

Power Point - Animating Objects

Custom Animation creates an order by which items appear on the screen. The objects can be associated with the click of the mouse, or timed. They can have sounds and different types of motion, ranging from a fast to a slow motion or even a fade in or out.

Objects are text boxes, pictures, titles, graphs, pictures, etc. If you want groups of bullets or text to appear at different times, you must create more than one text box. The normal bulleted slide is one text box. Another slide type has two text boxes side by side. But, you can create as many text boxes as you like with the Drawing Toolbar, and place them wherever you want on the slide. If you already have a list of bullets that you want to enter in two groups, insert another text box and cut and paste one group of existing bullets to the second (new) text box.

To create a custom animation:

Right click on the mouse in the title box.

Choose "Custom Animation"

Check all the sections of the slide that you wish to animate

On the lower left move them into the order of entry you want them to be brought on the screen.

(For example: Do you want a graph to appear first or a list of bullets?)

Then on the effects tab, choose the desired effect that you would like to use, and the way it is introduced. Also, on the other tabs you can choose sound and timing (mouse click or by the number of seconds).

* Note: The slide image will appear in the upper right and will show you the available objects and their chosen movements (preview), or you can choose to view the slide in the slide show mode and see the slide like that (best).

This tip written by Stephanie Osborne