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PowerPoint presentation. Follow these steps: Open PowerPoint Click Home Click New Slide (the arrow) Click Slides from Outline 2. Browse to the SUPERSCUBA.rtf file and click Insert. NOTE: You should see that your slides have been automatically created from the information in the rtf text file.

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The invention of PowerPoint by Gaskins has saved presenters hours of painstakingly handcrafting displays, and created a professional and easy way to relay information. The following are steps on how to create a basic PowerPoint presentation, however certain steps may vary slightly depending upon what version of PowerPoint you are using.

### **How to Create a PowerPoint Presentation : 8 Steps ...**

For example, if you type powerpoint, the Search field displays the application name in Start menu above. Click on the menu option that says Microsoft Office PowerPoint 2007. Figure 1: Start Menu Interface Windows XP: Users can just access the Windows Start Menu, and choose the Run option. In the Run dialog box,



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type powerpnt, and click OK.

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interface.

## **Microsoft® Office PowerPoint® 2007 Step by Step: Cox ...**

PowerPoint is included in all versions of Microsoft Office by default, but will not be installed if you chose not to install PowerPoint at the time you initially installed Office. All these troubleshooting steps work for Windows and Mac computers.

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