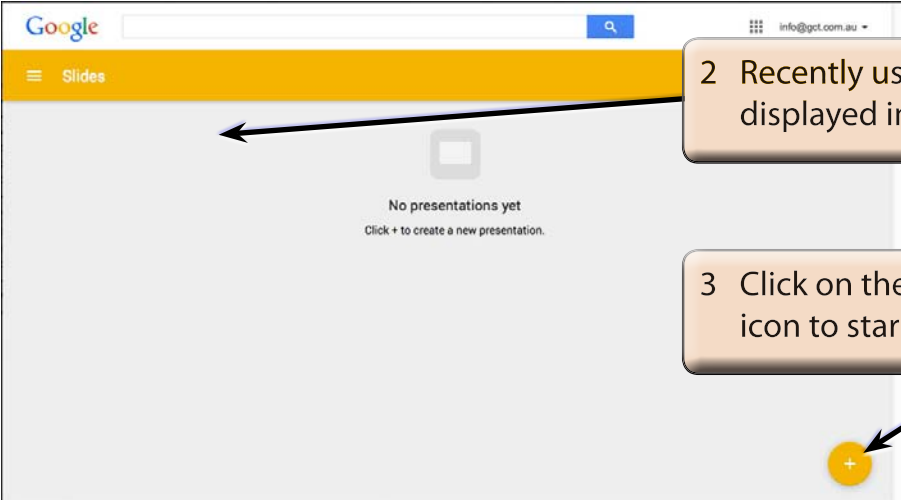


# Getting Started With Google Slides

Google Slides is a program that allows you to create multimedia presentations. These include electronic slide shows and screen displays. For your first presentation you will create a slide show for the Wattle Valley Animal Park, which is a make believe zoo that maintains animals in their natural habitat.

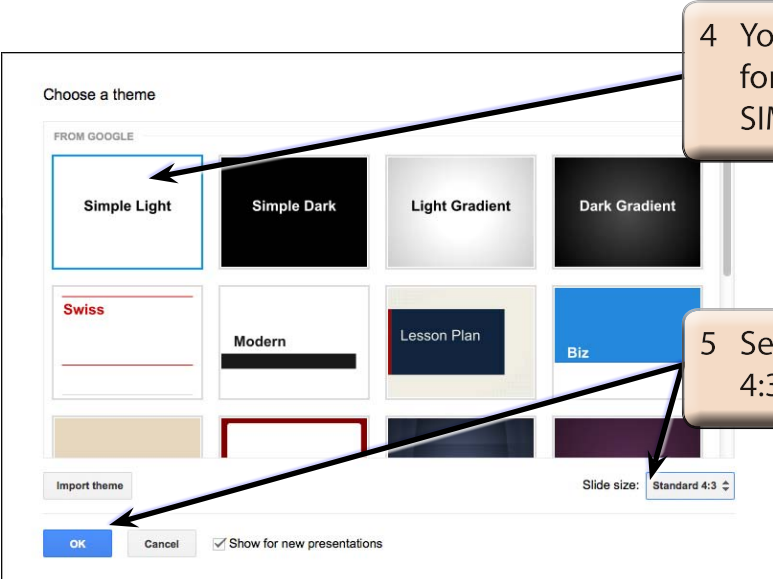
## Starting a Presentation

- 1 Load Google Slides and you should receive the following screen.



2 Recently used documents are displayed in this window.

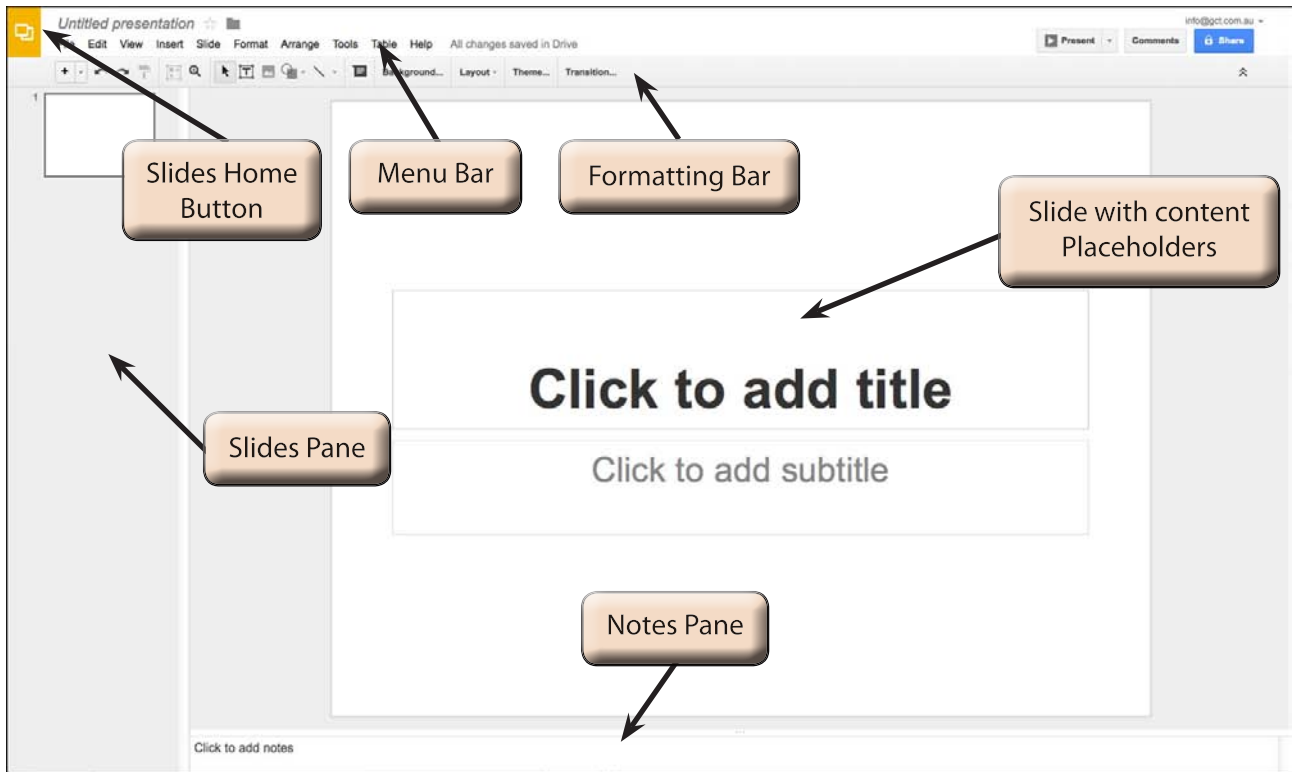
3 Click on the NEW PRESENTATION icon to start a new presentation.



4 You will be asked to select a theme for the presentation. Select the SIMPLE LIGHT theme for now.

5 Set the SCREEN SIZE to STANDARD 4:3 and select OK.

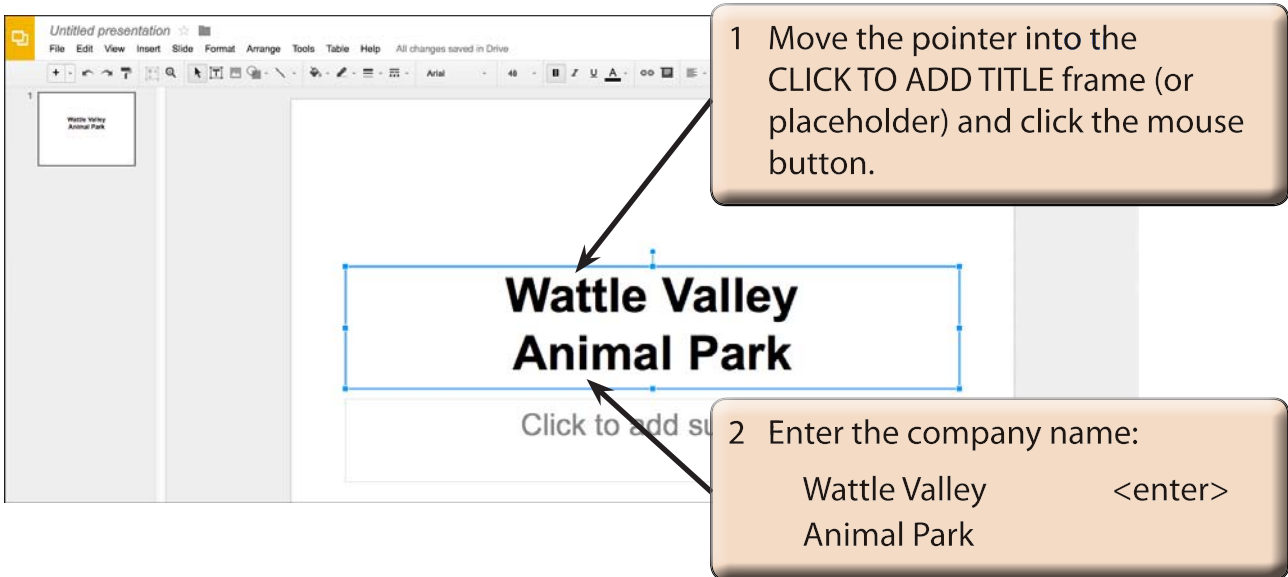
- 6 The GOOGLE SLIDES screen will open. Look at the following labelled diagram and refer to this diagram until you are fully familiar with the sections of the GOOGLE SLIDES screen.



## Creating the Title Slide

The TITLE slide introduces your presentation. It usually contains the company's name and the topic of the presentation. When you start a GOOGLE SLIDES presentation the TITLE SLIDE layout is set to the first slide.

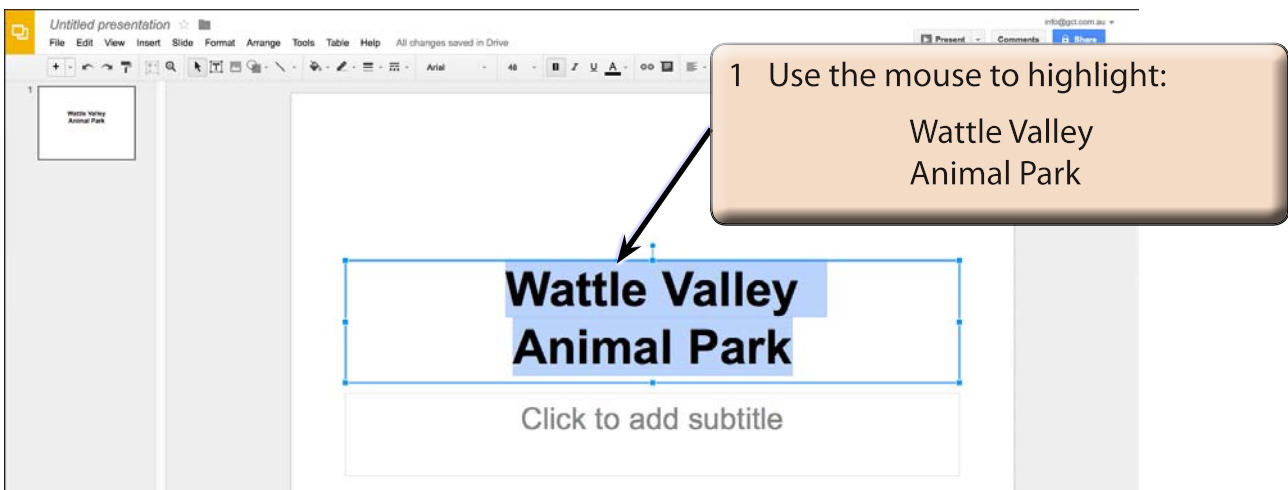
### A Entering the Company Name



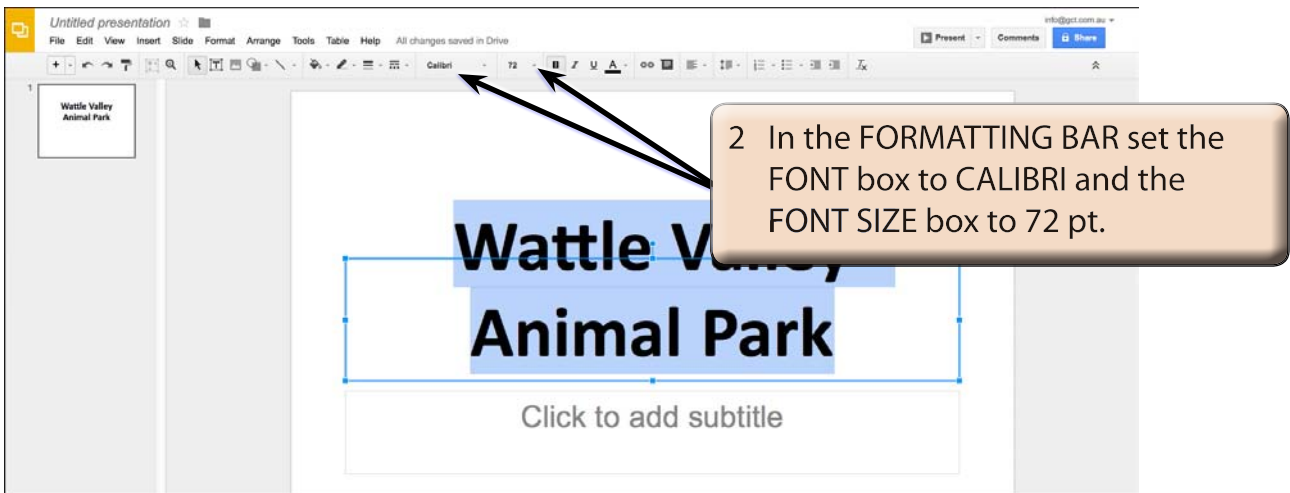
1 Move the pointer into the CLICK TO ADD TITLE frame (or placeholder) and click the mouse button.

2 Enter the company name:  
Wattle Valley      <enter>  
Animal Park

### B Formatting The Name



1 Use the mouse to highlight:  
Wattle Valley  
Animal Park



**NOTE: Text in the CLICK TO ADD TITLE placeholder is already set to BOLD by default**