

Microsoft PowerPoint 2019

How to Create a custom size slide

CREATING A CUSTOM SIZE FOR YOUR SLIDE

Did you know that you can create your own custom slide size in PowerPoint? Creating a custom size is a great way to make your presentations unique.

It's simple to add create your own custom size, all you need to do is;

1. Open PowerPoint and then click on Design

File Home Insert Design						
	Transitions	Animations	Slide Show	Review	View	Help
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2. Then on Slide Size on the far right of the screen

			P₄ Share			
Aa			Slide Format Size + Background			
	Variants	Customize				
		Slide Size Change the size of the slides in this presentation.				

3. You can select Standard (4:3), Widescreen (16:9) or select Custom Slide Size.









4. Here you have the option of preselecting sizes under Slides sized for or you can enter a customer height and width.

(As an example, we have entered a width of 35cm and a height of 10cm).

Slide Size	? ×						
Slides sized for: Custom ✓ Width: \$5 cm ◆	Orientation Slides O <u>P</u> ortrait O <u>L</u> andscape						
Height: 10 cm Number slides from: 1	Notes, Handouts & Outline Portrait Landscape OK Cancel						

- 5. Click **OK** when you are happy with your size selection.
- 6. If you have selected a custom size you may be prompted with a dialog box. Click on the option button that suits you.









7. You will now have your custom size slide. If you would like to change the size again, simply follow the same steps.

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