

Add Content to Slides

In Normal view, click on the slide where you want to add content in the **Slide Order Pane** on the left.

Click on the **Insert** tab and select **Text Box**. Your cursor will become a  .

Click on the slide where you want to place the text box. An empty text box will appear with a standard blinking cursor inside.

Type your content into the text box. The text box will expand as you type. After typing your text, resize and position the text box on the slide as you wish using the circle guides at the corners of the text box.