

Create effects for text and objects in PowerPoint 2016

In PowerPoint, users can create animated effects for text and objects such as clip art, shapes or images. The effect or movement on the slide is used to draw the audience's attention to a specific content or to make the slide more readable.

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Add effects to objects in PowerPoint 2016

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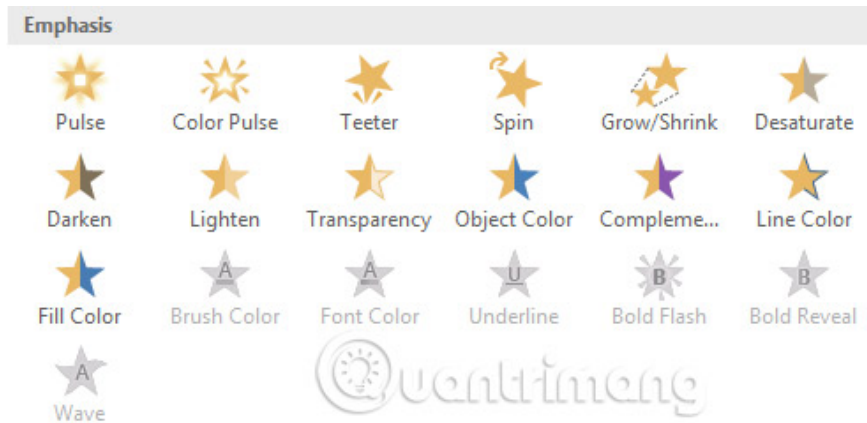
4 types of dynamic effects

There are some animations you can choose and they are divided into 4 categories.

1. **Entrance:** This group controls how objects appear in slides. For example, with the Bounce effect, the object will "fall" onto the slide and then bounce several times.



1. **Emphasis:** These animation effects are applied when the object is on the slide (usually triggered by a mouse click). For example, it is possible to set an object to rotate when clicking.



1. **Exit:** This group controls how the object exits the slide. For example, with the Fade effect, the object will simply fade away.

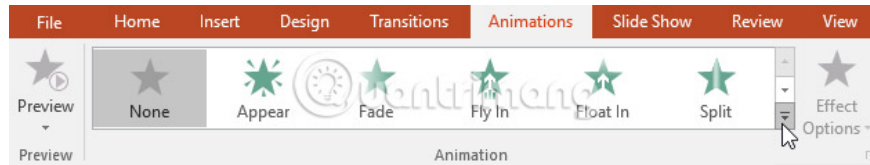


1. **Motion Paths:** Similar to the Emphasis effect, the subject moves in a slide along a predetermined path, such as a circle.

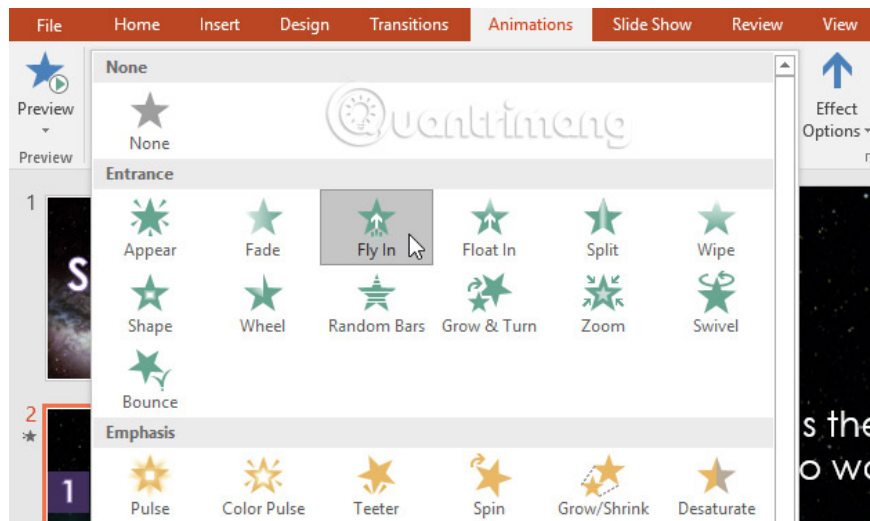


How to apply dynamic effects to an object

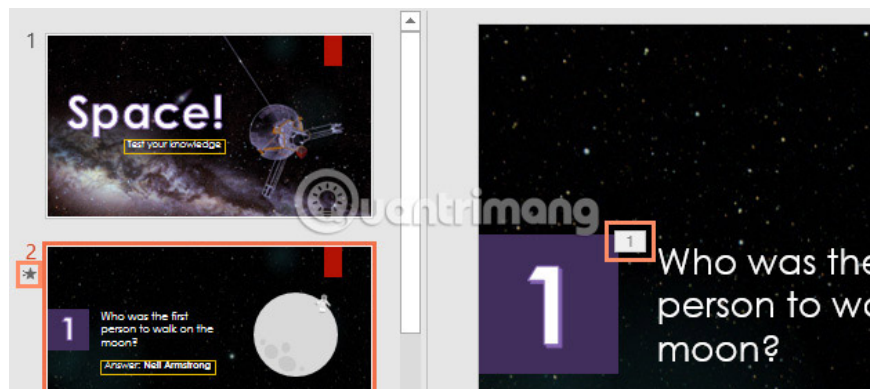
1. Select the object you want to add animated effects.
2. On the **Animations** tab , click the **More** drop-down arrow in the **Animation** group .



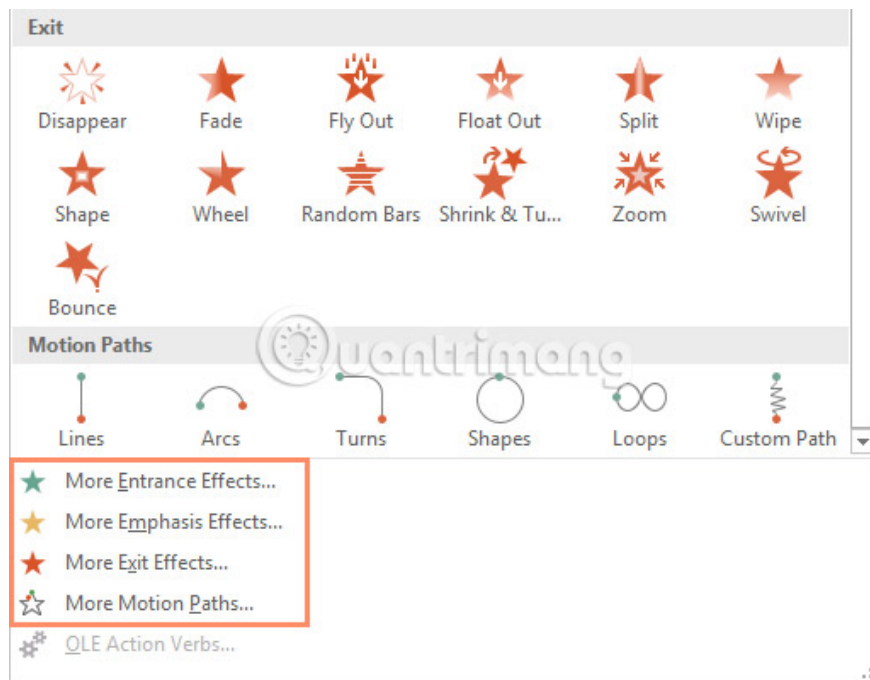
3. A drop-down menu containing animated effects will appear. Please select the desired effect.



4. The effect will be applied to the object. The object will have a small number next to it to indicate that it has a dynamic effect. In the **Slide** panel , the star icon will also appear next to the slide.

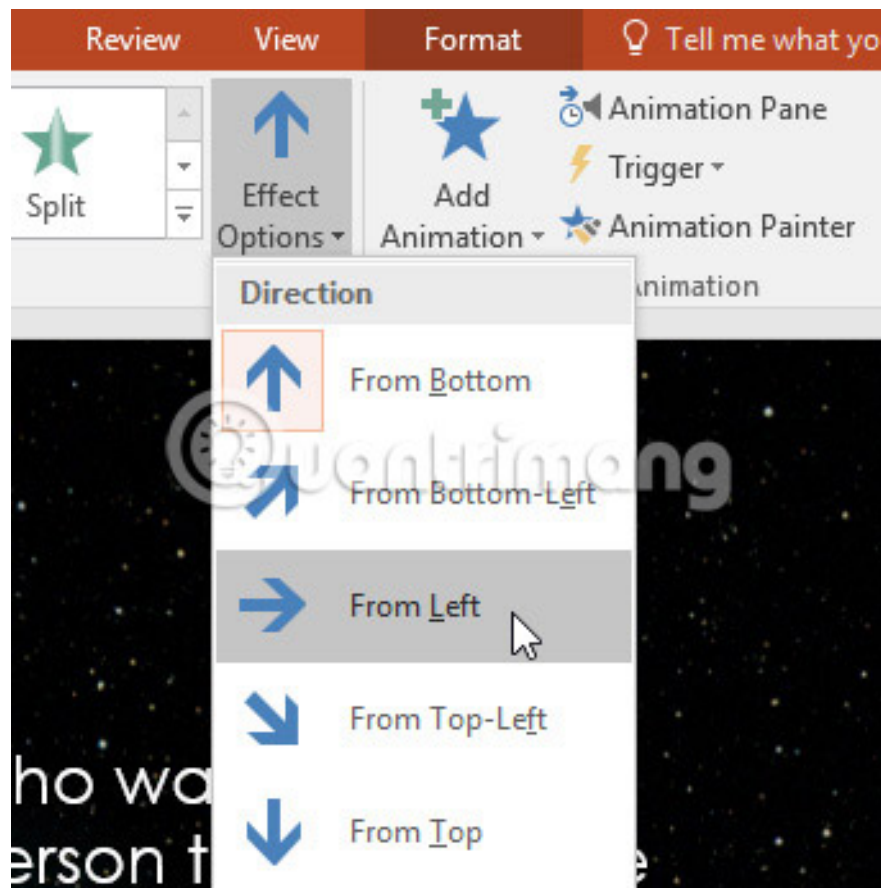


At the bottom of the menu, users can find more effects.



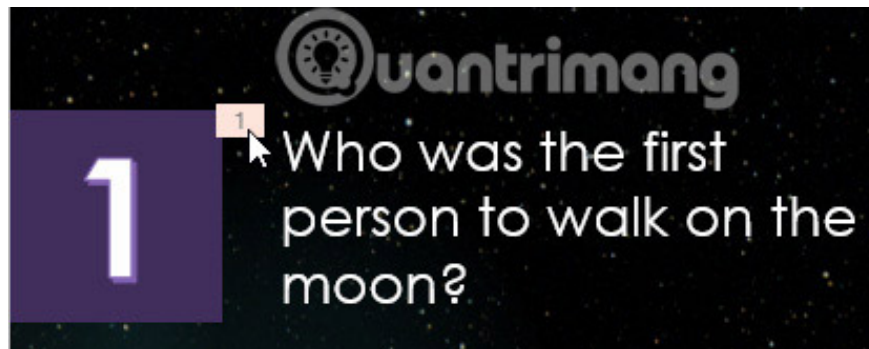
Effects options

Some effects will have the option to allow users to change. For example, with the **Fly In** effect , users can control the direction of the object. These options can be accessed from the **Effect Options** command in the **Animation** group .



How to delete a dynamic effect

1. Select the small number next to the object that has added the animation effect.



2. Press the **Delete** key . Animated effects will be deleted.

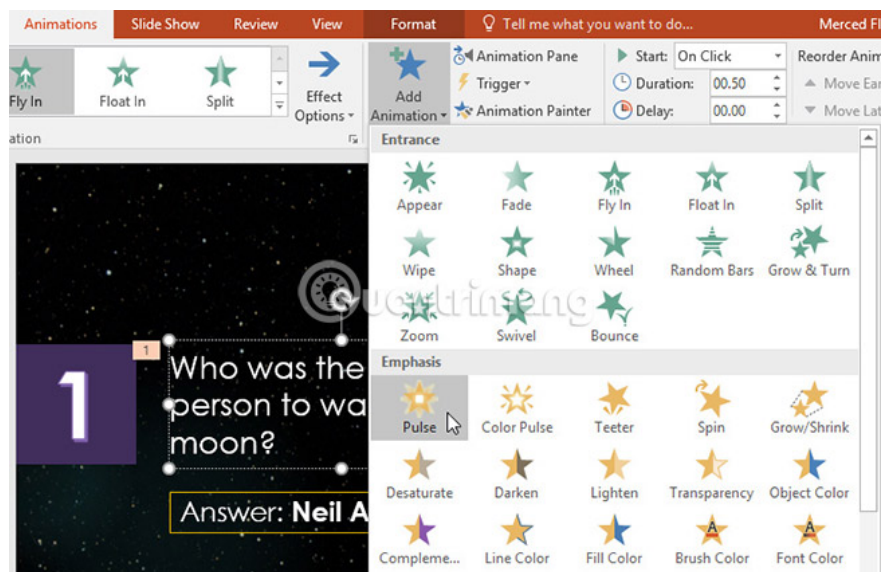
Dynamic effects bring the best effect when used moderately. Adding too many animated effects can make the presentation look a bit silly and even distract the audience. Consider using dynamic effects so that they are subtle, or don't use dynamic effects at all if not really needed.

Work with dynamic effects

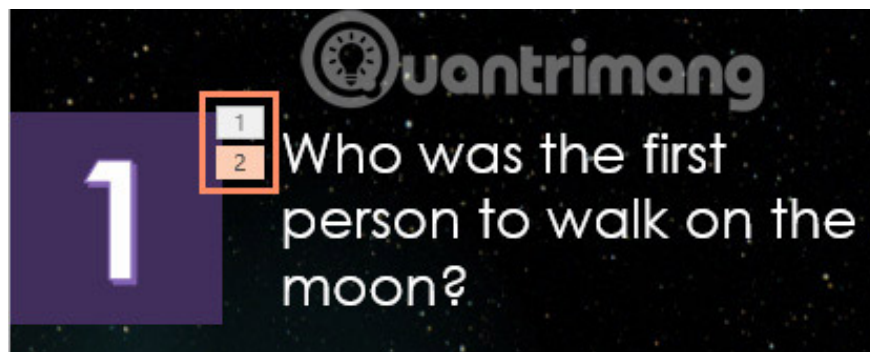
How to add multiple animations to an object

If you select a new animation effect from the menu in the Animation group, it will replace the current animation effect of the object. However, sometimes users want to place multiple animation effects on an object, such as the Entrance and Exit effects, for example. To do this, we will need to use the Add Animation command. This command will allow you to keep current animations while adding new animations.

1. Select an object.
2. Click on the **Animations** tab .
3. In the **Advanced Animation** group , click the **Add Animation** command to see the available animation effects.
4. Select the desired animation effect.

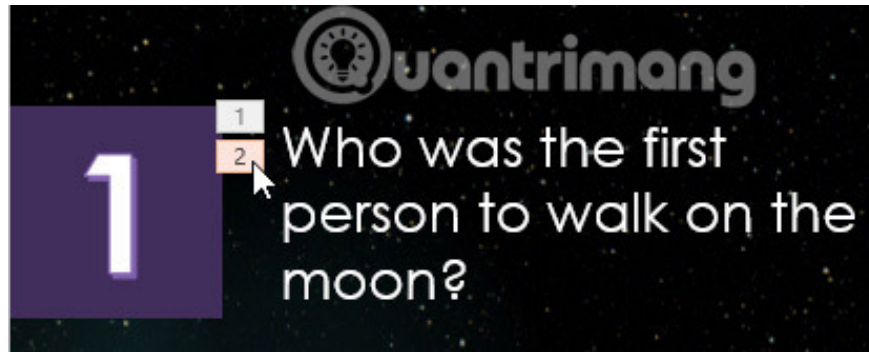


5. If the object has more than one effect, it will have many different numbers, corresponding to each effect. The numbers indicate the order in which the effects will be applied.

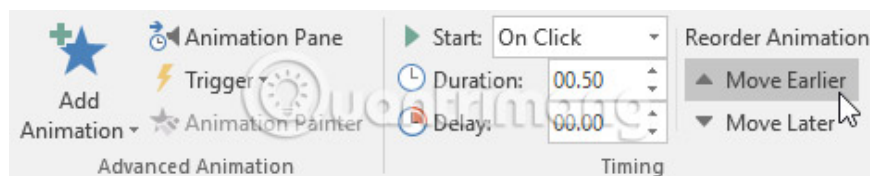


How to rearrange dynamic effects

1. Select the number of effects you want to change.



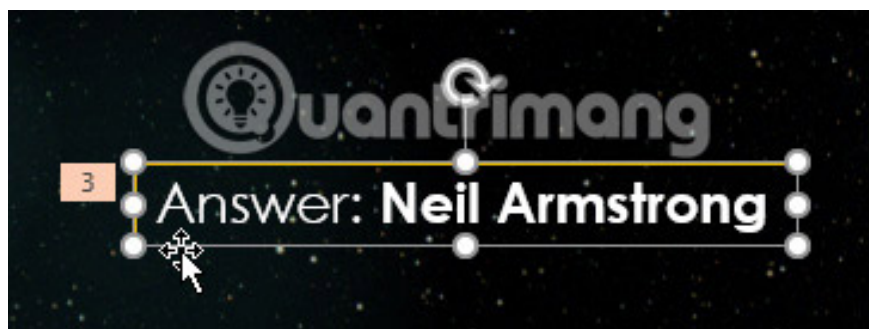
2. From the **Animations** tab , click the **Move Earlier** or **Move Later** command to change the order of effects.



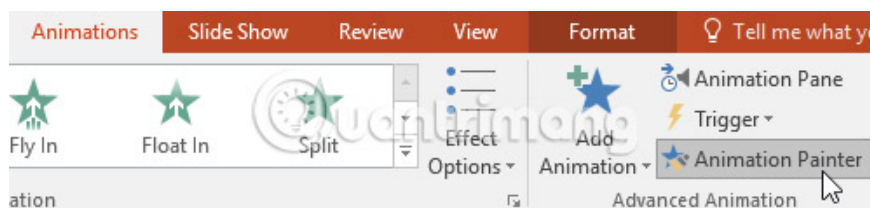
How to copy animation with Animation Painter

In some cases, users may want to apply the same effects to multiple objects. This can be done by copying effects from one object to another with Animation Painter. In today's example, we will copy a dynamic effect from one slide to another because they have a similar layout.

1. Click on the object with the effect you want to copy. In this example, we will click on the answer section.



2. From the **Animations** tab , click the **Animation Painter** command .



3. Click on the object you want to copy the effects. In this example, we will click on the answer on the next slide. Both objects now have the same effect.



How to preview dynamic effects

Any animation effects applied will also be displayed when displaying a slide show. However, users can also quickly preview animated effects for the current slide without viewing the slide show.

1. Navigate to the slide you want to preview.
2. From the **Animations** tab , click the **Preview** command . Animated effects for the current slide will appear.

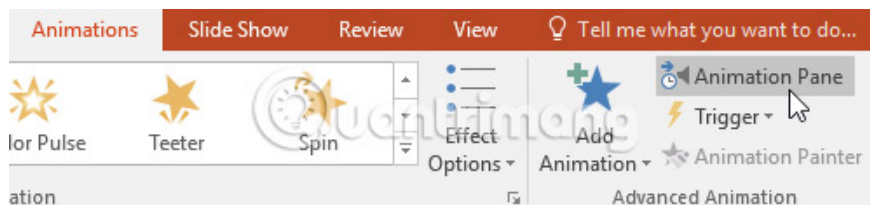


Animation Pane

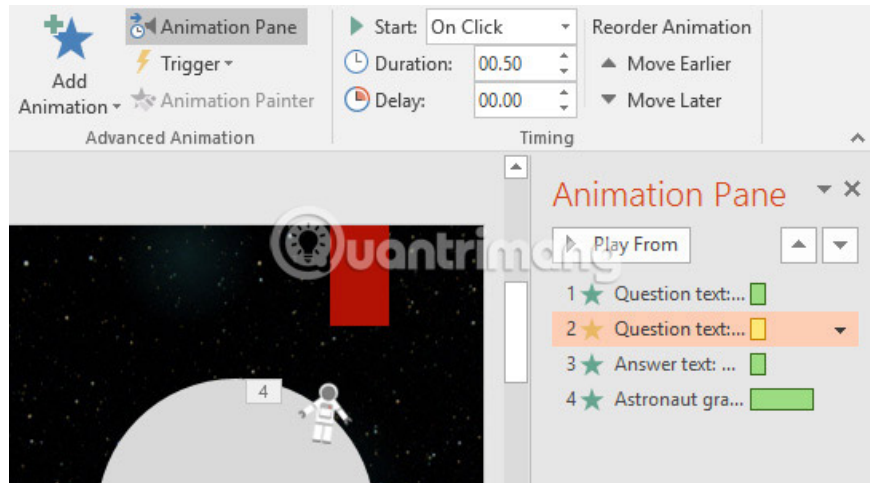
Animation Pane allows users to view and manage all effects on the current slide. Users can modify and rearrange the live effects from Animation Pane. This is especially useful when there are some effects to sort.

How to open Animation Pane

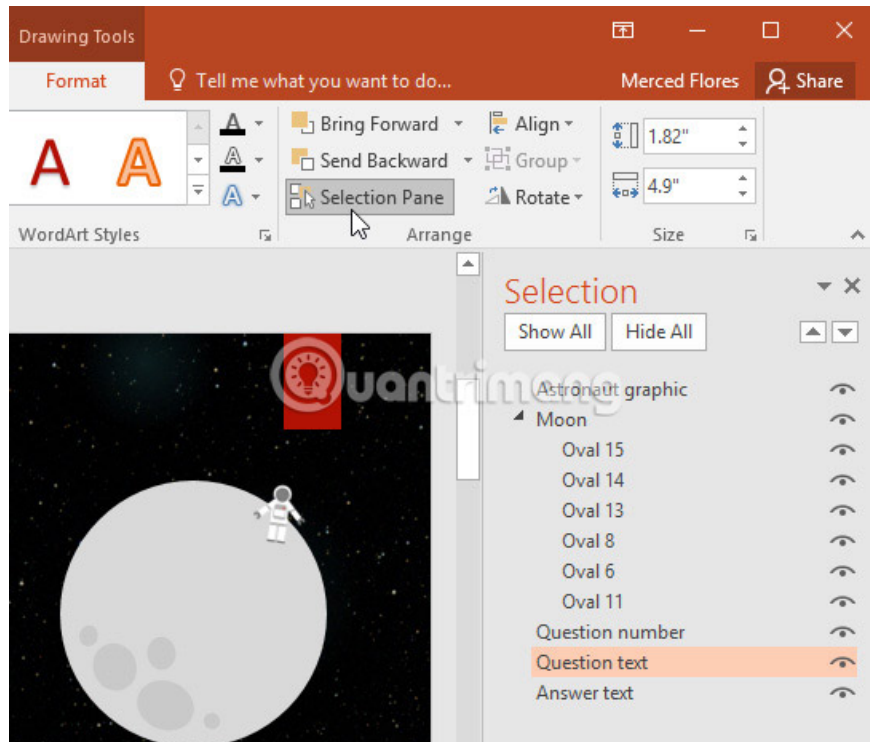
1. From the **Animations** tab , click the **Animation Pane** command .



2. **Animation Pane** will open on the right side of the window. It will display all the effects for the current slide in the order they appear.

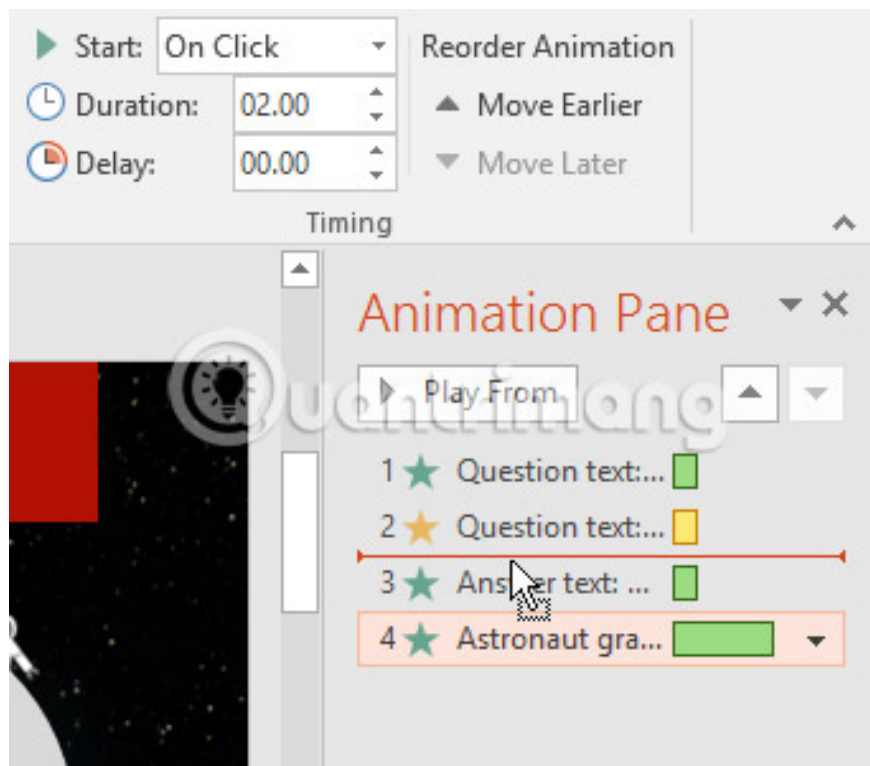


If there are some objects that have animated effects, rename the objects before rearranging them in **Animation Pane**. You can rename them in **Selection Pane**. To open the **Selection Pane**, click on an object, then from the **Format** tab, click **Selection Pane**. Double-click the name of an object to rename it.



How to rearrange effects from Animation Pane

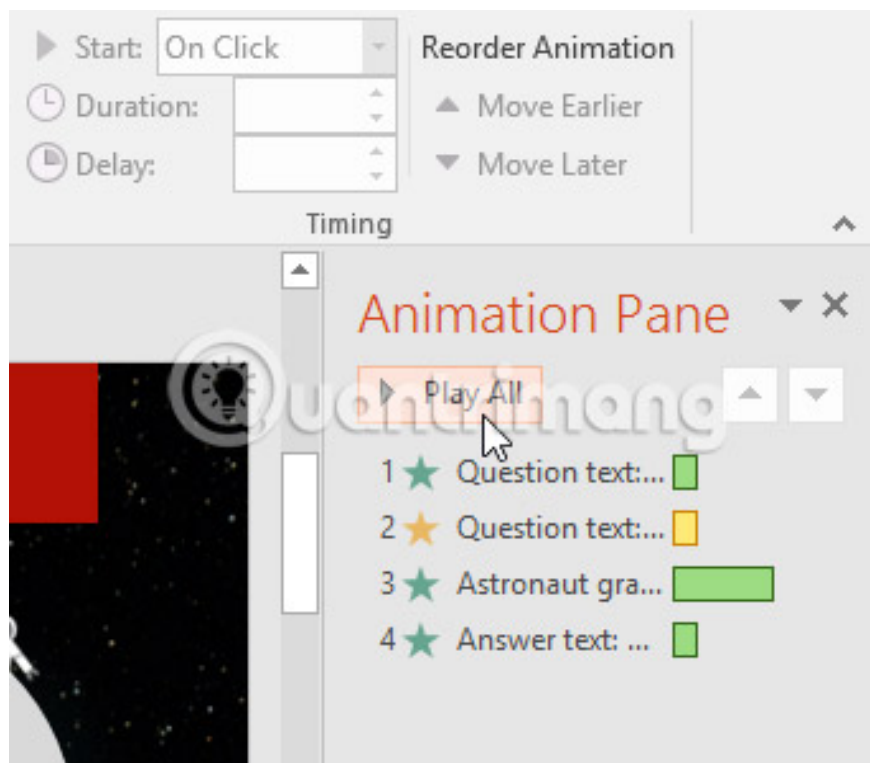
1. On **Animation Pane**, click and drag the effect up or down.



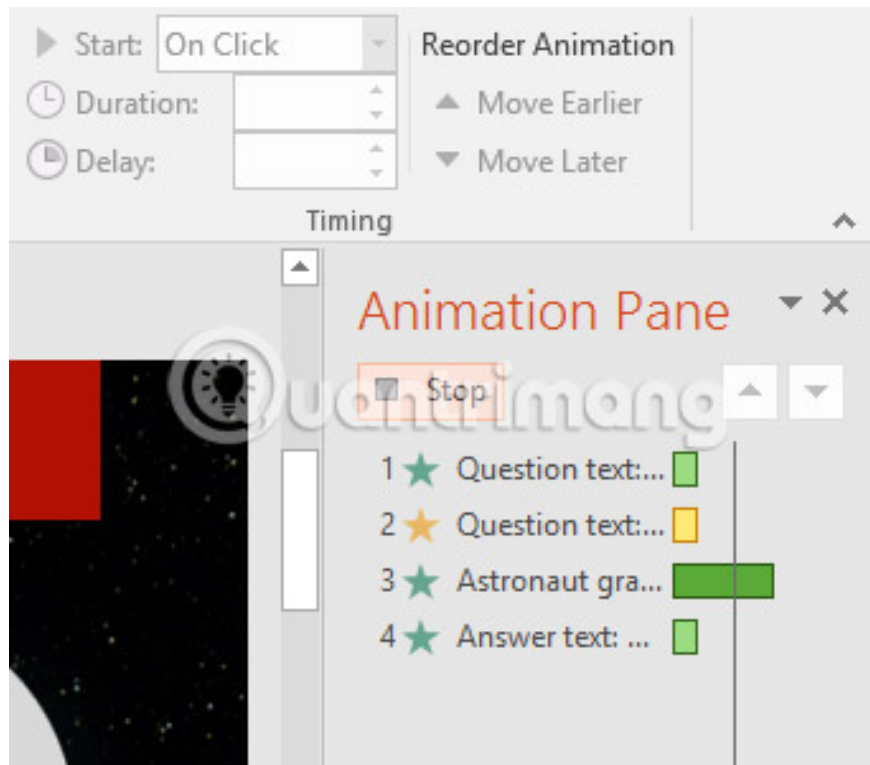
2. Effects will reorder themselves.

How to preview effects from Animation Pane

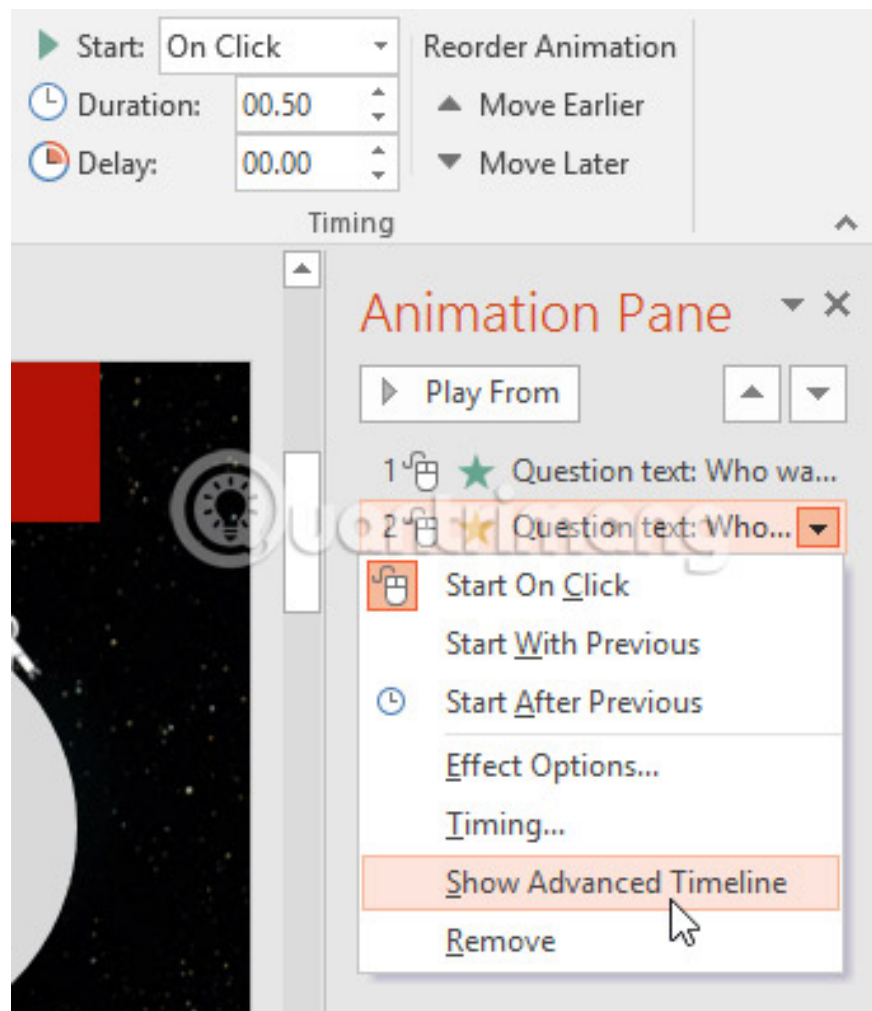
1. From **Animation Pane**, click the **Play** button .



2. The effects for the current slide will appear. On the right side of **Animation Pane**, there will be a timeline displaying the progress through each effect.



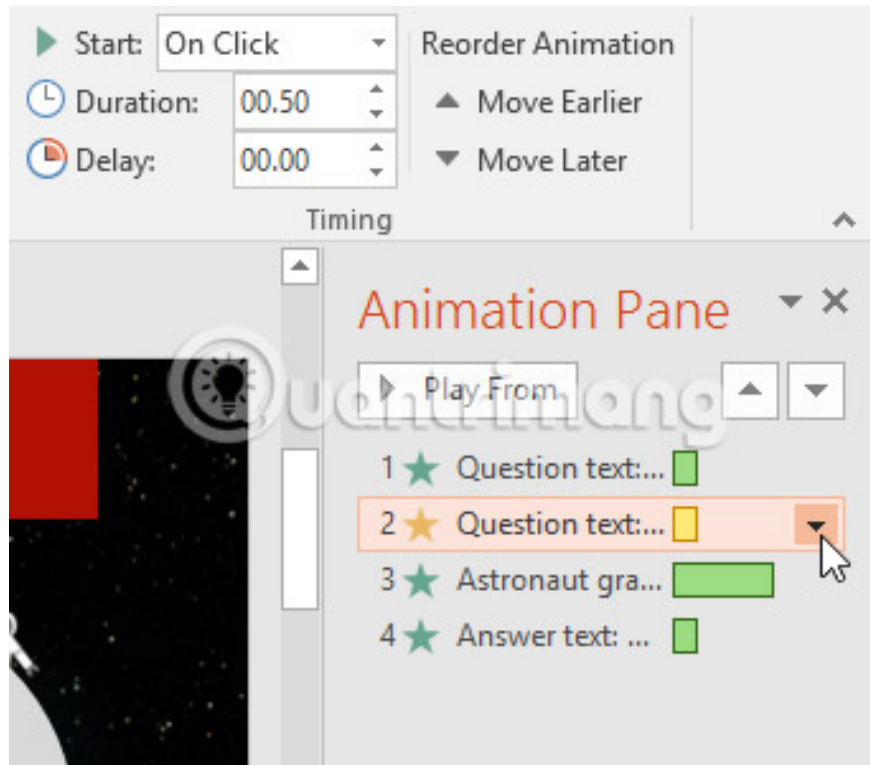
If the timeline is not displayed, click the drop-down arrow at an effect, then select **Show Advanced Timeline**.



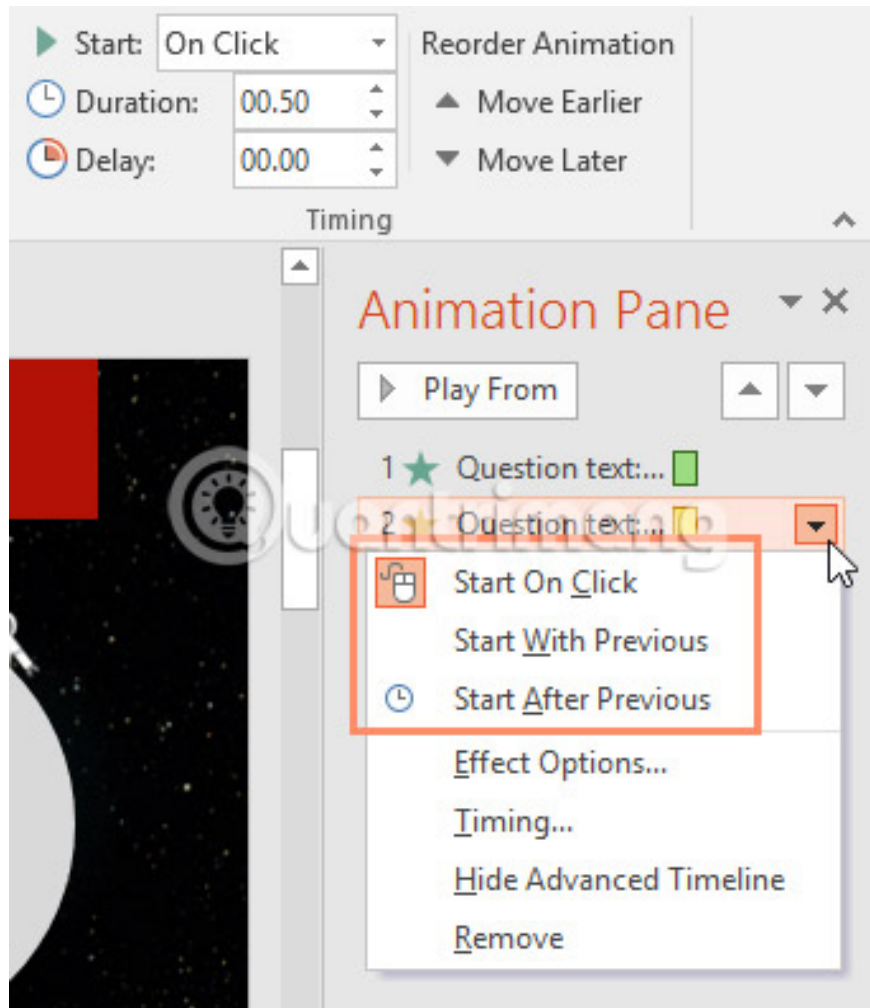
How to change the start option of the effect

By default, an effect starts playing when the user clicks on the presentation. If there are multiple effects, it will be necessary to click multiple times to start each effect individually. However, by changing the start option for each effect, users can make effects automatically play at the same time or one by one.

1. From **Animation Pane**, select an effect. A drop-down arrow will appear next to the effect.



2. Click the drop-down arrow and select one of the three desired start options. **Start on Click** will start the click effect, **Start With Before** will start the effect at the same time as the previous effect and **Start After Before** will start one by one.



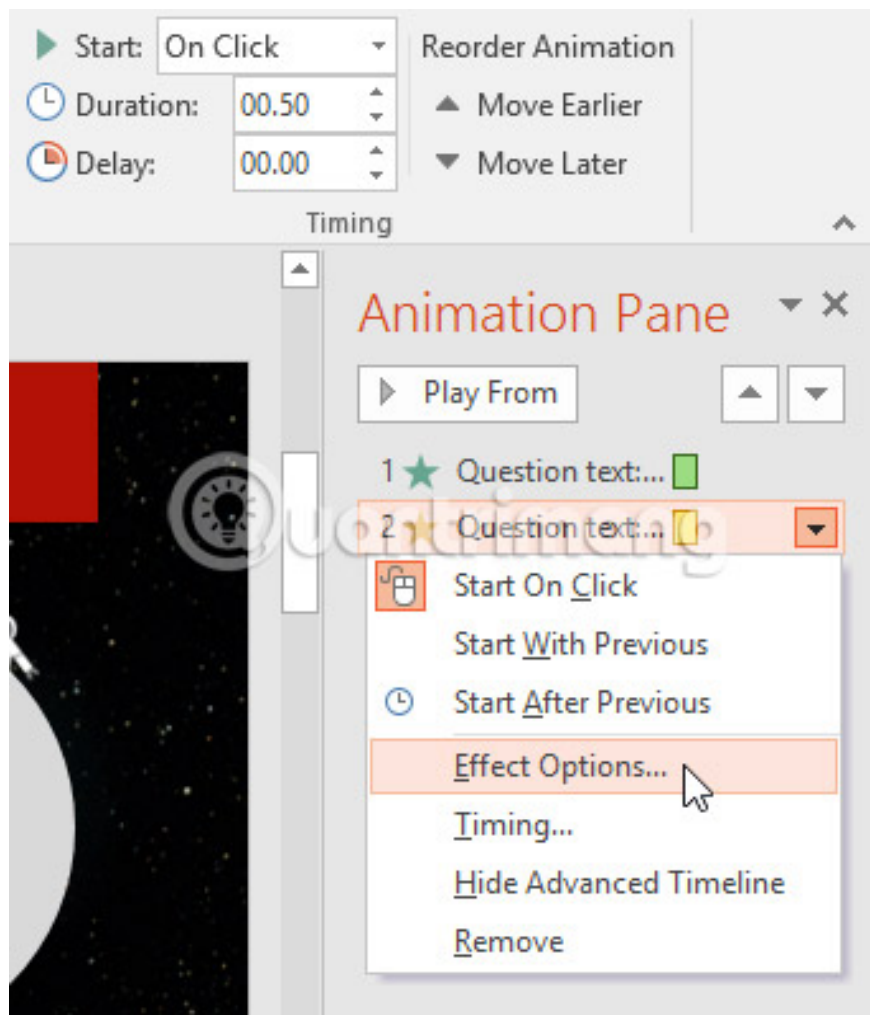
When previewing animation effects, all effects will automatically play. To check if the effect has been set to **Start on Click**, it will need to play the slide show.

Effect Options dialog box

From **Animation Pane**, you can access the **Effect Options** dialog, which has more advanced options, used to refine your animation.

How to open the Effect Options dialog box

1. From **Animation Pane**, select an effect. A drop-down arrow will appear next to the effect.
2. Click the drop-down arrow, then select **Effect Options**.



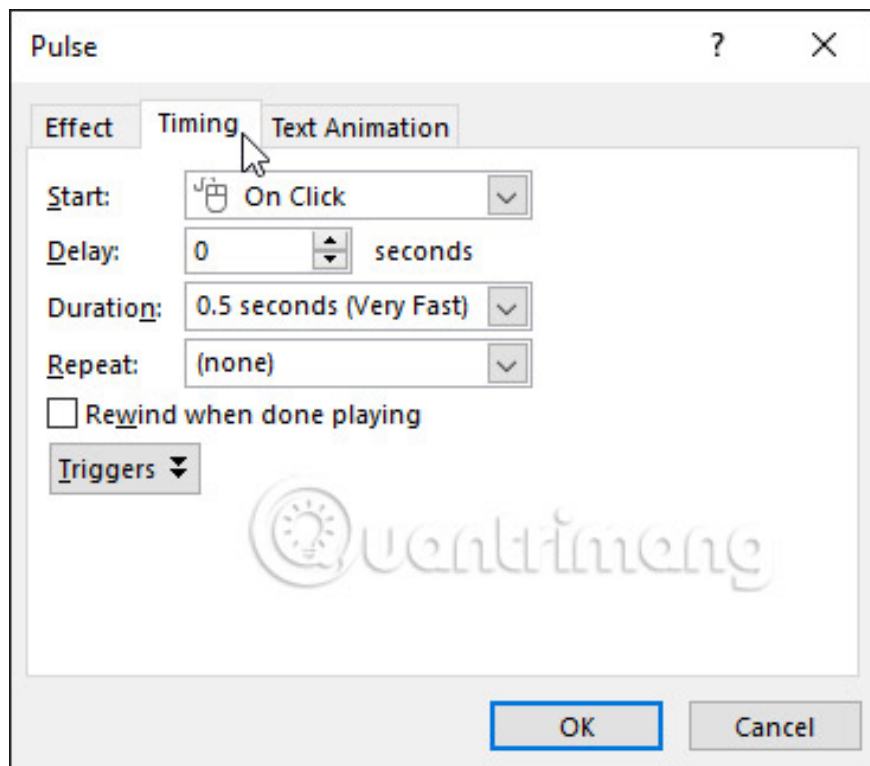
3. The **Effect Options** dialog box will appear. Click on the drop-down menu and select the desired changes. Can add sound to the animation, add effects after the animation is finished or add animation to the text in a different sequence.



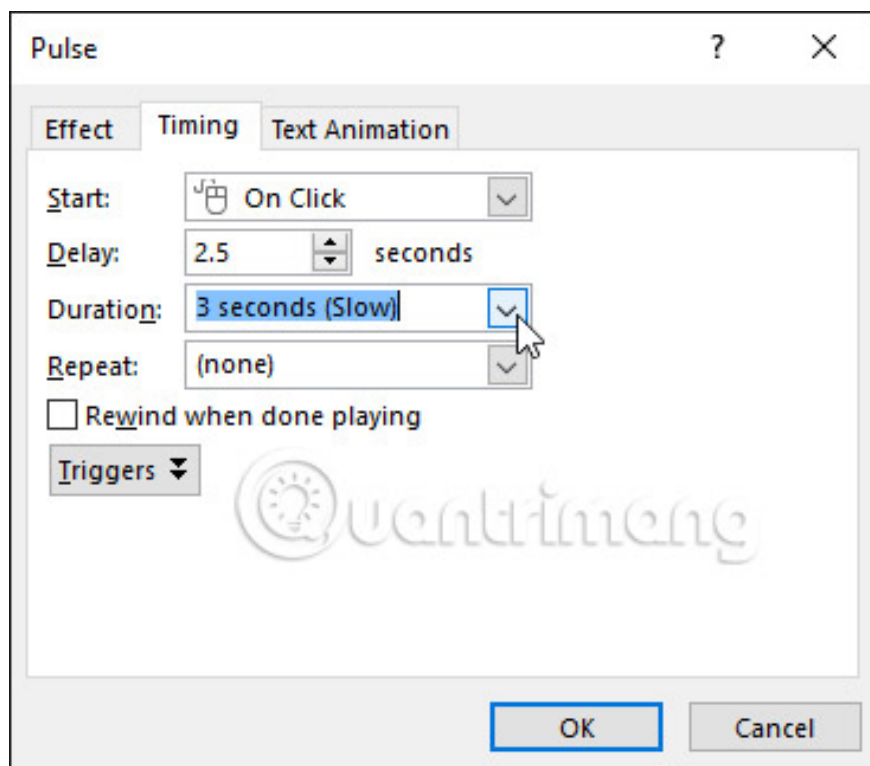
Some effects have additional options and users can change them. They will vary depending on the selected effect.

How to change the duration of the effect

1. From the **Effect Options** dialog box , select the **Timing** tab .



2. From here, you can add latency before the effect starts, change the duration of the effect and control whether the effect is repeated.



Good luck!

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