



# Documentation

Your **Keynote Files**



# Complete Guide.

## of using rrgraph design's slides

Welcome to RRGraPh Design's complete guide of using presentation template. Whether you're new user or not, this guide will show all you need to know in customize and edit the template as you want it to be.

### Pre-edit Keynote

- > Install font
- > Available color

### Basic Keynote Editing

- > Insert Images
- > Change Header and Footer
- > How to use available layout

# Pre- Edit Keynote

## Install font

Note : install all fonts in the font list attachment before opening keynote files

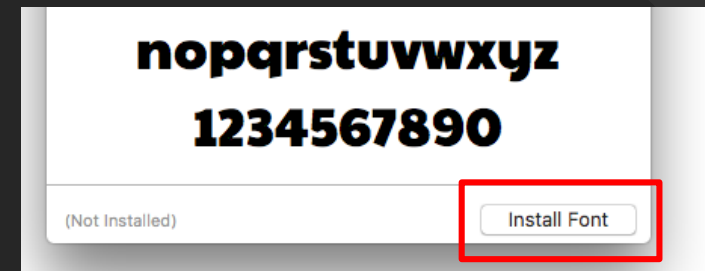
1. Use Finder to locate a folder with a new Mac font.



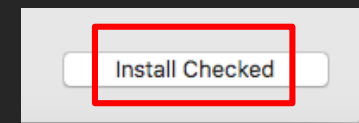
2. In this folder, find a file ending with ".ttf" or ".ttc" or ".otf" and double-click on it.



3. This will automatically run Font Book for you.



4. Click Install Font and you're done.



## Use Available Color

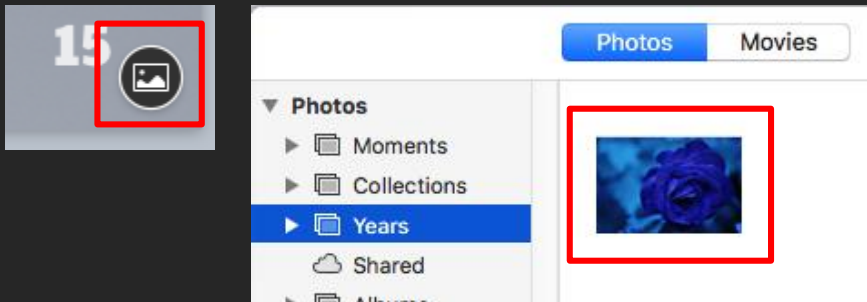
We provide different keynote files for each premade color schemes. Unzip your downloaded file, open the template folder, then open folder named Main Files

# Basic Keynote Editing

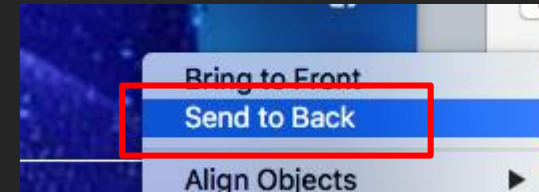
## Insert Image

There are two ways to do it :

1. Drag an image from your computer or a webpage to a media placeholder or anywhere else on the slide or the workspace around it.
2. Click the Replace Image button in the bottom-right corner of a media placeholder, then select an image from a photo library.

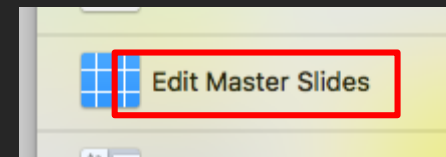


To place your image behind a shape or object, choose send to back



## Use Available layout

1. Click the View menu button in upper left corner the toolbar, then choose Edit Master Slides.



2. You can see all available layout you can use



Thankyou For Using  
Our Template