

Create a Seating Chart

You can use the examples on the following slides to create a seating chart, or create your own using the shapes on this slide.

To create your own chart:

On the **Insert** menu, click **New Slide**. Copy objects from this sheet and paste them onto your chart.

To rotate objects:

Select the object you want to rotate. On the Drawing toolbar, click **Rotate** or **Flip**.

(To display this toolbar, on the **View** menu, point to **Toolbars** and then click **Drawing**).

Note:

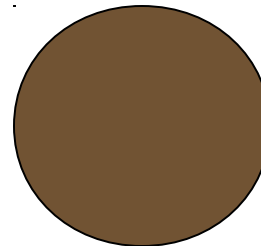
You can also include shapes from AutoShapes on the Drawing toolbar.



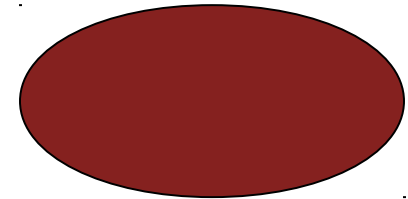
Large Table or Desk



Student Desk



Round Table



Elliptical table

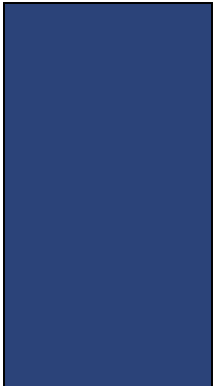


Trapezoidal Table

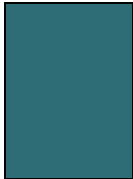
Name box



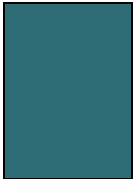
Traditional



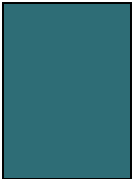
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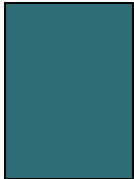
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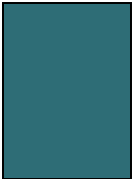
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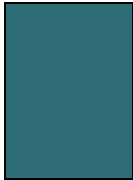
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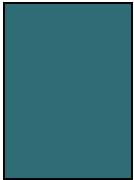
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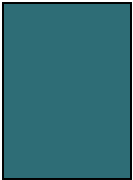
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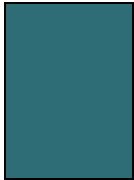
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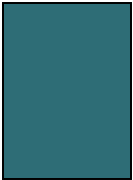
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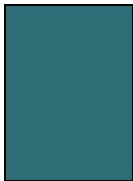
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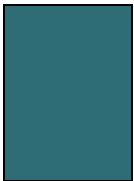
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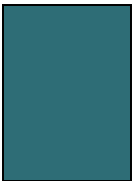
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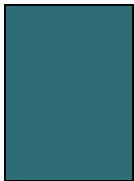
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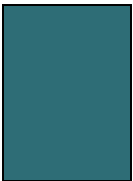
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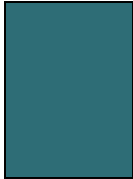
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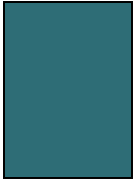
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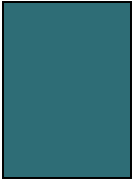
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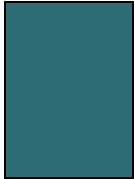
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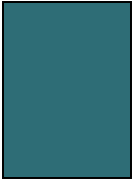
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Name box



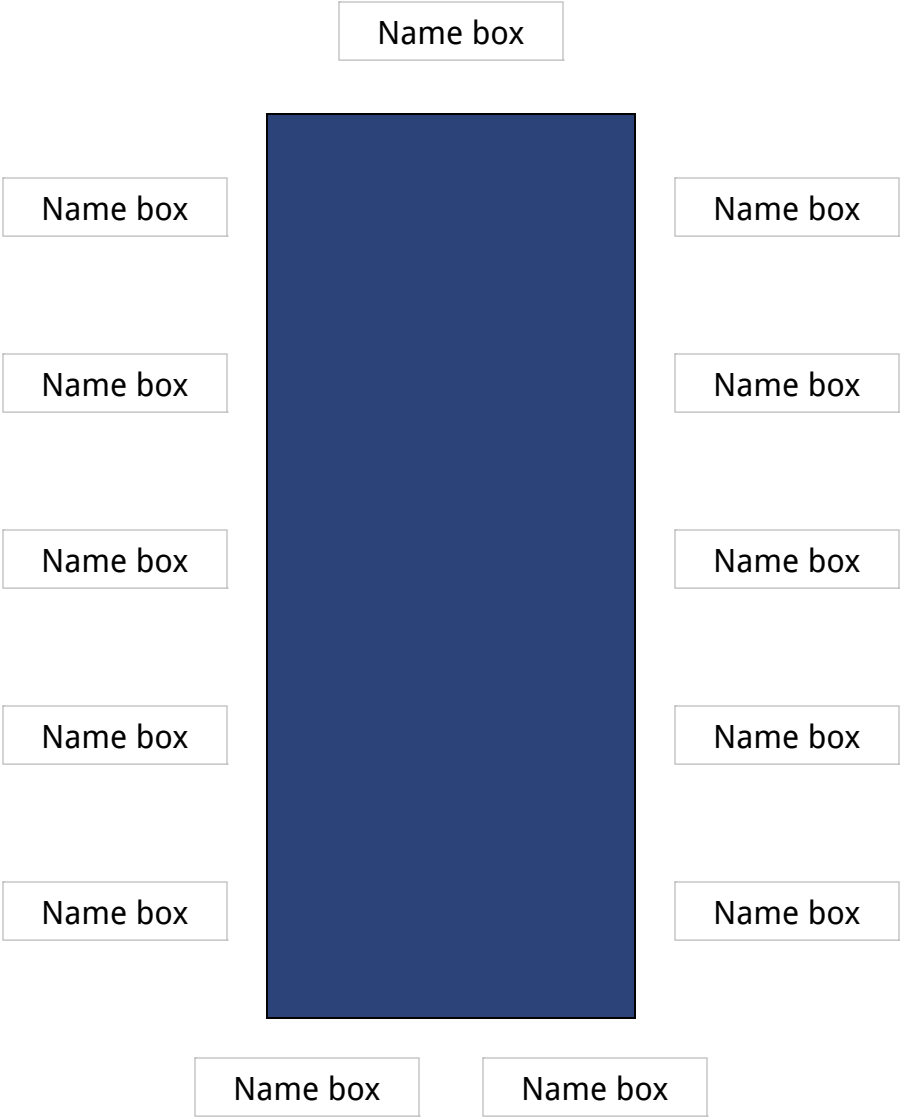
Name box



Name box



Discussion Group



Circle

