

# GOOGLE SLIDES TEMPLATE

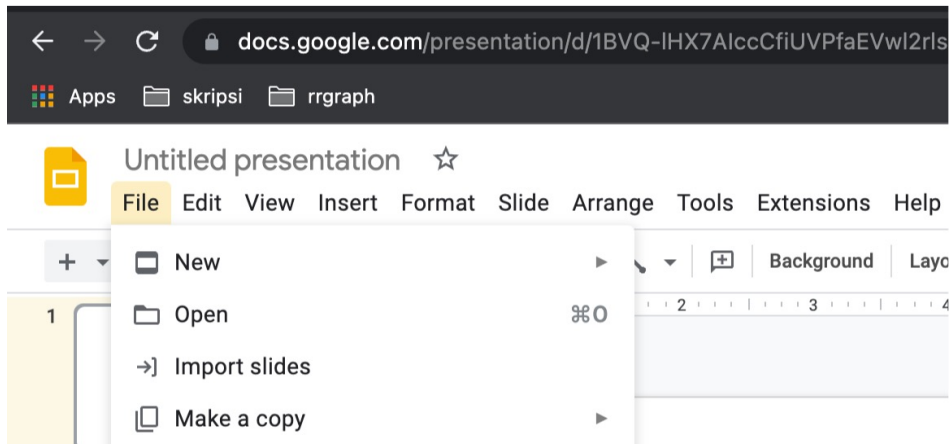
Help Guide

By : Shakersign

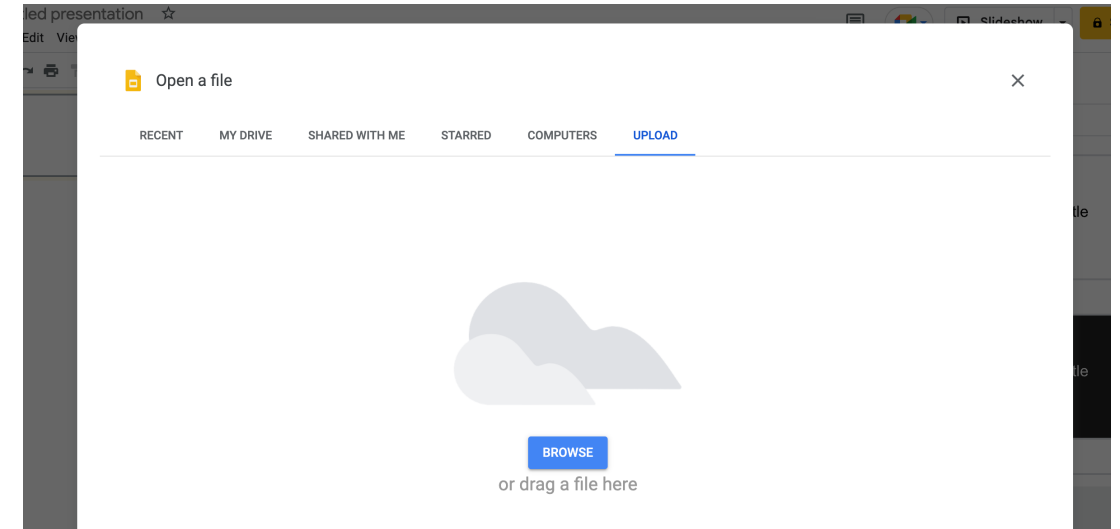
# Open file online at Google Slides

1. Open google slides at your browser, with this link  
<https://docs.google.com/presentation/>
2. And choose **Blank** presentation

Click menu **File**, then choose **Open**

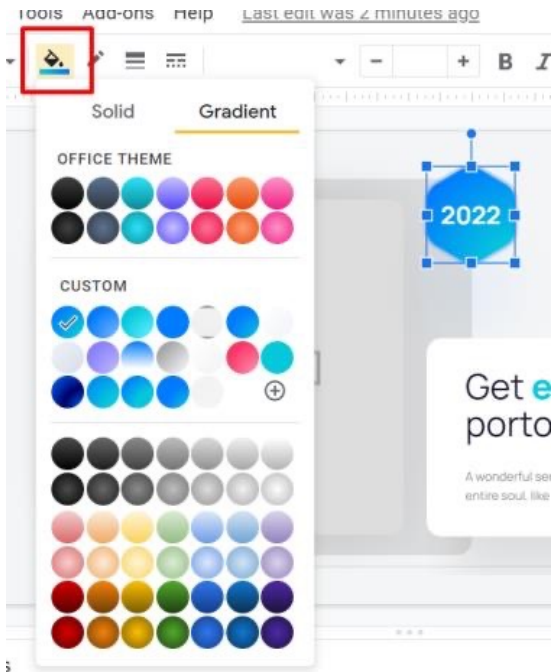


1. Upload your presentation PPTx File



# Use available colors

1. Click the color icon, and choose the suitable color in Google Slides.



# Download and Install Fonts

## Download Fonts

1. Links to download the fonts are placed in Template folder \ Documentation \ Font Used
2. Follow the link and download the fonts

## Install Fonts

1. If your fonts are packed in .zip file, extract it first
2. Double click the .otf/ttf files
3. Click install

# Add/Replace Image in Placeholder

## Add Images #1

1. Click image icon in the placeholder
2. Choose picture
3. Click insert

## Add Images #2

1. Drag the picture from your folder into the image placeholder

## Replace Image

1. Delete the previous picture, add new image
2. Or right - click the previous image, choose change picture

## Add Image (Under Shade Layer)

1. Click image icon in the placeholder
2. Choose picture, insert
3. Right click the image, choose 'send to back'

## Fix Your Distorted Image with Crop Tool

1. Click the image
2. Click Format tab
3. Choose Crop, then adjust your image

THANK  
YOU

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