

## Design Templates

Microsoft PowerPoint 2003 has a number of template files you can use to create presentation quickly.

To use a design template, click the 'Slide Design' button.



Slide Design

The task pane alters to show the slide design options.



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# An Introduction to Microsoft® PowerPoint® 2003

You can **scroll** down the options by using the **scroll bar** at the right hand side of the task pane.

To select a design scheme, **click** on the one you wish.

All your slides will now adopt this scheme.

