



## “TIP OF THE WEEK”



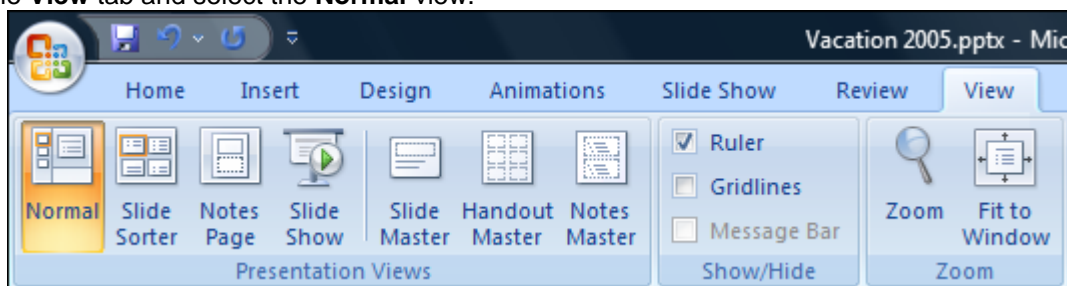
### Tip of the Week – 01/23/09

#### Topic: PowerPoint 2007 – Displaying Graphics from the Master Slide or Not

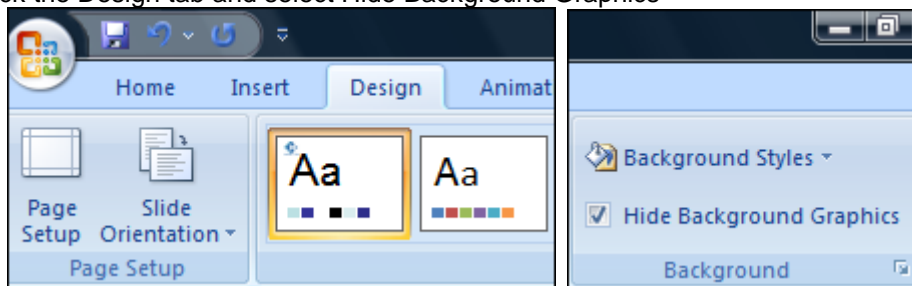
In PowerPoint the use of the Master Document saves time in the creation of your slideshow. If we place a logo on our Master Document that means that every slide will have that logo. But what if the display of that logo is inappropriate for a single slide in the slideshow? Do you have to remove that logo from the Master Document to avoid using it on that slide? The answer is no. Here's how:

Using: PowerPoint 2007:

1. Go to the **View** tab and select the **Normal** view.



2. Next click the Design tab and select Hide Background Graphics



Note: This hides all graphics on the Master Slide.

#### Remember:

While running the presentation in the full screen mode, use **F5** to start the presentation from the beginning.

**Do you have questions, ideas or suggestions for a future edition of the Tip of the Week? If so, we would like to hear from you!**

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