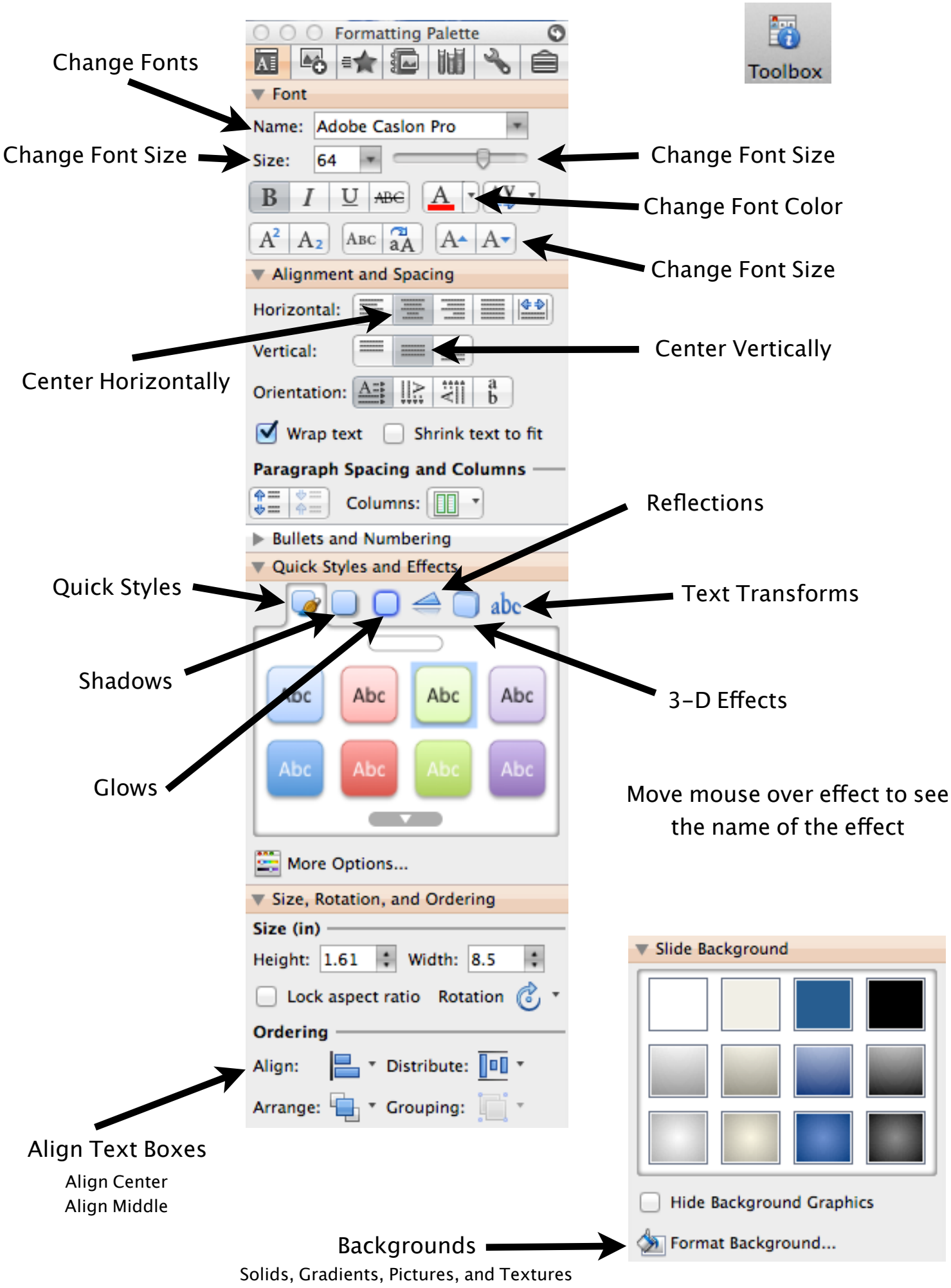
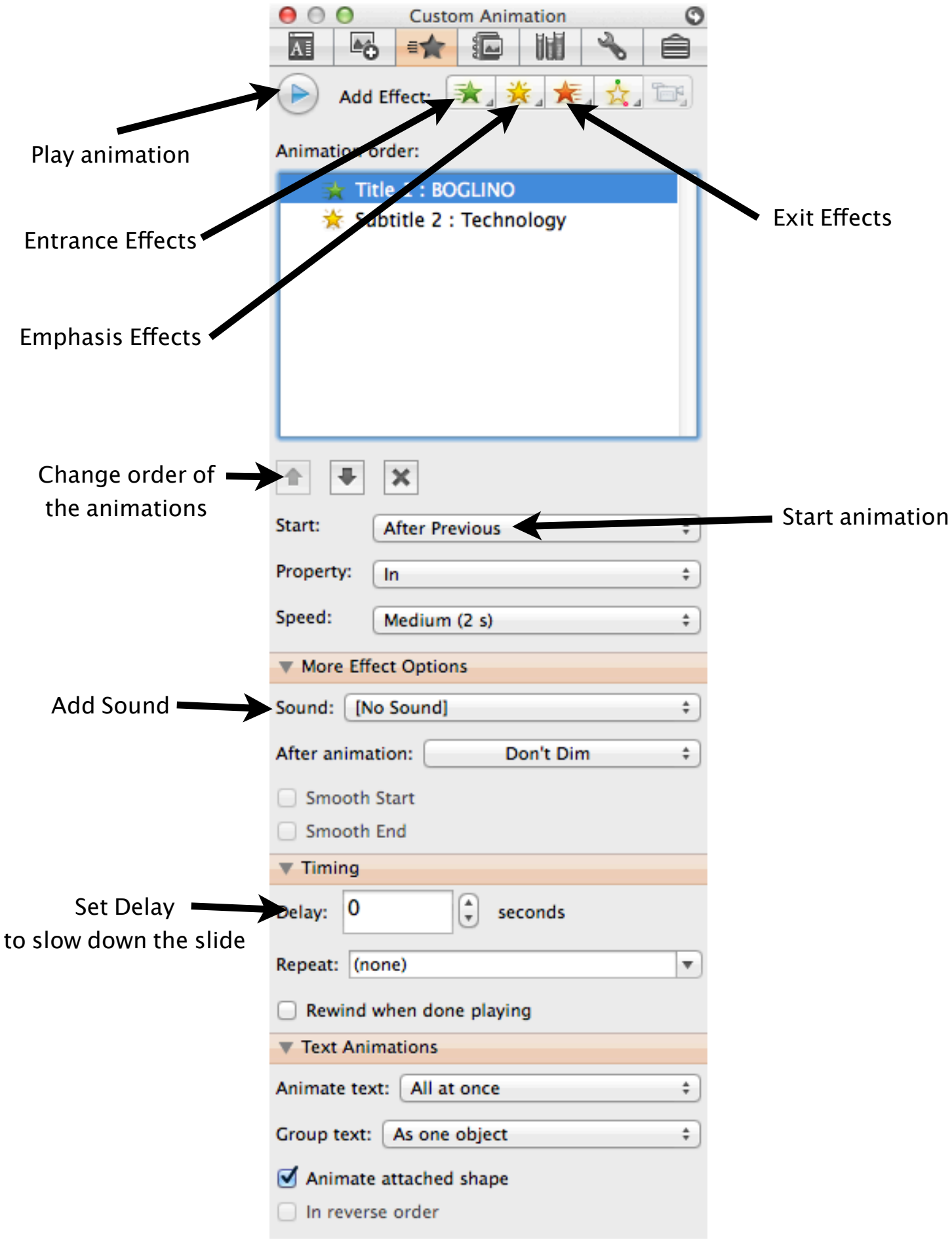
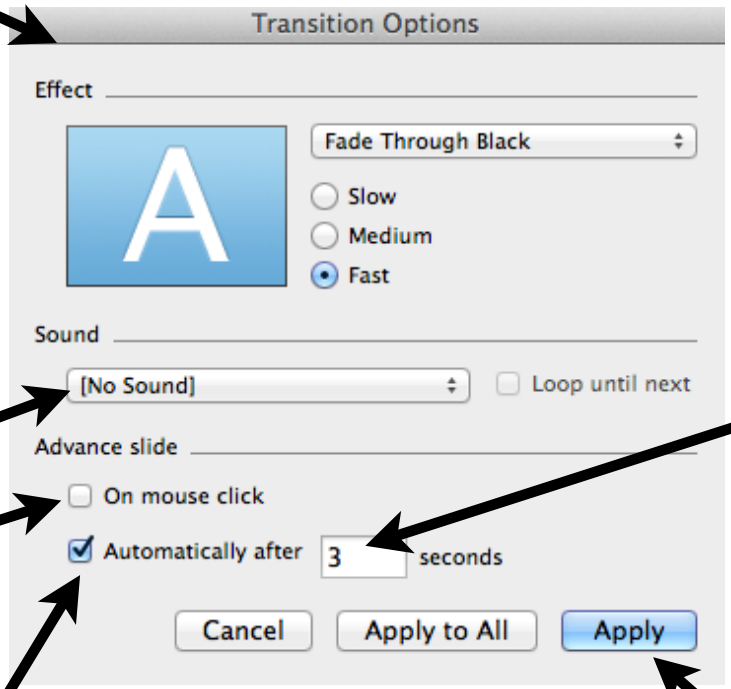

Formatting Palette
Toolbox
Change Fonts
Font
Name: Adobe Caslon Pro
Change Font Size
Size: 64
Change Font Size
Change Font Color
Change Font Size
Alignment and Spacing
Horizontal:
Vertical:
Center Vertically
Center Horizontally
Orientation:
Wrap text
Shrink text to fit
Paragraph Spacing and Columns
Columns:
Bullets and Numbering
Reflections
Quick Styles and Effects
Quick Styles
Text Transforms
Shadows
3-D Effects
Glows
Move mouse over effect to see the name of the effect
More Options...
Size, Rotation, and Ordering
Size (in)
Height: 1.61
Width: 8.5
Lock aspect ratio
Rotation
Ordering
Align:
Distribute:
Arrange:
Grouping:
Align Text Boxes
Align Center
Align Middle
Slide Background
Hide Background Graphics
Format Background...
Backgrounds
Solids, Gradients, Pictures, and Textures


Custom Animation
Add Effect:
Play animation
Entrance Effects
Emphasis Effects
Exit Effects
Animation order:
Title 2 : BOGLINO
Subtitle 2 : Technology
Change order of the animations
Start:
After Previous
Start animation
Property:
In
Speed:
Medium (2 s)
More Effect Options
Add Sound
Sound:
[No Sound]
After animation:
Don't Dim
Smooth Start
Smooth End
Timing
Set Delay to slow down the slide
Delay:
0
seconds
Repeat:
(none)
Rewind when done playing
Text Animations
Animate text:
All at once
Group text:
As one object
Animate attached shape
In reverse order

Transitions



Add Sound

Set timing

Uncheck to play slides automatically

Check to play slides automatically

Click to Apply

Select 2-D or 3-D

WordArt