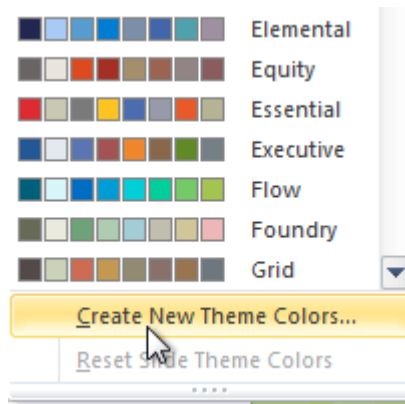


Modifying Themes

Introduction

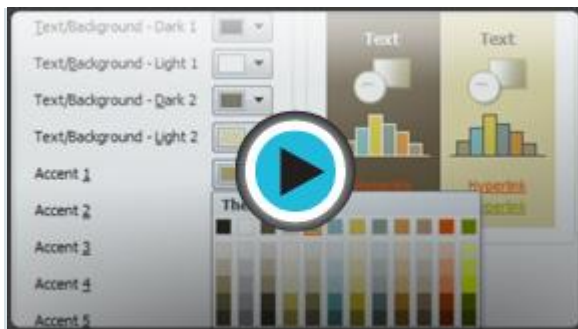


A **theme** is a **predefined combination** of colors, fonts, and effects that can be applied to your presentation. PowerPoint includes built-in themes that allow you to easily create professional-looking presentations without spending a lot of time formatting. You can modify themes by combining the **colors, fonts,** and **effects** from different themes, and you can customize them even further by creating your own sets of **colors** and **fonts**.

In this lesson, you will learn how to modify **theme colors, theme fonts,** and **theme effects,** as well as apply a **background style**.

Modifying themes

Video: Modifying Themes in PowerPoint 2010

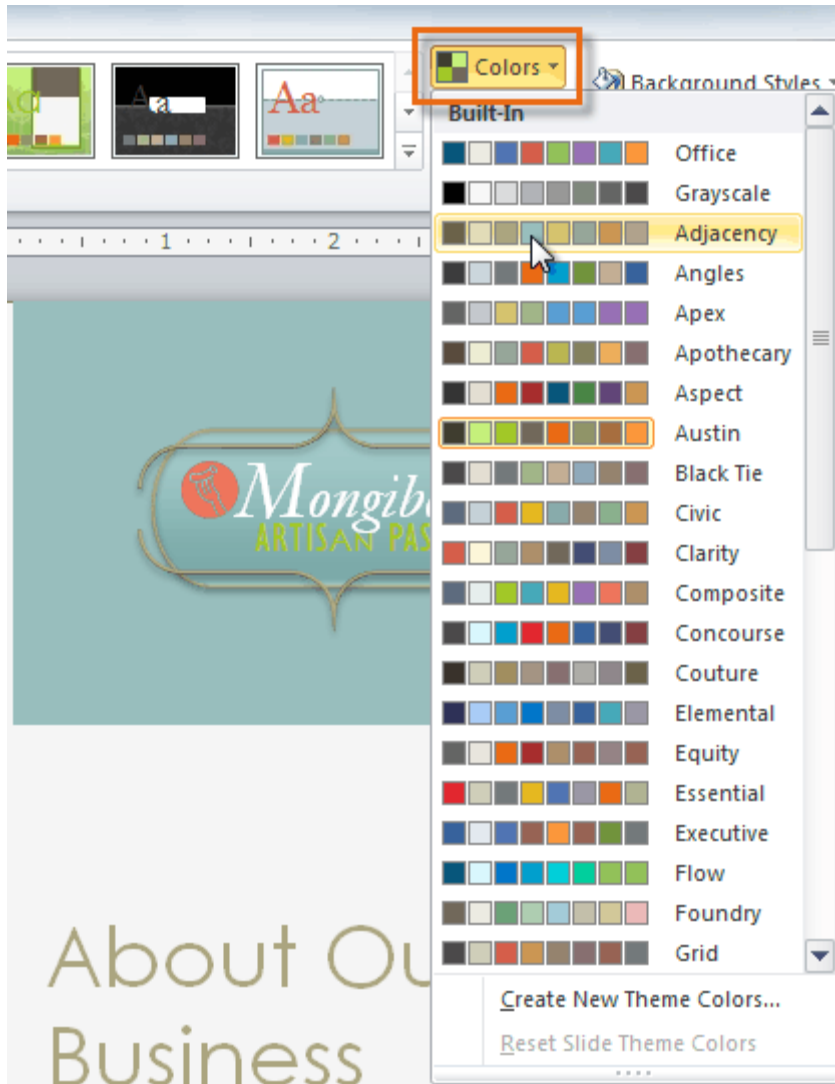


Let's say you like the **fonts** from one theme but would like to experiment with different **color schemes**. In PowerPoint 2010, you can mix and match the **colors, fonts,** and **effects** from different themes to create a unique look for your presentation. If it still doesn't look exactly right, you can customize the **theme colors** and **theme fonts**.

You can download this [example](#) for extra practice.

To change theme colors:

1. From the **Design** tab, click the **Theme Colors** command. A drop-down menu will appear.
2. Hover the mouse over the different sets of theme colors to see a live preview.

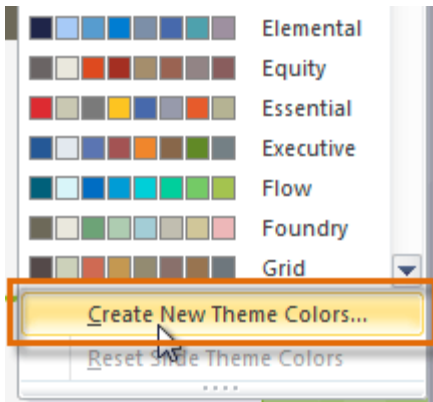


3. Select the set of **theme colors** you want, or select **Create New Theme Colors** to customize each color individually.

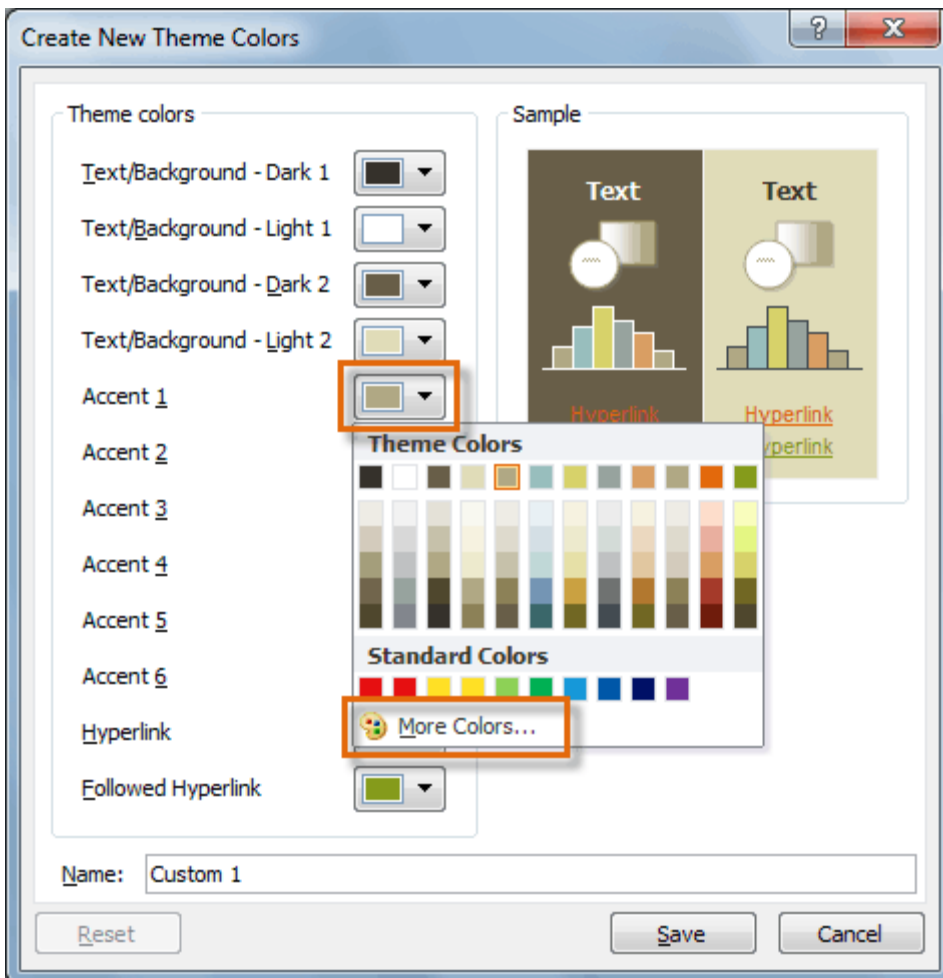
Sometimes when the theme colors are changed, the text colors may not update on all slides. If this happens, **Save** and **Close** your file. When you reopen it, it should display the correct colors.

To create new theme colors:

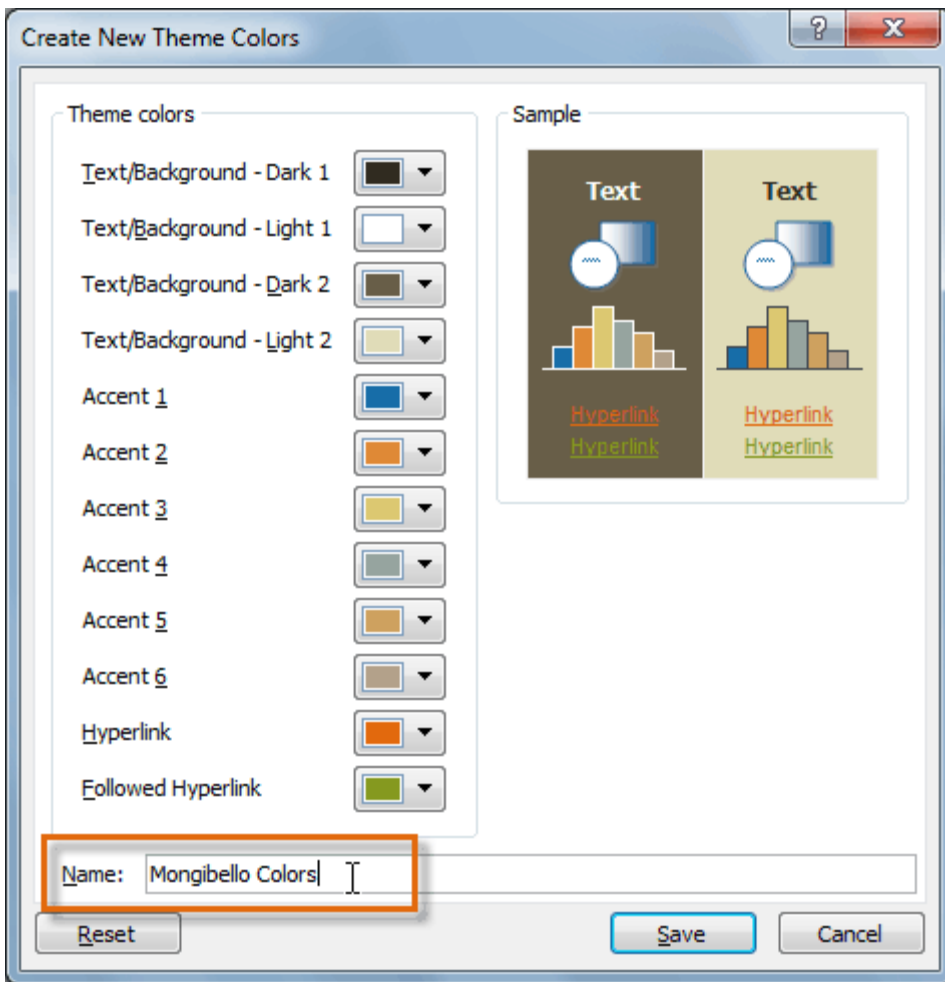
1. From the **Design** tab, click the **Theme Colors** command. A drop-down menu will appear.
2. Select **Create New Theme Colors**.



3. The dialog box will show the **12 current theme colors**. To edit a color, click the drop-down arrow and select a different color. To choose the exact color you want, you may need to click **More Colors**.

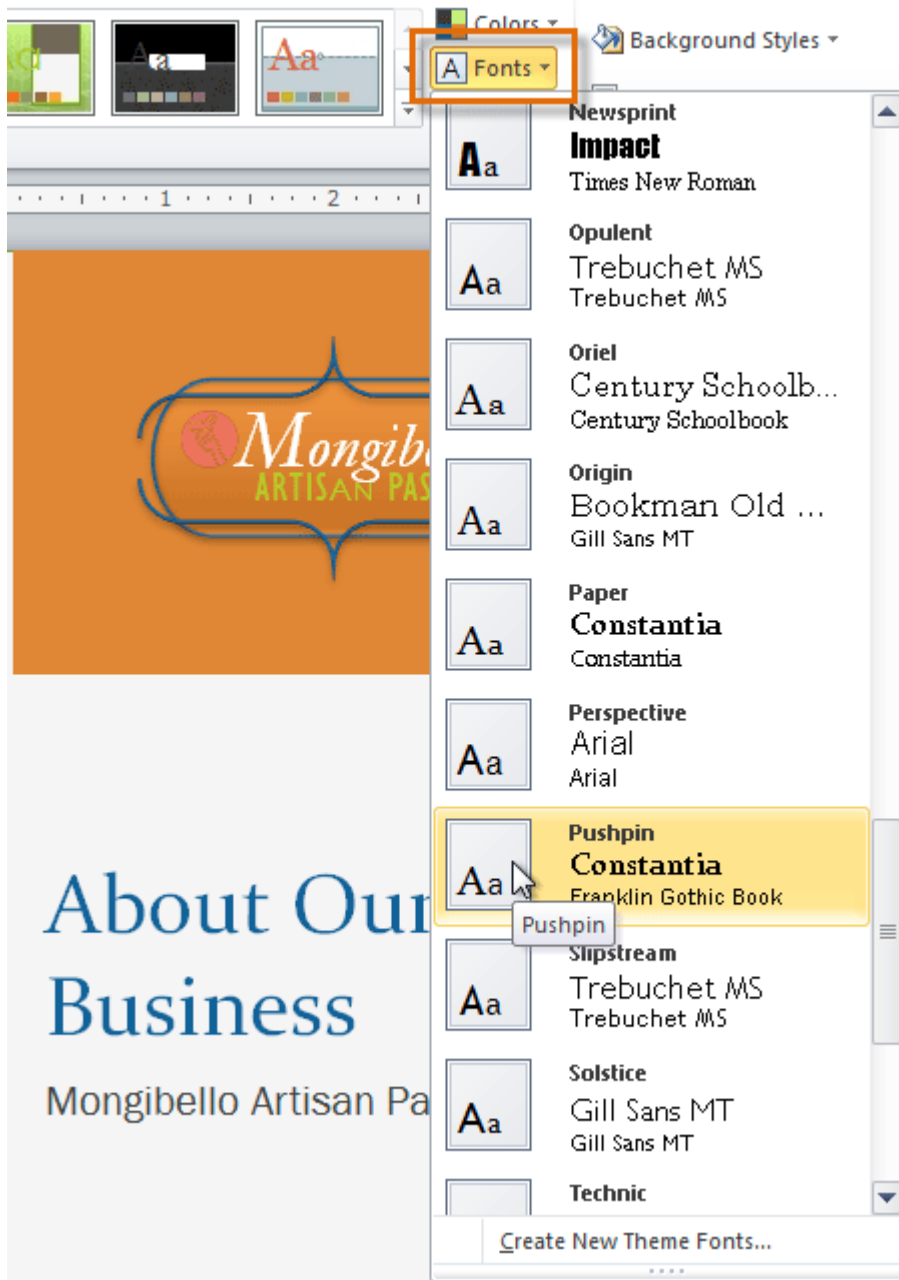


4. In the **Name** field, type the desired name for the theme colors, then click **Save**. The presentation will update to show the new theme colors.



To change theme fonts:

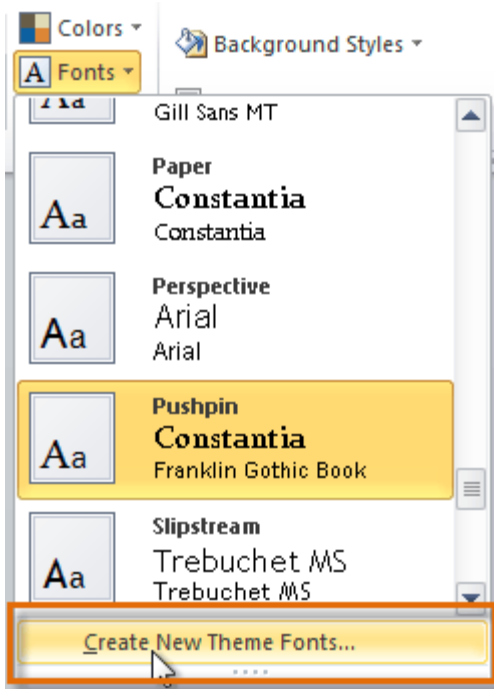
1. From the **Design** tab, click the **Theme Fonts** command. A drop-down menu will appear.
2. Hover the mouse over the different sets of **theme fonts** to see a live preview.



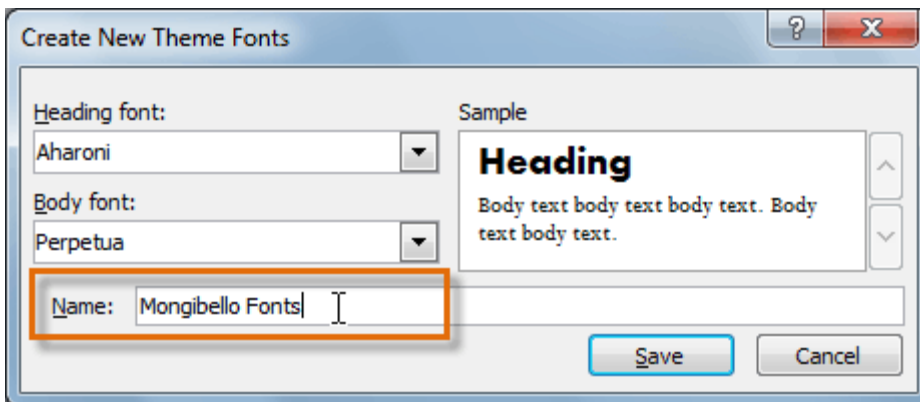
3. Select the set of **theme fonts** you want, or select **Create New Theme Fonts** to customize each font individually.

To create new theme fonts:

1. From the **Design** tab, click the **Theme Fonts** command. A drop-down menu will appear.
2. Select **Create New Theme Fonts**.

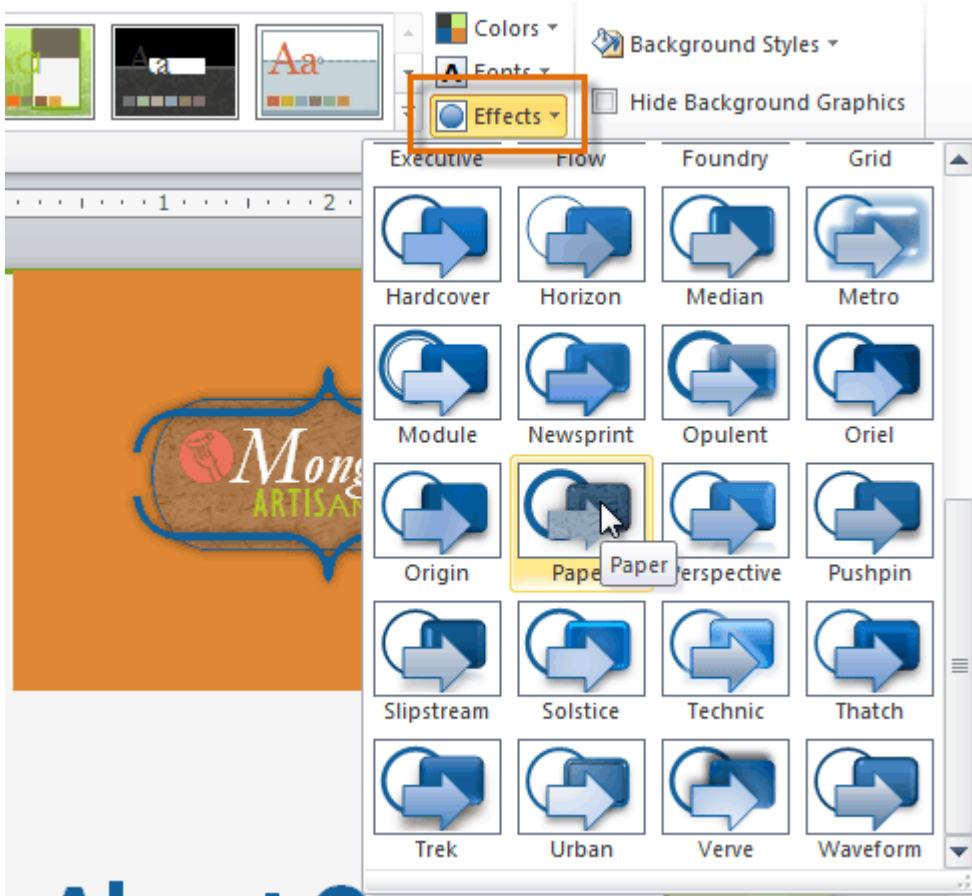


3. The dialog box will show the two **theme fonts**. To change the fonts, click the drop-down arrows and select the desired fonts.
4. In the **Name** field, type the desired name for the theme fonts, then click **Save**. The presentation will update to show the new theme fonts.



To change theme effects:

1. From the **Design** tab, click the **Theme Effects** command. A drop-down menu will appear.
2. Hover the mouse over the different sets of **theme effects** to see a live preview.



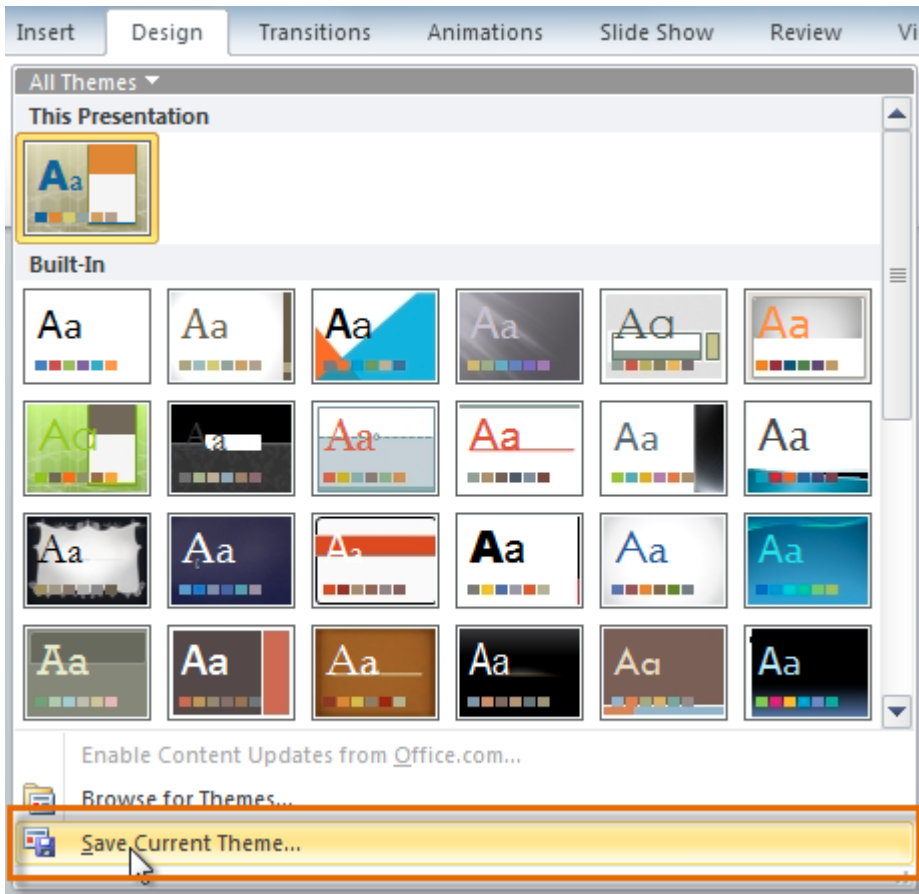
3. Select the set of **theme effects** you want.

Saving your theme

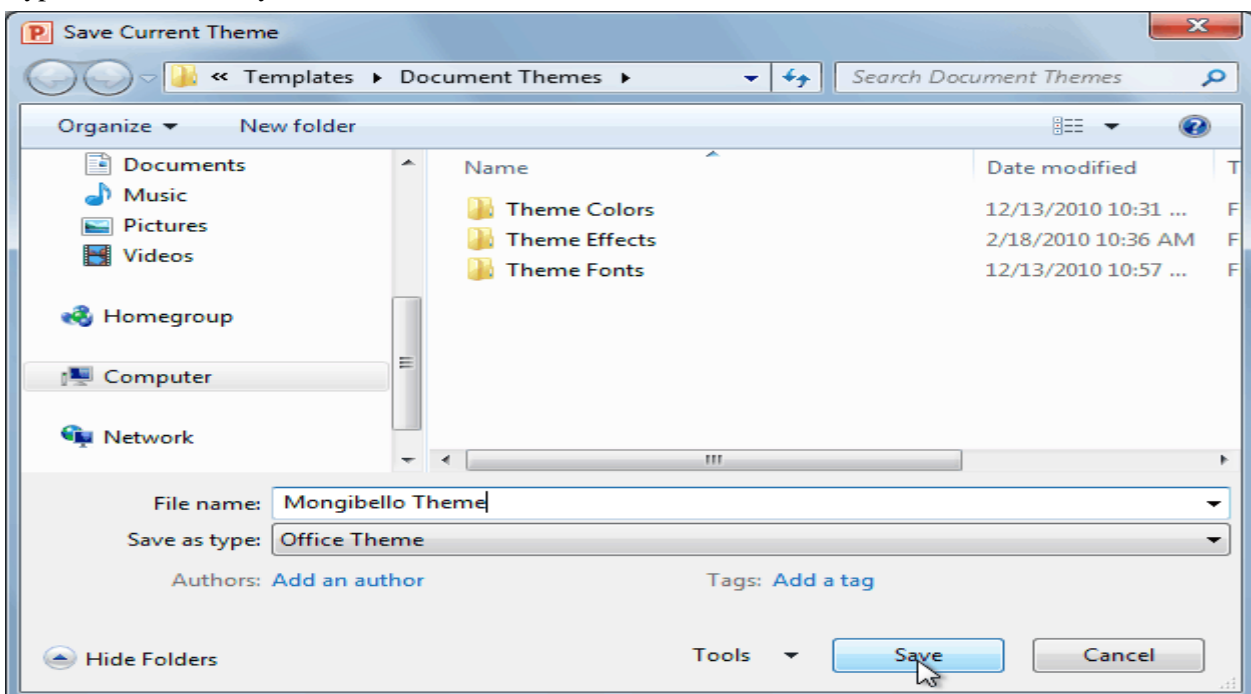
Once you've found settings you like, you may want to save the theme so you can use it in other presentations.

To save a theme:

1. From the **Design** tab, click the **Themes** command. A drop-down menu will appear.
2. Select **Save Current Theme**.



3. Type a **file name** for your theme, then click **Save**.

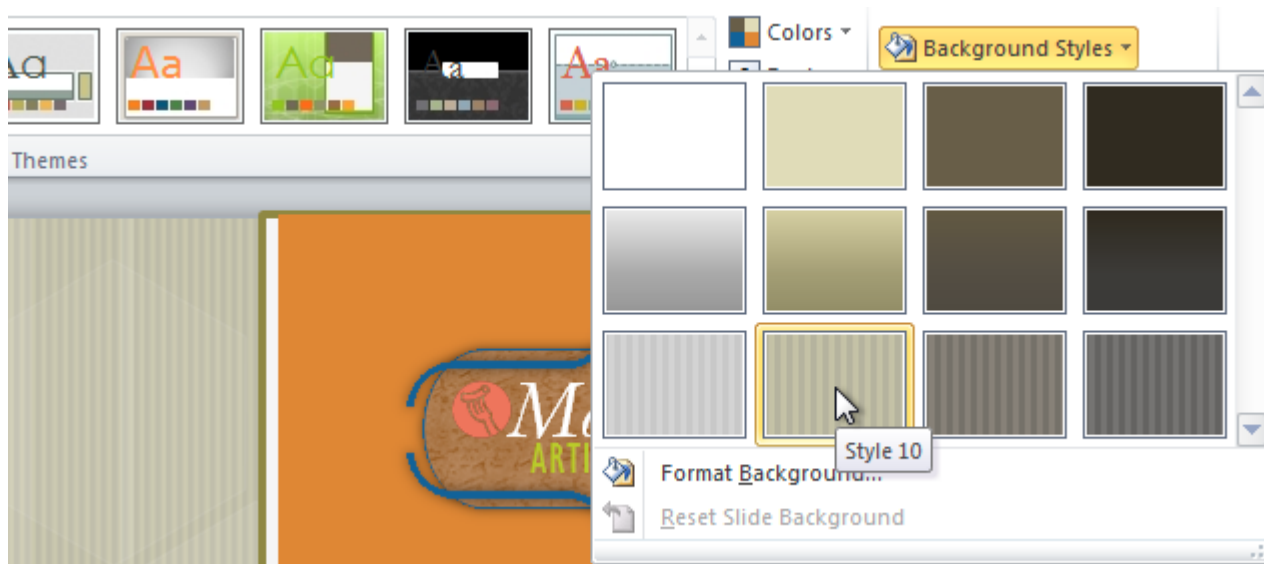


Background styles

To further customize your slides, you can change the background's **color** and **texture** by choosing a different **background style**. The available background styles will vary depending on the theme you're using.

To apply a background style:

1. From the **Design** tab, click the **Background Styles** command.
2. Select the desired style. The new background will appear in the slides.



If you want even more control over the background, you can select **Format Background** from the menu.

Challenge!

1. Open an **existing PowerPoint presentation**. If you want, you can use this [example](#).
2. Apply the **Adjacency** theme colors.
3. Create new **theme colors**.
4. Create new **theme fonts**.
5. Change the **background style**.