

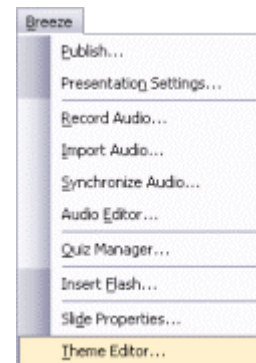
## Theme Editor

When you create a Breeze presentation out of a PowerPoint presentation, it is wrapped inside a Breeze player window that is displayed to your user in a browser through the Flash player.

There are a number of pre-built themes that you can use, but you can also style your own.

The Breeze player allows the user to control playback of the presentation, and gives further details about the presentation and its author.

From the Breeze menu, select 'Theme Editor...'



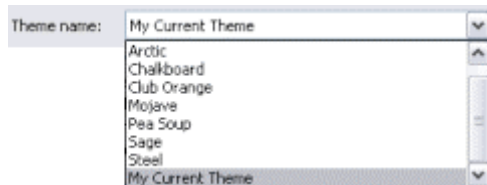
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The 'Theme Editor' dialog box will open.

On the left of the dialog box are the options that you can alter, and on the right is a preview of how the theme will look once compiled.

To select a pre-built theme, click the dropdown arrow next to 'Theme Name' and select the one you wish to use from the list.



An example of how the theme looks is given in the preview pane.

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In most cases, you will want to design your own theme, and re-use it for your presentations.

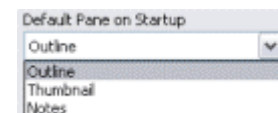
Under 'General Options' you can determine what is shown to your user.

Should you wish to remove any of the options, deselect it from the list by removing the check in the checkbox next to each item.

The preview will be updated.

You can specify which pane is selected by default when the presentation opens.

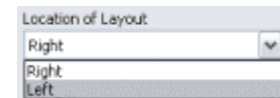
Click the dropdown arrow below 'Default Pane on Startup' and select the option you wish from the list.



You can also determine which side the presentation window the 'Layout' panel is displayed on.

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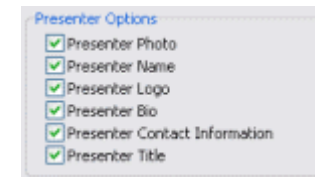
To change the location of the 'Layout' panel, click the dropdown arrow below 'Location of Layout' and select the option you wish.



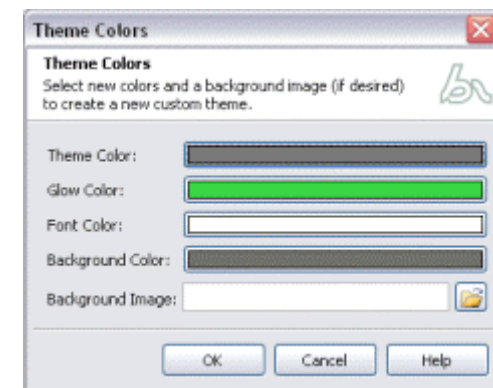
By default, the Layout panel takes up a lot of room on the screen, but there is the option to minimise this. To do this, click the dropdown arrow below 'Default mode on Startup' and select the option you wish to use.



In the Theme Editor you can also determine what is shown in the Layout panel. To remove any items from the presenter information, simply remove the check in the appropriate checkbox.



To alter the colours in the theme, click the 'Change Theme Colors...' button.



The 'Theme Colors' dialog box will open. There are a number of options you can alter.

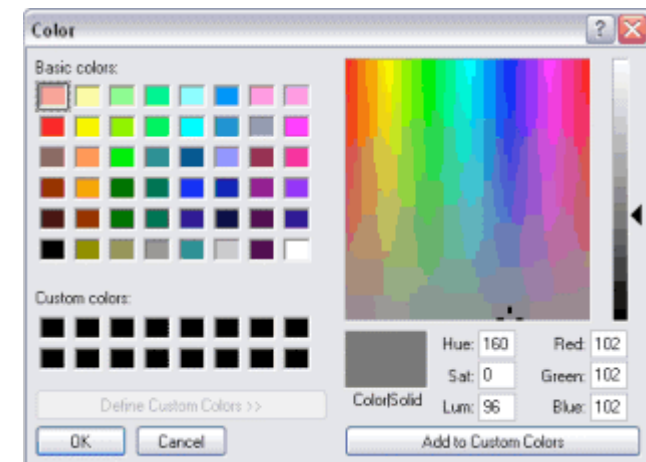
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To change the Theme Color, click the 'Theme Color' box.

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The 'Color' dialog box will open. Select the colour you wish to use, and click 'OK'. You will return to the 'Theme Colors' dialog box, with your new colour displayed.

**TIP** – to see this reflected in the preview pane of the 'Theme Editor' dialog box, you will need to close the 'Theme Colors' dialog box.



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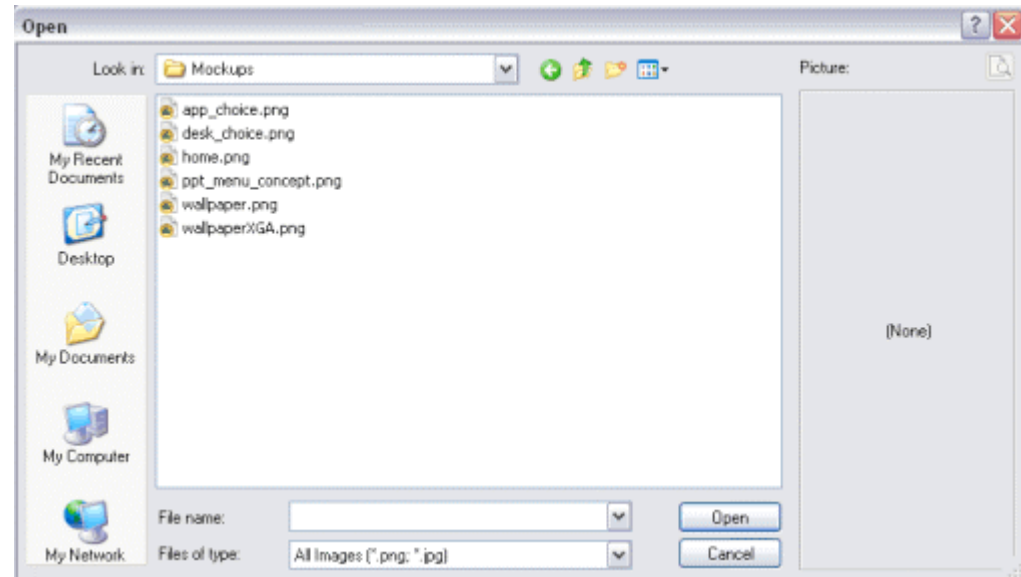
Repeat this process for any of colours you wish to alter.

You can customise your presentations by including a background image.

To include an image, click the 'Browse' button in the 'Theme Colors' dialog box

The 'Open' dialog box will open, allowing you to search for your file.

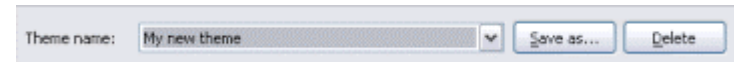
Once you have found your file, click 'OK'.



You will return to the 'Theme Colors' dialog box, with your file name listed next to 'Background Image'.

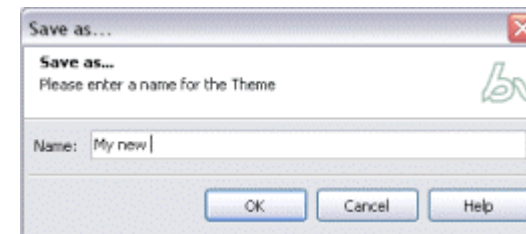
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Once you have created your own custom theme, you will want to save it, so that you can reuse it for other presentations.



Click the 'Save as...' button next to 'Theme Name'.

The 'Save as...' dialog box will open.



Give your theme a name you will recognise and click 'OK'.

You will return to the 'Theme Editor' dialog box, this time with your theme listed as an option in the list of themes.

Once you are happy with the changes to the theme, click 'OK'.

**NOTE:** *you won't see any visible changes in the PowerPoint presentation – the theme is only displayed when the Breeze presentation is compiled.*

You will return to the PowerPoint screen.

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