

BASIC HELP KEYNOTE TEMPLATE

HOW TO CHANGE THE IMAGES

- Go to **Image Section**.
- **Click on The Area** > Click **Image icon**> **choose image file from your library**.
- Or you can drag and drop your image to the image placeholder

HOW TO CHANGE THE BACKGROUND

- **Click on background area**.
- Choose menu **Designs** > Go to **menu list** and **click Format Background**.
- Choose what you want **solid**, **Gradient** or **picture background type**.

THE SECTION IS MISSING?

- IF you're found the missing section after **ADDING AN IMAGE PLACEHOLDER**
- Please **"SEND TO BACK THE IMAGE"**.
- It will be put placeholder image at very bottom layer, and the missing section will showing up.