

## 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>