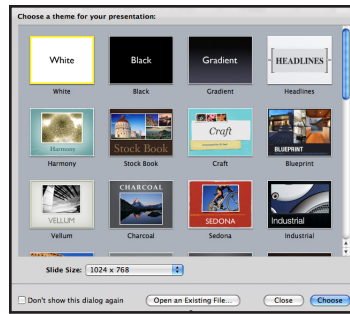




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W O R K F L O W

Start Here!



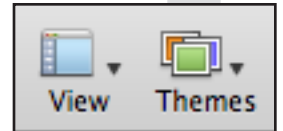
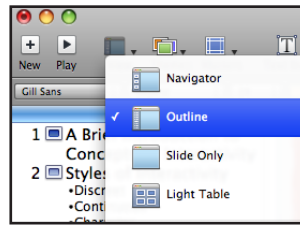
Apply a Theme?

Keynote provides a number of high-quality themes to format your presentations.

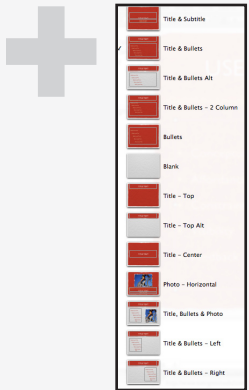
Next, Outline!!!

Outline your presentation before you do anything else! It's the fastest way to create new slides and will keep your organized, too!

Use TAB and Shift-TAB to promote and demote, which makes the difference between slides and bullet points.

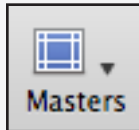


Additional Ways to Customize Presentations:



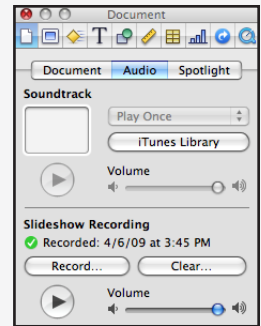
Switch Masters

Try a different layout to get the right combination of images and text for your slides.



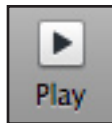
Add Pictures & Media

Keynote's media browser can access media you've made in garageband or iMovie, or images from iPhoto. You can always **drag and drop** photos and other media onto a slide.



Record Narration

If you have a microphone plugged in, you can record narration for your slideshow in a single pass.



To PRESENT Your Slides:

Use Arrow Keys or a Mouse click to advance the slides. Press ESC when you're finished presenting to return to the Normal View.

EXPORT

This is one way Keynote really shines! There are lots of choices to pick from...

SEND TO..

Keynote is an integrated with the iLife suite, so you can pass your presentation through to any of these applications!

