

# Background templates for PowerPoint slides

## 1 : Reproduction instructions

For your reference, the steps required to reproduce each of these slides have been included in the Slide Notes.

## 2 : Printing instructions

To print the reproduction instructions in this file:

1. Select the slide that you want to reproduce.
2. Place your cursor in the Slide Notes.
3. Press CTRL + A, and then **Copy** the text.
4. Open a new document in Microsoft Word.
5. Then **Paste** the text into the Word document.
6. Print the Word document.

## 3 : Removing instructions

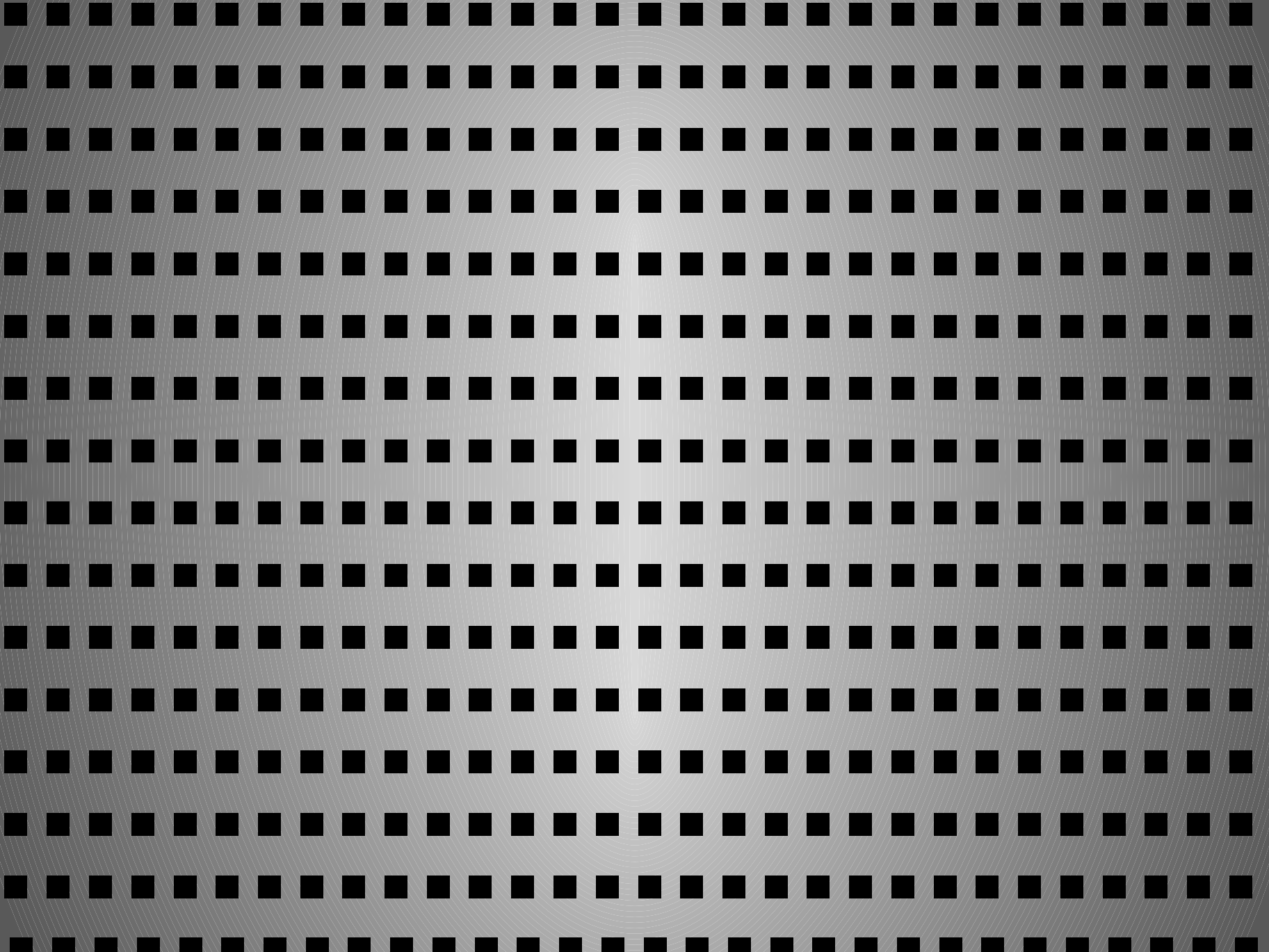
If you notice delays in slide effects or a decrease in performance, you may want to remove the reproduction instructions in the Slide Notes. To remove the instructions from a particular slide:

1. Place your cursor in the Slide Notes.
2. Press CTRL + A, and then press DELETE.

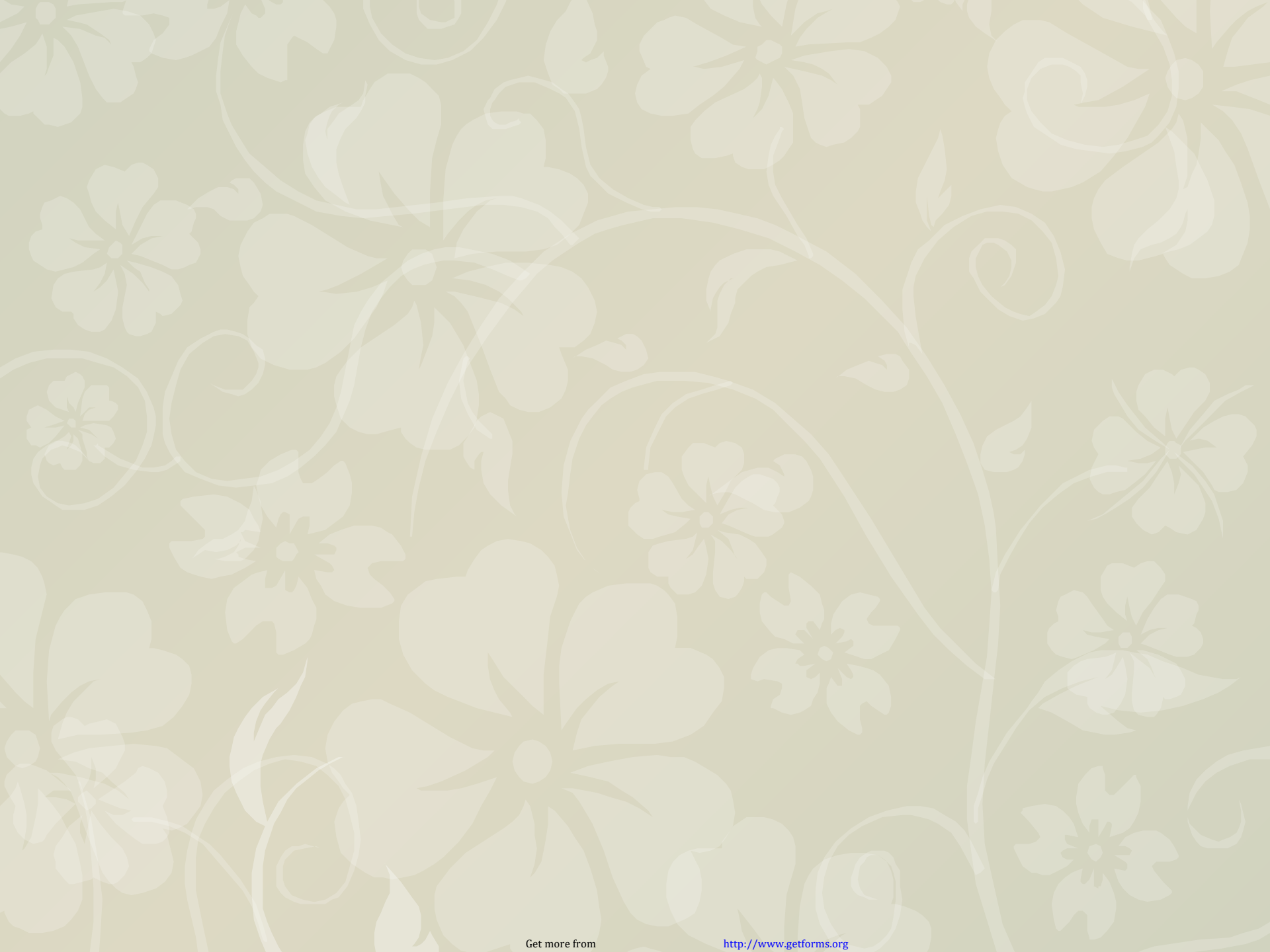










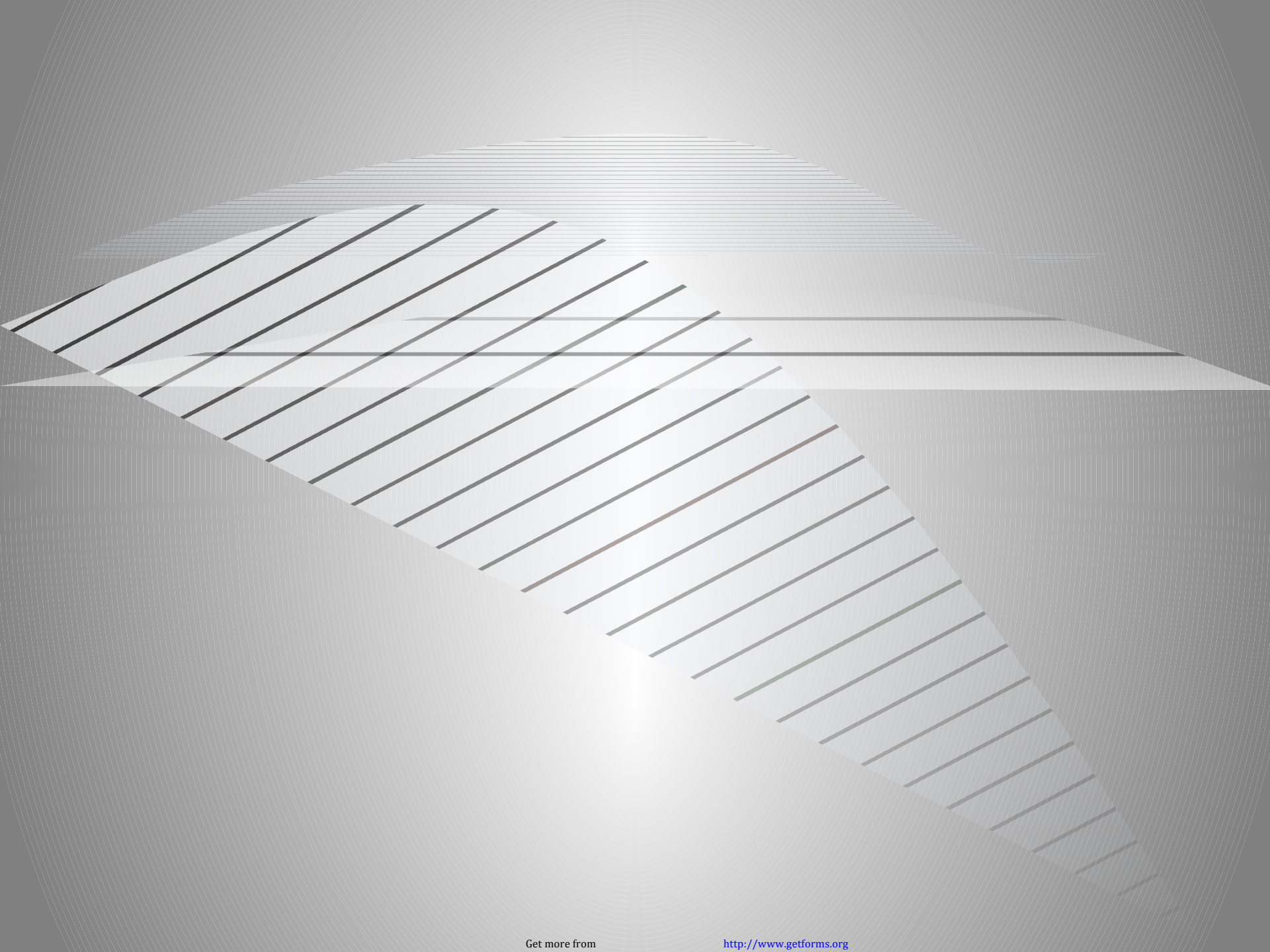






















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Bill Staples