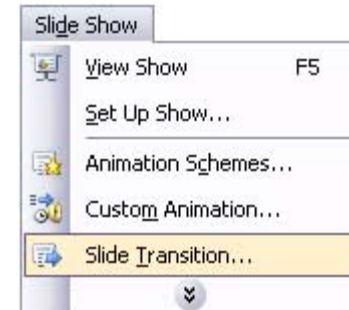


Slide Transitions

Without slide transitions, slides advance with hard cuts from one to the next. To smooth this motion between slides, you need to create slide transitions.

Select 'Slide Transition...' from the 'Slide Show' menu.



The Task Pane now displays the Slide Transition options.

To see all the options, **scroll down** the list using the scroll bar at the right hand side of the list.

Click on one of the options.

You will see a preview of this option in the slide pane.

It is possible to adjust the speed of the transition.

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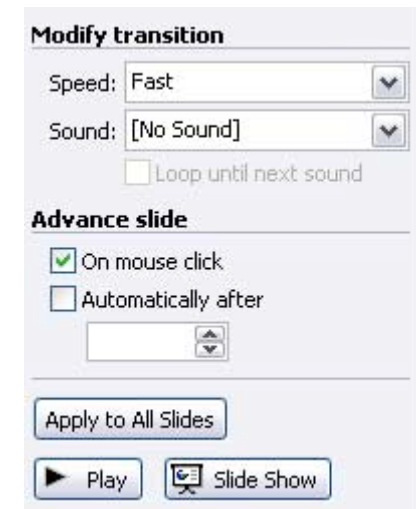
To do this, **click** the **down arrow** next to '**speed**' and select the option you wish.

You will be shown a preview of this new speed.

It is also possible to add a sound to the slide transition.

To do this, **click** the **down arrow** next to '**sound**'.

PowerPoint 2003 has a number of built in sounds which you can choose from by scrolling down the list and **clicking** on the one you wish.



TIP – If you want to add a sound from another location, then **select** '**other sound...**' (the last option in the list) and the '**Add sound**' dialog box will open asking you to specify the location of your sound. Once you have found it **click** '**OK**'.

There are two options for how slides advance – either '**on mouse click**' or '**automatically**'.

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Until you are familiar with PowerPoint 2003, it is best to stay with ‘**on mouse click**’ (the default option).

If you select ‘**automatically**’, you will be prompted to put in the time you wish the slide to advance after the previous event.

NOTE: *if you click the mouse button before the end of this time delay when showing a slideshow, your time delay and animation will be overridden.*



Near the bottom of the task pane is the option ‘**Apply to All Slides**’.

If you **click** on this, your chosen transition will be applied to all the slides in your presentation.

NOTE: *clicking on this option will overwrite any other transitions you have applied to other slides.*