



TENNESSEE STATE UNIVERSITY



COMPUTER TIPS AND TRICKS

Productivity Tip

Did you know that when you use Microsoft Office PowerPoint 2007 to deliver a presentation, you can circle, underline, draw arrows, or make other marks on the slides to emphasize a point or show connections?

To write on slides during your slide show, do the following:

1. In **Slide Show** view, right-click the slide that you want to write on, point to **Pointer Options**, and then click a pen or highlighter option.
 2. Hold down the left mouse button and drag to write or draw on your slides.
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