

PLEASE DOWNLOAD THE FONT BEFORE OPEN FILES!

OPEN SANS

[HTTPS://WWW.FONTSQUIRREL.COM/FONTS/OPEN-SANS](https://www.fontsquirrel.com/fonts/open-sans)

TIMESROMAN (DEFAULT FONT)

HOW TO PLACE YOUR PHOTO TO AREA

1. Double click on "Photo place here"
2. Drag and drop on aret
3. Done

HOW TO PLACE PHOTO ON PPT

1. choose shape option menu
2. on the fill tab, choose Picture or Texture Fill
3. click file and select your photos
4. done

CONVERT VIDEO FROM POWERPOINT

1. Click on the File tab to show file options.
2. Scroll down and select Export and navigate to Create a Video.
3. Select your video settings preference (video quality, timings and narration, video size).
4. Click on Create a Video.
5. Choose a filename, saving location and video type (.mp4 or .wmv).

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Thanks