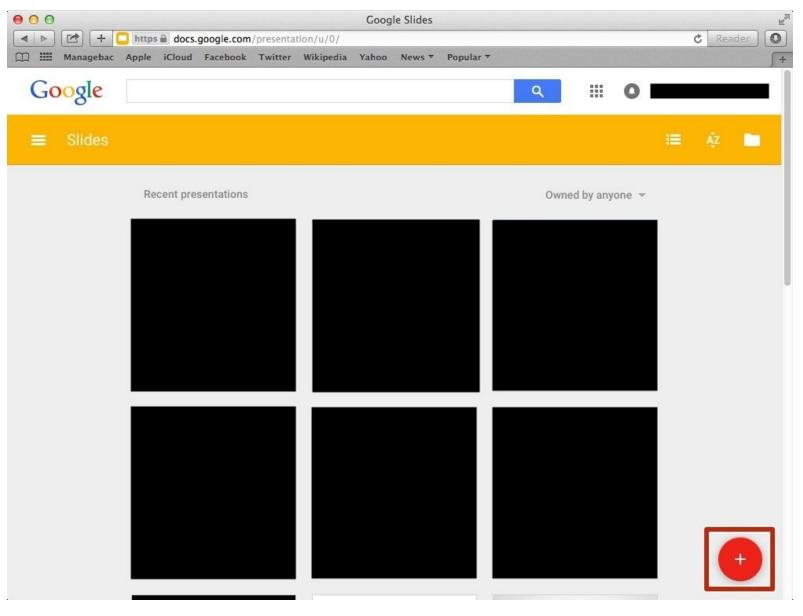
# **BIS Help Guides**

How to Select A Theme in Google Slides

Learn how to select a theme in google slides.

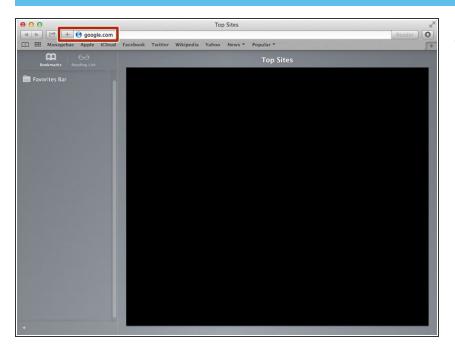
Written By: Mirai



# INTRODUCTION

Learn how to select a theme in google slides.

#### Step 1 — How to Access google.com



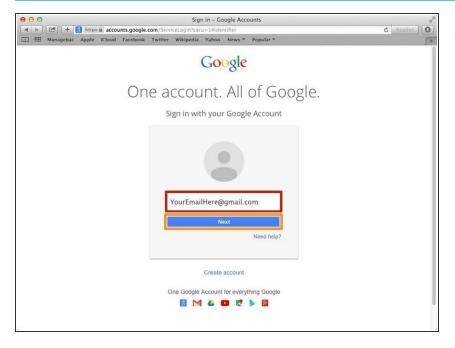
• Type "google.com" in the address bar to go to the google website

#### Step 2 — Finding The Sign In Button

| 00   | Google  |                      | R. R.             |
|--|---|----------------------|-------------------|
| Hereit Market M | <pre>google.de/?gfe_rd=cr&amp;ei=JcN2Vf6wKcSF8Qe154DoCg&amp;gws_rd=ss</pre> | 1                    | C Reader          |
| III Managebac Apple iCloud   | Facebook Twitter Wikipedia Yahoo News T Popular T                           |                      | <u>∫</u> +        |
|  | Google Search Mr Feeling Lucky<br>Google.de offered in: Deutsch             | Gmail Image          |                   |
| Advertising Business About   |   | Privacy Terms Settin | gs Use Google.com |

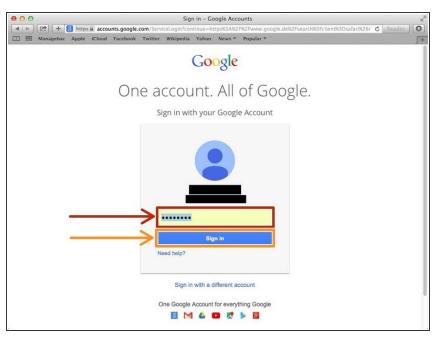
 Click on the "Sign In" button to sign in your google account

## Step 3 — Entering Your Email



- Type your email address into this box
- Click on the blue "Next" button

#### Step 4 — Entering In Your Password



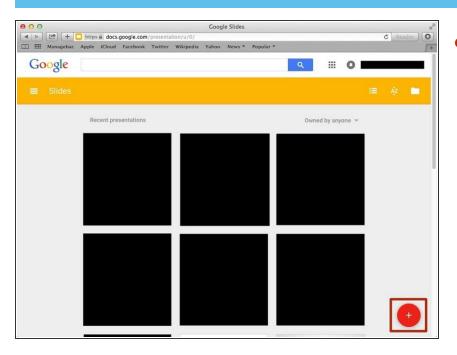
- Type your password into this box
- Click on the blue "Sign In" button

## Step 5 — Opening Google Slides

| 00   | Google  |           |       |          |
|--|---|-----------|-------|----------|
| ▲ ► 2 + 8 https a www.google.de/we A managebac Apple iCloud Facebook | bhp?tab=ww&ei=UXx-Vdn_JsLLygO95IKwAQ&ved=0C<br>Twitter Wikipedia Yahoo News 7 Popular 7 | AAQqS4oAA |       | C Reader |
| а зах таладолас трупс слово гасевоох                                 | очност откоресна напос тестя горина -   | Images    | •     |          |
|  |   | 8         |       | 31       |
|  | Google  | Search    | Sites | Calendar |
|  | Google Search I'm Feeling Lucky   | h Drive   | Docs  | Sheets   |
|  | Google.de offered in: Deutsch   |           | More  |          |
|  |   |           |       |          |
|  |   |           |       |          |

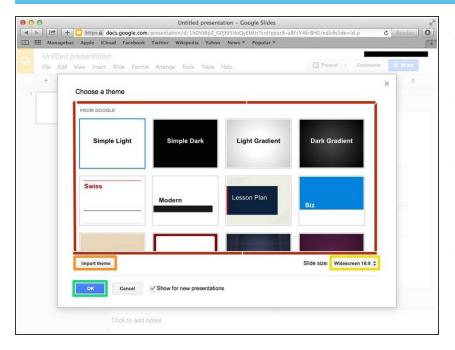
- Click on this button to open a menu of options
- Click on the "Slides" button

#### Step 6 — Creating a New Slide



Click "+" to create new presentation.

#### Step 7 — Selecting a Theme



- Choose one of the theme from this box
- Or you can import a theme if you click "Import theme"

 You can change the "Slide Size" if you click here and select the different scale.

• Click "OK" to select the theme