What's New in PowerPoint 2013

More Choices for Getting Started
Instead of opening with a blank presentation, PowerPoint 2013 gives you several ways to start your next presentation: using a template, a theme, a recent presentation or a blank one.

Improved Save As and Open
No more browsing and scrolling in dialog boxes. Your most-used folders are right there from the start. You can also pin a location so it’s always available.
Additional Slide Layouts

**Hassle-free Presenter View**

*Presenter View* allows you to see your notes on your monitor while the audience only sees the slide.

**To Turn on Presenter View:**

1) Click the *Slide Show* tab
2) Click *Use Presenter View* in the *Monitors* group to select it
3) Start the *Slide Show*
**Widescreen friendly**

Much of the world’s TVs and video have gone to widescreen and HD formats, and so has PowerPoint. There’s a 16:9 layout, and new themes designed to take advantage of widescreen possibilities.

**To Change the Slide Size from Standard to Widescreen:**

1) Click the **Design** tab, and then click **Slide Size**
2) Click **Widescreen (16:9)**

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**Better Design Tools - Theme Variations**

Themes now come with a set of variations, such as different color palettes and font families. Choose a theme from the **Design** tab and then look at the different variants.

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**Line-up and Space Objects Equally**

No more eyeballing objects on your slides to see if they’re lined up. Smart Guides automatically appear when your objects (such as pictures, shapes, and more) are close to even, and they also tell you when objects are spaced evenly.
Motion Path Improvements
Now when you create a motion path, PowerPoint shows you where your object will end up. Your original object stays put, and a “ghost” image moves along the path to the endpoint.

To Apply Motion Paths:
1) Select the object
2) Click the Animations tab
3) Click Add Animation in the Advanced Animation group
4) Select a Motion Path

Merge Common Shapes
Select two or more common shapes on your slide and combine them to create new shapes and icons.

1) Select all of the objects by holding down the Ctrl key
2) Click the Format tab under Drawing Tools
3) Click Merge Shapes in the Insert Shapes group
**Improved Video and Audio Support**

PowerPoint now supports more multimedia formats, such as .mp4 and .mov. Use the **Play in Background** feature to play music while people view your slide show.

**To Insert Audio and Video Files:**
1. Click the **Insert** tab
2. Click on either **Video** or **Audio** in the **Media** group

**New Eyedropper for Color Matching**

You can capture the exact color from an object on your screen, and then apply it to any shape. The **Eyedropper** does the match-up work for you.

1. Select an Object
2. Click **Shape Effects** in the **Drawing** group on the **Home** tab
3. Click on **Glow**
4. Click on **More Glow Colors**
5. Click the **Eyedropper**
6. Click on the object that has the color you wish to apply