

GUIDE

- ✓ Extract the zip file.
- ✓ There is main PPTX & PPT files in the folder Mainfile/.

NOTE

- ✓ **To Change Overlaid Picture**
 - To change the picture that has overlay
 - Move down a little the shape overlay above the image until you see some little image section clearly and not overlaid,
 - Right click on that section and choose **send to front > send to front.**
 - After the image placed above of all elements you can change the image by click the center icon.
 - After you change the image you can right click and choose send to **back > send to back.**
 - Then move the shape overlay to it's original place.
- ✓ **To Change Company Logo on bottom of the slides**
 - Open Slide Master by click **View > Slide Master**
 - Then you will see each slides that has a placeholder logo
 - Select it and you can delete and/or replace the logo.
 - Close the slide master by click the big close logo on the top.
- ✓ Before you edit the text , download the font here
 - <https://www.fontsquirrel.com/fonts/poppins>
 - <https://www.fontsquirrel.com/fonts/open-sans>