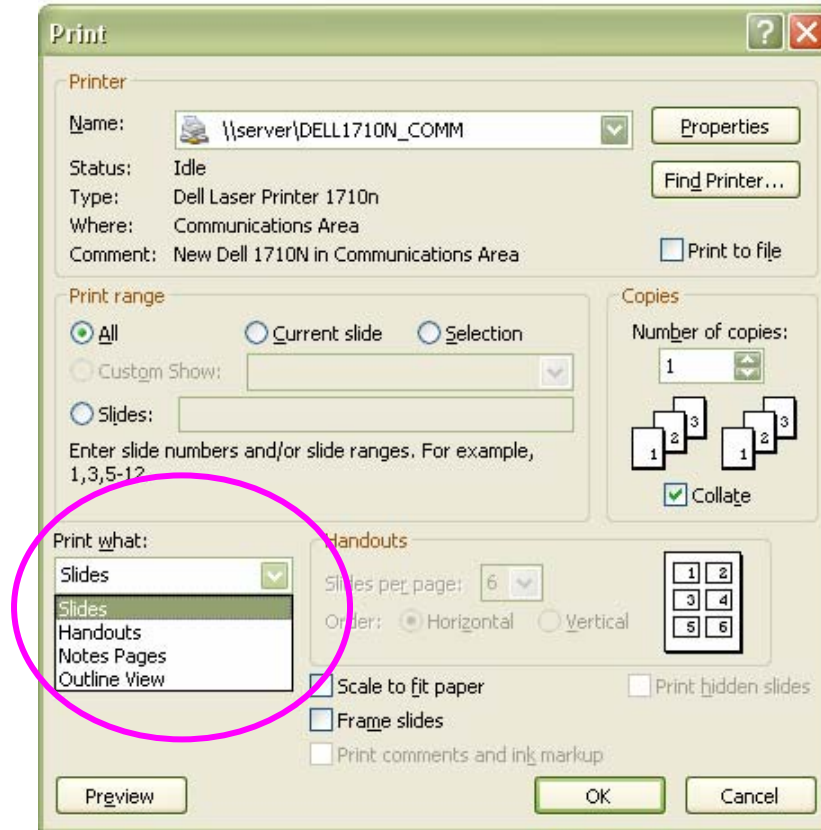


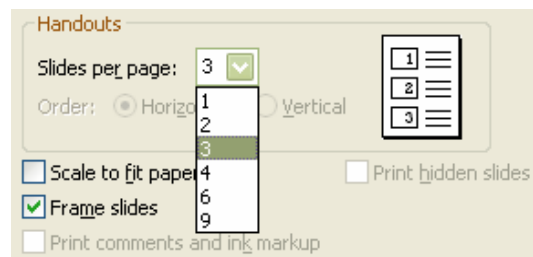
PowerPoint Tips: Printing Your Presentation

Once you have downloaded slides from CORE, there are four ways to print your presentation. To decide how to print your presentation, consider how you will use your printout.



1. **Slides** prints each individual slide on one whole sheet of paper. Speaker notes do not print with the slides.

2. **Handouts** prints multiple slides per page. You select how many slides you want to print on a given page. If you select 3 slides per page, your slides will print with lines next to them for note-taking. Speaker notes do not print as part of your handout. For more information about printing handouts, please refer to Printing Handouts on the CORE site.

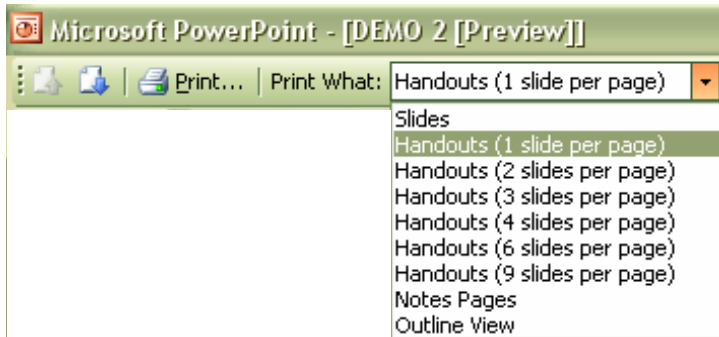


3. **Notes Pages** prints one slide per page with the speaker notes underneath each slide.

4. **Outline View** prints the text of each slide in outline format. Only the title will be visible in the outline view for slides with very little or no text on them. Speaker notes do not print with the outline.

Curricula Organizer for Reproductive Health Education (CORE)
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To see how your printout will look before printing, click on the “file” tab in the top menu bar. Then click on “print preview.” Now you can choose the different printing options you want to preview before you print.



PLEASE NOTE: This information is very basic. For more detailed information about this topic, please refer to the appropriate section in Microsoft Office PowerPoint Help.