



## HOW TO POWERPOINT



Is it me, or does that picture look strange? A little squished? A little stretched?

To fix any graphic that is out of proportion, right click on the graphic, choose **Size and Position** from the menu, and select **Reset** to return things to their original size.







Alternatively, under the **Picture Tools: Format** tab on the ribbon, click the arrow next to Reset Picture and choose **Reset Picture & Size**.



## Did you like this "How to PPT" email?



Yes! - I would like more tips now!

**CLICK HERE FOR MORE TIPS** 

Are you ready to learn how we can make your communication goals a reality? Give me a call at 203.610.1795, or email <a href="mailto:ssanford@infinitelybig.com">ssanford@infinitelybig.com</a>.

Many thanks,



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