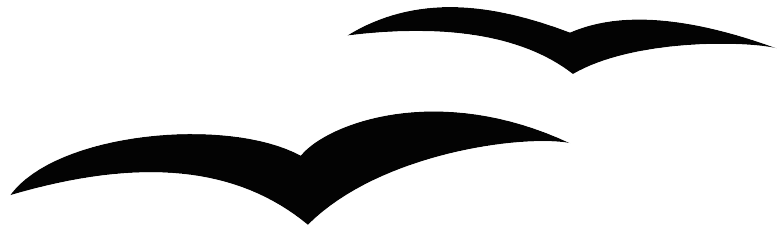


How to Insert a New Slide in Impress



[How to Insert a New Slide in Impress]
[0.1]
First edition: [060805]
First English edition: [060805]

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Overview

This document will discuss how to add a new slide to an Impress presentation.

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Acknowledgments

Thanks to the open source community for its many contributions.

Modifications and updates

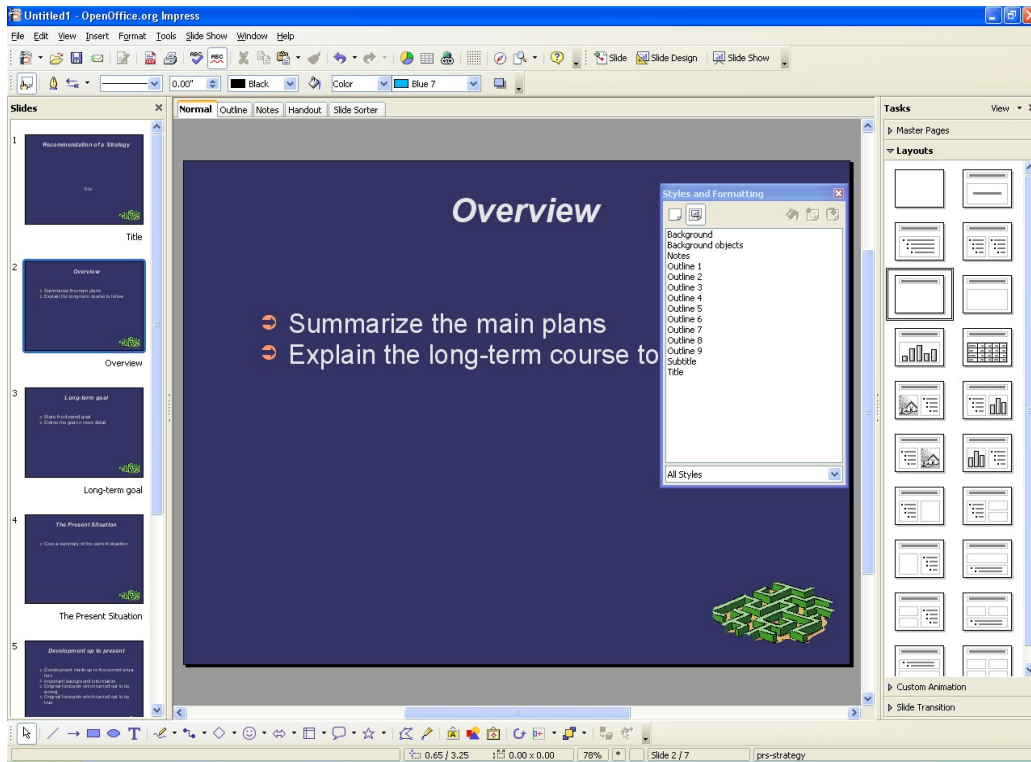
<i>Version</i>	<i>Date</i>	<i>Description of Change</i>
[0.1]	[060905]	First release version.

Inserting a new slide in Impress

There are several methods for inserting a new slide in an Impress presentation.

1. Select the slide you wish your new slide to come *after* by left clicking on it from the Slide sidebar.

Note: The Slide sidebar is located on the left hand side of the window by default.



2. Select the layout you desire from the layout sidebar.

Note: The Layout sidebar is located on the right side of the window by default.

3. Use one of the following methods to insert your slide.
 1. Use the Insert menu: **Insert->Slide**
 2. *Right click* on the slide in the Slide sidebar and select New Slide from the pop up menu.
 3. *Right click* on the document and select **Slide->New Slide**

A new slide with the selected layout will be inserted into your presentation.

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