

******* READ ME FIRST *******

These Persuasion templates have been designed to help you create new and revise existing presentations for the Apple Reference and Presentations Library CD-ROM.

Persuasion Templates & AutoTemplates

You will find two types of 'templates' within the 1992 ARPL Persuasion Templates folder: a template to create a new presentation; or an "AutoTemplate" to be imported into an existing presentation.

If you are creating a NEW presentation, use the Persuasion template and follow the steps below:

- 1) Copy the template from the CD to your hard drive.
- 2) Open the template and rename it.
- 3) Look at all the slide masters so you know what they are and how they can be used.
- 4) Build your presentation using the masters already created. It is preferable to use the outline to create the text and place graphics in as needed directly onto the slide.
- 5) There are some masters with graphic placeholders. When you have placed your graphic within the confines of the placeholder, delete the placeholder outline from the master.

If you are working with an EXISTING presentation, use the Persuasion AutoTemplate and follow the steps below:

- 1) Open your existing Persuasion file, open the File menu, and open AutoTemplates. You will then be allowed to select the Persuasion AutoTemplate from the CD to import into your file.
- 2) Once done, start reassigning new masters (with a "*" in front of the names) to your existing slides.
- 3) There are some masters with graphic placeholders. When you have placed your graphic within the confines of the placeholder, delete the placeholder outline from the master.
- 4) Delete previously used masters from the file.

Any additional questions can be directed to:

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