

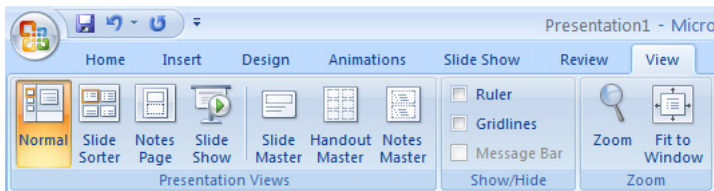
Viewing slides

Microsoft PowerPoint 2007

You should use this feature depending on your purpose of your activity.

There are four different views. **View** > :

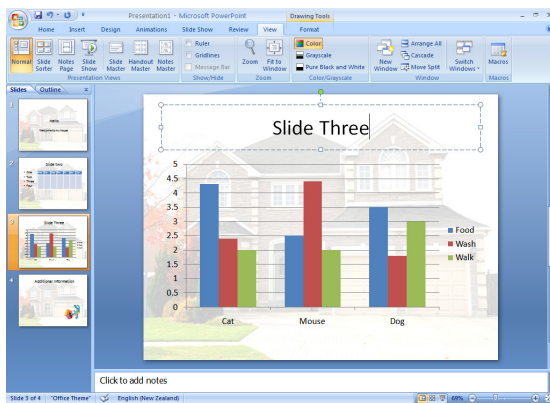
- Normal
- Slide sorter
- Notes page
- Slide show



Normal view **View** > **Normal**

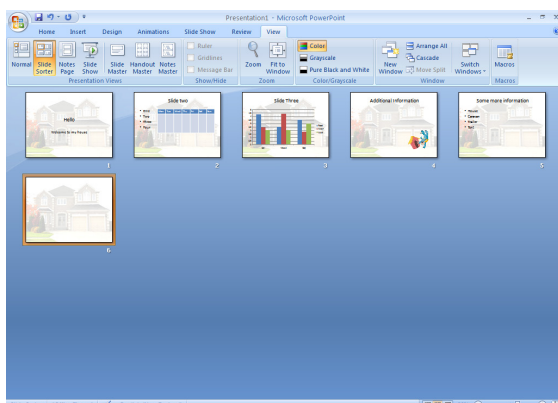
This view would be good while designing your slide. You can also change the order of slides by dragging the slide to a new position.

Note: In this view you may choose either **Slides** or **Outline** by clicking on the tab **Slides** shows thumbnail of the slide
Outline shows the text on the slide



Slide Sorter **View** > **Slide Sorter**

Use when deleting, copying, pasting and moving your slides and when you wish to see an overview of all your slides.



Slide show View > Slide Show or F5

Slide show is what you use to present your slides. It will show full screen. Click **ESC** key to return to the slide design mode. This is also used when you check your custom animation or at the final stage before your presentation.

**Notes page View > Notes page**

You can view your speaking notes for each slide.

