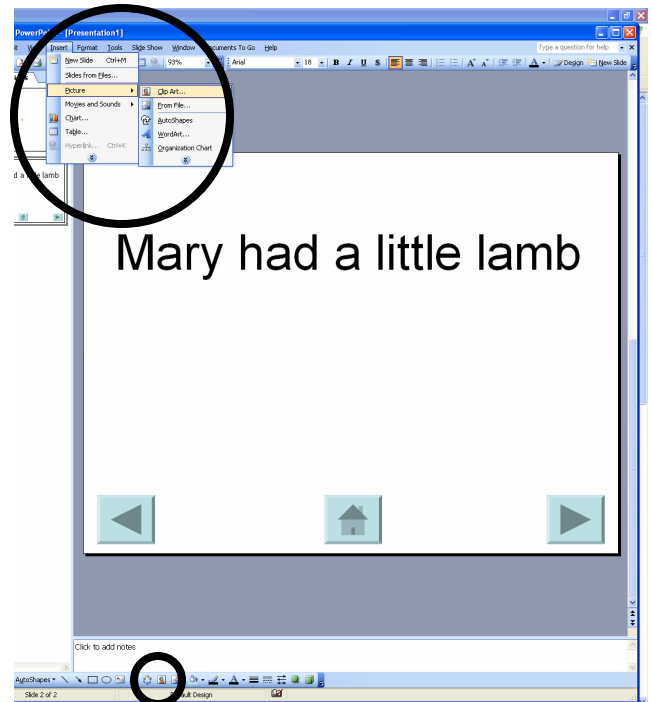


# Adding Clipart & Background to PowerPoint



## To add clipart:

1. Click on **Insert, Picture, Clipart**
- OR
2. Click on the '**Clipart Dude**' icon on the Drawing toolbar
  3. **Search** for your topic: type in the topic & click **Go**
  4. Click on your choice.
  5. You can resize & move around your slide.



## To add a background:

1. Click on **Format and Background**.
2. The current background is white. Click on the **dropdown arrow** next to the white rectangle.
3. Choose **Fill Effects**.
4. Under the **Gradient** tab, choose 2 colors. Select your colors & click **OK**.
5. OR under the **Texture** tab, choose a cool background. Click **OK**.
6. Click **Apply to All**.
7. Ta Da!

