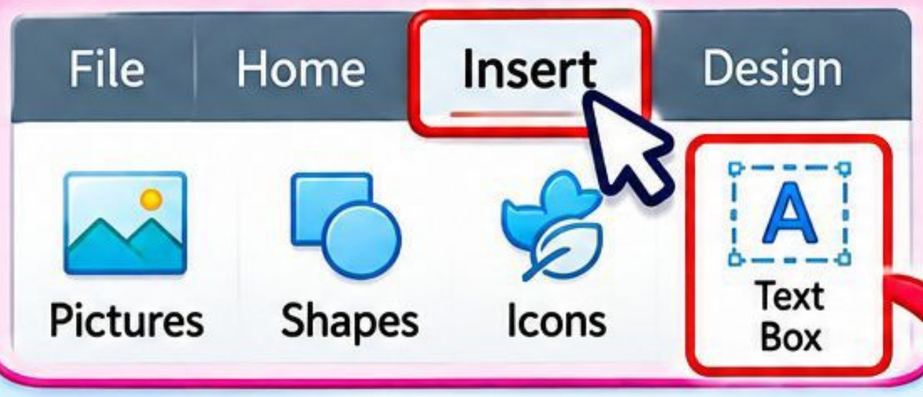
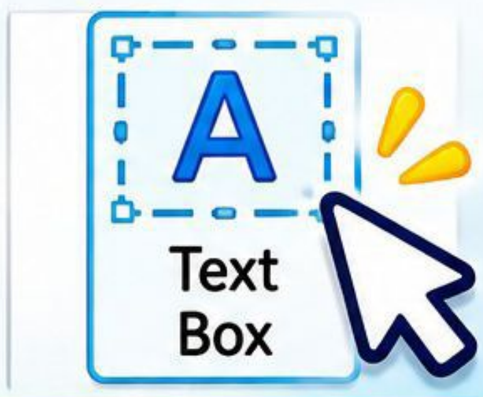
Add a Text Box in PowerPoint

Type and decorate your text!

1 Go to the Insert tab.

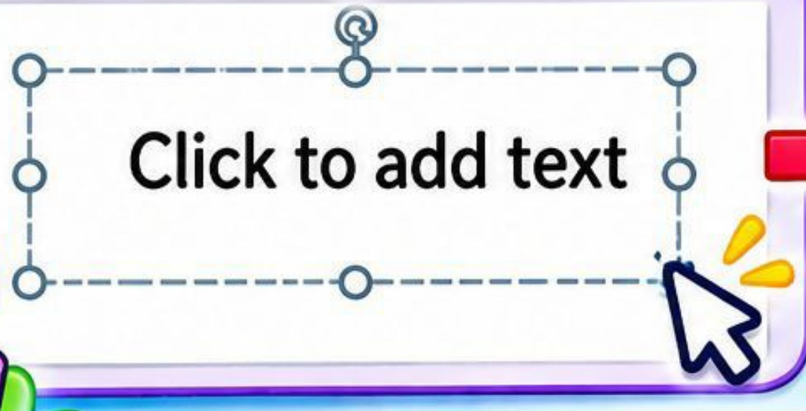


2 Click Text Box.





3 Drag on the slide to draw a text box.



4 Type your text and enjoy!



Useful Tips:

- Change the font
- Change the color
- Add effects

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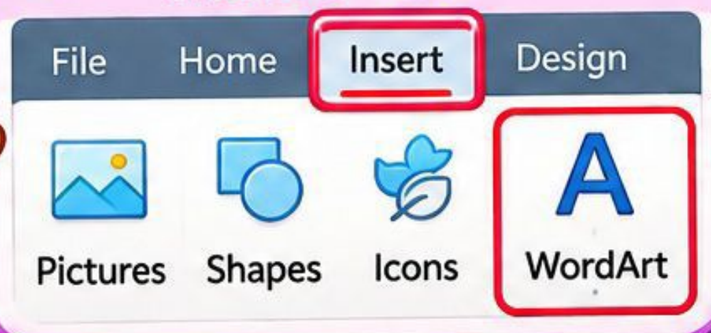
WordArt in PowerPoint

Make your text more beautiful!

1 Go to the Insert tab.



2 Click WordArt.



3 Type your text.



4 Change the style if you like.



Enjoy your beautiful text!



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