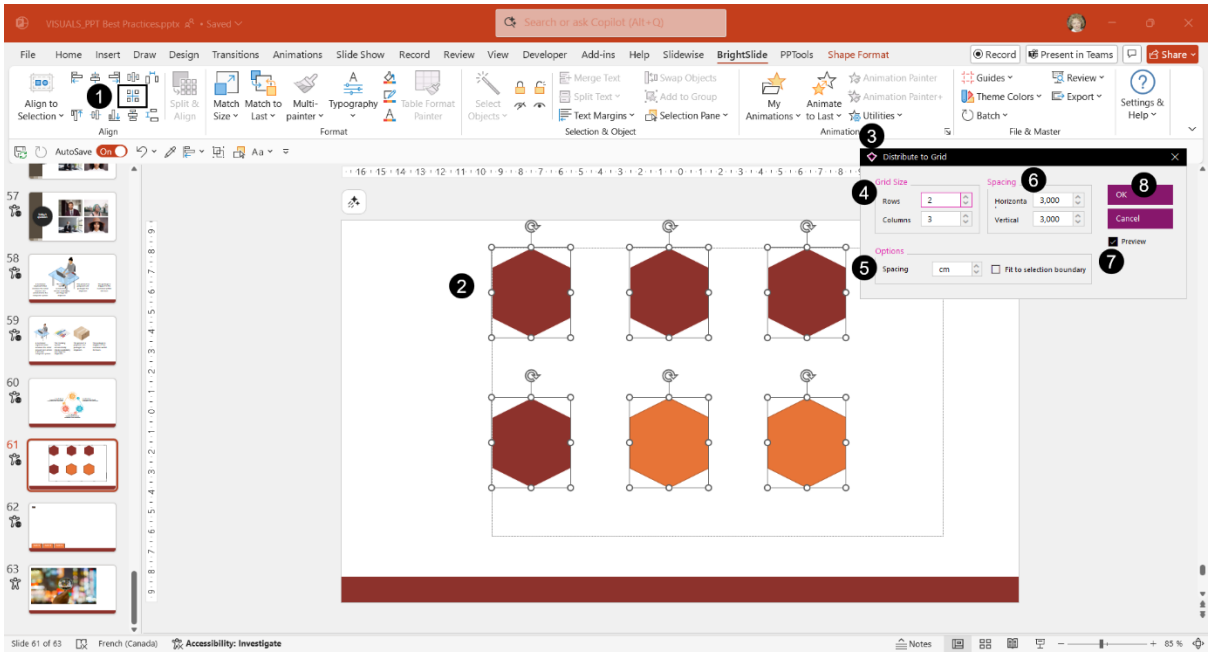

Modern conference presentation_original.pptx • Saved
Resources
Summary Section (1)
Conference present...
Meet the presenter...
Craig Mapp (6)
Key takeaways (4)
Resources (2)
Percentage of communication tools
Text messages
Social media
Message boards
Virtual reality
1
2
3
4
5

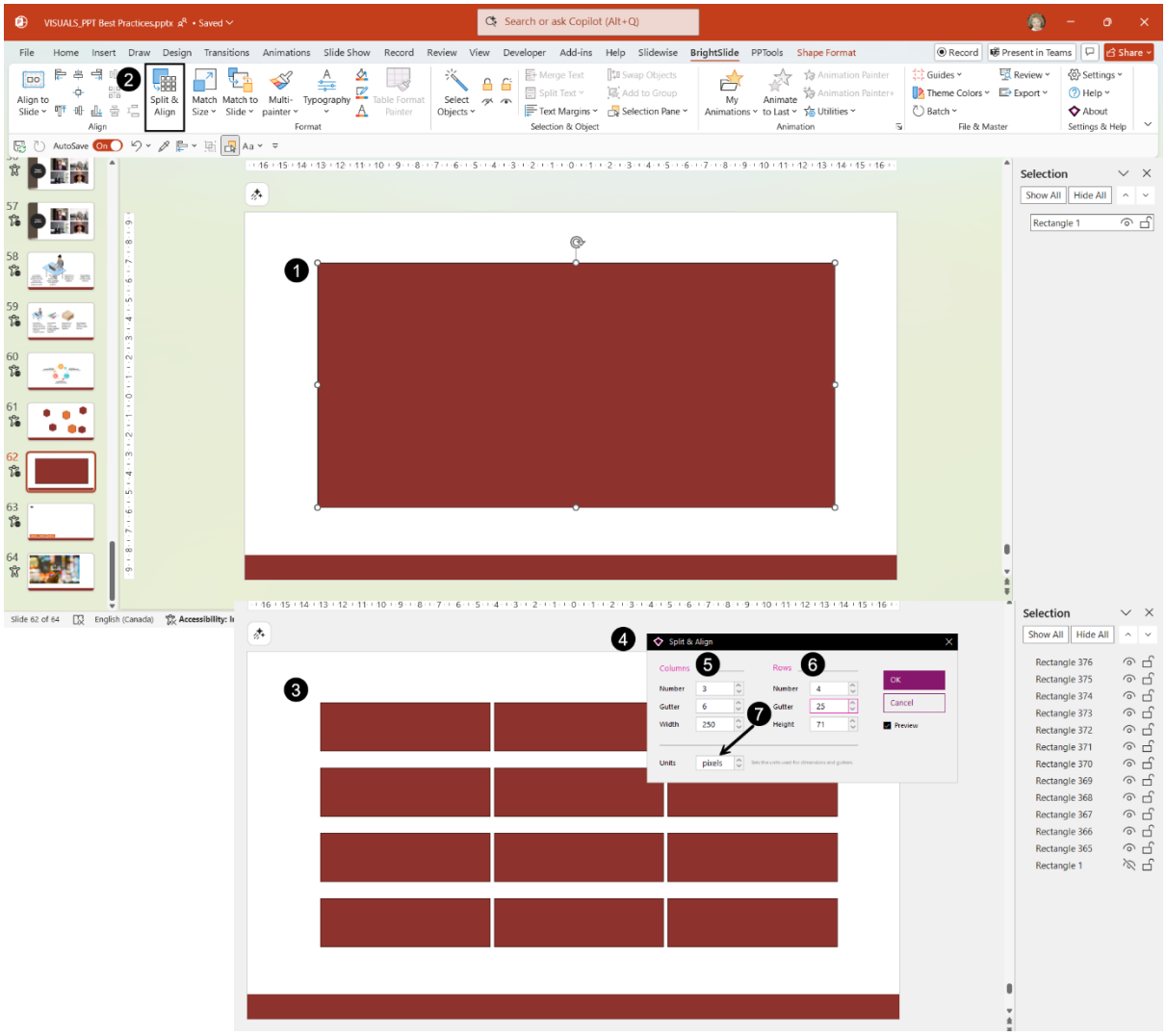

Modern conference presentation_original.pptx • Saved
File
Home
Insert
Draw
Design
Transitions
Animations
Slide Show
Record
Review
View
3
Return to Zoom
Zoom Transition
Change Image
Duration: 01,00
Zoom Options
Zoom Styles
Save
Redo
AutoSave
On
Undo
Eyedropper
Align
Group
Selection Pane
Key takeaways
Launch Contoso
20XX
Jan
Feb
Hire designers
20XX
Jan
Feb
1
2
18
Slide 12 of 18
English (Canada)
Accessibility: Investigate

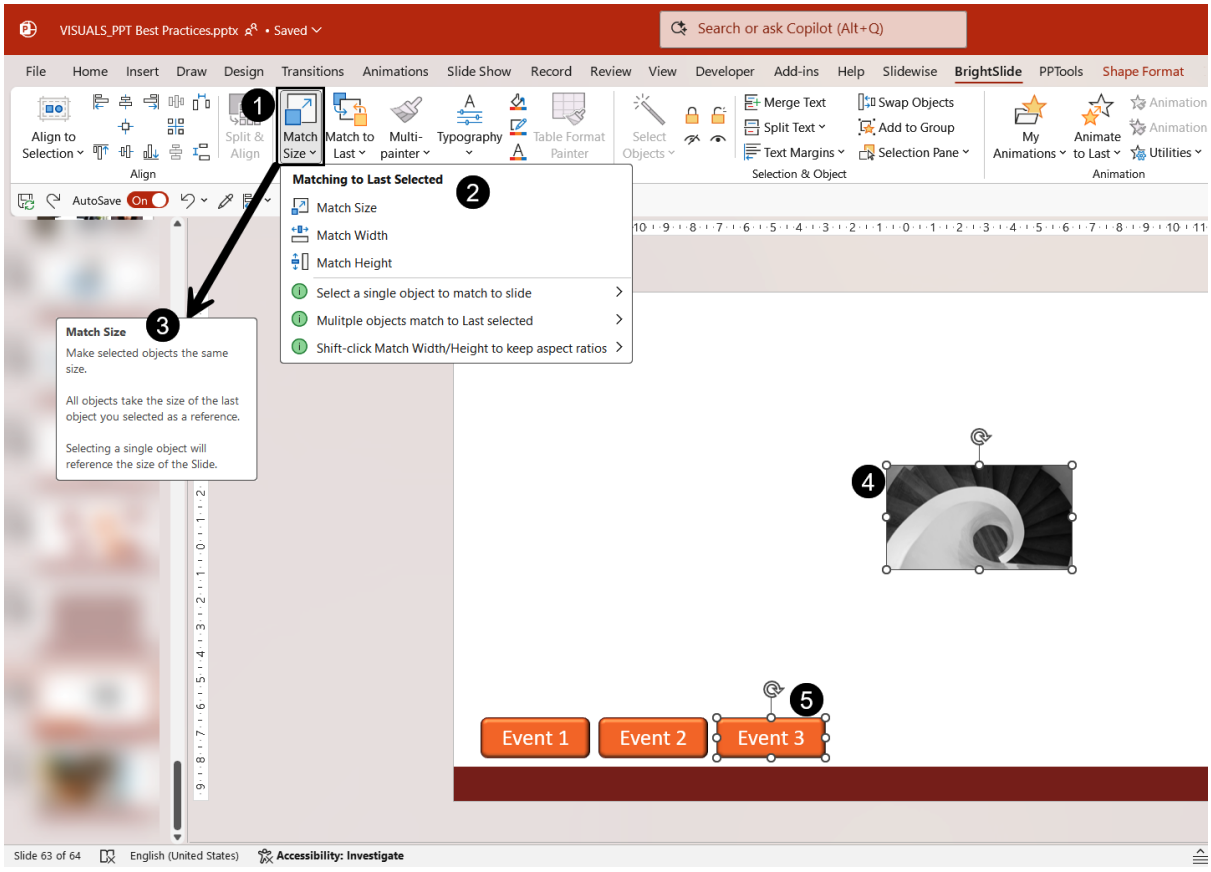

Modern conference presentation_original.pptx • Saved
Search
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Add-ins Help Slidewise BrightSlide PPTools Shape Format
Record
Present in Teams
Share
Preview
None
Appear
Fade
Fly In
Float In
Split
Wipe
Shape
Wheel
Random Bars
Effect Options
Add Animation
Animation Pane
Trigger
Animation Painter
Start: On Click
Duration:
Delay:
Reorder Animation
Move Earlier
Move Later
Animation
Advanced Animation
Timing
Save
Redo
AutoSave
Undo
Eyedropper
Align
Group
Selection Pane
Change Case
Conference...
Meet the p...
Craig Mapp
1
2
3
4
5
6
7
Selection
Show All
Hide All
Group 7
Slide Zoom 6
Slide Zoom 4
Menu trigger
Text Placeholder 35
Text Placeholder 25
Picture Placeholder 73
Title 17
Animation Pane
Play From
Trigger: Menu trigger
1 Group 7
2 Group 7
Conference presentation
Mirjam Nilsson
07/20/20XX
Slide 2 of 18
English (Canada)
Accessibility: Investigate
Notes
85 %

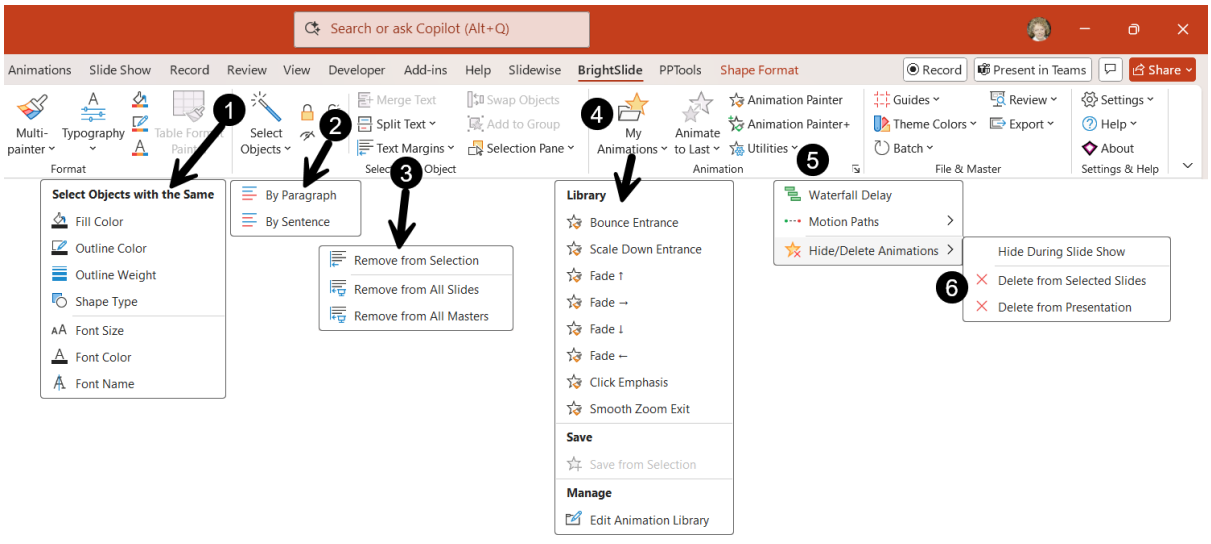
Chapter 11: Using PowerPoint Third-Party Add-Ins

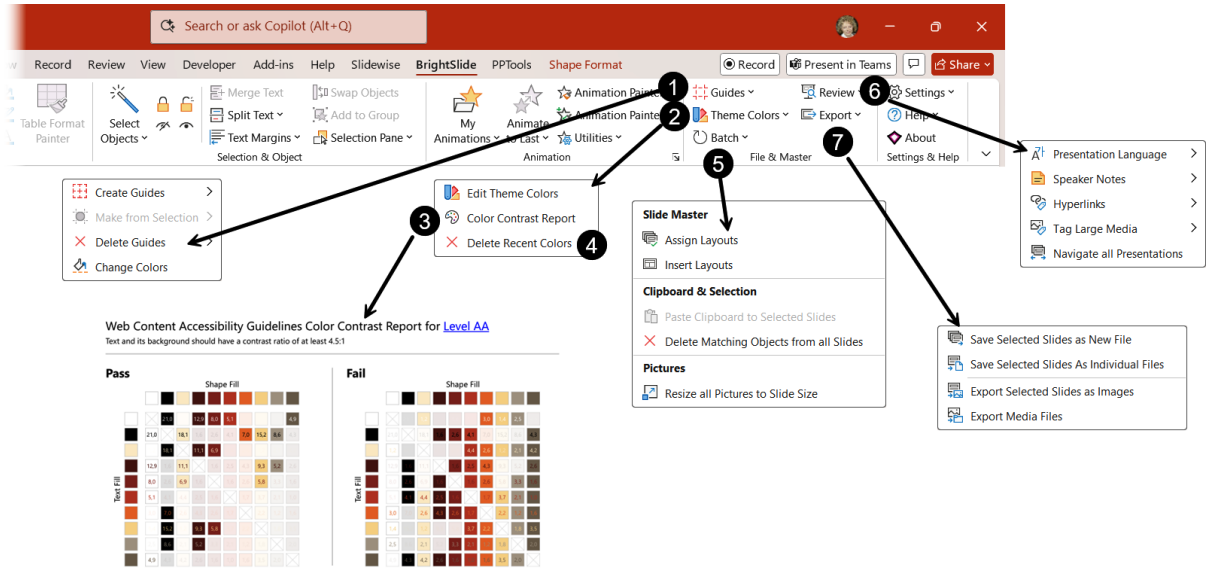


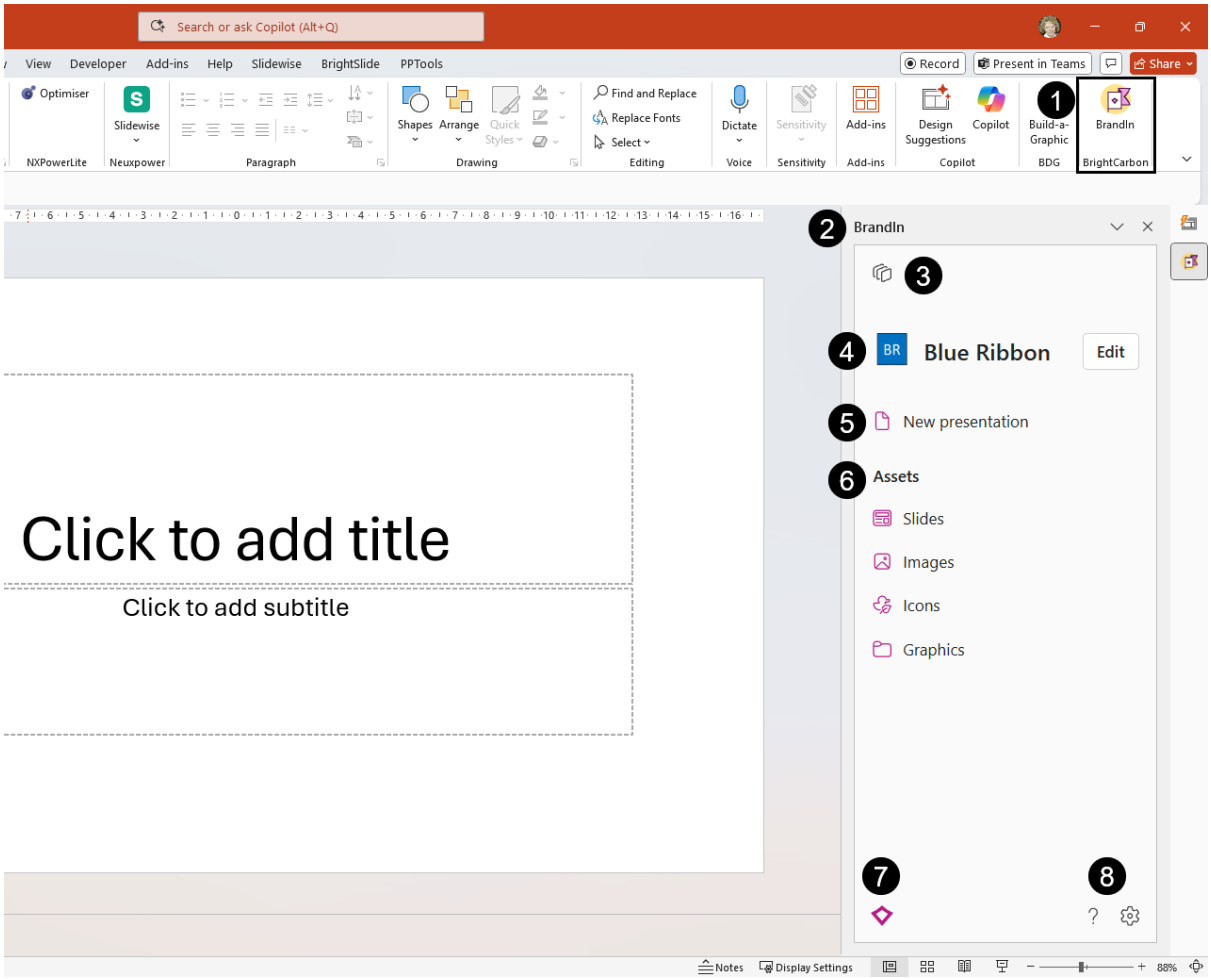

Distribute to Grid
Grid Size
Rows
Columns
Spacing
Horizontal
Vertical
Options
Spacing
cm
Fit to selection boundary
OK
Cancel
Preview

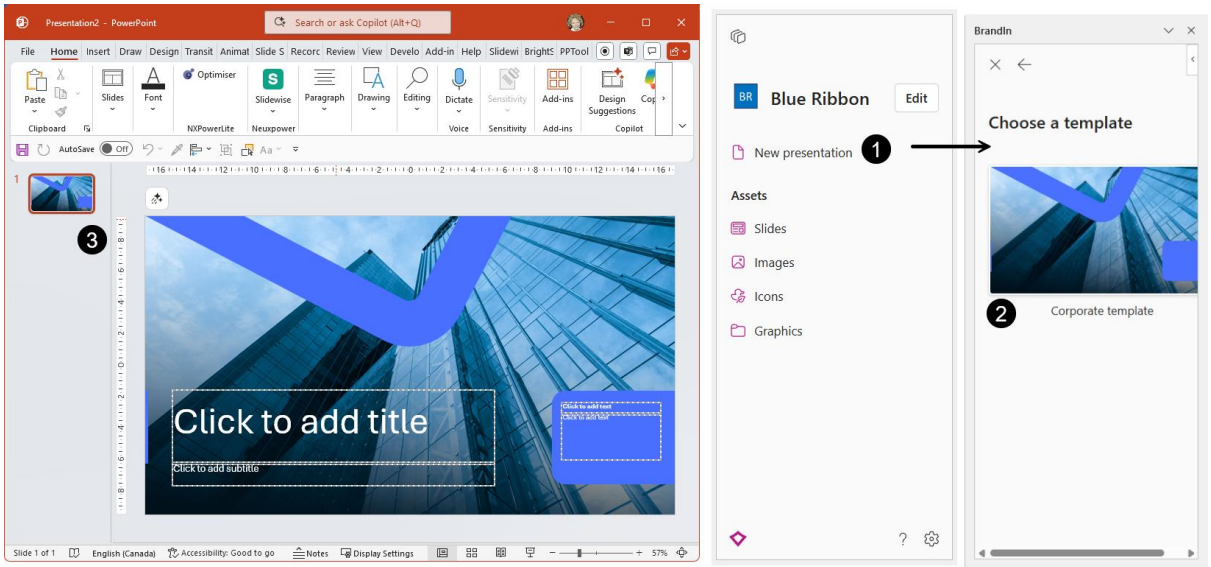

Split & Align
Selection
Show All
Hide All
Rectangle 1
Split & Align
Columns
Rows
Number
Gutter
Width
Height
Units
pixels
OK
Cancel
Preview

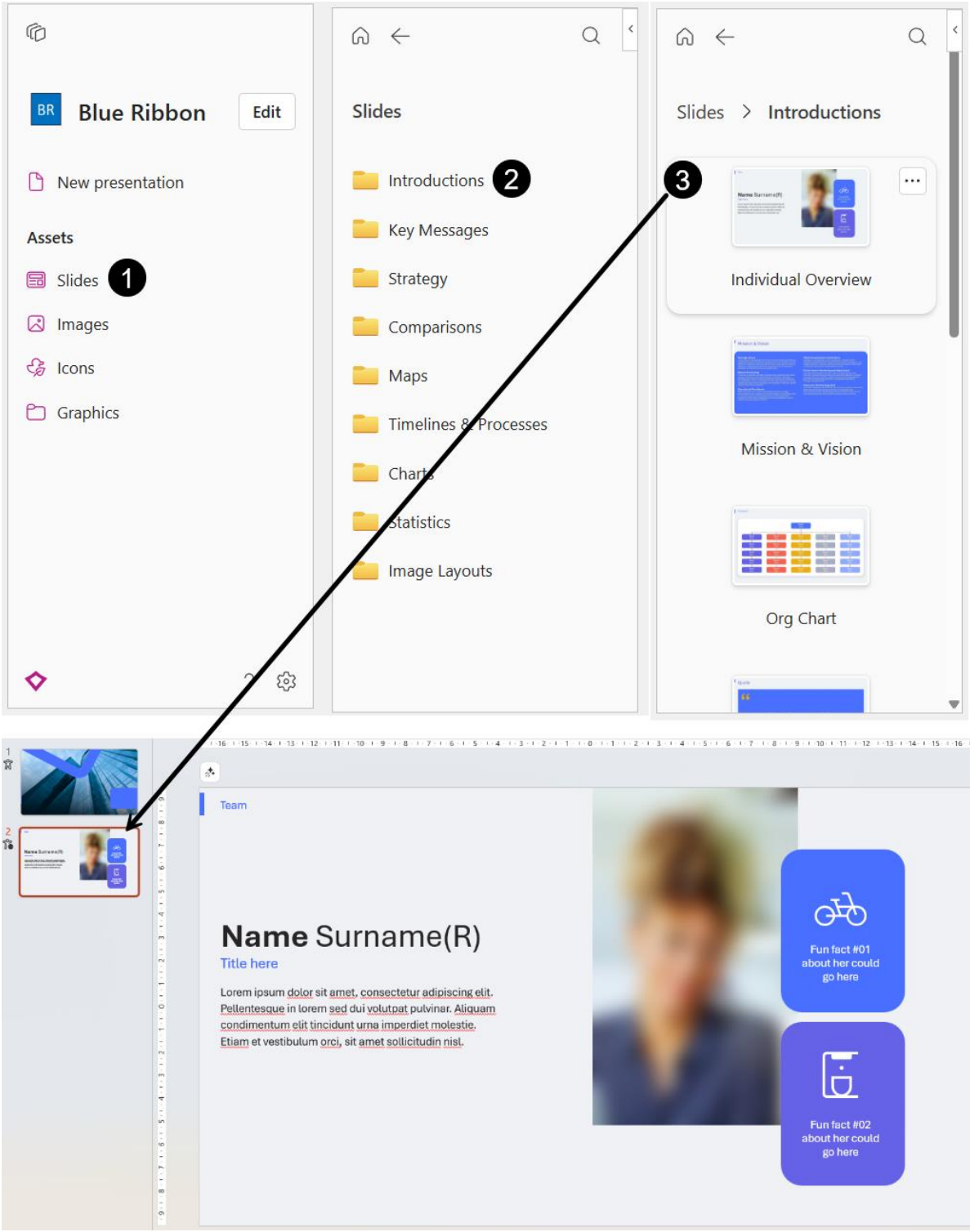

VISUALS_PPT Best Practices.pptx • Saved
Search or ask Copilot (Alt+Q)
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Developer Add-ins Help Slidewise BrightSlide PPTools Shape Format
Align to Selection
Split & Align
Match Size
Match to Last
Multi-painter
Typography
Table Format Painter
Select Objects
Merge Text
Split Text
Text Margins
Swap Objects
Add to Group
Selection Pane
Selection & Object
My Animations
Animate to Last
Animation
Utilities
Align
Animation
AutoSave On
Matching to Last Selected
Match Size
Match Width
Match Height
Select a single object to match to slide
Mulitple objects match to Last selected
Shift-click Match Width/Height to keep aspect ratios
Match Size
Make selected objects the same size.
All objects take the size of the last object you selected as a reference.
Selecting a single object will reference the size of the Slide.
Event 1
Event 2
Event 3
Slide 63 of 64
English (United States)
Accessibility: Investigate

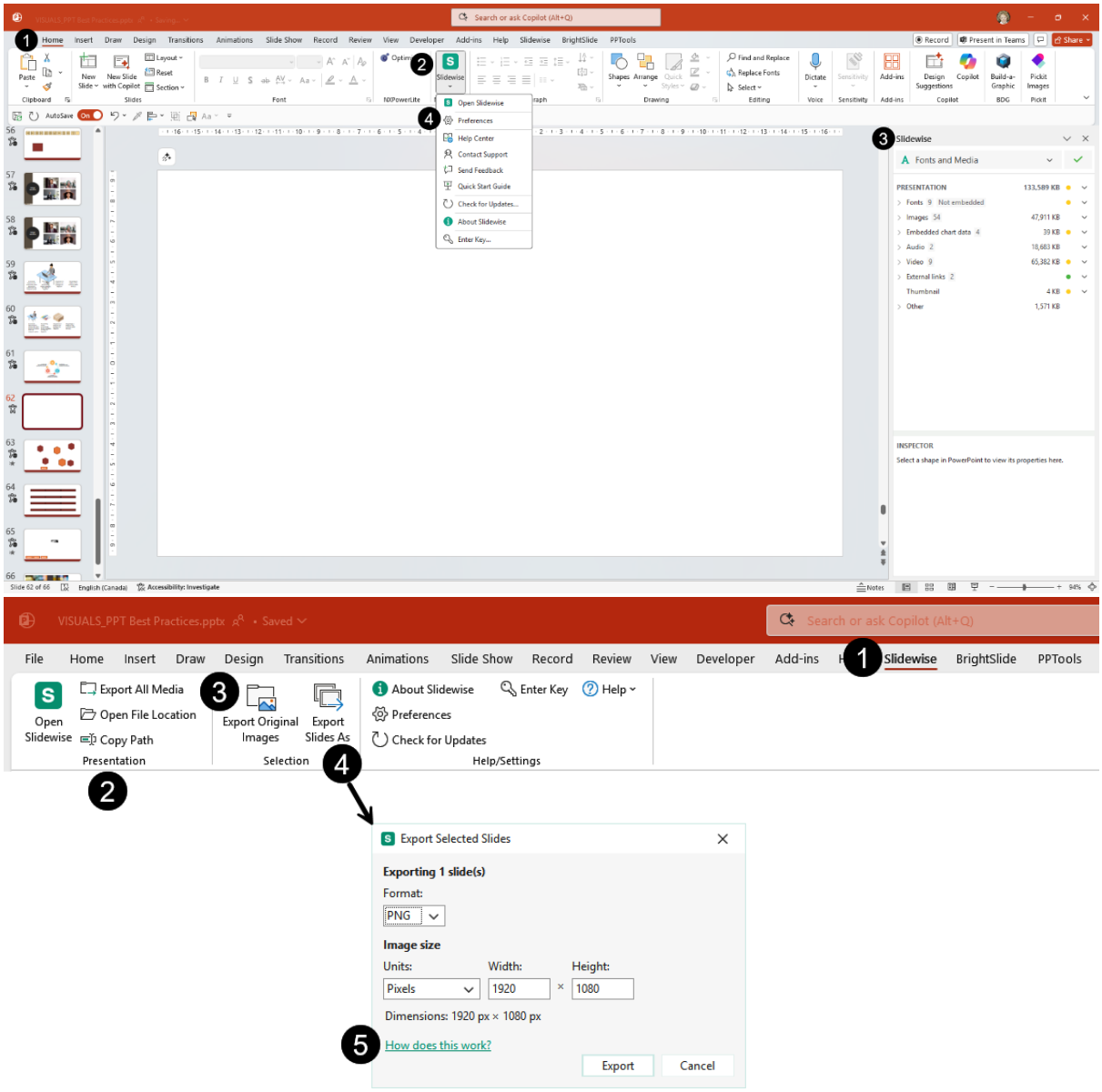

Search or ask Copilot (Alt+Q)
Animations Slide Show Record Review View Developer Add-ins Help Slidewise BrightSlide PPTools Shape Format
Record
Present in Teams
Share
Multi-painter
Typography
Table Format Painter
Select Objects
Merge Text
Split Text
Text Margins
Swap Objects
Add to Group
Selection Pane
My Animations
Animate to Last
Animation Painter
Animation Painter+
Utilities
Guides
Theme Colors
Batch
Review
Export
Settings
Help
About
Format
Animation
File & Master
Settings & Help
Select Objects with the Same
Fill Color
Outline Color
Outline Weight
Shape Type
Font Size
Font Color
Font Name
By Paragraph
By Sentence
Remove from Selection
Remove from All Slides
Remove from All Masters
Library
Bounce Entrance
Scale Down Entrance
Fade ↑
Fade →
Fade ↓
Fade ←
Click Emphasis
Smooth Zoom Exit
Save
Save from Selection
Manage
Edit Animation Library
Waterfall Delay
Motion Paths
Hide/Delete Animations
Hide During Slide Show
Delete from Selected Slides
Delete from Presentation


Search or ask Copilot (Alt+Q)
Record
Review
View
Developer
Add-ins
Help
Slidewise
BrightSlide
PPTools
Shape Format
Present in Teams
Share
Table Format Painter
Select Objects
Merge Text
Split Text
Text Margins
Swap Objects
Add to Group
Selection Pane
Selection & Object
My Animations
Animate
Animation Painter
Utilities
Animation
Guides
Theme Colors
Batch
Review
Export
File & Master
Settings
About
Settings & Help
Create Guides
Make from Selection
Delete Guides
Change Colors
Edit Theme Colors
Color Contrast Report
Delete Recent Colors
Slide Master
Assign Layouts
Insert Layouts
Clipboard & Selection
Paste Clipboard to Selected Slides
Delete Matching Objects from all Slides
Pictures
Resize all Pictures to Slide Size
Presentation Language
Speaker Notes
Hyperlinks
Tag Large Media
Navigate all Presentations
Save Selected Slides as New File
Save Selected Slides As Individual Files
Export Selected Slides as Images
Export Media Files
Web Content Accessibility Guidelines Color Contrast Report for Level AA
Text and its background should have a contrast ratio of at least 4.5:1
Pass
Fail
Shape Fill
Text Fill


Search or ask Copilot (Alt+Q)
View
Developer
Add-ins
Help
Slidewise
BrightSlide
PPTools
Record
Present in Teams
Share
Optimiser
NXPowerLite
Slidewise
Neuxpower
Paragraph
Shapes
Arrange
Quick Styles
Drawing
Find and Replace
Replace Fonts
Select
Editing
Dictate
Voice
Sensitivity
Add-ins
Design Suggestions
Copilot
Build-a-Graphic
BDG
BrandIn
BrightCarbon
Click to add title
Click to add subtitle
BrandIn
Blue Ribbon
Edit
New presentation
Assets
Slides
Images
Icons
Graphics
Notes
Display Settings
88%

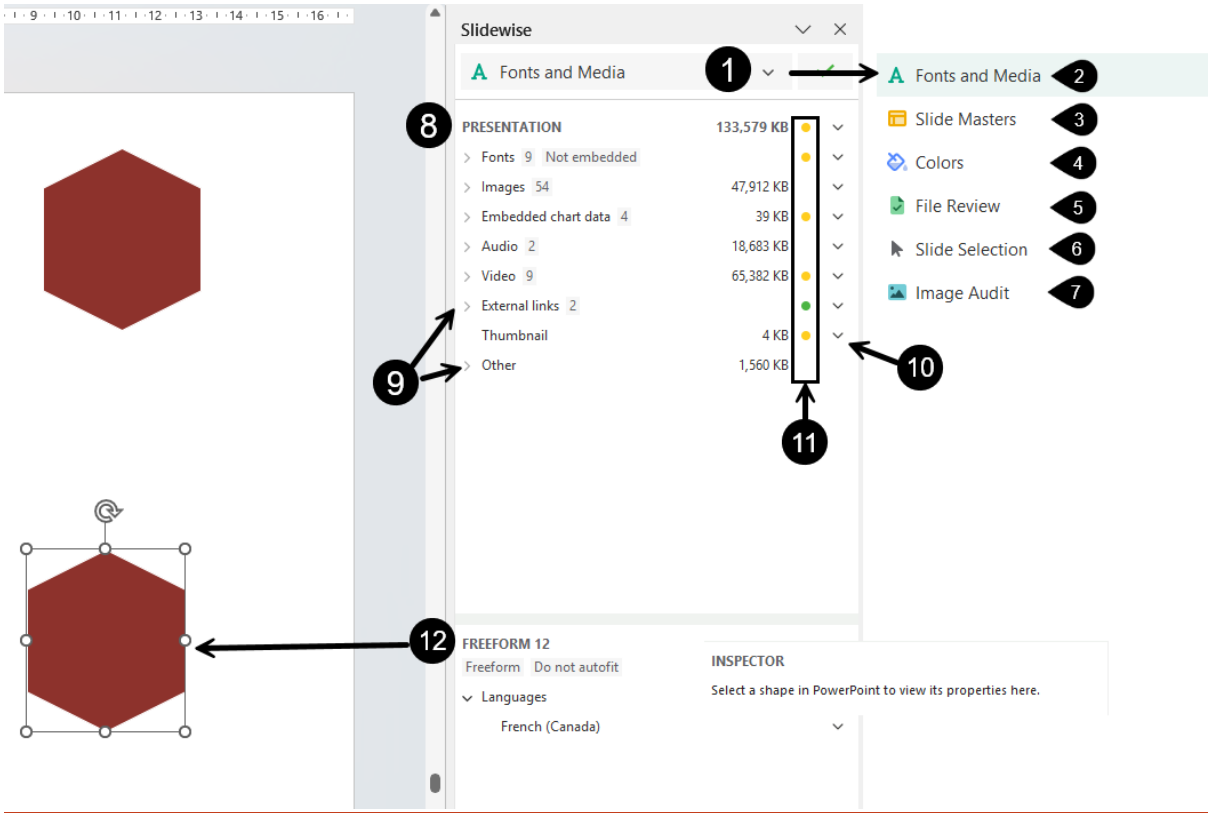

Presentation2 - PowerPoint
Search or ask Copilot (Alt+Q)
Click to add title
Click to add subtitle
Blue Ribbon
Edit
New presentation
1
Assets
Slides
Images
Icons
Graphics
BrandIn
Choose a template
2
Corporate template
3

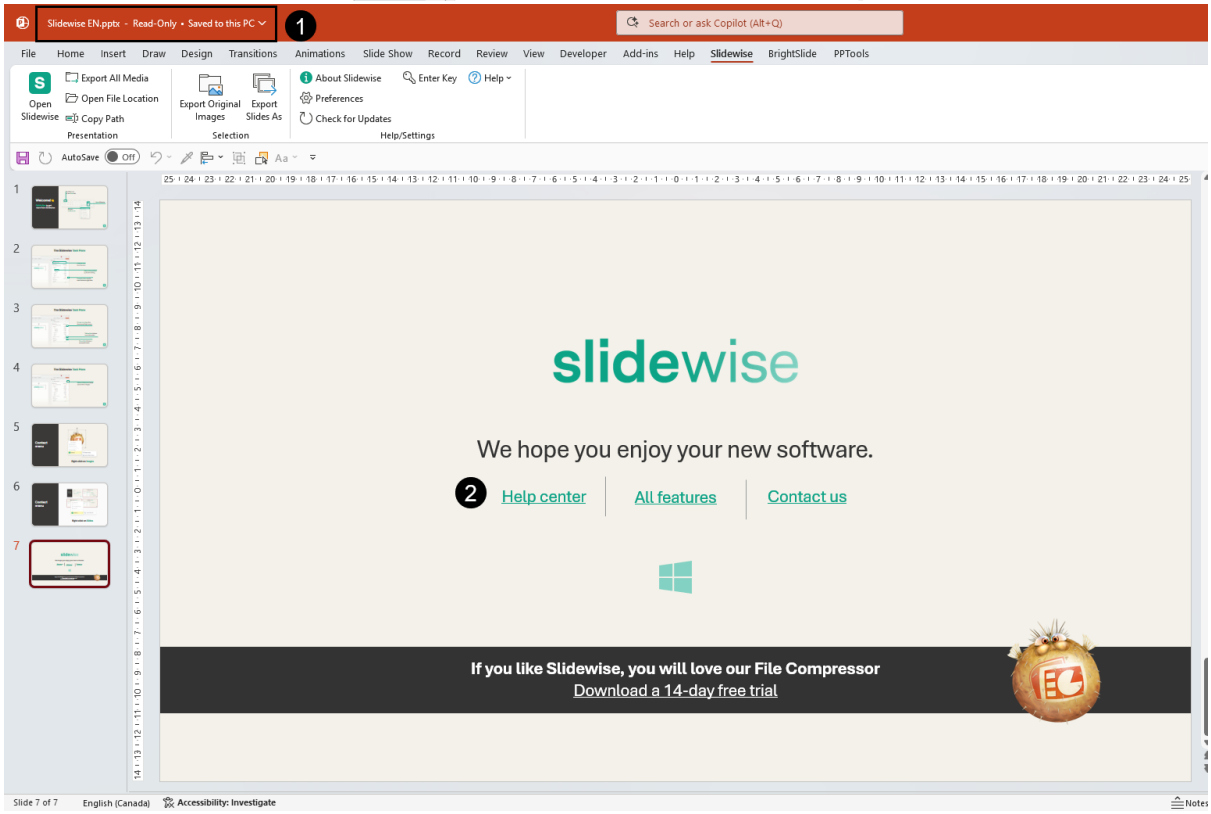

Blue Ribbon
Edit
New presentation
Assets
Slides
Images
Icons
Graphics
1
Slides
Introductions
Key Messages
Strategy
Comparisons
Maps
Timelines & Processes
Charts
Statistics
Image Layouts
2
Slides > Introductions
3
Individual Overview
Mission & Vision
Org Chart
Team
Name Surname(R)
Title here
Lorem ipsum dolor sit amet, consectetur adipiscing elit. Pellentesque in lorem sed dui volutpat pulvinar. Aliquam condimentum elit tincidunt urna imperdiet molestie. Etiam et vestibulum orci, sit amet sollicitudin nisl.
Fun fact #01 about her could go here
Fun fact #02 about her could go here


1
Home
2
Slidewise
Open Slidewise
Preferences
Help Center
Contact Support
Send Feedback
Quick Start Guide
Check for Updates...
About Slidewise
Enter Key...
4
3
Slidewise
Fonts and Media
PRESENTATION
INSPECTOR
Select a shape in PowerPoint to view its properties here.

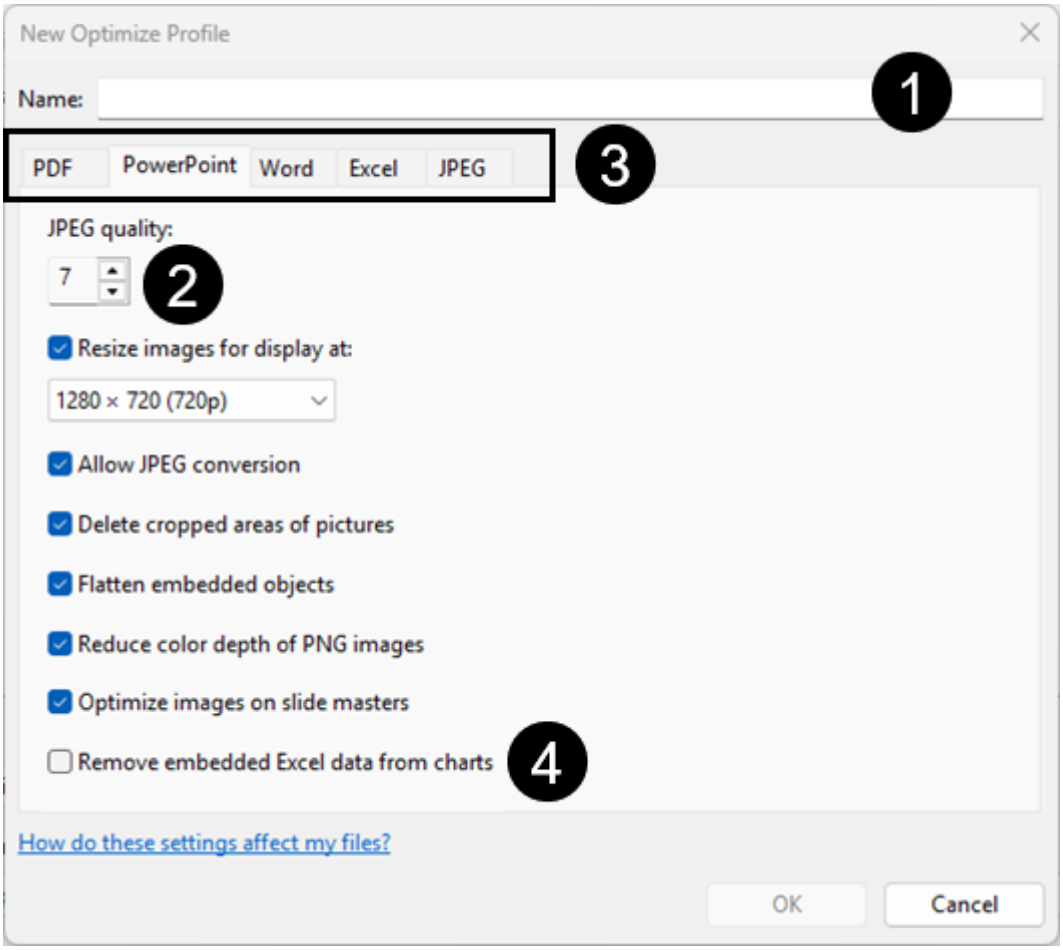
VISUALS_PPT Best Practices.pptx
Saved
Search or ask Copilot (Alt+Q)
File
Home
Insert
Draw
Design
Transitions
Animations
Slide Show
Record
Review
View
Developer
Add-ins
1
Slidewise
BrightSlide
PPTools
Open Slidewise
Export All Media
Open File Location
Copy Path
Presentation
2
3
Export Original Images
Export Slides As
Selection
4
About Slidewise
Preferences
Check for Updates
Enter Key
Help
Help/Settings

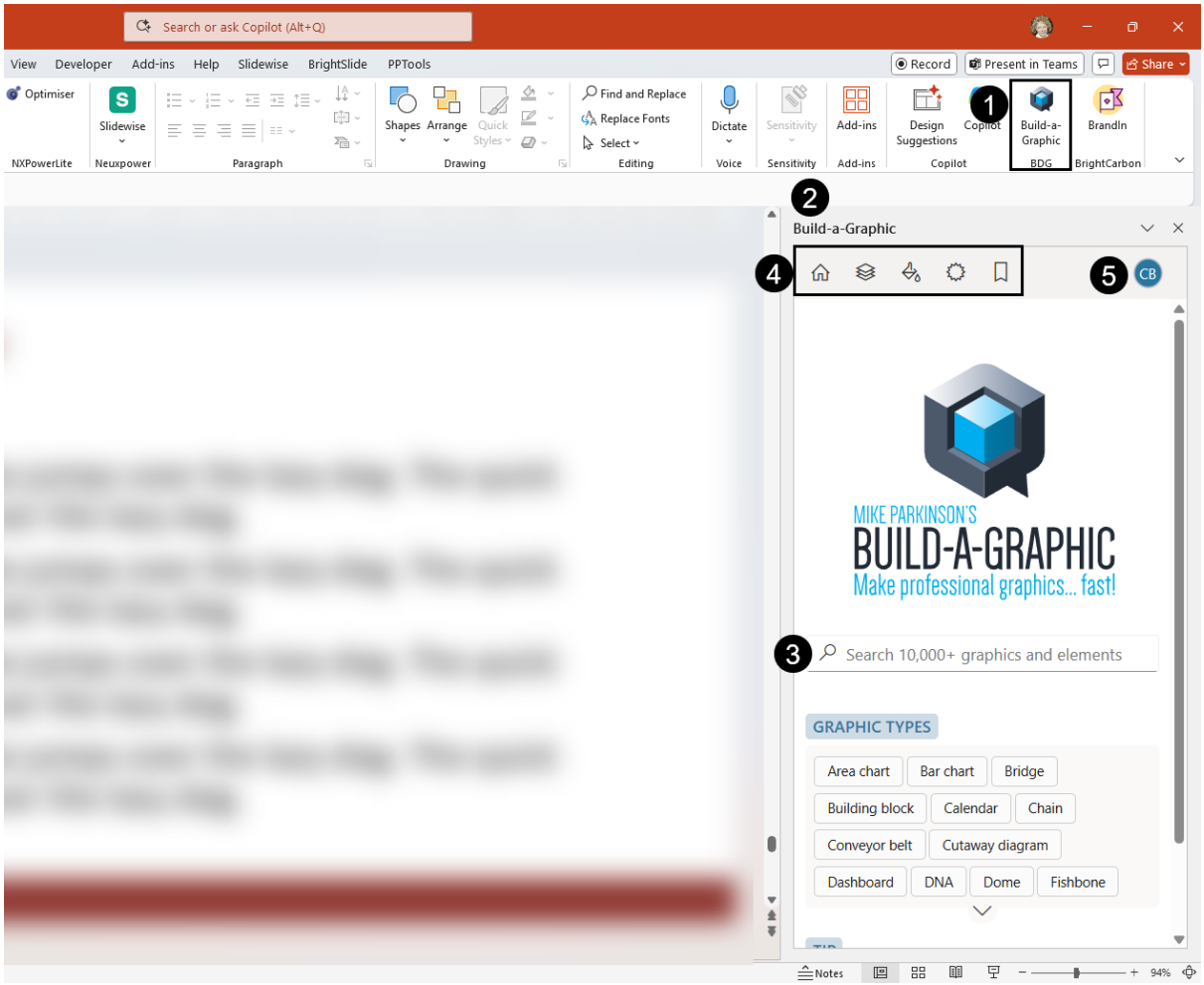
Export Selected Slides
Exporting 1 slide(s)
Format:
PNG
Image size
Units:
Width:
Height:
Pixels
1920
1080
Dimensions: 1920 px × 1080 px
5
How does this work?
Export
Cancel

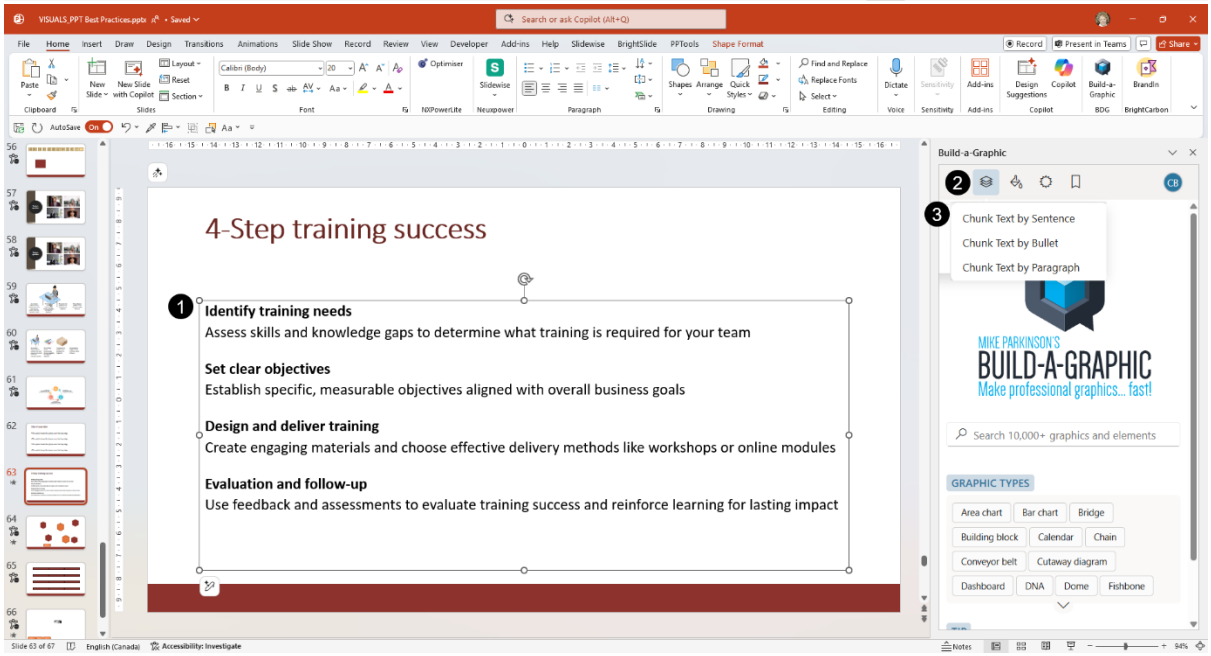

Slidewise
Fonts and Media
1
Fonts and Media
2
Slide Masters
3
Colors
4
File Review
5
Slide Selection
6
Image Audit
7
8
PRESENTATION
133,579 KB
Fonts 9 Not embedded
Images 54
47,912 KB
Embedded chart data 4
39 KB
Audio 2
18,683 KB
Video 9
65,382 KB
External links 2
Thumbnail
4 KB
Other
1,560 KB
9
10
11
12
FREEFORM 12
Freeform
Do not autofit
Languages
French (Canada)
INSPECTOR
Select a shape in PowerPoint to view its properties here.

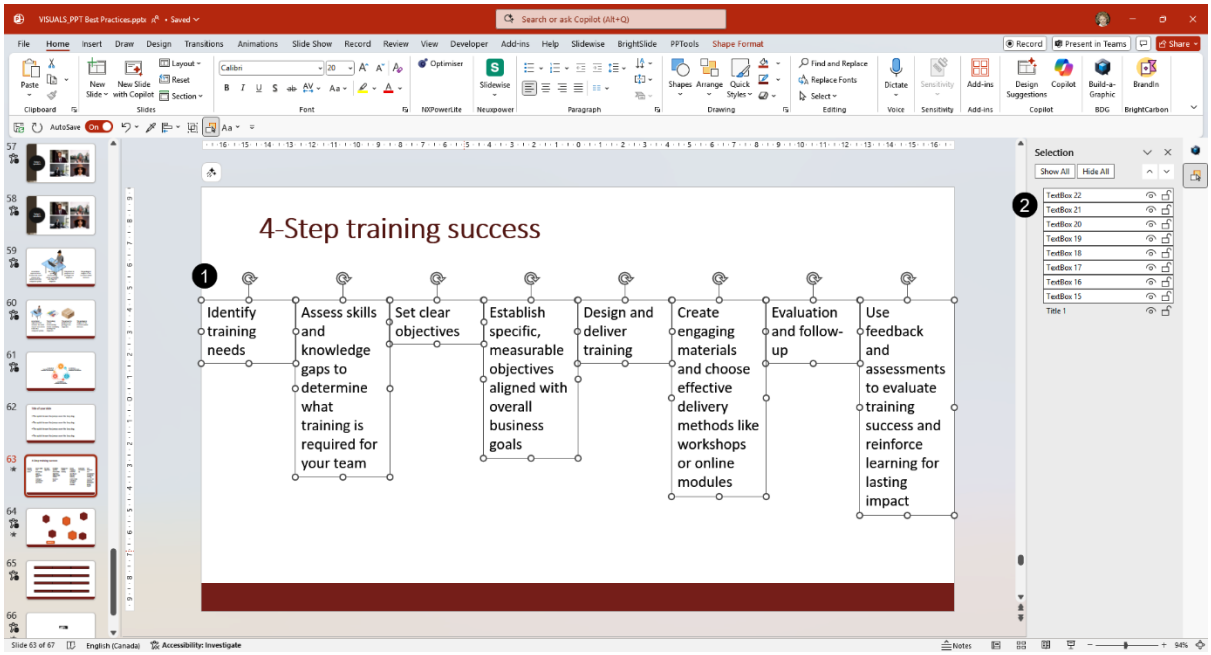

Slidewise EN.pptx - Read-Only • Saved to this PC
1
Search or ask Copilot (Alt+Q)
File
Home
Insert
Draw
Design
Transitions
Animations
Slide Show
Record
Review
View
Developer
Add-ins
Help
Slidewise
BrightSlide
PPTools
Open Slidewise
Export All Media
Open File Location
Copy Path
Presentation
Export Original Images
Export Slides As
Selection
About Slidewise
Preferences
Check for Updates
Enter Key
Help
Help/Settings
AutoSave
slidewise
We hope you enjoy your new software.
2
Help center
All features
Contact us
If you like Slidewise, you will love our File Compressor
Download a 14-day free trial
Slide 7 of 7
English (Canada)
Accessibility: Investigate
Notes

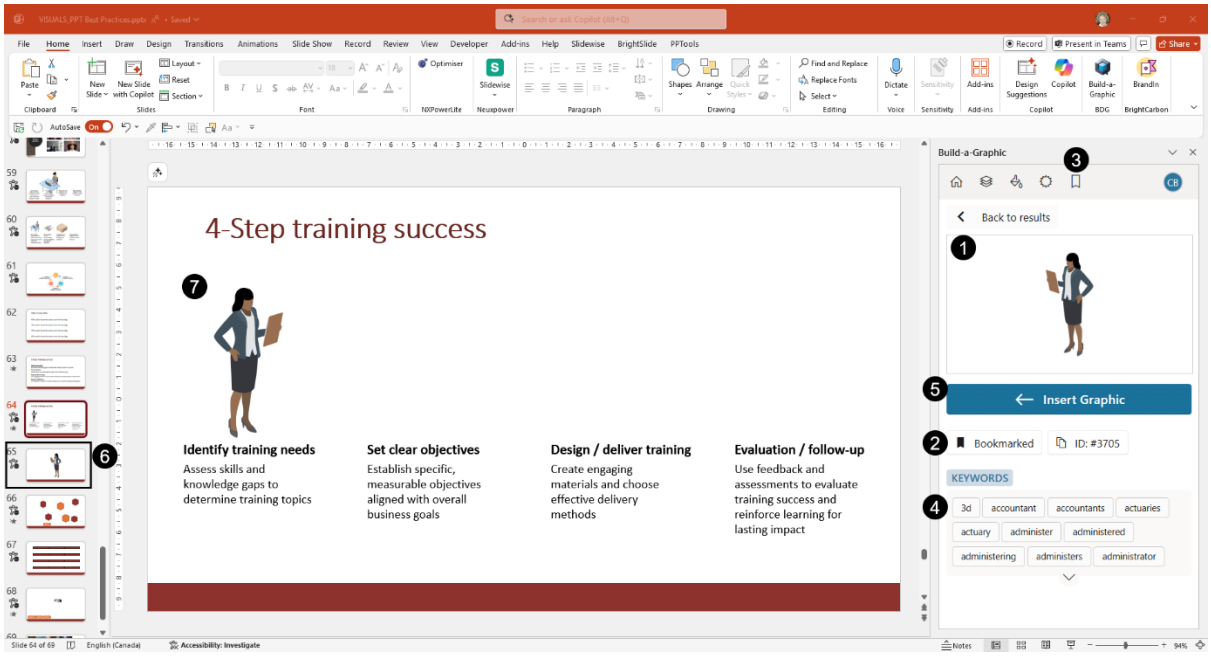

Online File Compressor
1 Compress PDF, PowerPoint, Word, Excel, JPEG, PNG and TIFF files
2
Choose or drop file
Max. 50 MB
File over 50 MB? Try Desktop
3 File ready
Adapted Dividend_No starter.pptx
6.26 MB → 1.56 MB (75%) 4
5 Download

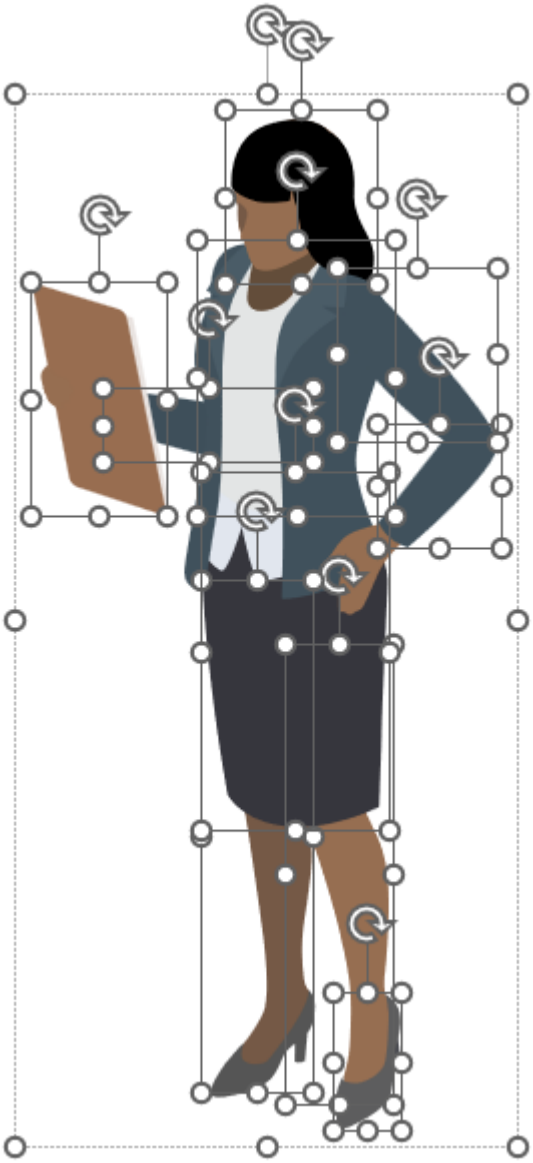

New Optimize Profile
Name:
1
PDF
PowerPoint
Word
Excel
JPEG
3
JPEG quality:
7
2
Resize images for display at:
1280 × 720 (720p)
Allow JPEG conversion
Delete cropped areas of pictures
Flatten embedded objects
Reduce color depth of PNG images
Optimize images on slide masters
Remove embedded Excel data from charts
4
How do these settings affect my files?
OK
Cancel

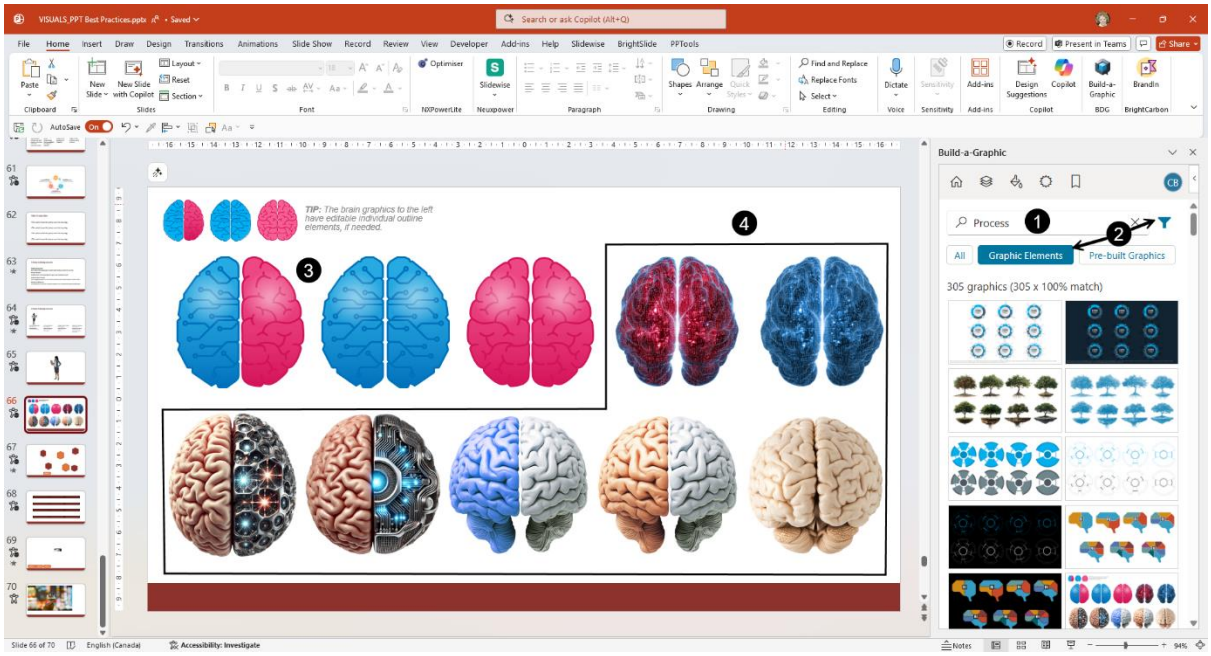

Search or ask Copilot (Alt+Q)
View
Developer
Add-ins
Help
Slidewise
BrightSlide
PPTools
Record
Present in Teams
Share
Optimiser
Slidewise
NXPowerLite
Neuxpower
Shapes
Arrange
Quick Styles
Paragraph
Drawing
Find and Replace
Replace Fonts
Select
Editing
Dictate
Voice
Sensitivity
Add-ins
Design Suggestions
Copilot
Build-a-Graphic
BDG
BrandIn
BrightCarbon
1
2
Build-a-Graphic
4
5
CB
MIKE PARKINSON'S
BUILD-A-GRAPHIC
Make professional graphics... fast!
3
Search 10,000+ graphics and elements
GRAPHIC TYPES
Area chart
Bar chart
Bridge
Building block
Calendar
Chain
Conveyor belt
Cutaway diagram
Dashboard
DNA
Dome
Fishbone
Notes
94%

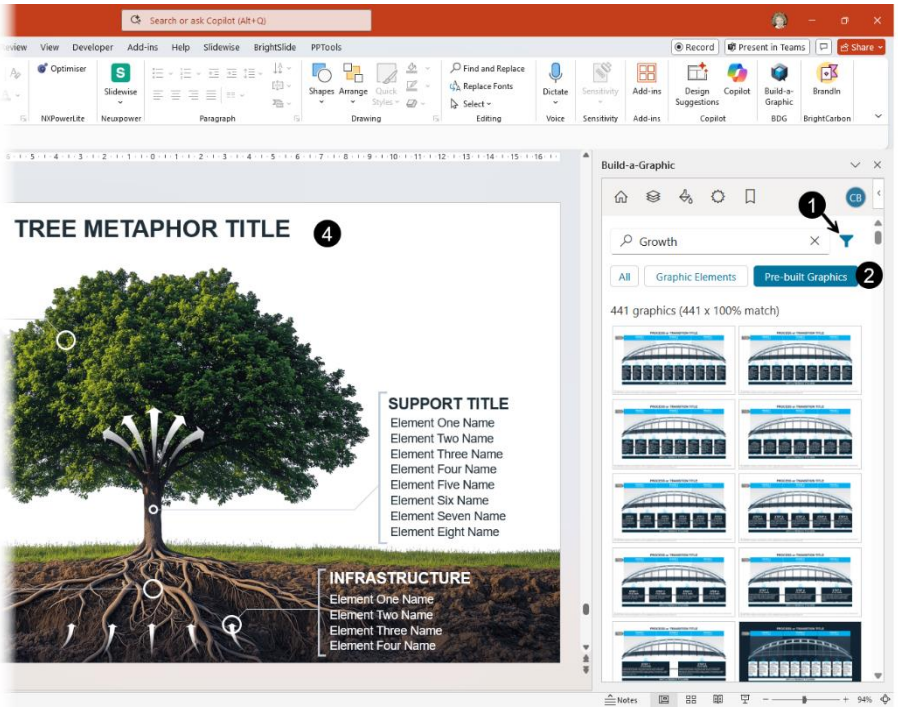

4-Step training success
1
Identify training needs
Assess skills and knowledge gaps to determine what training is required for your team
Set clear objectives
Establish specific, measurable objectives aligned with overall business goals
Design and deliver training
Create engaging materials and choose effective delivery methods like workshops or online modules
Evaluation and follow-up
Use feedback and assessments to evaluate training success and reinforce learning for lasting impact
Build-a-Graphic
2
3
Chunk Text by Sentence
Chunk Text by Bullet
Chunk Text by Paragraph
MIKE PARKINSON'S
BUILD-A-GRAPHIC
Make professional graphics... fast!
Search 10,000+ graphics and elements
GRAPHIC TYPES
Area chart
Bar chart
Bridge
Building block
Calendar
Chain
Conveyor belt
Cutaway diagram
Dashboard
DNA
Dome
Fishbone


4-Step training success
1
Identify training needs
Assess skills and knowledge gaps to determine what training is required for your team
Set clear objectives
Establish specific, measurable objectives aligned with overall business goals
Design and deliver training
Create engaging materials and choose effective delivery methods like workshops or online modules
Evaluation and follow-up
Use feedback and assessments to evaluate training success and reinforce learning for lasting impact
2
Selection
Show All
Hide All
TextBox 22
TextBox 21
TextBox 20
TextBox 19
TextBox 18
TextBox 17
TextBox 16
TextBox 15
Title 1

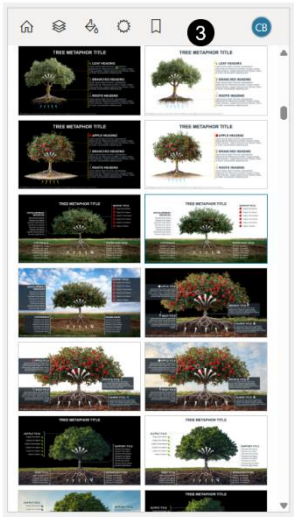

4-Step training success
7
6
Identify training needs
Assess skills and knowledge gaps to determine training topics
Set clear objectives
Establish specific, measurable objectives aligned with overall business goals
Design / deliver training
Create engaging materials and choose effective delivery methods
Evaluation / follow-up
Use feedback and assessments to evaluate training success and reinforce learning for lasting impact
Build-a-Graphic
3
Back to results
1
5
Insert Graphic
2
Bookmarked
ID: #3705
KEYWORDS
4
3d
accountant
accountants
actuaries
actuary
administer
administered
administering
administers
administrator

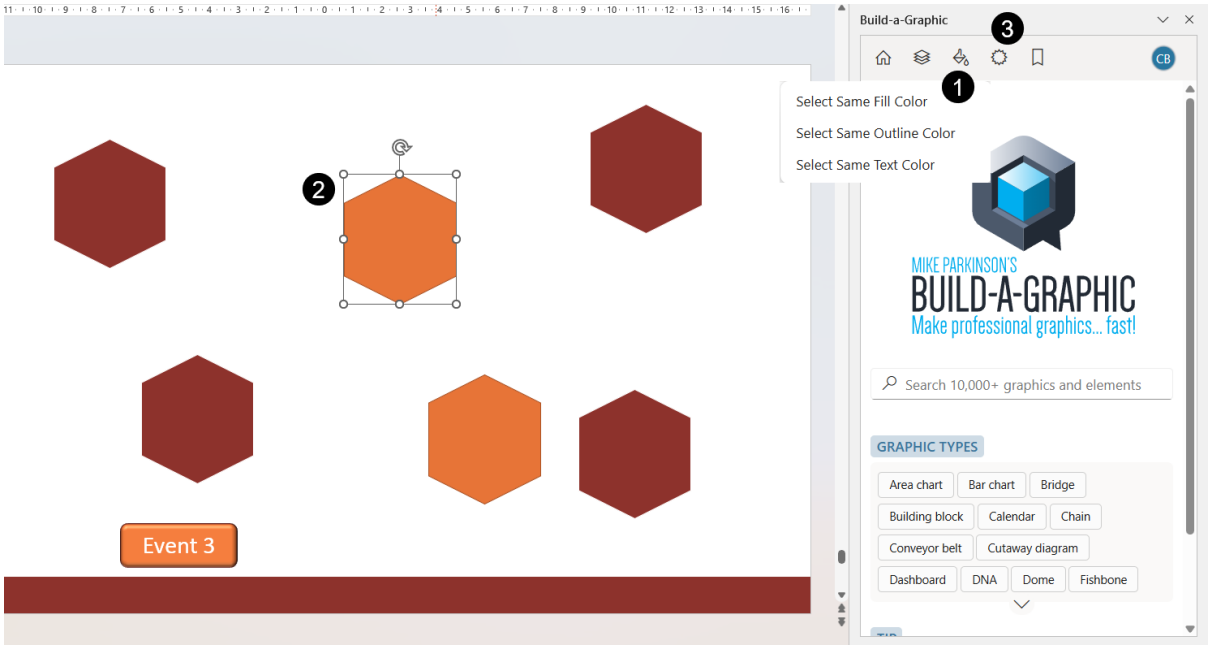


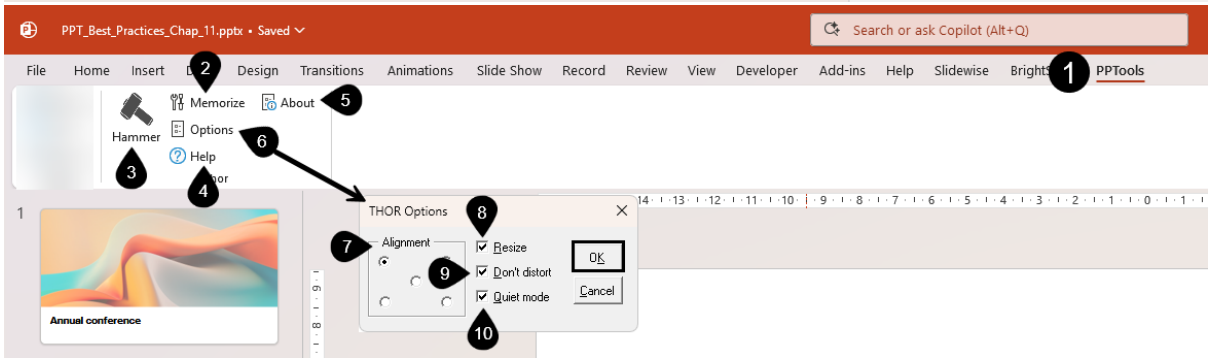

Build-a-Graphic
Process
All
Graphic Elements
Pre-built Graphics
305 graphics (305 x 100% match)

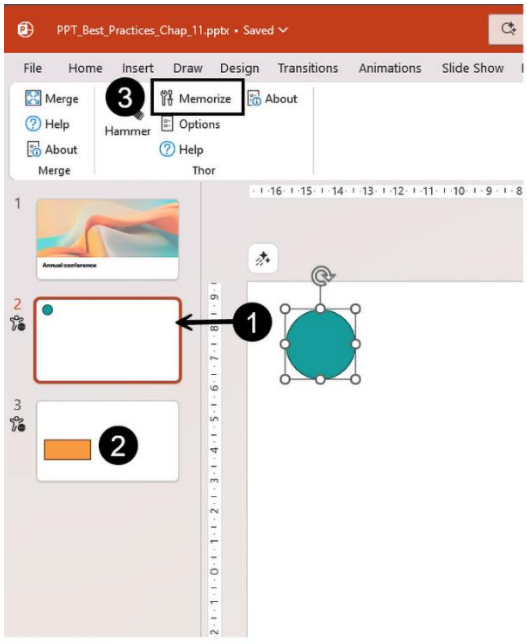

TREE METAPHOR TITLE
SUPPORT TITLE
Element One Name
Element Two Name
Element Three Name
Element Four Name
Element Five Name
Element Six Name
Element Seven Name
Element Eight Name
INFRASTRUCTURE
Element One Name
Element Two Name
Element Three Name
Element Four Name

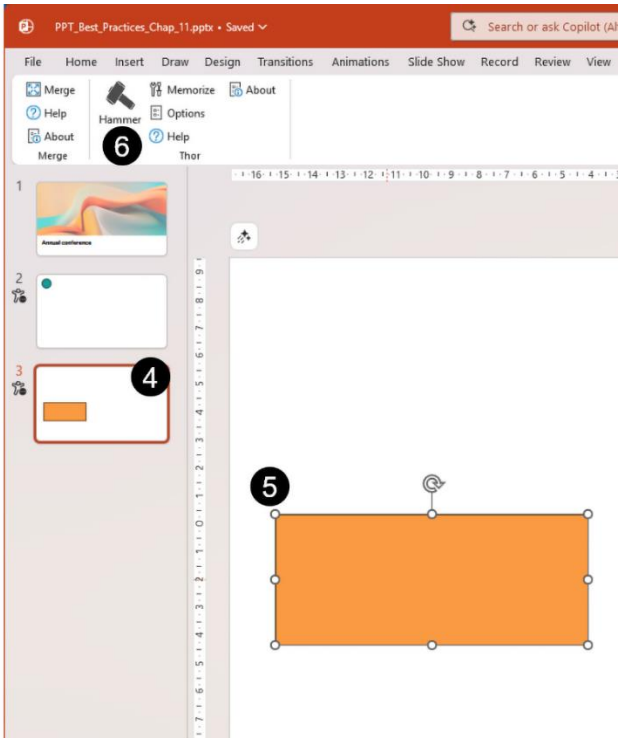
Build-a-Graphic
Growth
All
Graphic Elements
Pre-built Graphics
441 graphics (441 x 100% match)

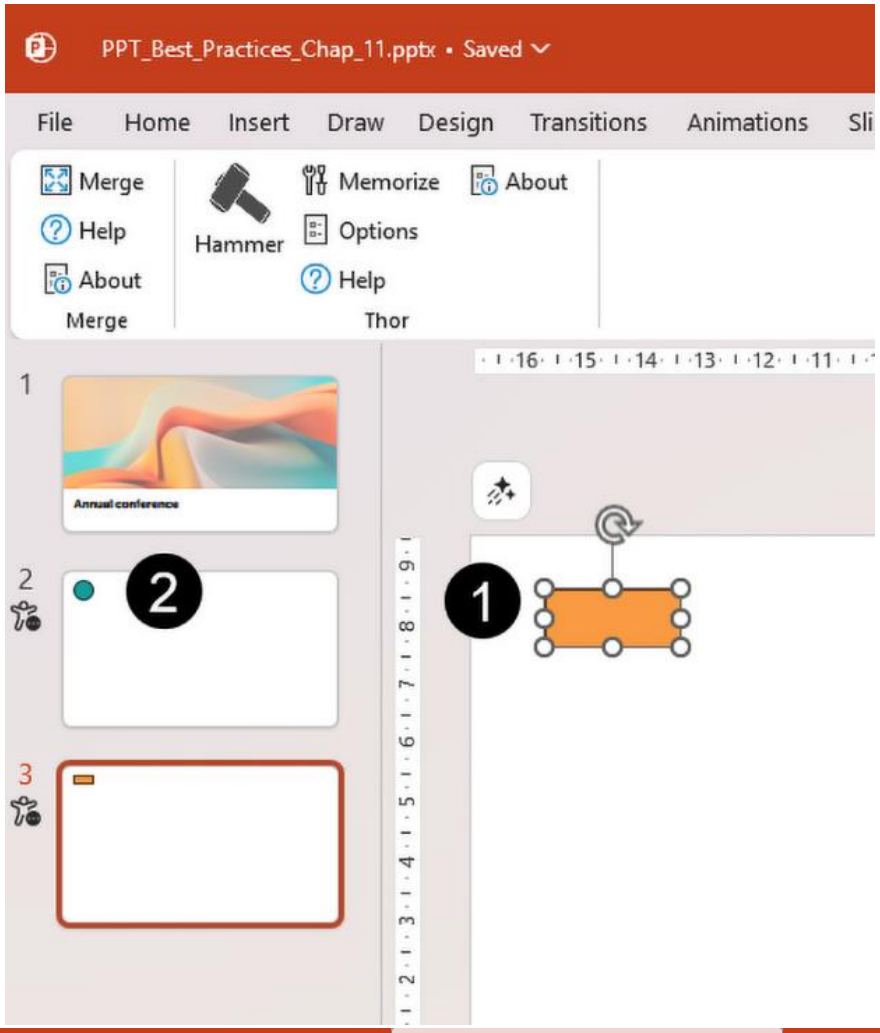


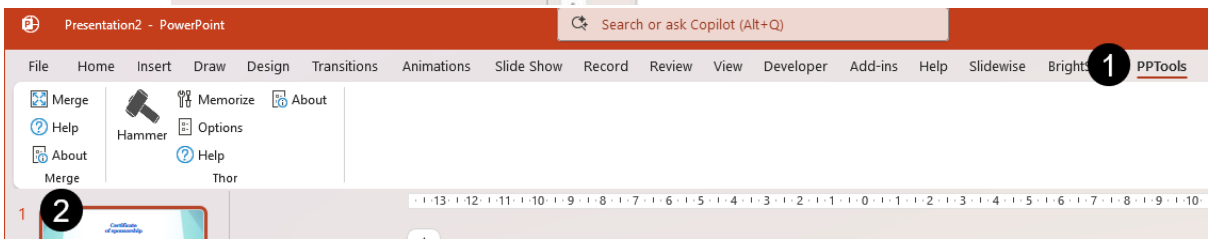

Build-a-Graphic
Select Same Fill Color
Select Same Outline Color
Select Same Text Color
MIKE PARKINSON'S
BUILD-A-GRAPHIC
Make professional graphics... fast!
Search 10,000+ graphics and elements
GRAPHIC TYPES
Area chart
Bar chart
Bridge
Building block
Calendar
Chain
Conveyor belt
Cutaway diagram
Dashboard
DNA
Dome
Fishbone
Event 3

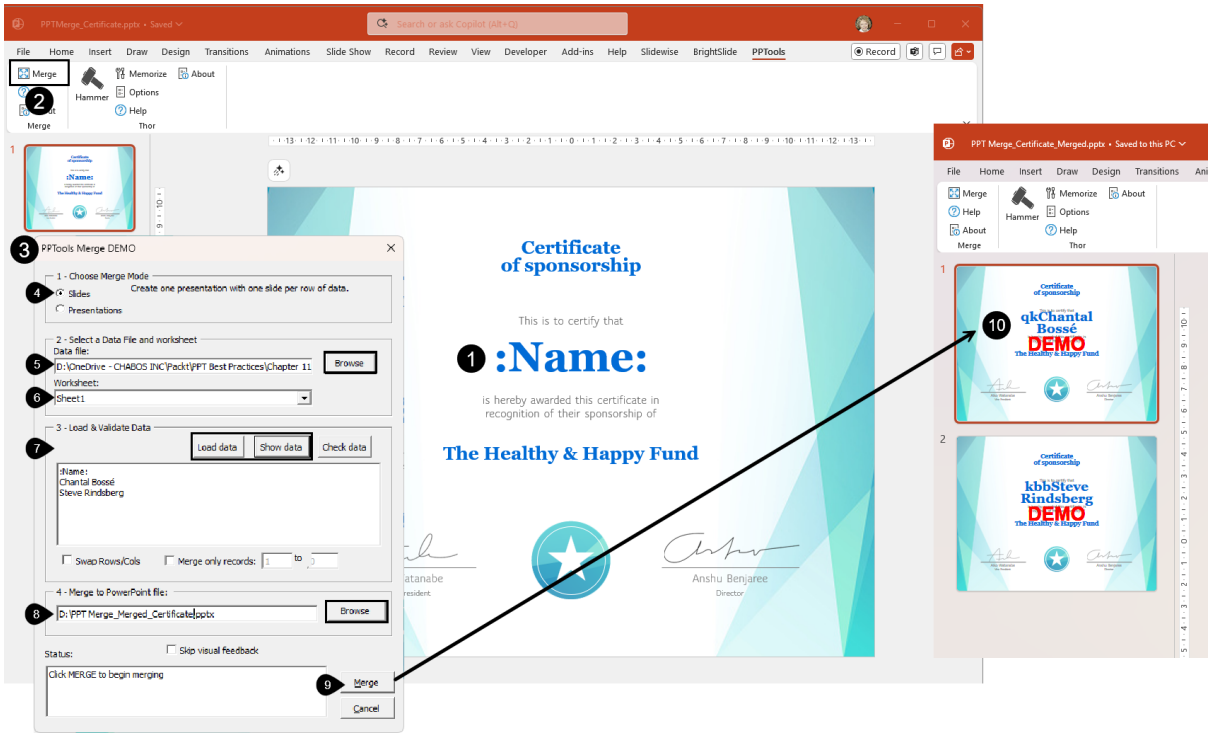

PPT_Best_Practices_Chap_11.pptx • Saved
Search or ask Copilot (Alt+Q)
File
Home
Insert
Design
Transitions
Animations
Slide Show
Record
Review
View
Developer
Add-ins
Help
Slidewise
PPTools
Hammer
Memorize
About
Options
Help
THOR Options
Alignment
Resize
Don't distort
Quiet mode
OK
Cancel
Annual conference


PPT_Best_Practices_Chap_11.pptx • Saved
File
Home
Insert
Draw
Design
Transitions
Animations
Slide Show
Merge
Help
About
Hammer
Memorize
Options
Thor

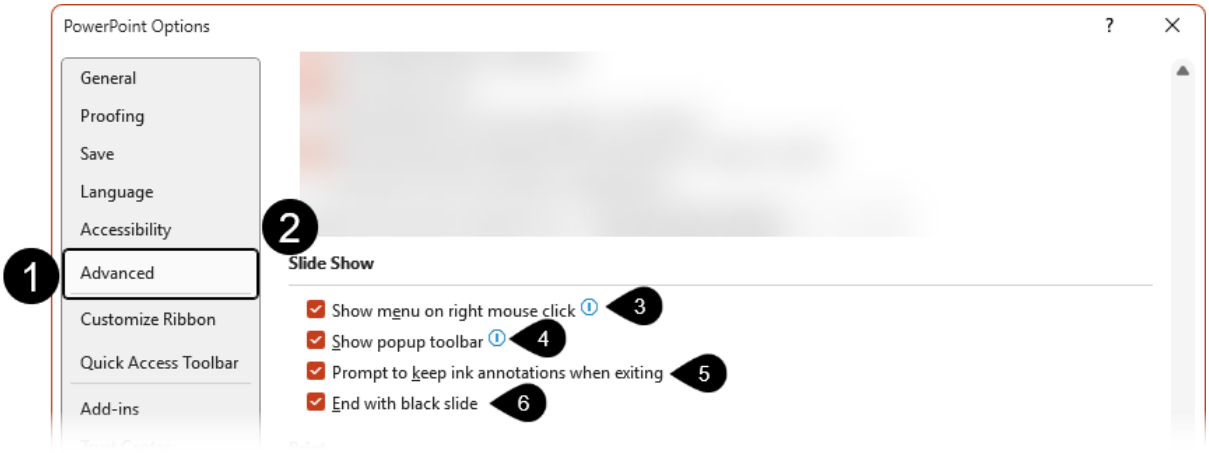

PPT_Best_Practices_Chap_11.pptx • Saved
File
Home
Insert
Draw
Design
Transitions
Animations
Slide Show
Record
Review
View
Merge
Help
About
Hammer
Memorize
Options
Thor


PPT_Best_Practices_Chap_11.pptx • Saved
File
Home
Insert
Draw
Design
Transitions
Animations
Merge
Help
About
Merge
Hammer
Memorize
Options
Help
About
Thor
Annual conference
1
2
3

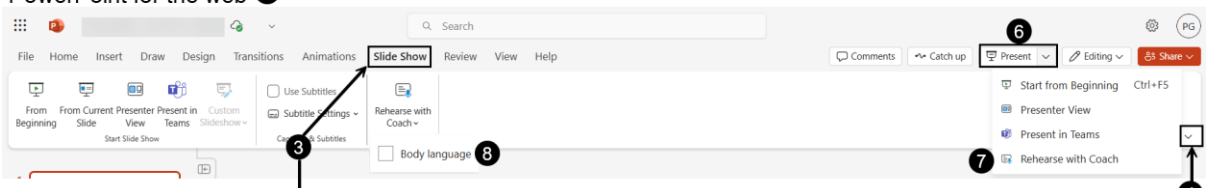

Presentation2 - PowerPoint
Search or ask Copilot (Alt+Q)
File
Home
Insert
Draw
Design
Transitions
Animations
Slide Show
Record
Review
View
Developer
Add-ins
Help
Slidewise
PPTools
Merge
Help
About
Merge
Hammer
Memorize
Options
Help
About
Thor
1
2


Merge
Hammer
Memorize
Options
About
Help
Merge
Thor
Certificate of sponsorship
This is to certify that
:Name:
is hereby awarded this certificate in recognition of their sponsorship of
The Healthy & Happy Fund
Anshu Benjaree
Director
PPTools Merge DEMO
1 - Choose Merge Mode
Create one presentation with one slide per row of data.
Slides
Presentations
2 - Select a Data File and worksheet
Data file:
D:\OneDrive - CHABOS INC\Packt\PPT Best Practices\Chapter 11
Browse
Worksheet:
Sheet1
3 - Load & Validate Data
Load data
Show data
Check data
:Name:
Chantal Bossé
Steve Rindsberg
Swap Rows/Cols
Merge only records:
to
4 - Merge to PowerPoint file:
D:\PPT Merge_Merged_Certificate.pptx
Browse
Status:
Skip visual feedback
Click MERGE to begin merging
Merge
Cancel
PPT Merge_Certificate_Merged.pptx • Saved to this PC
qkChantal Bossé
DEMO
kbbSteve Rindsberg
DEMO

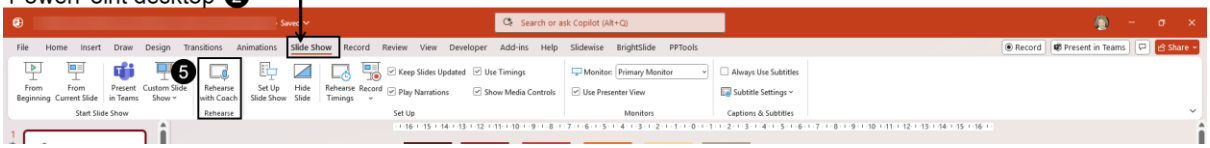
Chapter 12: Practicing Your Presentation Delivery

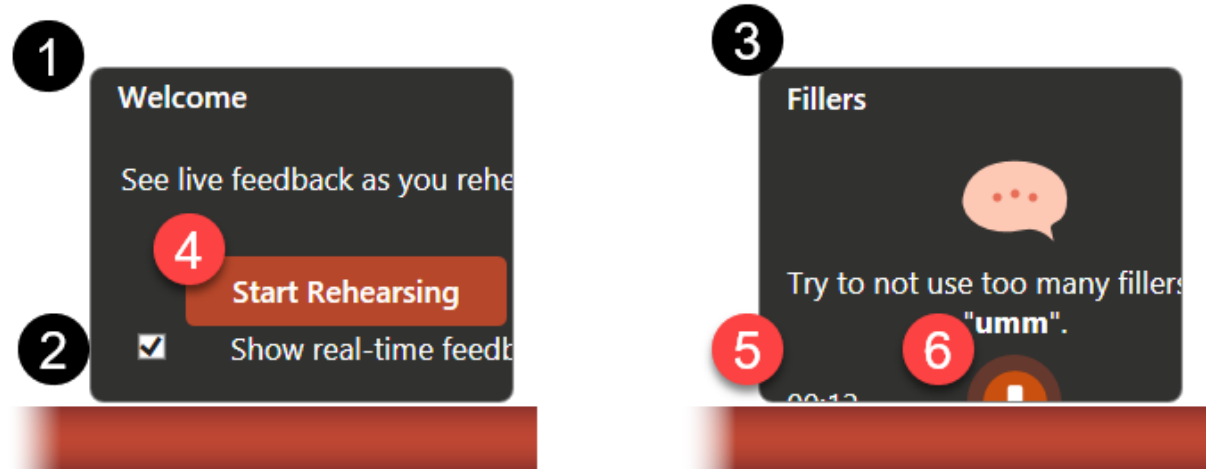


PowerPoint for the web 1

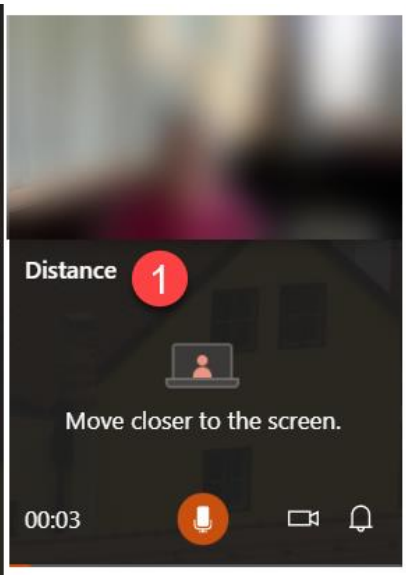


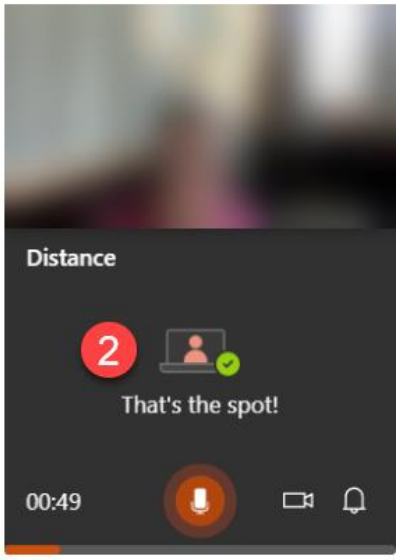
PowerPoint desktop 2

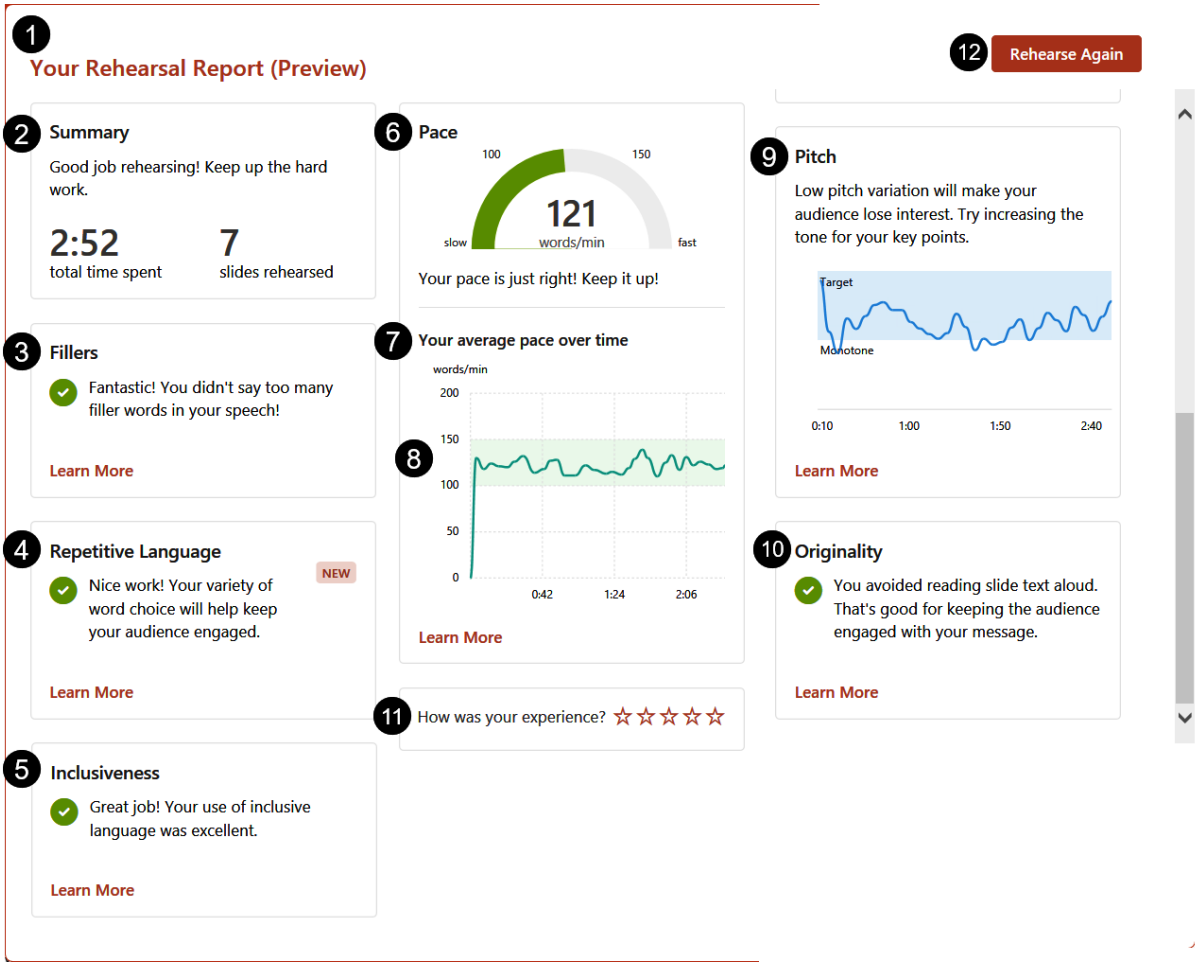


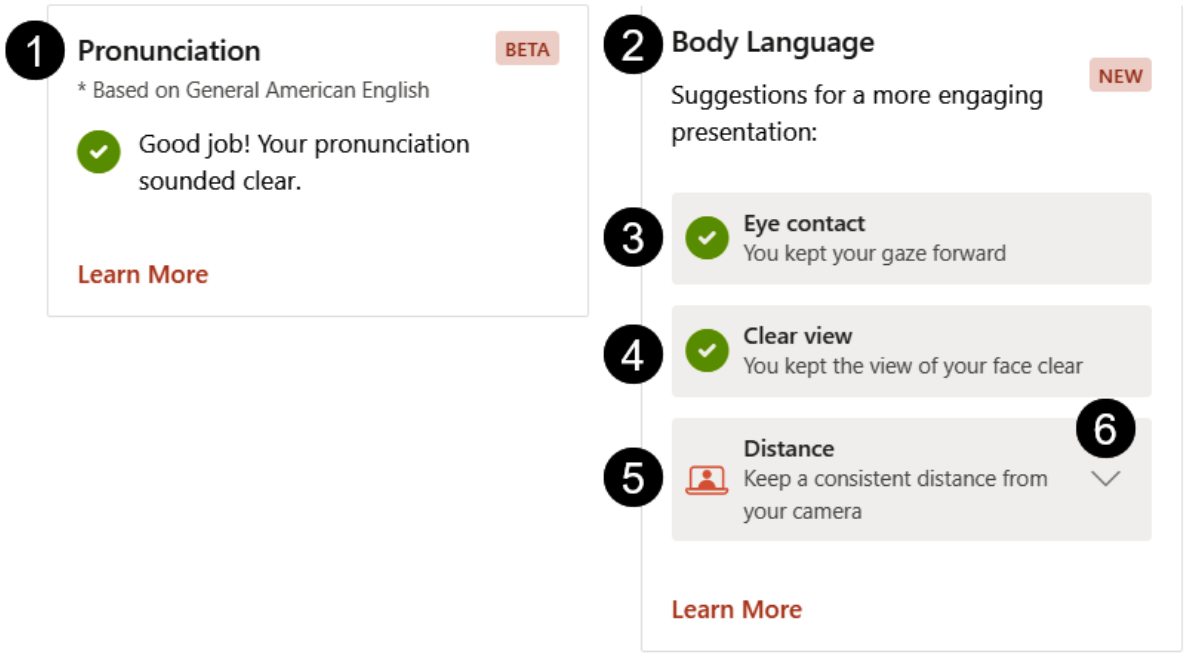


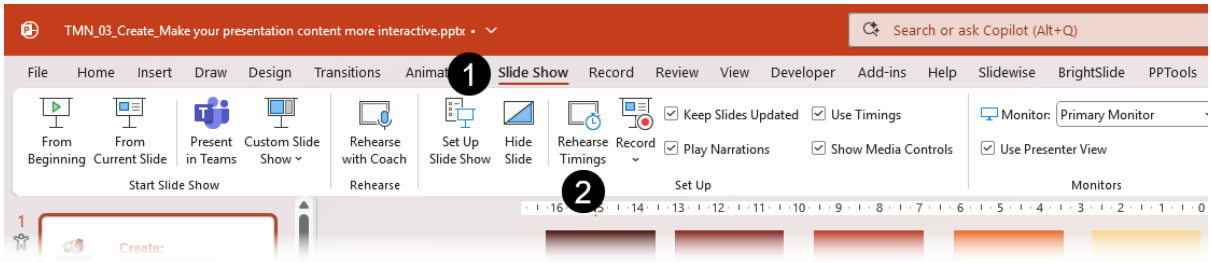

Welcome
Welcome to PowerPoint Presenter Coach (Preview)
As you rehearse, we'll give you feedback about how you're presenting. At the end, you'll see a numerical summary and our suggestions.
Start Rehearsing
Show real-time feedback


Distance
1
Move closer to the screen.
00:03


Distance
2
That's the spot!
00:49

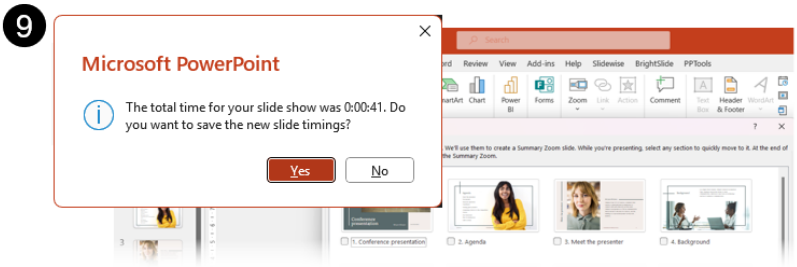

1
Your Rehearsal Report (Preview)
12
Rehearse Again
2
Summary
Good job rehearsing! Keep up the hard work.
2:52
total time spent
7
slides rehearsed
6
Pace
100
150
121
words/min
slow
fast
Your pace is just right! Keep it up!
9
Pitch
Low pitch variation will make your audience lose interest. Try increasing the tone for your key points.
Target
Monotone
0:10
1:00
1:50
2:40
Learn More
3
Fillers
Fantastic! You didn't say too many filler words in your speech!
Learn More
7
Your average pace over time
words/min
200
150
100
50
0
8
0:42
1:24
2:06
Learn More
4
Repetitive Language
NEW
Nice work! Your variety of word choice will help keep your audience engaged.
Learn More
10
Originality
You avoided reading slide text aloud. That's good for keeping the audience engaged with your message.
Learn More
11
How was your experience?
5
Inclusiveness
Great job! Your use of inclusive language was excellent.
Learn More

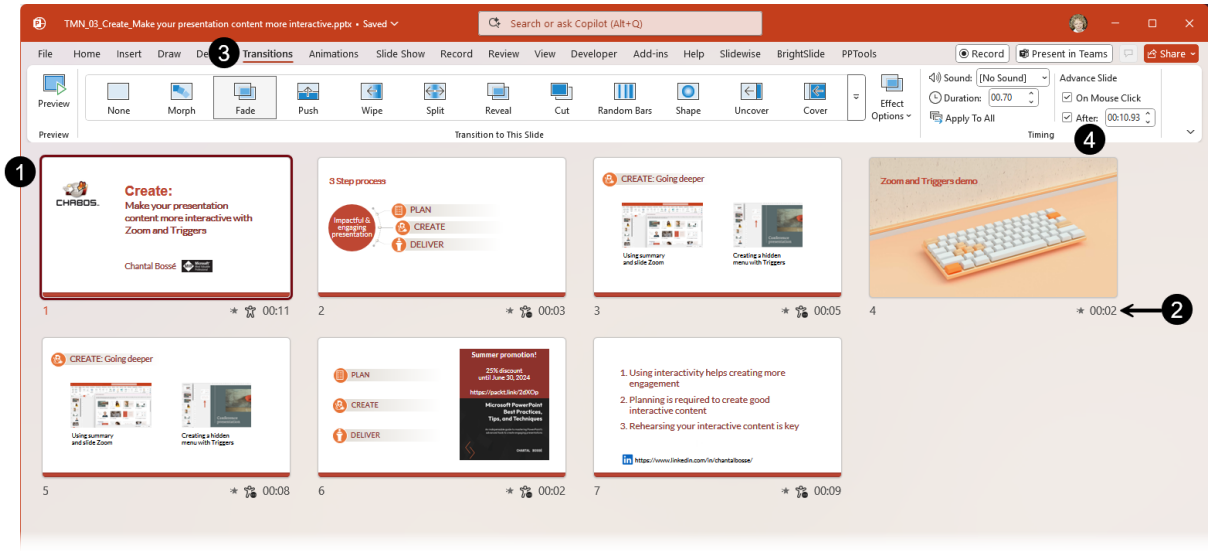


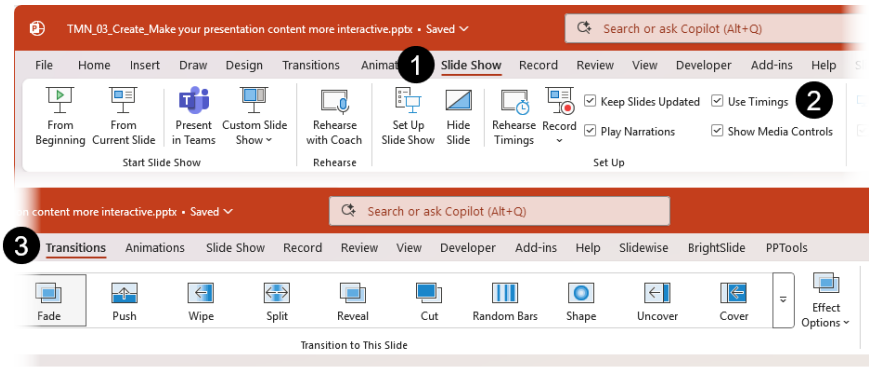




CREATE: Going deeper

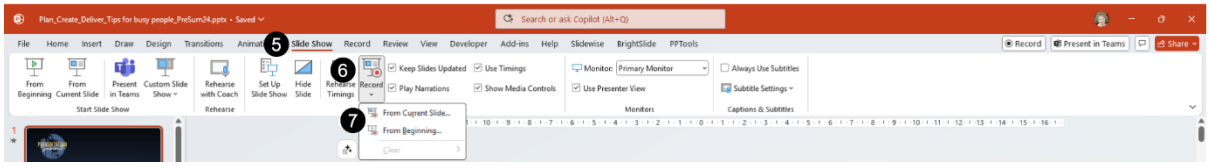


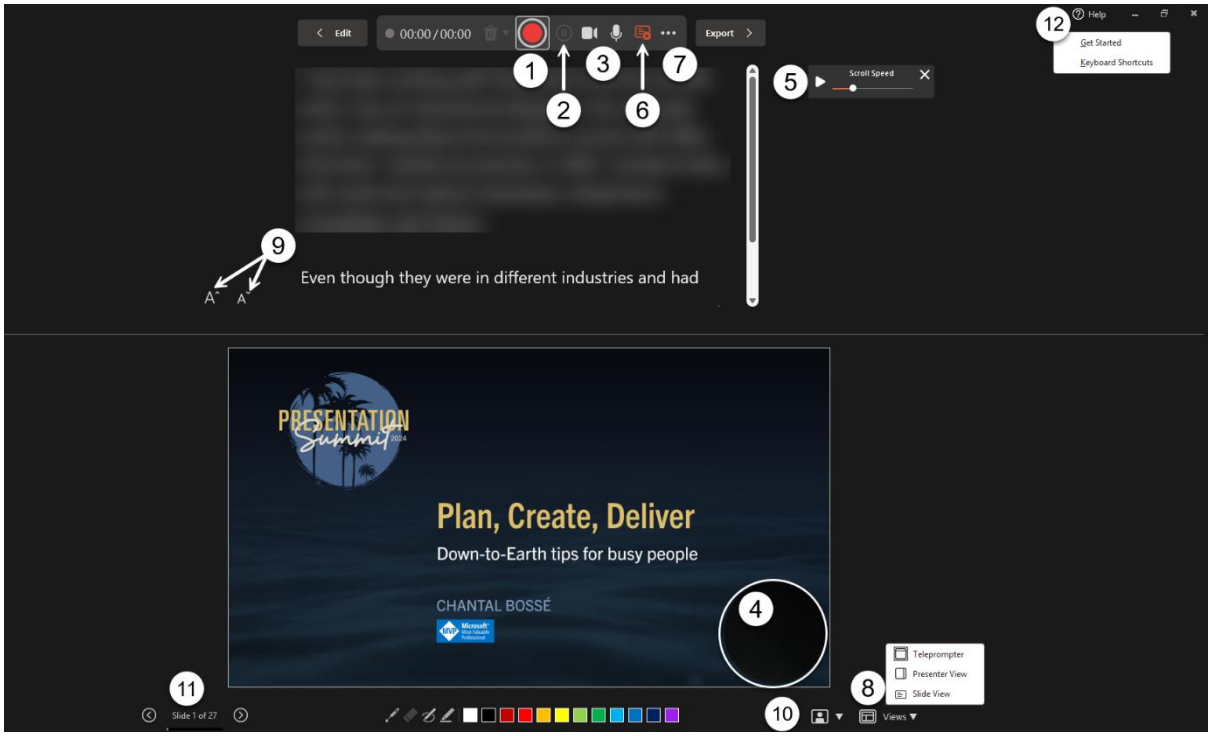

TMN_03_Create_Make your presentation content more interactive.pptx • Saved
Search or ask Copilot (Alt+Q)
File Home Insert Draw Design Transitions Animations Slide Show Record Review View Developer Add-ins Help Slidewise BrightSlide PPTools
Record
Present in Teams
Share
Preview
None Morph Fade Push Wipe Split Reveal Cut Random Bars Shape Uncover Cover
Effect Options
Transition to This Slide
Sound: [No Sound]
Duration: 00.70
Apply To All
Advance Slide
On Mouse Click
After: 00:10.93
Timing
3
4
1
Create:
Make your presentation content more interactive with Zoom and Triggers
Chantal Bossé
3 Step process
PLAN
CREATE
DELIVER
CREATE: Going deeper
Zoom and Triggers demo
00:11
00:03
00:05
00:02
2
CREATE: Going deeper
PLAN
CREATE
DELIVER
Summer promotion!
1. Using interactivity helps creating more engagement
2. Planning is required to create good interactive content
3. Rehearsing your interactive content is key
00:08
00:02
00:09

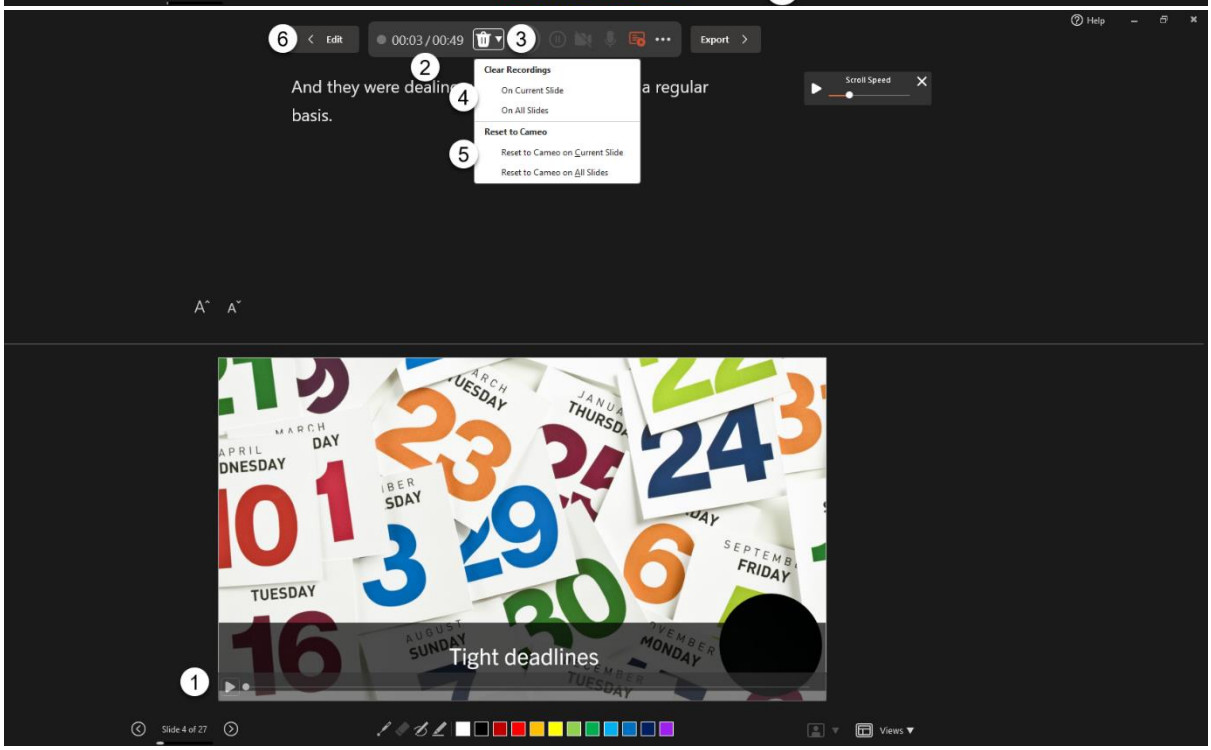

TMN_03_Create_Make your presentation content more interactive.pptx • Saved
Search or ask Copilot (Alt+Q)
File Home Insert Draw Design Transitions Animat 1 Slide Show Record Review View Developer Add-ins Help
From Beginning
From Current Slide
Present in Teams
Custom Slide Show
Start Slide Show
Rehearse with Coach
Rehearse
Set Up Slide Show
Hide Slide
Rehearse Timings
Record
Keep Slides Updated
Play Narrations
Use Timings
Show Media Controls
2
Set Up

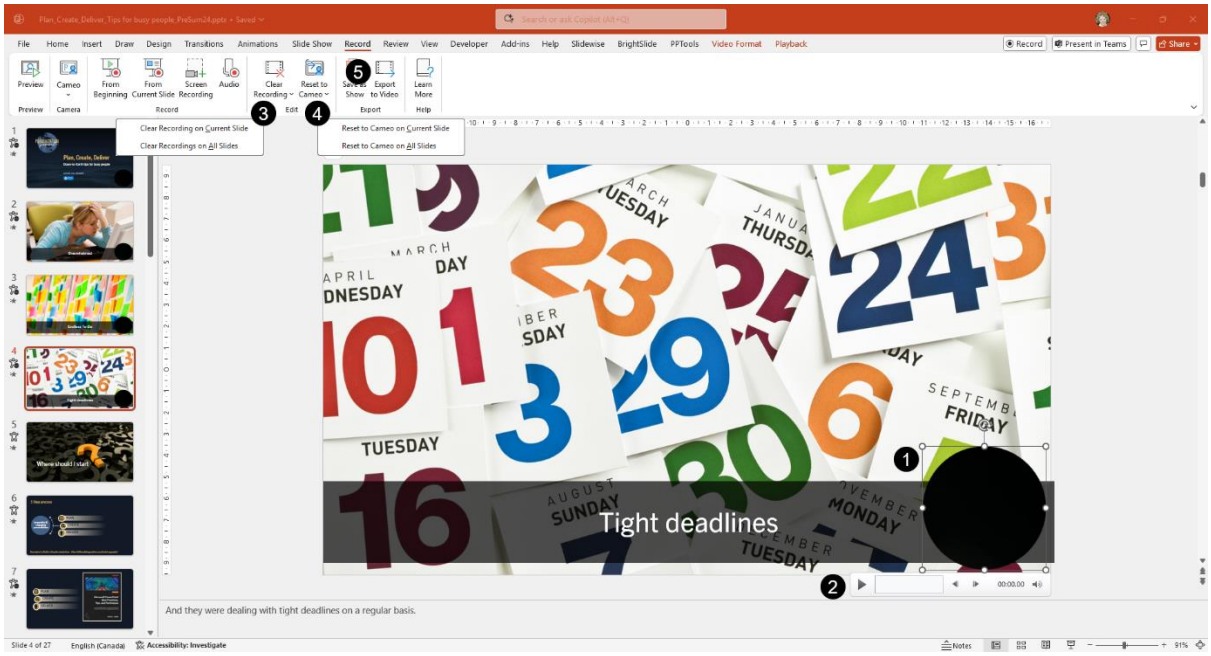
content more interactive.pptx • Saved
Search or ask Copilot (Alt+Q)
3 Transitions Animations Slide Show Record Review View Developer Add-ins Help Slidewise BrightSlide PPTools
Record
Present in Teams
Share
Fade Push Wipe Split Reveal Cut Random Bars Shape Uncover Cover
Effect Options
Transition to This Slide
Sound: [No Sound]
Duration: 00.70
Apply To All
Advance Slide
On Mouse Click
After: 00:10.93
Timing
4


Plan_Create_Deliver_Tips for busy people_PreSum24.pptx • Saved
Search or ask Copilot (Alt+Q)
File Home Insert Draw Design Transitions Animations Slide Show 1 Record Review View Developer Add-ins Help Slidewise BrightSlide PPTools
4 Record
Present in Teams
Share
From Beginning 2
From Current Slide 3
Screen Recording
Audio
Cameo
Camera
Clear Recording
Reset to Cameo
Edit
Save as Show
Export to Video
Export
Learn More
Help

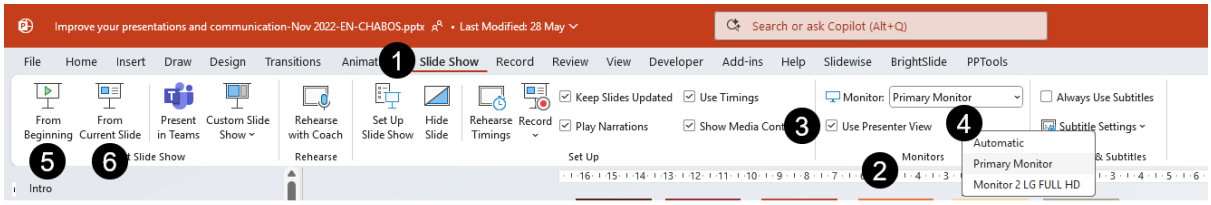

Plan_Create_Deliver_Tips for busy people_PreSum24.pptx • Saved
Search or ask Copilot (Alt+Q)
File Home Insert Draw Design Transitions Animations 5 Slide Show Record Review View Developer Add-ins Help Slidewise BrightSlide PPTools
Record
Present in Teams
Share
From Beginning
From Current Slide
Present in Teams
Custom Slide Show
Start Slide Show
Rehearse with Coach
Rehearse
Set Up Slide Show
Hide Slide
6 Rehearse Timings
Record
Keep Slides Updated
Play Narrations
Use Timings
Show Media Controls
Monitor: Primary Monitor
Use Presenter View
Monitors
Always Use Subtitles
Subtitle Settings
Captions & Subtitles
7
From Current Slide...
From Beginning...
Clear

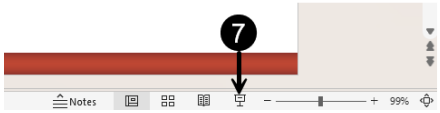

Edit
00:00 / 00:00
Export
Help
Get Started
Keyboard Shortcuts
Scroll Speed
Even though they were in different industries and had
PRESENTATION Summit 2024
Plan, Create, Deliver
Down-to-Earth tips for busy people
CHANTAL BOSSÉ
Teleprompter
Presenter View
Slide View
Slide 1 of 27
Views

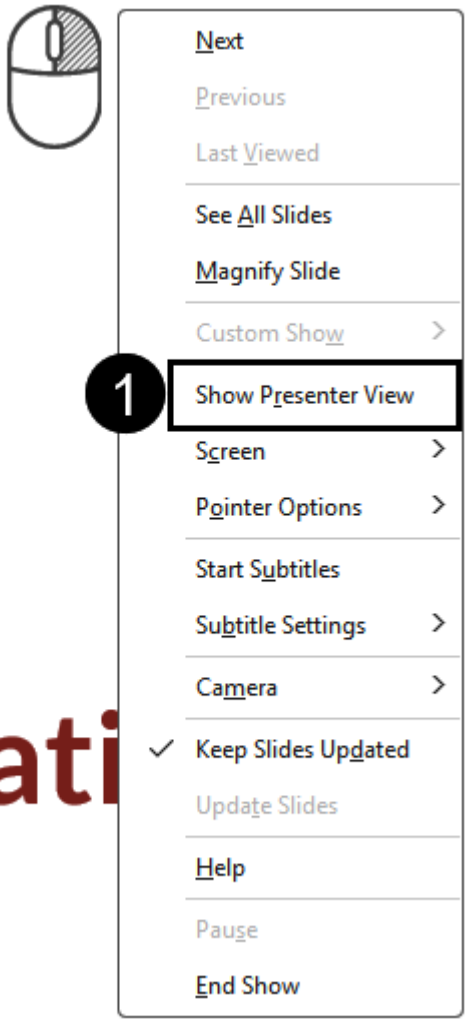

Edit
00:03 / 00:49
Export
Help
Clear Recordings
On Current Slide
On All Slides
Reset to Cameo
Reset to Cameo on Current Slide
Reset to Cameo on All Slides
Scroll Speed
basis.
Tight deadlines
Slide 4 of 27
Views

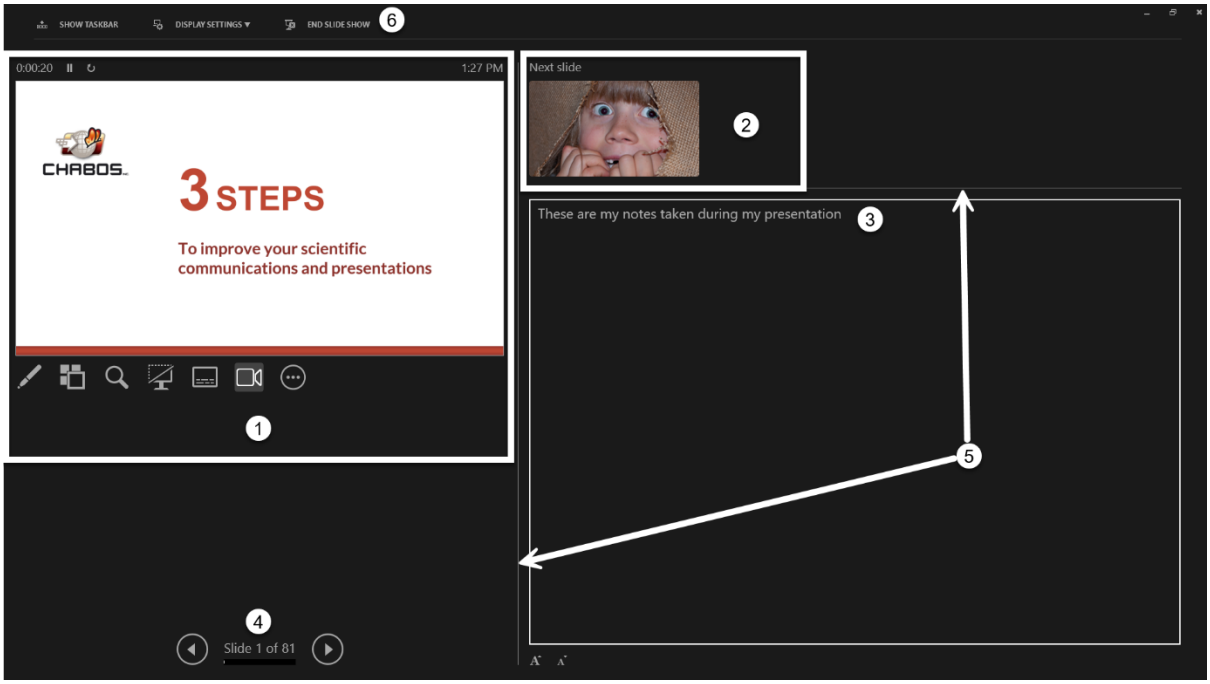

Record
Clear Recording on Current Slide
Clear Recordings on All Slides
Reset to Cameo on Current Slide
Reset to Cameo on All Slides
Tight deadlines
And they were dealing with tight deadlines on a regular basis.

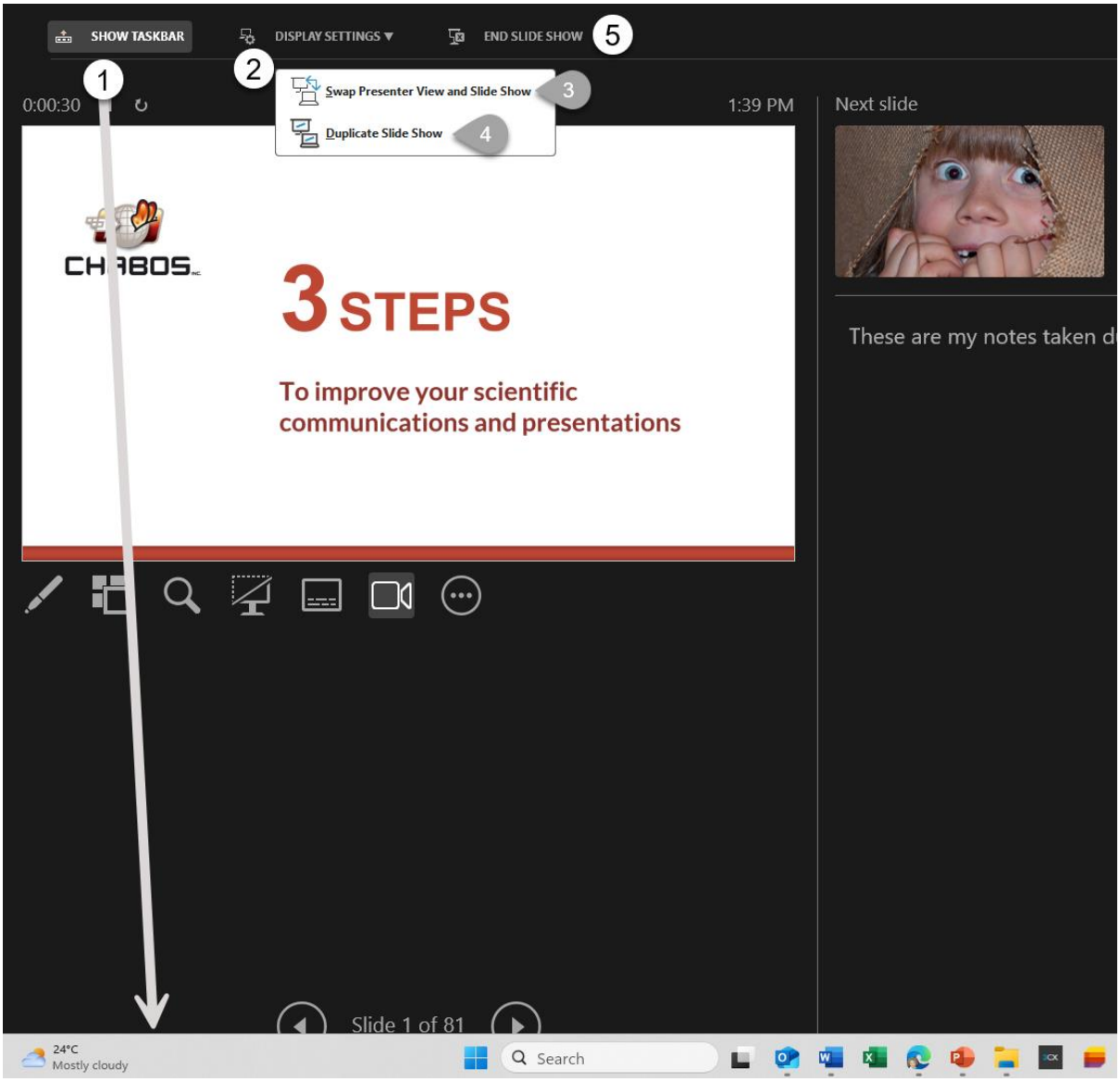
Chapter 13: Using Presenter View

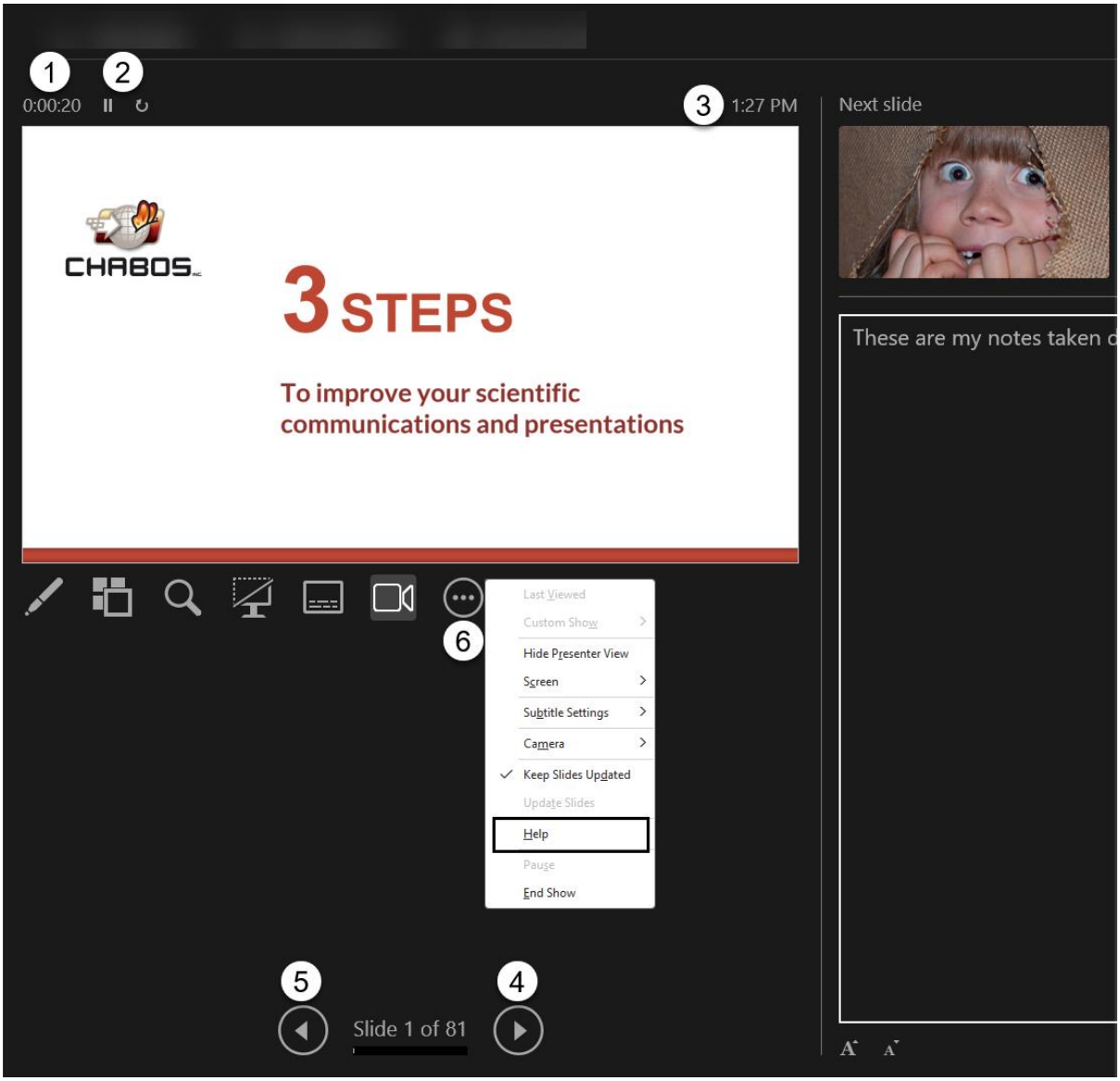


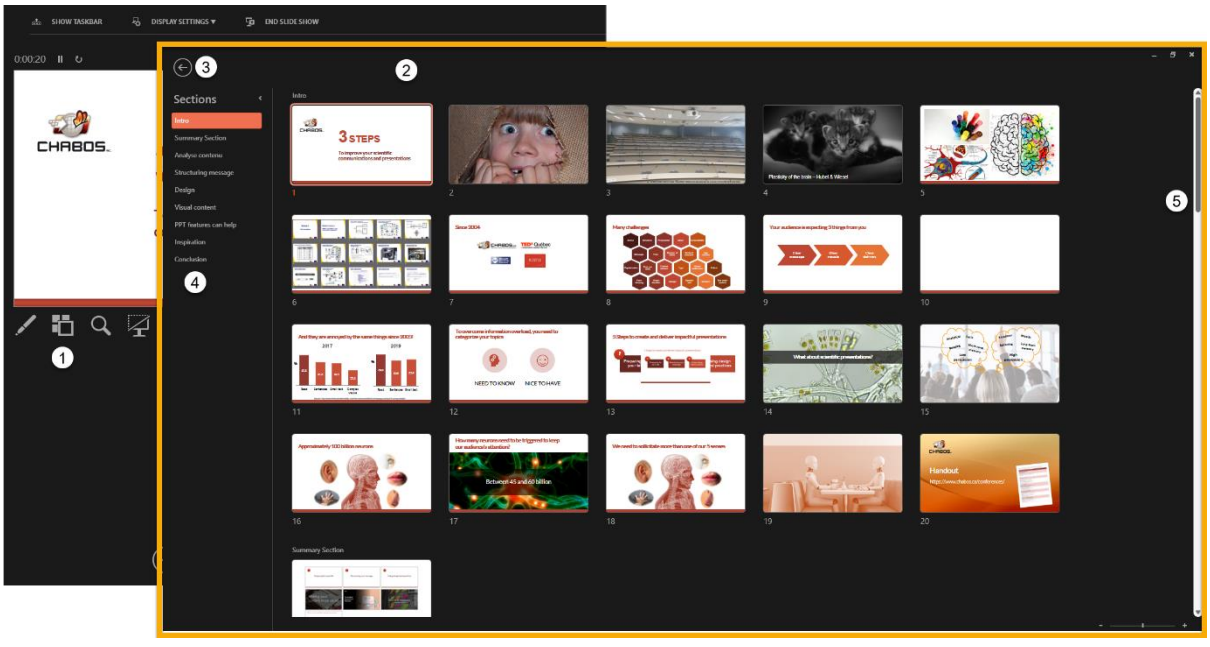


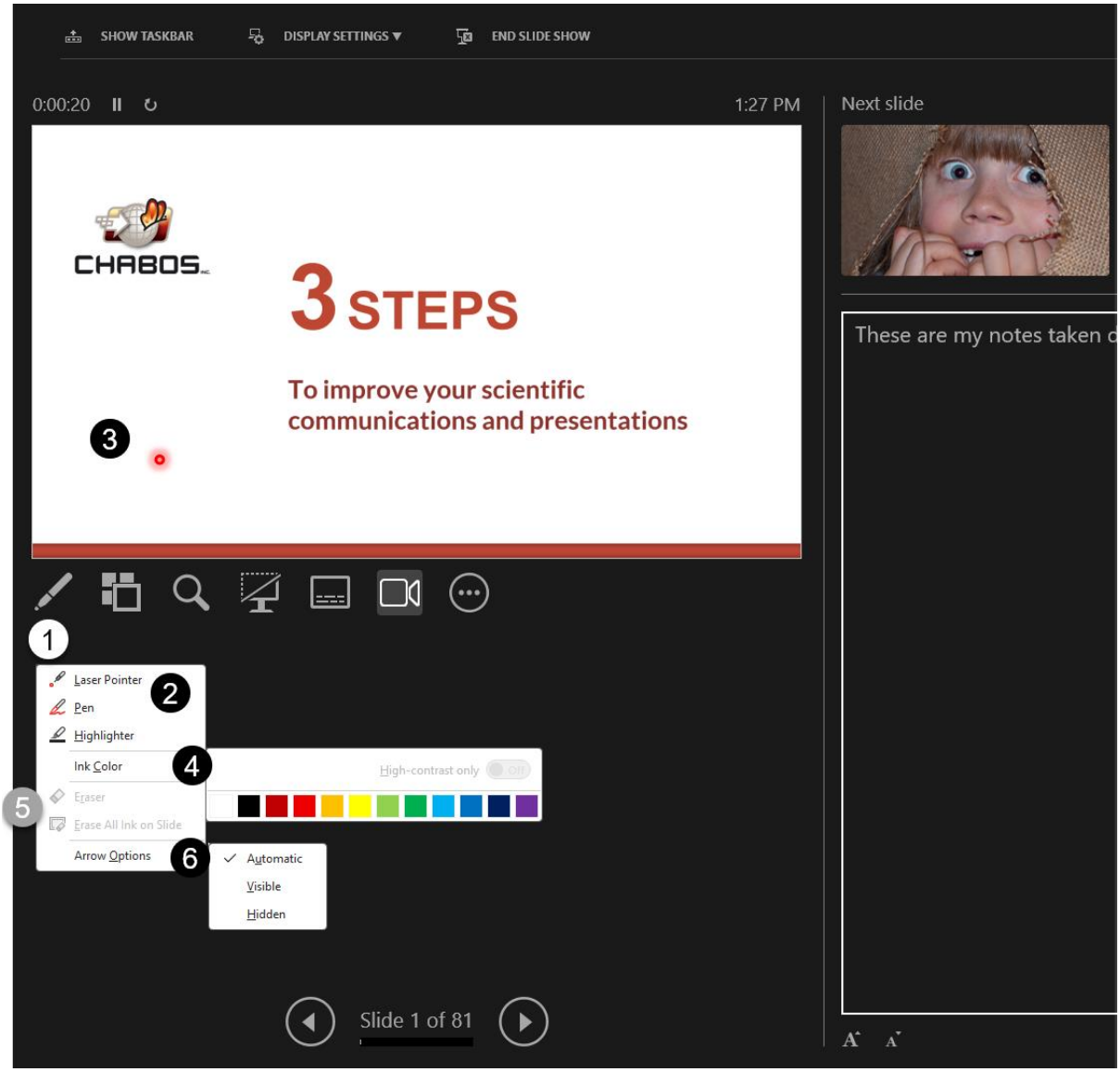


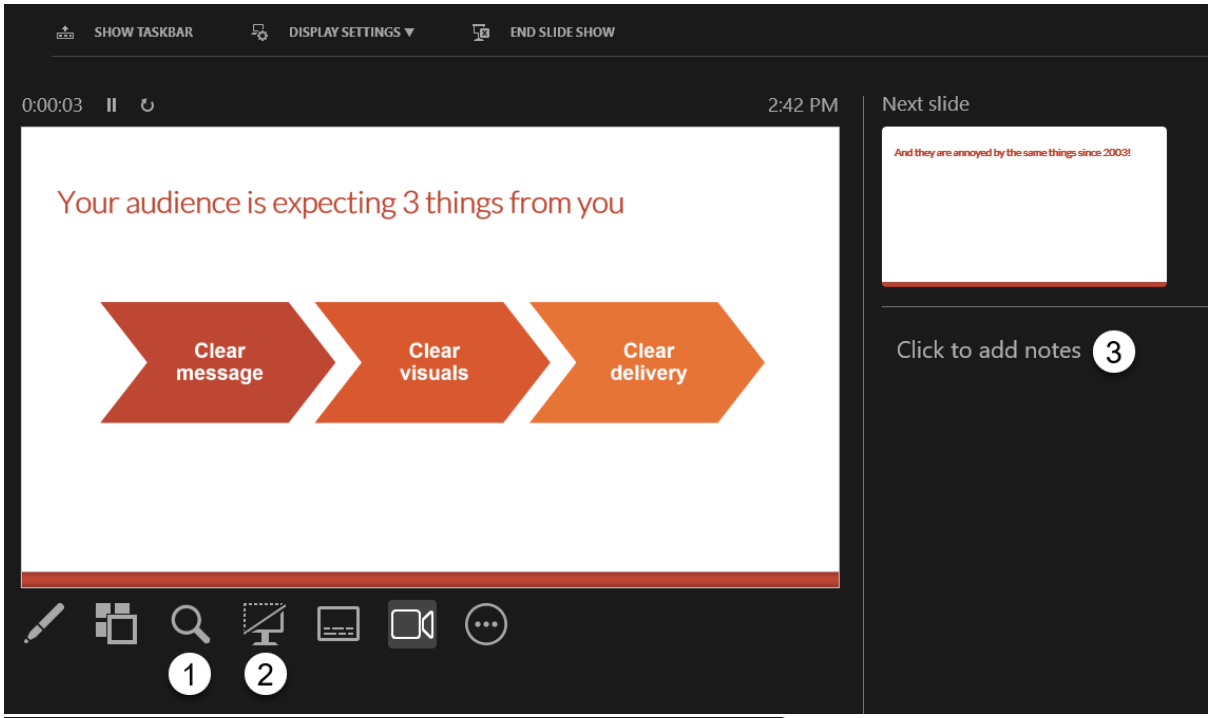

SHOW TASKBAR
DISPLAY SETTINGS
END SLIDE SHOW
6
0:00:20
1:27 PM
CHABOS
3 STEPS
To improve your scientific communications and presentations
1
Next slide
2
These are my notes taken during my presentation
3
5
4
Slide 1 of 81

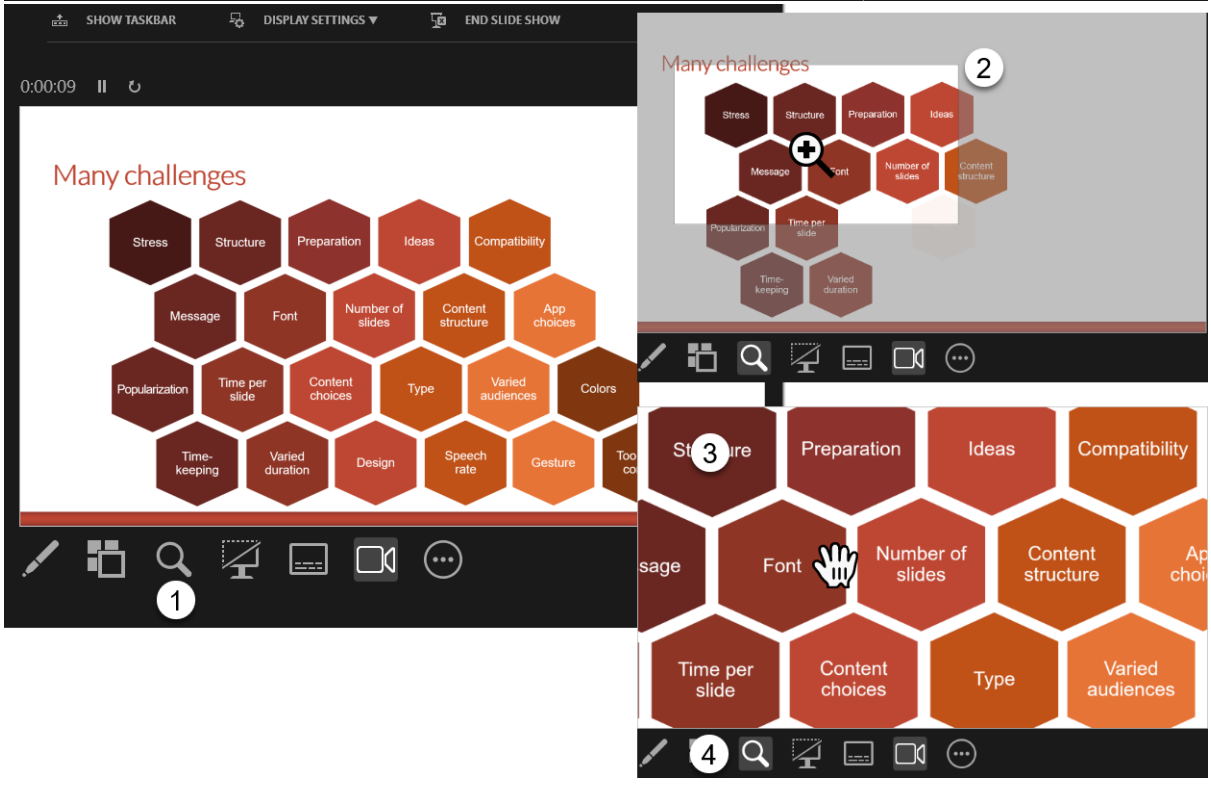

SHOW TASKBAR
DISPLAY SETTINGS
END SLIDE SHOW
5
1
2
Swap Presenter View and Slide Show
3
Duplicate Slide Show
4
0:00:30
1:39 PM
Next slide
CHABOS
3 STEPS
To improve your scientific communications and presentations
These are my notes taken d
Slide 1 of 81
24°C
Mostly cloudy
Search

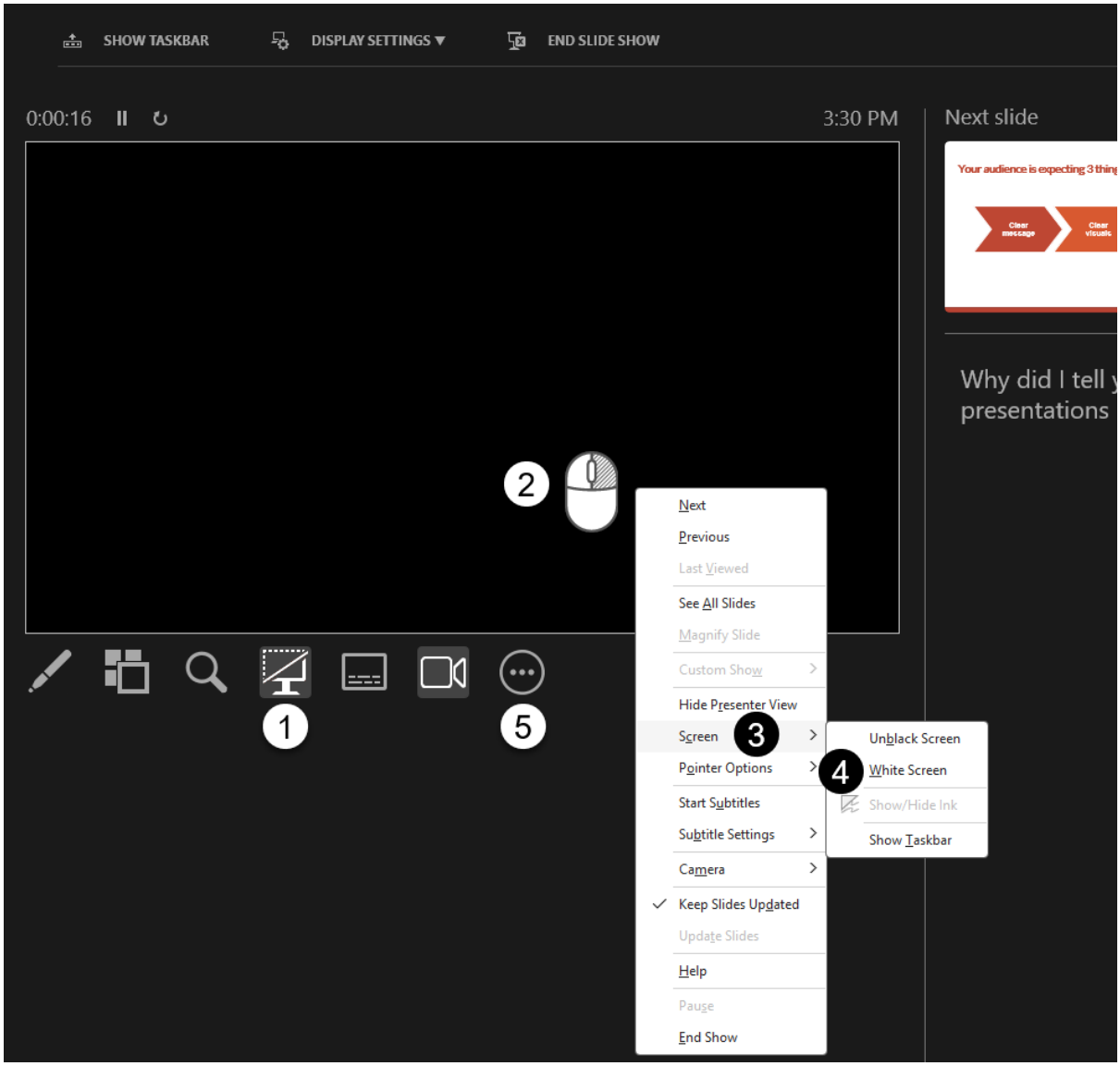

1
0:00:20
2
3
1:27 PM
Next slide
CHABOS
3 STEPS
To improve your scientific communications and presentations
These are my notes taken d
Last Viewed
Custom Show
6
Hide Presenter View
Screen
Subtitle Settings
Camera
Keep Slides Updated
Update Slides
Help
Pause
End Show
5
4
Slide 1 of 81

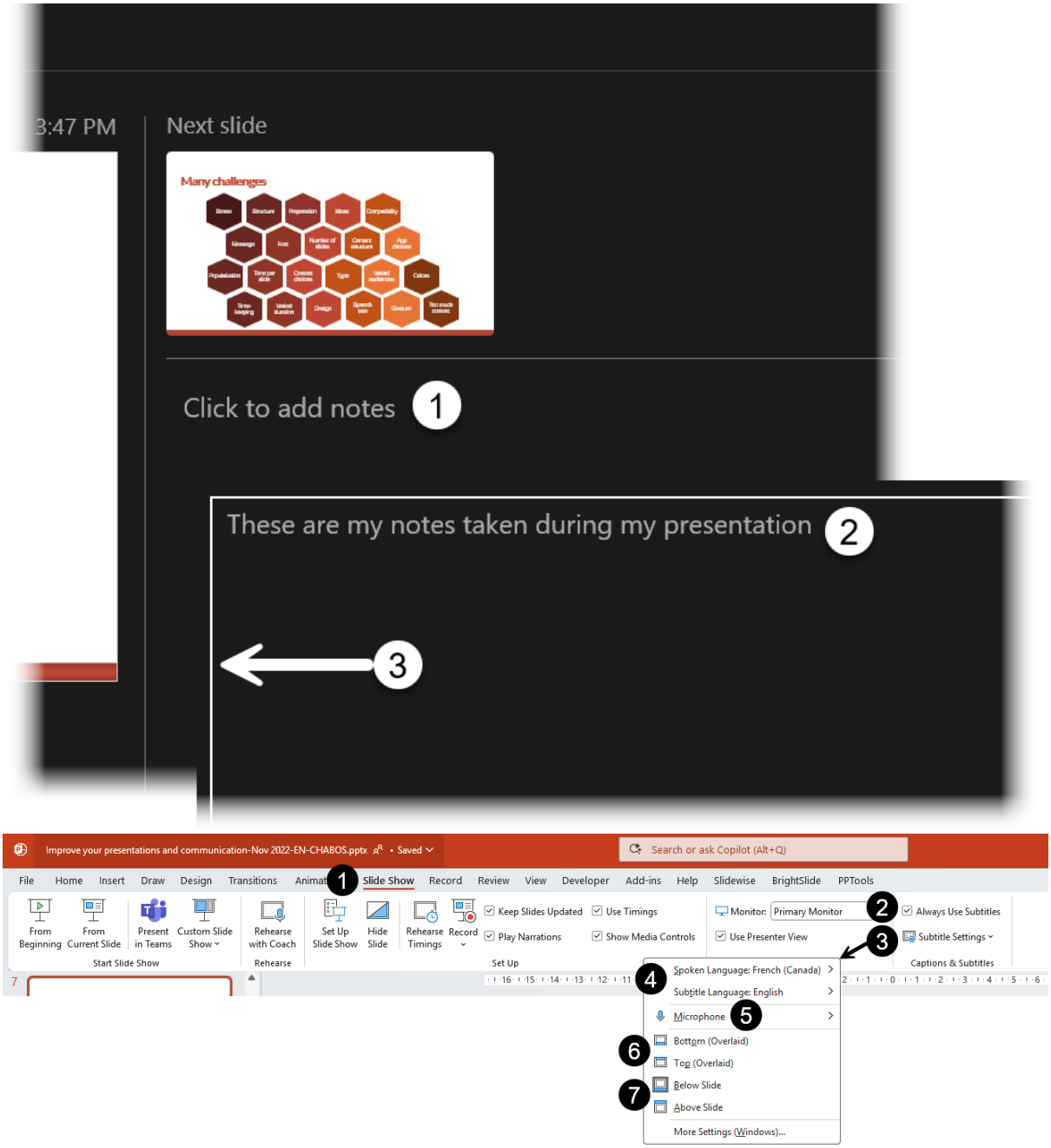

SHOW TASKBAR
DISPLAY SETTINGS
END SLIDE SHOW
0:00:20
CHABOS
1
3
2
Sections
Intro
Summary Section
Analyse contens
Structuring message
Design
Visual content
PPT features can help
Inspiration
Conclusion
4
5
3 STEPS
Handout


SHOW TASKBAR
DISPLAY SETTINGS
END SLIDE SHOW
0:00:20
1:27 PM
Next slide
CHABOS
3 STEPS
To improve your scientific communications and presentations
3
These are my notes taken
1
Laser Pointer
2
Pen
Highlighter
Ink Color
4
High-contrast only
Off
5
Eraser
Erase All Ink on Slide
Arrow Options
6
Automatic
Visible
Hidden
Slide 1 of 81

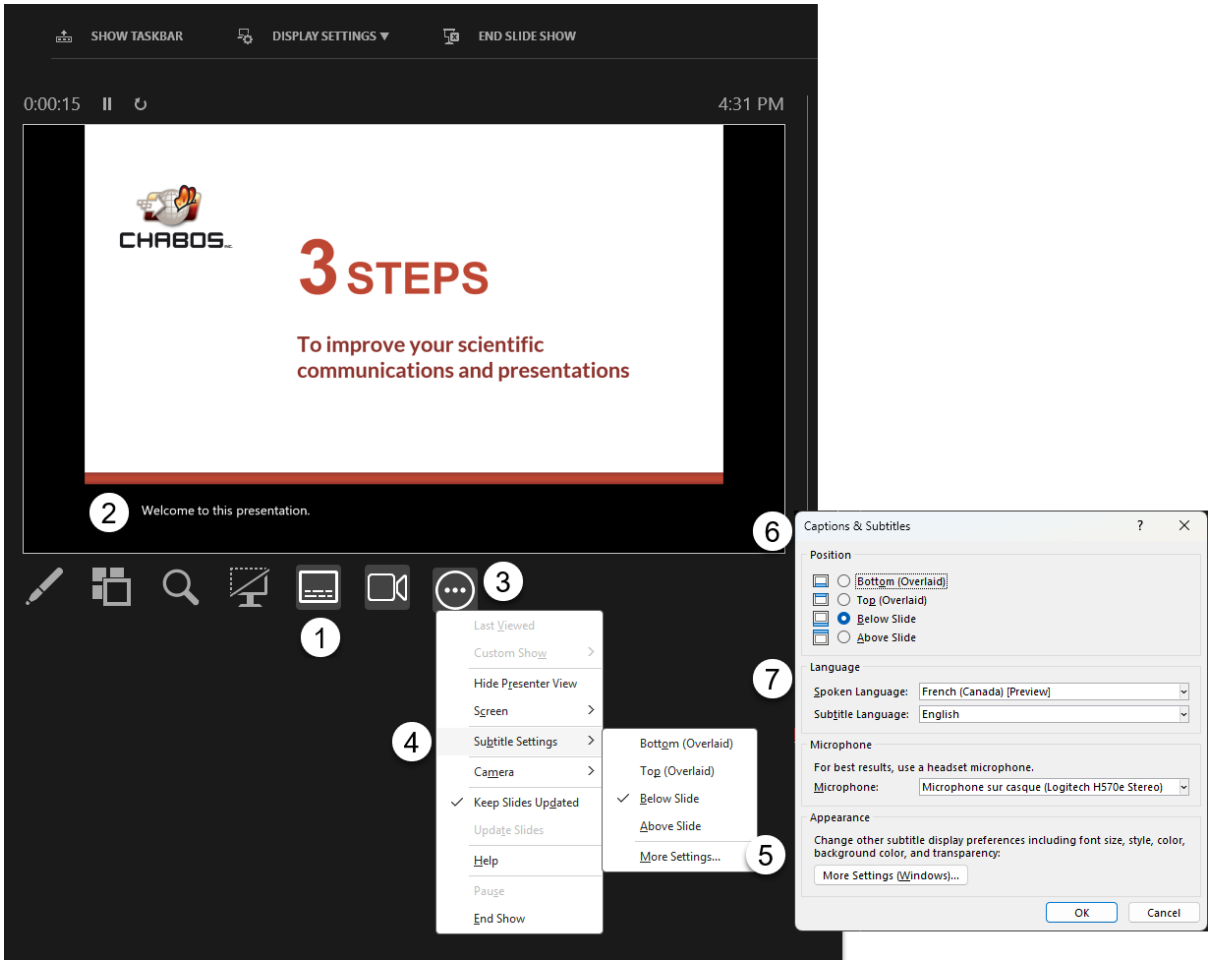

SHOW TASKBAR
DISPLAY SETTINGS
END SLIDE SHOW
0:00:03
2:42 PM
Next slide
Your audience is expecting 3 things from you
Clear message
Clear visuals
Clear delivery
And they are annoyed by the same things since 2003!
Click to add notes
1
2
3


SHOW TASKBAR
DISPLAY SETTINGS
END SLIDE SHOW
0:00:09
Many challenges
Stress
Structure
Preparation
Ideas
Compatibility
Message
Font
Number of slides
Content structure
App choices
Popularization
Time per slide
Content choices
Type
Varied audiences
Colors
Time-keeping
Varied duration
Design
Speech rate
Gesture
1
2
3
4

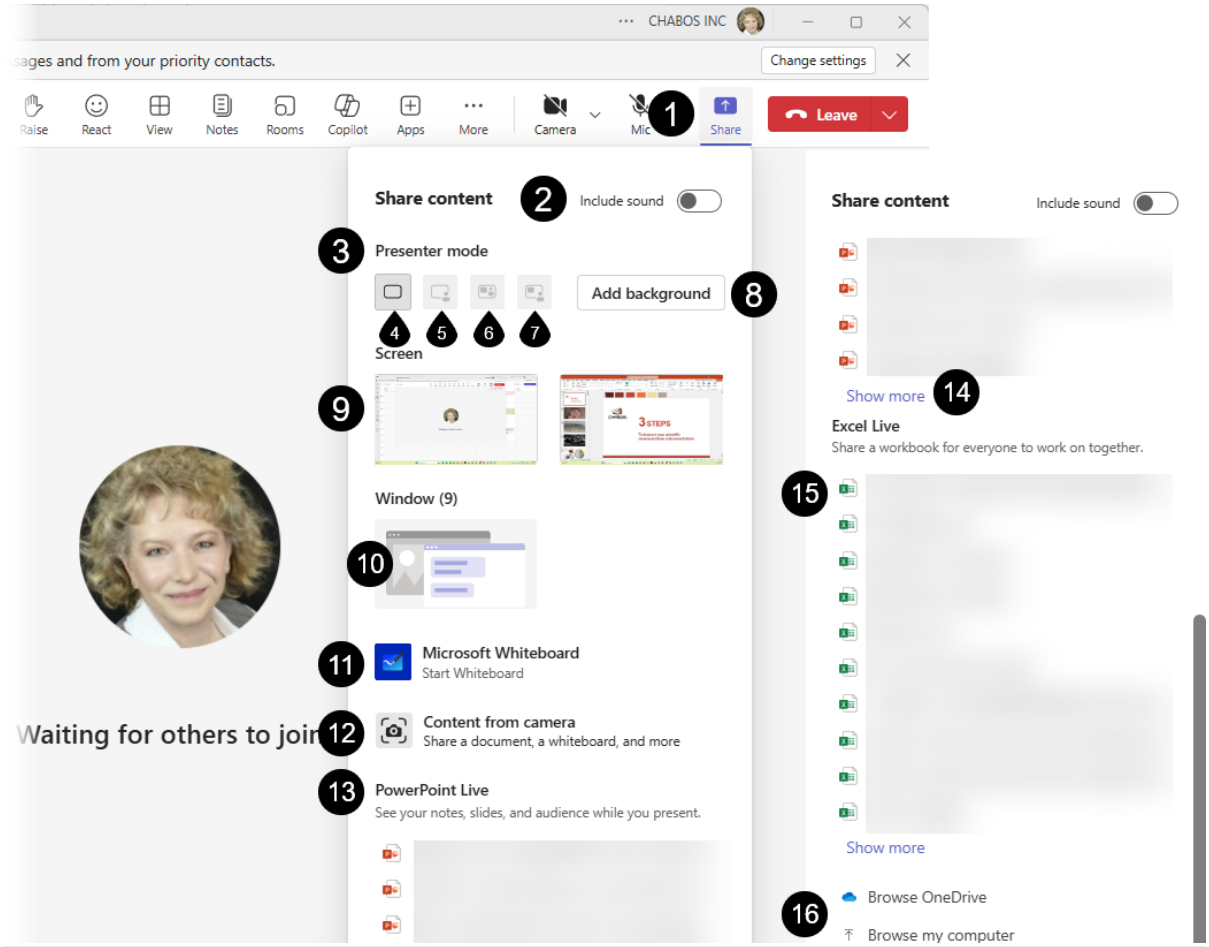

SHOW TASKBAR
DISPLAY SETTINGS
END SLIDE SHOW
0:00:16
3:30 PM
Next slide
Your audience is expecting 3 thing
Why did I tell y
presentations
2
1
5
3
4
Next
Previous
Last Viewed
See All Slides
Magnify Slide
Custom Show
Hide Presenter View
Screen
Pointer Options
Start Subtitles
Subtitle Settings
Camera
Keep Slides Updated
Update Slides
Help
Pause
End Show
Unblack Screen
White Screen
Show/Hide Ink
Show Taskbar

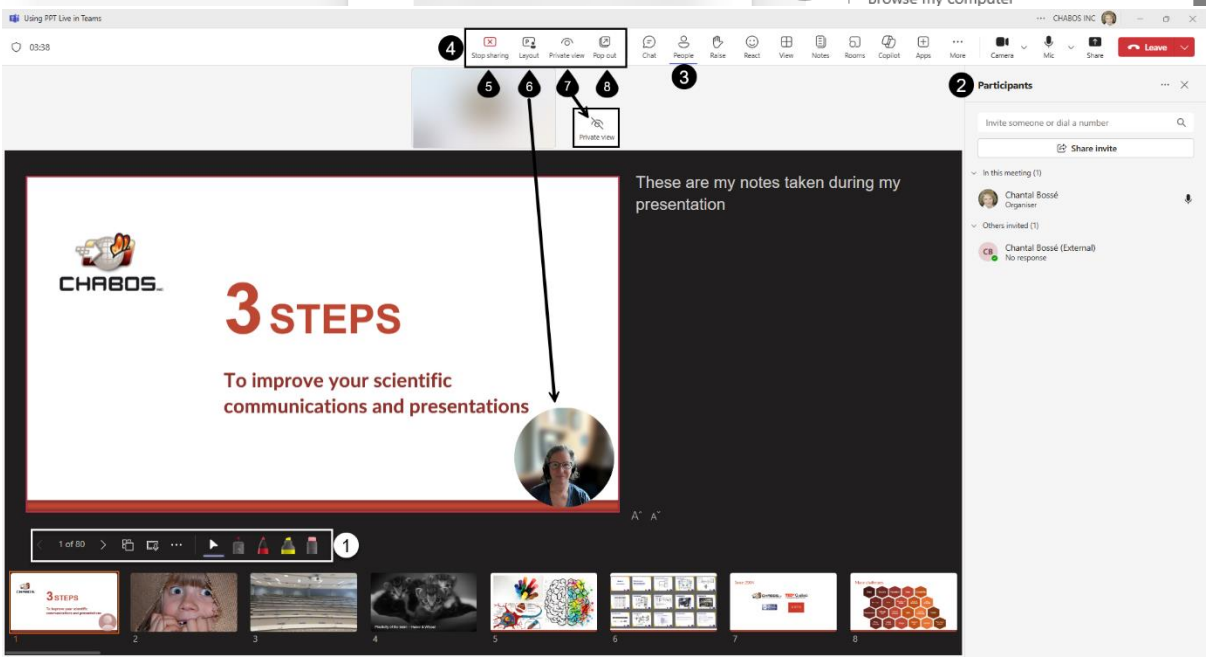

3:47 PM
Next slide
Many challenges
Click to add notes
1
These are my notes taken during my presentation
2
3

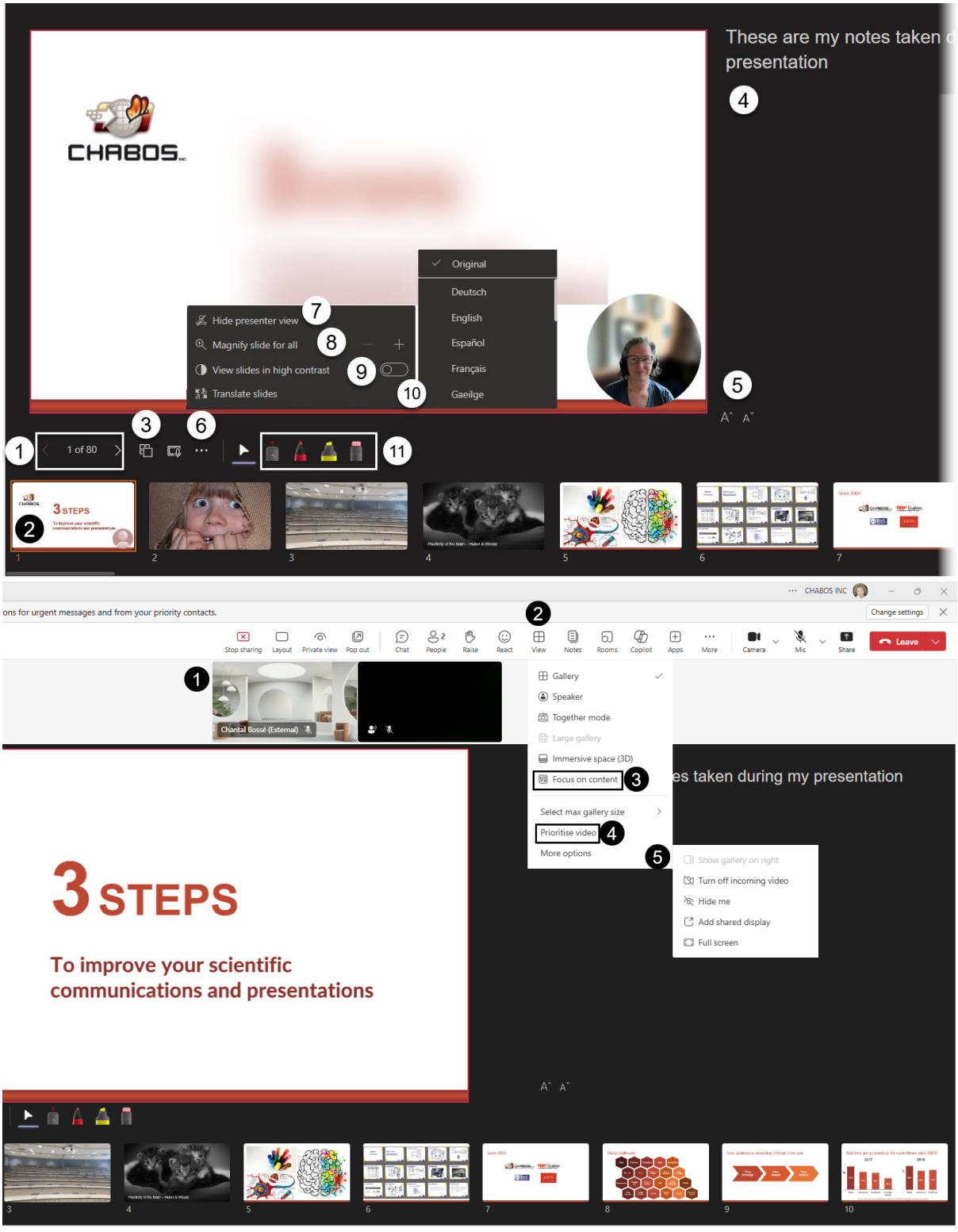
Improve your presentations and communication-Nov 2022-EN-CHABOS.pptx
Saved
Search or ask Copilot (Alt+Q)
File
Home
Insert
Draw
Design
Transitions
Animations
1
Slide Show
Record
Review
View
Developer
Add-ins
Help
Slidewise
BrightSlide
PPTools
From Beginning
From Current Slide
Present in Teams
Custom Slide Show
Start Slide Show
Rehearse with Coach
Rehearse
Set Up Slide Show
Hide Slide
Rehearse Timings
Record
Keep Slides Updated
Play Narrations
Use Timings
Show Media Controls
Set Up
Monitor:
Primary Monitor
2
Use Presenter View
Always Use Subtitles
3
Subtitle Settings
Captions & Subtitles
4
Spoken Language: French (Canada)
Subtitle Language: English
Microphone
5
6
Bottom (Overlaid)
Top (Overlaid)
7
Below Slide
Above Slide
More Settings (Windows)...

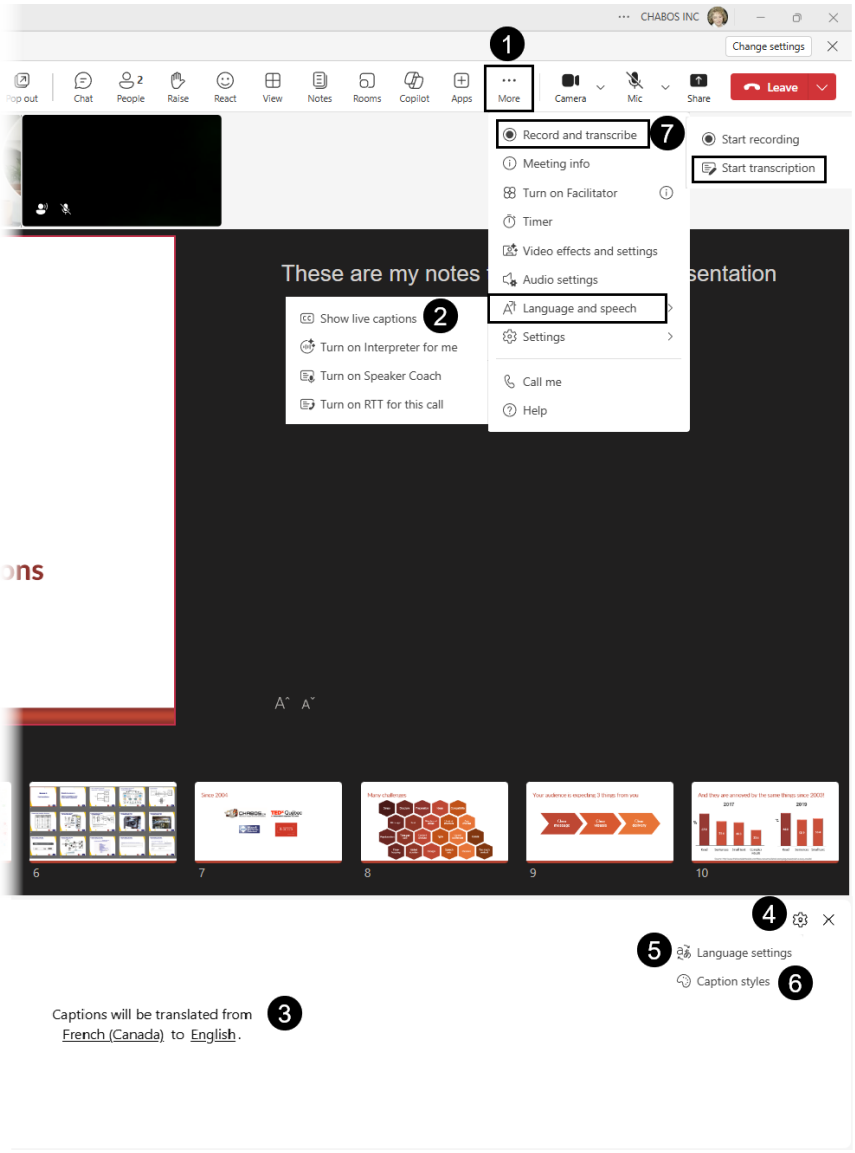

SHOW TASKBAR
DISPLAY SETTINGS
END SLIDE SHOW
0:00:15
4:31 PM
CHABOS
3 STEPS
To improve your scientific communications and presentations
2
Welcome to this presentation.
1
3
Last Viewed
Custom Show
Hide Presenter View
Screen
4
Subtitle Settings
Camera
Keep Slides Updated
Update Slides
Help
Pause
End Show
Bottom (Overlaid)
Top (Overlaid)
Below Slide
Above Slide
More Settings...
5
6
Captions & Subtitles
Position
Bottom (Overlaid)
Top (Overlaid)
Below Slide
Above Slide
7
Language
Spoken Language:
French (Canada) [Preview]
Subtitle Language:
English
Microphone
For best results, use a headset microphone.
Microphone:
Microphone sur casque (Logitech H570e Stereo)
Appearance
Change other subtitle display preferences including font size, style, color, background color, and transparency:
More Settings (Windows)...
OK
Cancel

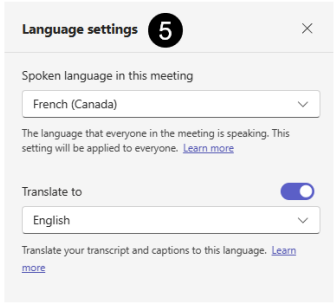
Chapter 14: PowerPoint Live and Interactive Features in Microsoft Teams

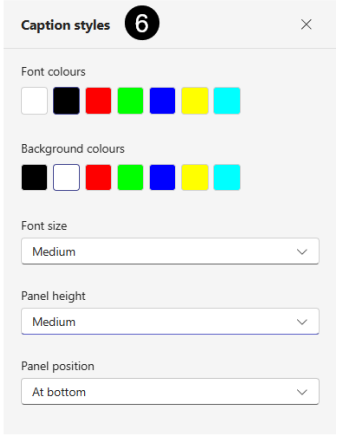


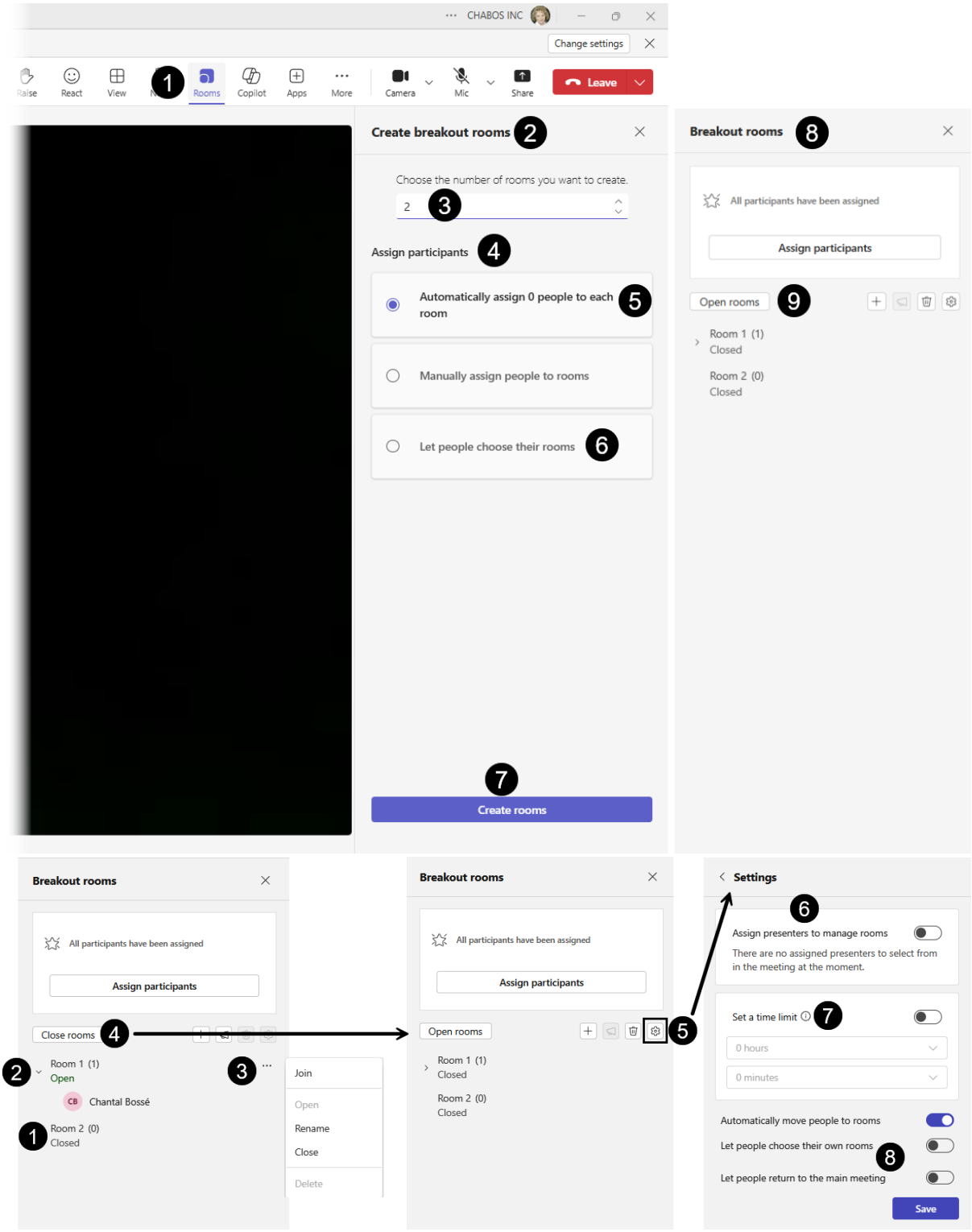


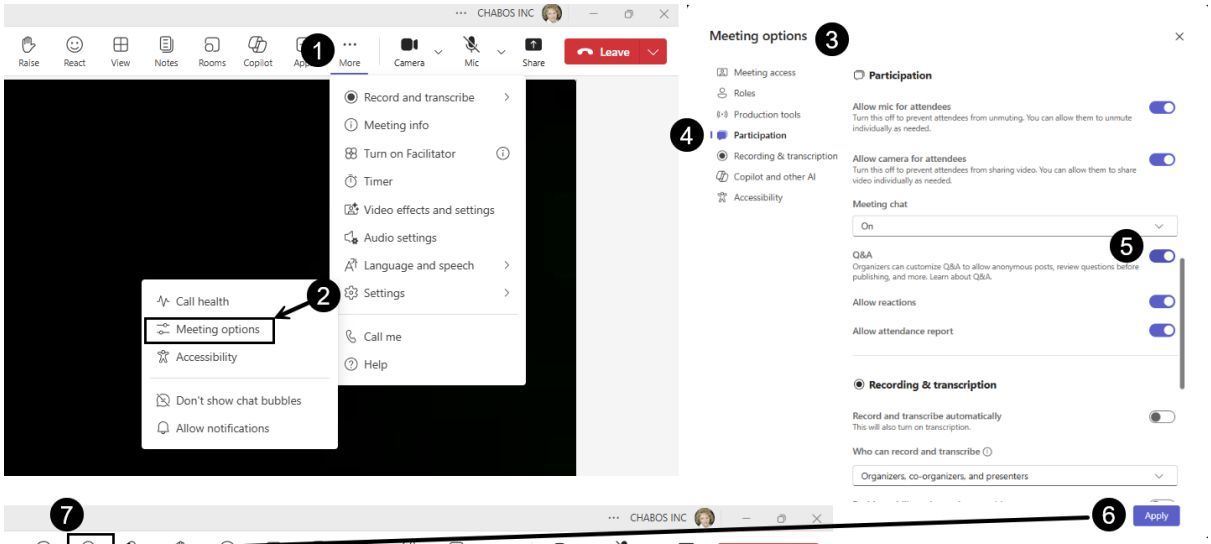

These are my notes taken d
presentation
CHABOS
Original
Deutsch
English
Español
Français
Gaeilge
Hide presenter view
Magnify slide for all
View slides in high contrast
Translate slides
1 of 80
Stop sharing
Layout
Private view
Pop out
Chat
People
Raise
React
View
Notes
Rooms
Copilot
Apps
More
Camera
Mic
Share
Leave
Chantal Bossé (External)
Gallery
Speaker
Together mode
Large gallery
Immersive space (3D)
Focus on content
Select max gallery size
Prioritise video
More options
Show gallery on right
Turn off incoming video
Hide me
Add shared display
Full screen
es taken during my presentation
3 STEPS
To improve your scientific communications and presentations

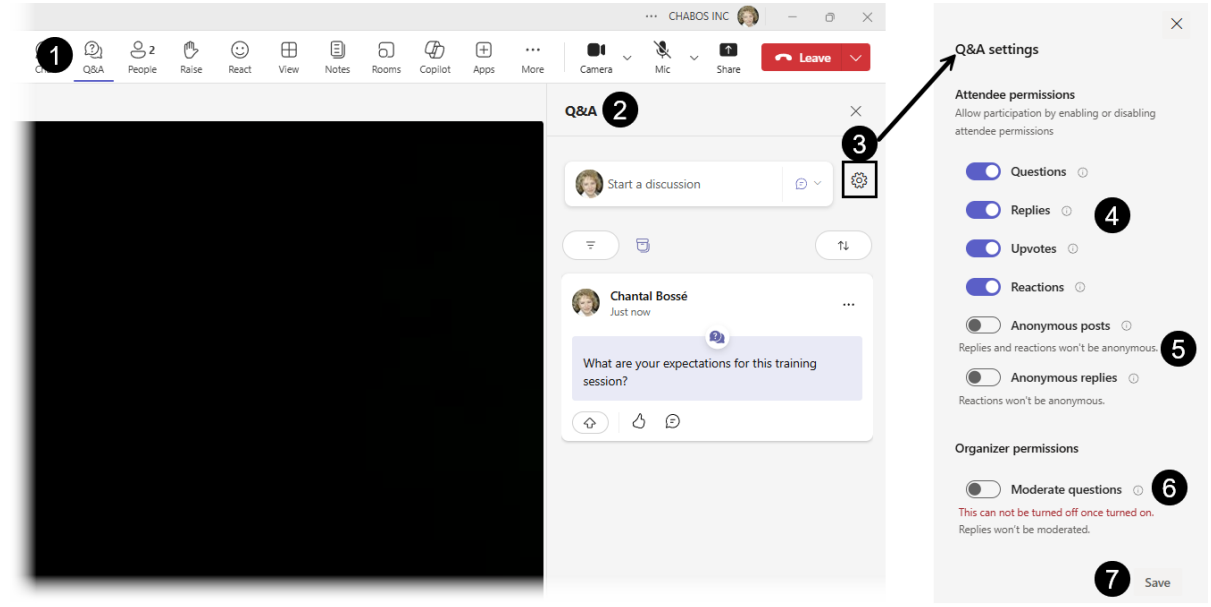

CHABOS INC
Change settings
Pop out
Chat
People
Raise
React
View
Notes
Rooms
Copilot
Apps
More
Camera
Mic
Share
Leave
1
Record and transcribe
7
Start recording
Start transcription
Meeting info
Turn on Facilitator
Timer
Video effects and settings
Audio settings
Language and speech
Settings
Call me
Help
These are my notes
sentation
Show live captions
2
Turn on Interpreter for me
Turn on Speaker Coach
Turn on RTT for this call
ons
6
7
8
9
10
4
5
Language settings
6
Caption styles
Captions will be translated from French (Canada) to English.
3

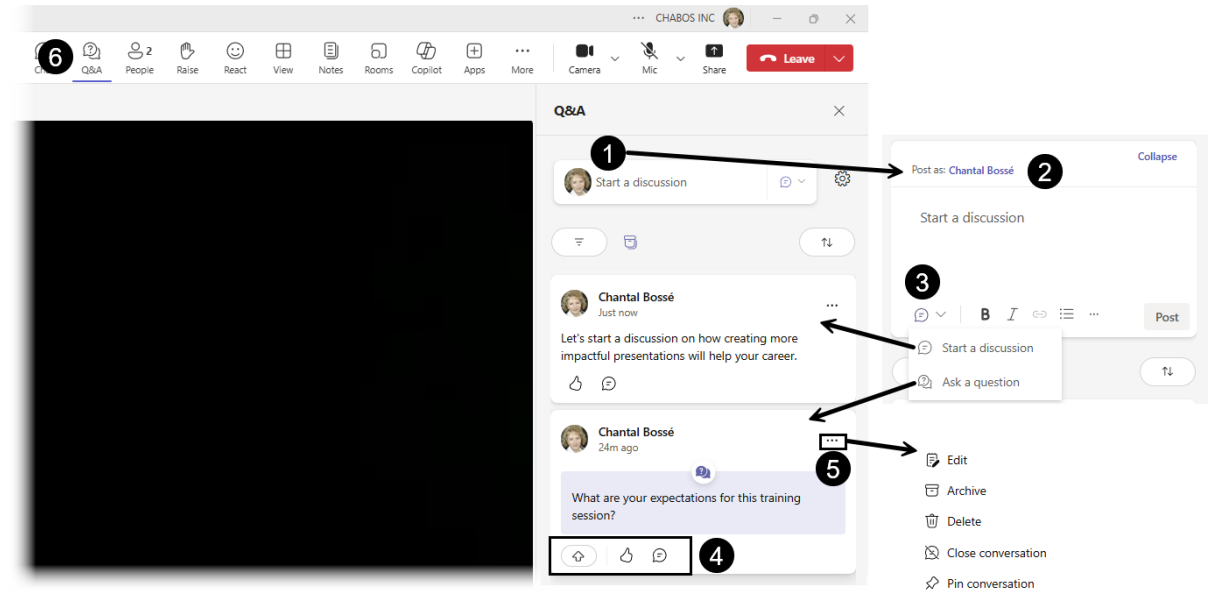

Language settings
5
Spoken language in this meeting
French (Canada)
The language that everyone in the meeting is speaking. This setting will be applied to everyone. Learn more
Translate to
English
Translate your transcript and captions to this language. Learn more

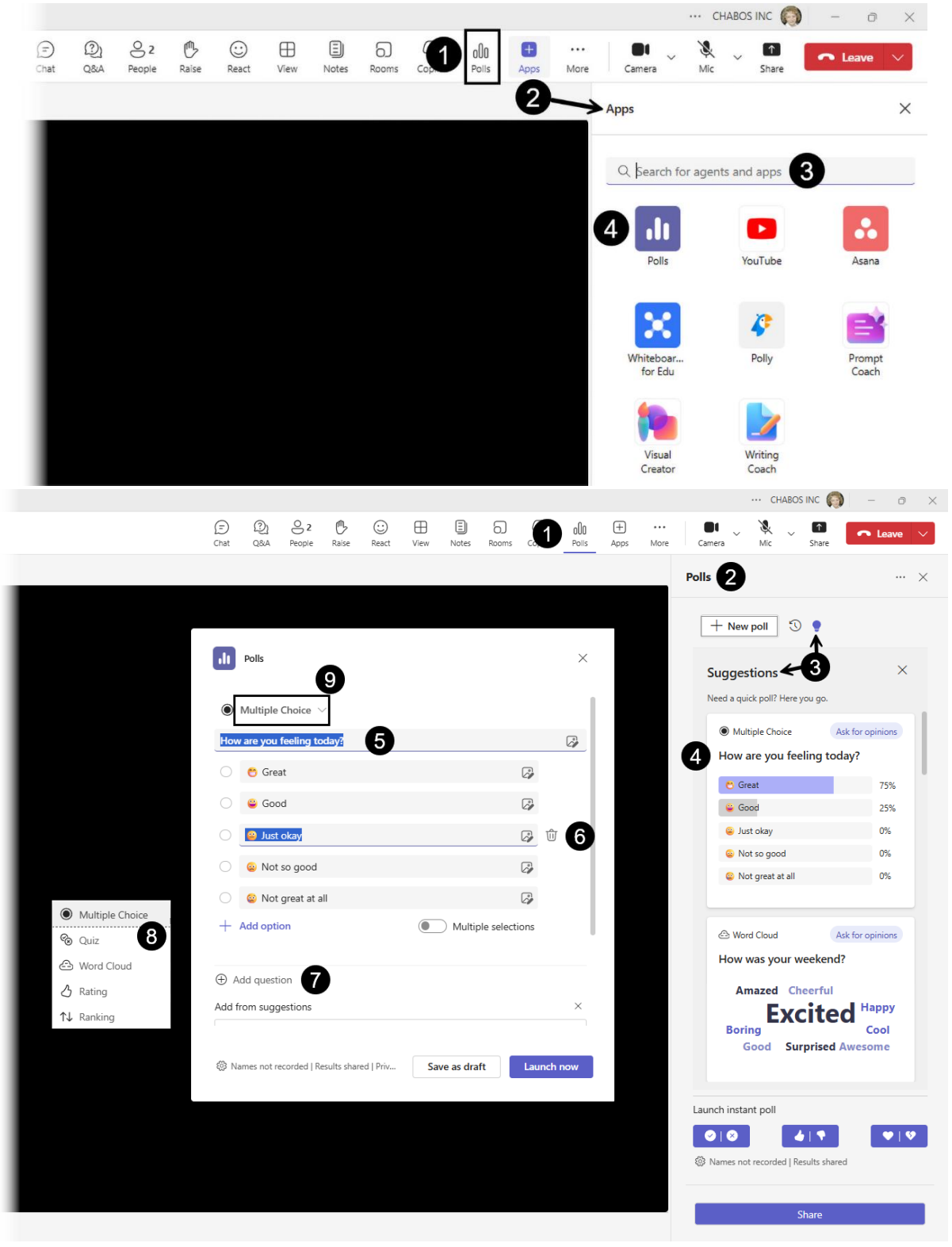

Caption styles
6
Font colours
Background colours
Font size
Medium
Panel height
Medium
Panel position
At bottom

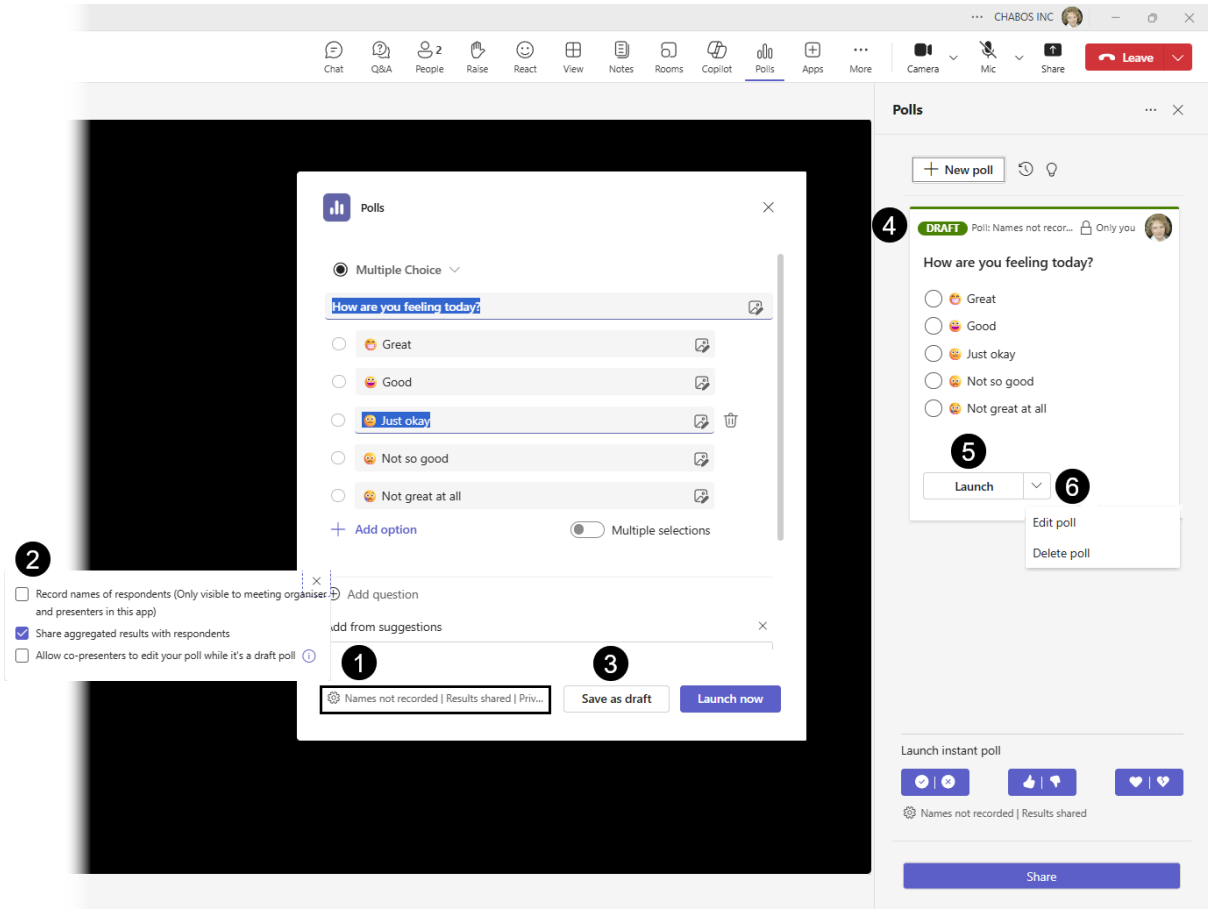

CHABOS INC
Change settings
Raise
React
View
Rooms
Copilot
Apps
More
Camera
Mic
Share
Leave
1
Create breakout rooms
2
Choose the number of rooms you want to create.
2
3
Assign participants
4
Automatically assign 0 people to each room
5
Manually assign people to rooms
Let people choose their rooms
6
7
Create rooms
Breakout rooms
8
All participants have been assigned
Assign participants
Open rooms
9
Room 1 (1)
Closed
Room 2 (0)
Closed
Breakout rooms
All participants have been assigned
Assign participants
Close rooms
4
2
Room 1 (1)
Open
Chantal Bossé
1
Room 2 (0)
Closed
3
Join
Open
Rename
Close
Delete
Breakout rooms
All participants have been assigned
Assign participants
Open rooms
5
Room 1 (1)
Closed
Room 2 (0)
Closed
Settings
6
Assign presenters to manage rooms
There are no assigned presenters to select from in the meeting at the moment.
Set a time limit
7
0 hours
0 minutes
Automatically move people to rooms
Let people choose their own rooms
8
Let people return to the main meeting
Save

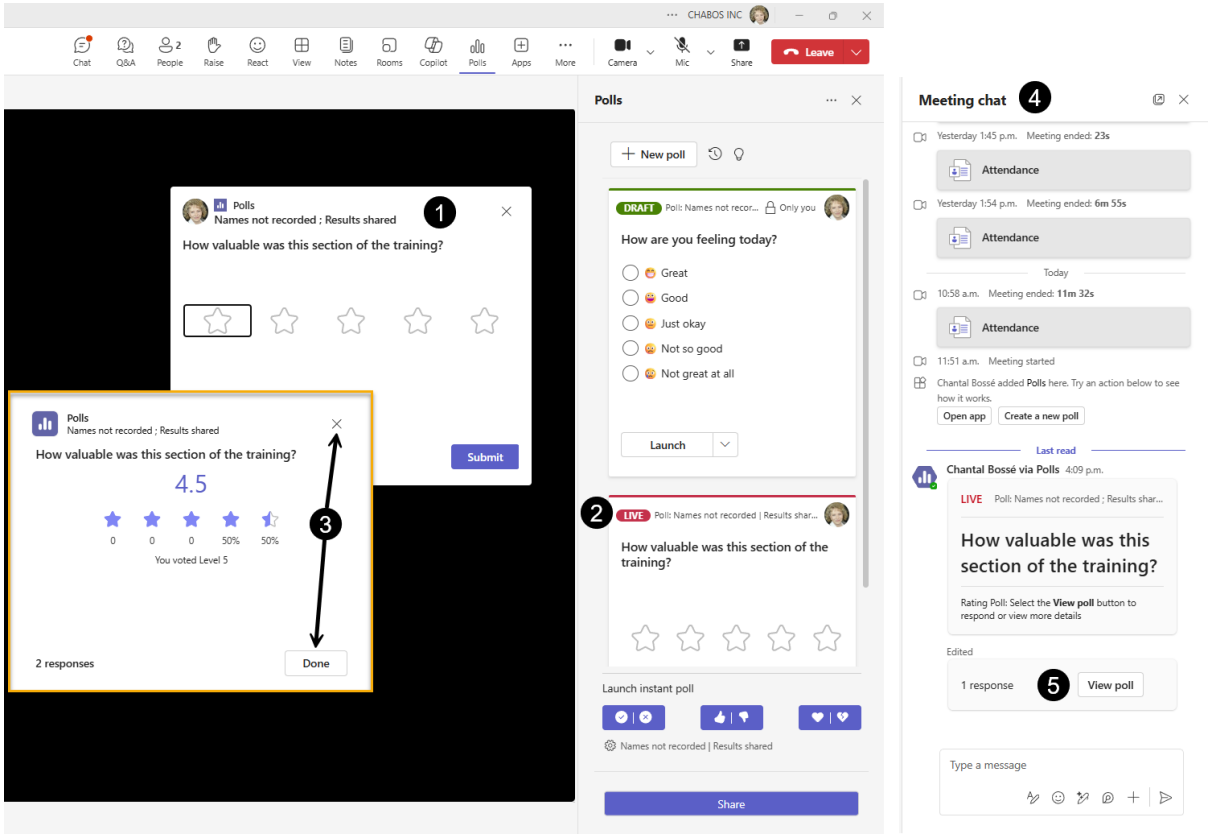

CHABOS INC
Raise
React
View
Notes
Rooms
Copilot
Apps
More
Camera
Mic
Share
Leave
1
Record and transcribe
Meeting info
Turn on Facilitator
Timer
Video effects and settings
Audio settings
Language and speech
Settings
Call me
Help
2
Call health
Meeting options
Accessibility
Don't show chat bubbles
Allow notifications
Meeting options
3
Meeting access
Roles
Production tools
4
Participation
Recording & transcription
Copilot and other AI
Accessibility
Participation
Allow mic for attendees
Turn this off to prevent attendees from unmuting. You can allow them to unmute individually as needed.
Allow camera for attendees
Turn this off to prevent attendees from sharing video. You can allow them to share video individually as needed.
Meeting chat
On
5
Q&A
Organizers can customize Q&A to allow anonymous posts, review questions before publishing, and more. Learn about Q&A.
Allow reactions
Allow attendance report
Recording & transcription
Record and transcribe automatically
This will also turn on transcription.
Who can record and transcribe
Organizers, co-organizers, and presenters
6
Apply
7
Chat
Q&A
People
Raise
React
View
Notes
Rooms
Copilot
Apps
More
Camera
Mic
Share
Leave

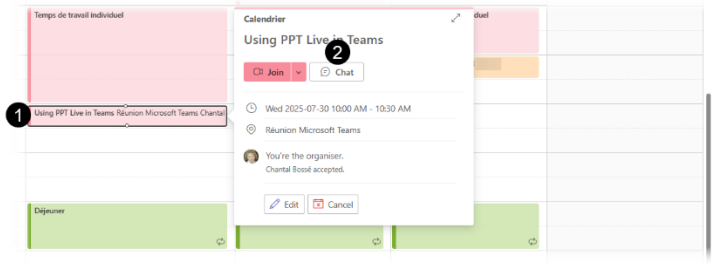

CHABOS INC
1
Q&A
People
Raise
React
View
Notes
Rooms
Copilot
Apps
More
Camera
Mic
Share
Leave
Q&A
2
Start a discussion
3
Chantal Bossé
Just now
What are your expectations for this training session?
Q&A settings
Attendee permissions
Allow participation by enabling or disabling attendee permissions
Questions
Replies
4
Upvotes
Reactions
Anonymous posts
Replies and reactions won't be anonymous.
5
Anonymous replies
Reactions won't be anonymous.
Organizer permissions
Moderate questions
6
This can not be turned off once turned on.
Replies won't be moderated.
7
Save

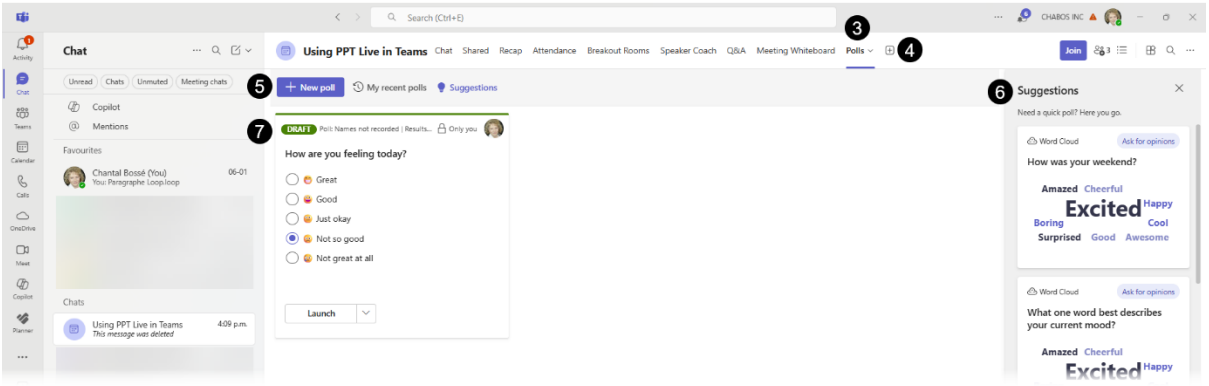

CHABOS INC
6
Q&A
People
Raise
React
View
Notes
Rooms
Copilot
Apps
More
Camera
Mic
Share
Leave
Q&A
1
Start a discussion
Chantal Bossé
Just now
Let's start a discussion on how creating more impactful presentations will help your career.
Chantal Bossé
24m ago
What are your expectations for this training session?
4
Post as: Chantal Bossé
2
Collapse
Start a discussion
3
Post
Start a discussion
Ask a question
5
Edit
Archive
Delete
Close conversation
Pin conversation

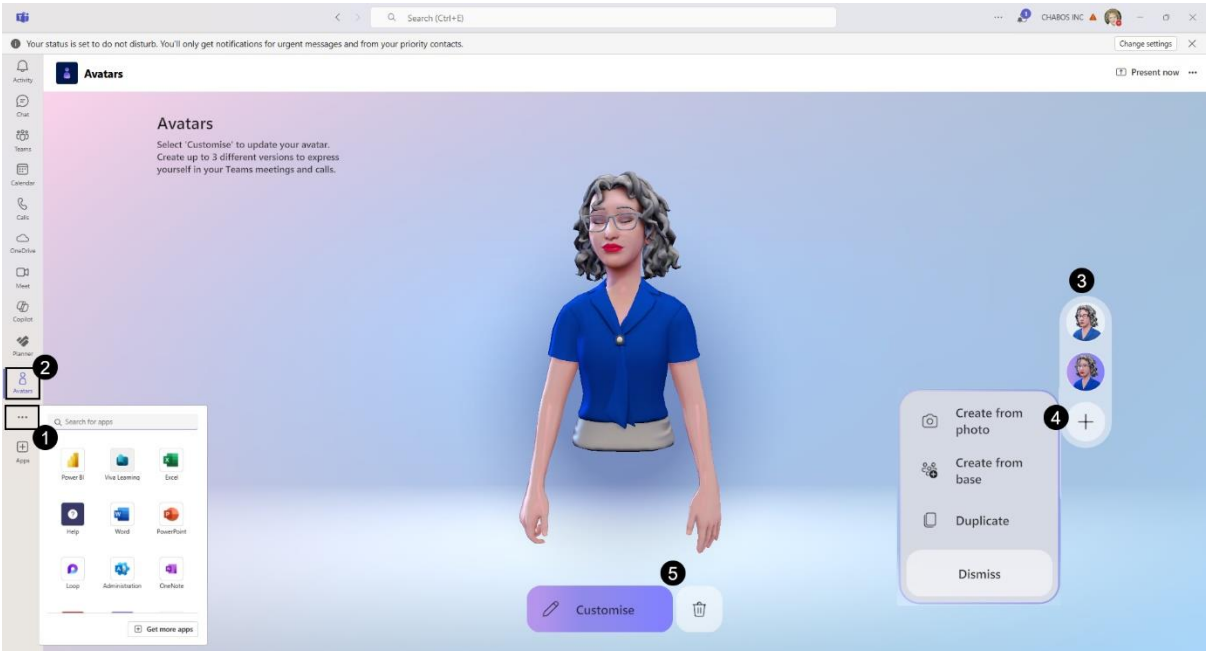

CHABOS INC
Chat
Q&A
People
Raise
React
View
Notes
Rooms
Polls
Apps
More
Camera
Mic
Share
Leave
1
2
Apps
Search for agents and apps
3
4
Polls
YouTube
Asana
Whiteboar... for Edu
Polly
Prompt Coach
Visual Creator
Writing Coach
Polls
New poll
Suggestions
Need a quick poll? Here you go.
Multiple Choice
Ask for opinions
How are you feeling today?
Great 75%
Good 25%
Just okay 0%
Not so good 0%
Not great at all 0%
Word Cloud
How was your weekend?
Amazed
Cheerful
Excited
Happy
Boring
Cool
Good
Surprised
Awesome
Launch instant poll
Names not recorded | Results shared
Share
Multiple Choice
Quiz
Word Cloud
Rating
Ranking
8
9
How are you feeling today?
5
Great
Good
Just okay
6
Not so good
Not great at all
Add option
Multiple selections
Add question
7
Add from suggestions
Names not recorded | Results shared | Priv...
Save as draft
Launch now

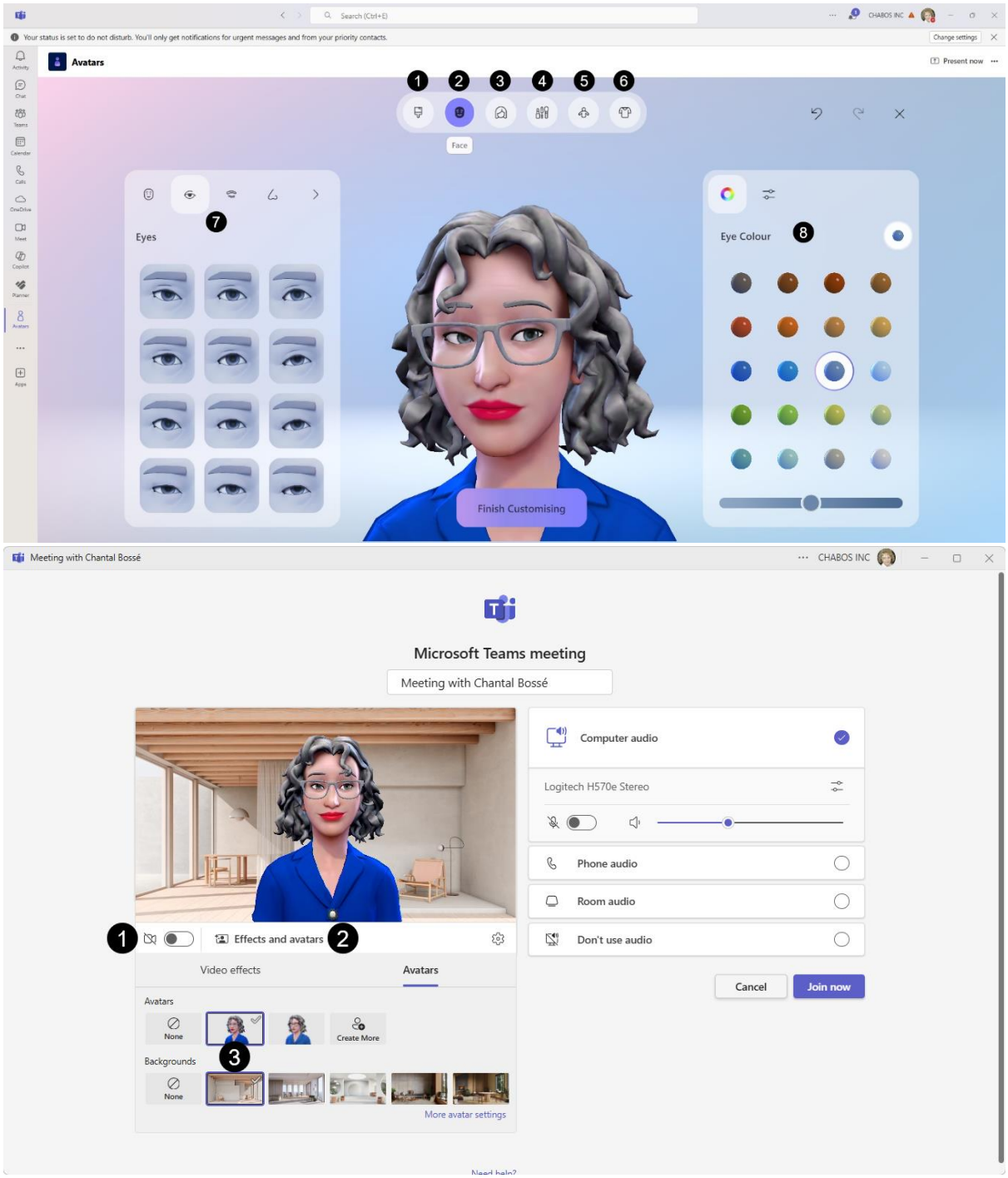

CHABOS INC
Chat
Q&A
People
Raise
React
View
Notes
Rooms
Copilot
Polls
Apps
More
Camera
Mic
Share
Leave
Polls
New poll
Multiple Choice
How are you feeling today?
Great
Good
Just okay
Not so good
Not great at all
Add option
Multiple selections
Record names of respondents (Only visible to meeting organiser and presenters in this app)
Share aggregated results with respondents
Allow co-presenters to edit your poll while it's a draft poll
Add question
Add from suggestions
Names not recorded | Results shared | Priv...
Save as draft
Launch now
DRAFT
Poll: Names not recor...
Only you
How are you feeling today?
Great
Good
Just okay
Not so good
Not great at all
Launch
Edit poll
Delete poll
Launch instant poll
Names not recorded | Results shared
Share
1
2
3
4
5
6

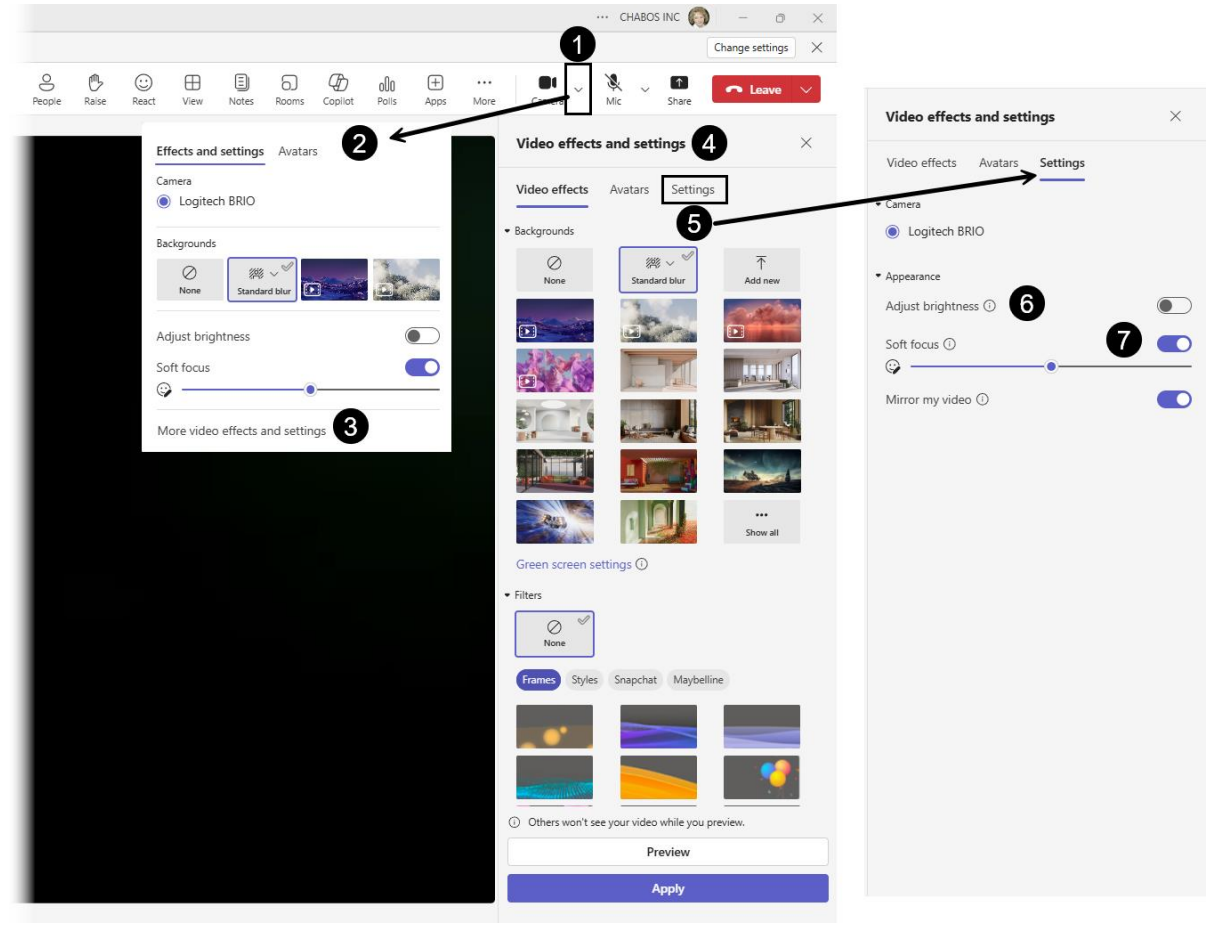

CHABOS INC
Chat
Q&A
People
Raise
React
View
Notes
Rooms
Copilot
Polls
Apps
More
Camera
Mic
Share
Leave
Polls
Names not recorded ; Results shared
How valuable was this section of the training?
Submit
4.5
You voted Level 5
2 responses
Done
New poll
DRAFT
Poll: Names not recor...
Only you
How are you feeling today?
Great
Good
Just okay
Not so good
Not great at all
Launch
LIVE
Poll: Names not recorded | Results shar...
How valuable was this section of the training?
Launch instant poll
Names not recorded | Results shared
Share
Meeting chat
Yesterday 1:45 p.m. Meeting ended: 23s
Attendance
Yesterday 1:54 p.m. Meeting ended: 6m 55s
Attendance
Today
10:58 a.m. Meeting ended: 11m 32s
Attendance
11:51 a.m. Meeting started
Chantal Bossé added Polls here. Try an action below to see how it works.
Open app
Create a new poll
Last read
Chantal Bossé via Polls 4:09 p.m.
LIVE
Poll: Names not recorded ; Results shar...
How valuable was this section of the training?
Rating Poll: Select the View poll button to respond or view more details
Edited
1 response
View poll
Type a message
1
2
3
4
5

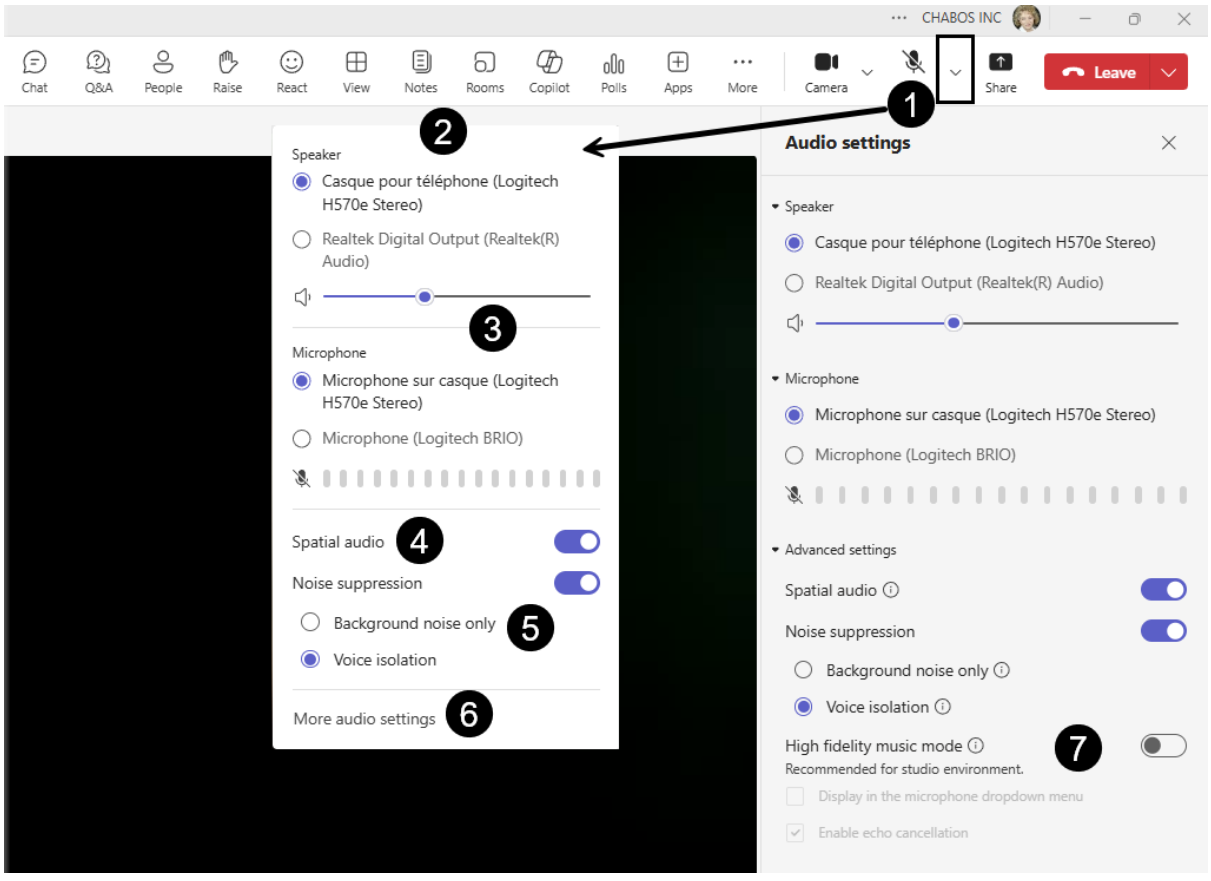

Temps de travail individuel
Calendrier
Using PPT Live in Teams
Join
Chat
Wed 2025-07-30 10:00 AM - 10:30 AM
Réunion Microsoft Teams
You're the organiser.
Chantal Bossé accepted.
Edit
Cancel
Using PPT Live in Teams Réunion Microsoft Teams Chantal
Déjeuner
1
2


Chat
Using PPT Live in Teams
Chat
Shared
Recap
Attendance
Breakout Rooms
Speaker Coach
Q&A
Meeting Whiteboard
Polls
Join
New poll
My recent polls
Suggestions
Suggestions
Need a quick poll? Here you go.
DRAFT
How are you feeling today?
Great
Good
Just okay
Not so good
Not great at all
Launch
How was your weekend?
Amazed
Cheerful
Excited
Happy
Boring
Cool
Surprised
Good
Awesome
What one word best describes your current mood?
3
4
5
6
7


Avatars
Present now
Avatars
Select 'Customise' to update your avatar.
Create up to 3 different versions to express yourself in your Teams meetings and calls.
Create from photo
Create from base
Duplicate
Dismiss
Customise
1
2
3
4
5


Search (Ctrl+E)
CHABOS INC
Your status is set to do not disturb. You'll only get notifications for urgent messages and from your priority contacts.
Change settings
Avatars
Present now
1
2
3
4
5
6
Face
Eyes
7
Eye Colour
8
Finish Customising
Meeting with Chantal Bossé
CHABOS INC
Microsoft Teams meeting
Meeting with Chantal Bossé
Computer audio
Logitech H570e Stereo
Phone audio
Room audio
Don't use audio
1
Effects and avatars
2
Video effects
Avatars
Avatars
None
Create More
3
Backgrounds
None
More avatar settings
Cancel
Join now


CHABOS INC
Change settings
People
Raise
React
View
Notes
Rooms
Copilot
Polls
Apps
More
Camera
Mic
Share
Leave
1
2
Effects and settings
Avatars
Camera
Logitech BRIO
Backgrounds
None
Standard blur
Adjust brightness
Soft focus
More video effects and settings
3
Video effects and settings
4
Video effects
Avatars
Settings
5
Backgrounds
None
Standard blur
Add new
Show all
Green screen settings
Filters
None
Frames
Styles
Snapchat
Maybelline
Others won't see your video while you preview.
Preview
Apply
Video effects and settings
Video effects
Avatars
Settings
Camera
Logitech BRIO
Appearance
Adjust brightness
6
Soft focus
7
Mirror my video


CHABOS INC
Chat
Q&A
People
Raise
React
View
Notes
Rooms
Copilot
Polls
Apps
More
Camera
Share
Leave
1
2
Speaker
Casque pour téléphone (Logitech H570e Stereo)
Realtek Digital Output (Realtek(R) Audio)
3
Microphone
Microphone sur casque (Logitech H570e Stereo)
Microphone (Logitech BRIO)
Spatial audio
4
Noise suppression
Background noise only
5
Voice isolation
More audio settings
6
Audio settings
Speaker
Casque pour téléphone (Logitech H570e Stereo)
Realtek Digital Output (Realtek(R) Audio)
Microphone
Microphone sur casque (Logitech H570e Stereo)
Microphone (Logitech BRIO)
Advanced settings
Spatial audio
Noise suppression
Background noise only
Voice isolation
High fidelity music mode
7
Recommended for studio environment.
Display in the microphone dropdown menu
Enable echo cancellation

