



# KeyNoTE '09

**Start Here!**



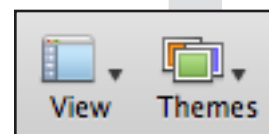
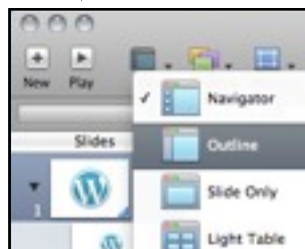
## Apply a Theme?

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.

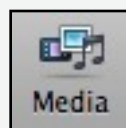
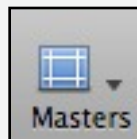


## Additional Ways to Customize Presentations:



### Switch Masters

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



Media

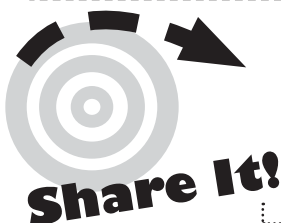
### Add Pictures & Media

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!

