

## Creating WordArt in PowerPoint:

1. Insert WordArt:
  - Go to the "Insert" tab in the PowerPoint ribbon.
  - In the Text group, click on "WordArt."
2. Selecting a Style:
  - Choose a WordArt style from the gallery that appears.
  - Alternatively, click on "More WordArt" at the bottom of the gallery to see additional styles.
3. Entering Text:
  - Click on the WordArt style you want to use.
  - A placeholder text box will appear on the slide. Enter the text you want to display in the WordArt.
4. Formatting WordArt:
  - After entering the text, you can customize the appearance of the WordArt using the options in the "Format" tab that appears when the WordArt is selected.
  - You can change the font, font size, font color, text effects, and more.
  - Experiment with different formatting options to achieve the desired look for your WordArt.
5. Resizing and Positioning:
  - Click and drag the handles on the WordArt to resize it as needed.
  - Use the alignment options in the "Format" tab to position the WordArt on the slide.
6. Rotating WordArt:
  - To rotate the WordArt, click on the green rotation handle above the WordArt and drag it in the desired direction.
7. Grouping WordArt with Objects:
  - If you want to group the WordArt with other objects on the slide, select both the WordArt and the other object(s), then right-click and choose "Group."
8. Animating WordArt (Optional):
  - To add animation to the WordArt, select it and go to the "Animations" tab.
  - Choose an animation effect from the gallery in the Animation group.
  - Customize the animation settings, such as duration and delay, using the options in the Animation Pane.
9. Previewing WordArt:
  - After customizing the WordArt, you can preview the appearance and animation (if added) by entering Slide Show view.
10. Saving Changes:
  - Remember to save your presentation after creating and formatting WordArt to preserve your work.

By following these steps, you can easily create stylish and visually appealing WordArt in PowerPoint to enhance your presentations. Experiment with different styles and formatting options to find the perfect look for your slides.

