



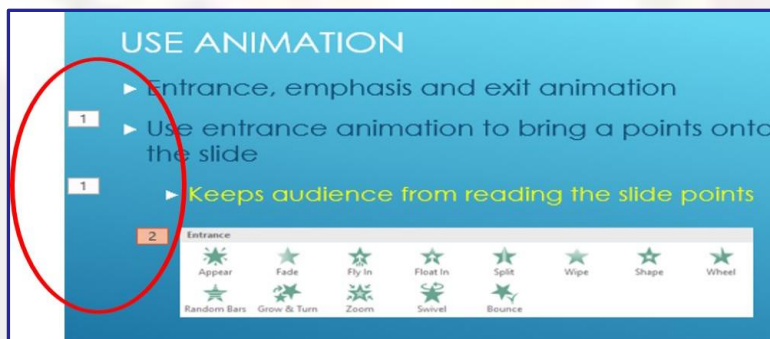
## PowerPoint – Using Animation Tip

Use **Animation** to greatly enhance your presentation's content. If you are not familiar with PowerPoint animations, there are four types: entrance, emphasis, motion paths and exit. Of the four, my favorite is entrance animation to bring in content gradually such as bullet point-by-bullet point. This type of animation keeps the audience from reading all the content on the slide before you discuss it. You can select from several types on entrance animation as shown in the screenshot below.



### Entrance animation example

Notice in the screenshot below the circled numbers on the slide. That indicates the order in which the content will appear. First the text will appear, then the picture. You can have the animation occur on a mouse click or after a predefined number of seconds.



***Continued on the next page***



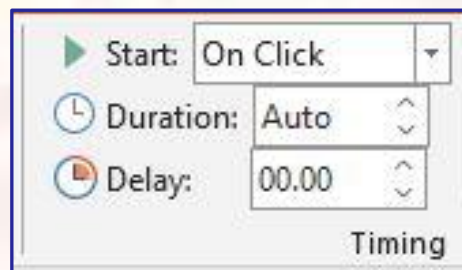
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### The Animation Tab

Use the Animation tab to animate content. First select the content to animate, then choose the type of animation you want.



The last step is to determine the timing for the animation, whether it's on a mouse click or a number of seconds.



### ***Need Help?***

Contact me at [sharon\\_daniel@att.net](mailto:sharon_daniel@att.net) or 561-289-9484 for support on using PowerPoint animations to create a more visually appealing presentation.

Info Express Virtual Business Consultants offers PowerPoint design services, PowerPoint coaching, and PowerPoint one-on-one or small group online training as well as other services. See the website for a complete list of the ways we can help you - [InfoExpressVBC.com](http://InfoExpressVBC.com).