

## Accessing Microsoft PowerPoint Online

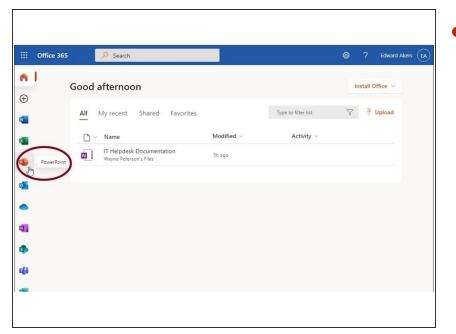
This guide will guide you through accessing the online version of Microsoft PowerPoint provided by Office365.

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## Step 1 — Accessing Microsoft PowerPoint Online



From the Office365 dashboard, select **PowerPoint**.

## Step 2

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- Select a template or simply select **Blank Presentation**.
- You will then have a new powerpoint document to use within your web browser.
- (i) The document auto-saves to your OneDrive as you type. You have the option of exporting the document to your desktop through the normal Save menu.

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