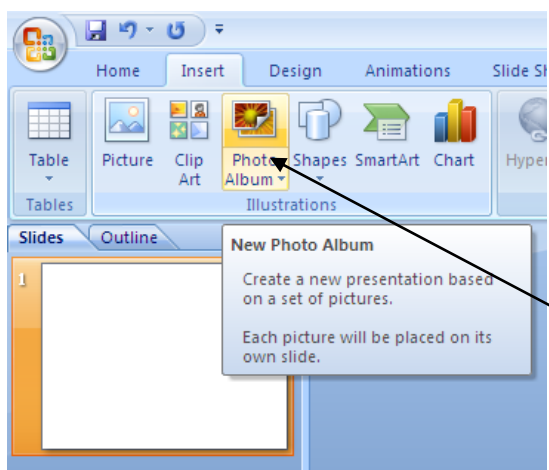


Microsoft PowerPoint 2007 – Create a Photo Album

A PowerPoint photo album is a presentation that you can create to display your personal or business photographs. You can add effects such as slide transitions, colourful backgrounds, themes, specific layouts, and more.



After the photos are in your album, you can add captions, adjust the order and layout, add frames around the pictures, and even apply a theme to further customize the look of your album.

Click the Photo Album option on the Insert tab and the following dialog box is displayed.

Click **File/Disk** to select your pictures. If you wish to select all of the pictures in a folder use **Ctrl+A** or to make a specific selection, hold down the Ctrl key and click the pictures with the mouse.

Select the Album Layout you prefer i.e., 2 pictures to a slide.

Select whether you would like to add Captions below all pictures.

Choose a PowerPoint Theme or leave the slides natural.

Finally rotate, adjust contrast and / or brightness as required and then click Create.

To receive further details of the services that Acorn can provide, please visit our training pages on www.acornpeople.com/training.

