

Toetiec

POWERPOINT PRESENTATION

Documentation & Quick Guide

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This modern **Toetiec POWERPOINT PRESENTATION** is perfect for your corporate and business presentations. All elements are easily editable and customizable to your needs.

Thank you for your purchasing my Powerpoint Presentation template
If you have any questions that are beyond the scope of this file, please feel free to email me thanks you so much!



Documentation

Features :

- **20 file PPTX**
- **90 Unique Slides**
- **+ 900 Total Slide**
- **16:9 Aspect Ratio**
- **10 Theme Color (Dark / Light Versions)**
- Fully Editable
- Vector Icons, Elements & Maps World Included In Files
- Help File

Used Free Font:

- Lato : https://www.fontsquirrel.com/fonts/lato?q%5Bterm%5D=lato&q%5Bsearch_check%5D=Y
- Freestyle Script <https://www.dafontfree.net/freefonts-freestyle-script-f64813.htm>
- Dense <http://www.1001fonts.com/dense-font.html>
- Calibri Light (system font)
- PLEASE INSTALL FONTS BEFORE OPEN THE POWERPOINT FILE

Preview images are not included in the package

- www.unsplash.com
- www.photodune.net
- <https://www.pexels.com/>

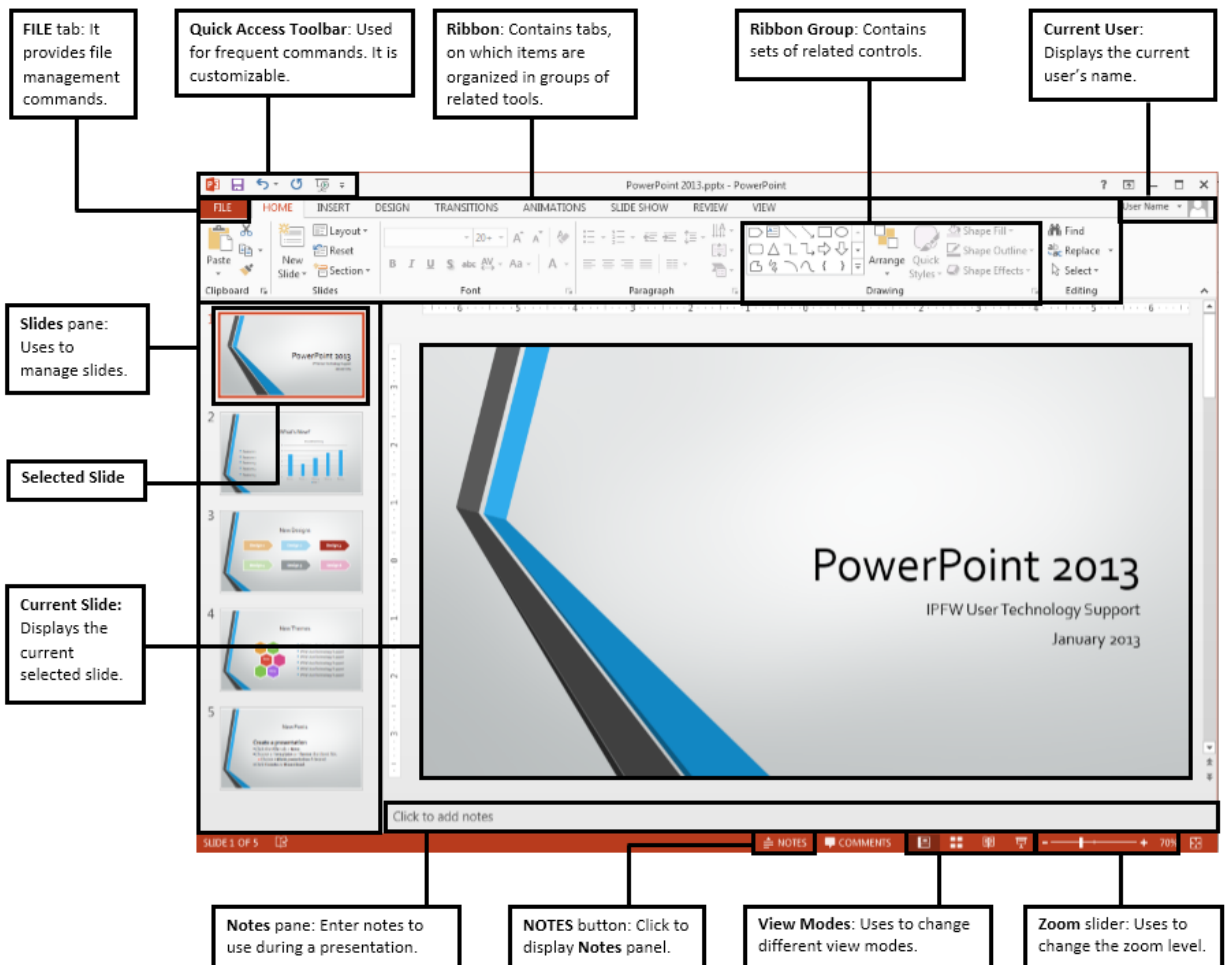
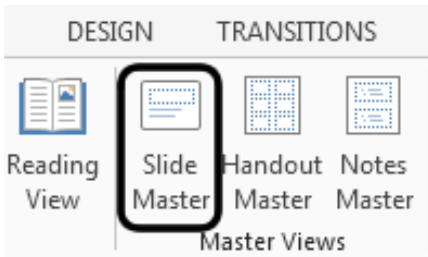
colors



✔ How To Customize This Product

Getting to the Slide Master:

1. Click the *VIEW* tab.
2. In the *Master Views* group, click *Slide Master*



■ How to Ungroup an Object/Shape?

1. **Right click** on the object
2. Select Group > **Ungroup**

■ How to Group an Object/Shape?

1. **Right click** on the object (More than 1)
2. Select Group > **Group**

■ How to Create Semi Transparent Overlay Background

1. **Click** on the *text box “add your image here ...”* on the background (most of
2. Right click > **Format Shape** > **Picture or Texture**
3. Set transparency in the fill window, drag to 80% or 90%

■ How to Change Line Color?

1. **Right click** on the object
2. Select **Format Shape**
3. Choose **LINE** a color from color pallete (bucket icon-on the right side on Powerpoint 2013)

■ How to Edit Chart Data

1. **Right click** on the **chart**
2. You will be directed to Excel spreadsheet data. You can edit the data there.
3. Once the spreadsheet completed. save the data (ctrl+s) for windows

■ How to Change a Shape To Picture (fast)

1. *Right click* on the *shape*
2. Choose *Format Shape..*
3. Choose *Fill > Picture or Texture* (from tab)
4. Choose 'From file:' *Choose Picture*
5. You can use the *Transparent* to those pictures

■ How to Change a Picture? (Two)

1. *Right click* on the Picture choose *format background*
2. Choose *Change Picture*

■ How to Change a Picture 2

1. if in one of the Slides have *a Placeholder*
2. Just *Click icon to add Picture* (on the middle of the placeholder)

■ How to Crop a Picture?

1. *Double click* on the Picture
2. *Choose Crop* from toolbar
3. *Drag* the crop hadler horizontaly/vertically to adjust the width/height

■ How to Change Logo and 'yourcompanyname.com in bottom slide

1. *Click on VIEW in the menu bar (read the documentation & quick guide file)*
2. *Find the SLIDE MASTER and click*
3. *On the first slide you can change their website address on the footer (and slide the other will follow the first slide)*

■ How to Change Logo and 'yourcompanyname.com' in bottom slide

1. Click on slide we change your logo bottom slide (**read the documentation & quick guide file**)
2. Click On VIEW In The Menu Bar (Read The Documentation & Quick Guide File)
3. Find the SLIDE MASTER and click
4. On the slide you can change their website address on the footer

Do You Need Professional Custom Design?

I am available for freelance work. Contact me if you are interested! Please feel free

to contact me when you encounter problems or have questions!

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Thanks You

Enjoy,

Don't forget to rate

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