

How to embed fonts on PowerPoint slides

Embedded fonts on PowerPoint slides will retain the same slide format when viewed on other computers.

Many people experience font errors when transferring PowerPoint documents or slides to other computers to open them, because the computer does not have the same font and format as your computer. So embedding fonts is essential before transferring files to another computer. Previously, Network Administrator had instructed you how to embed fonts on Word. And in this article we will share with readers how to embed fonts on PowerPoint slides.

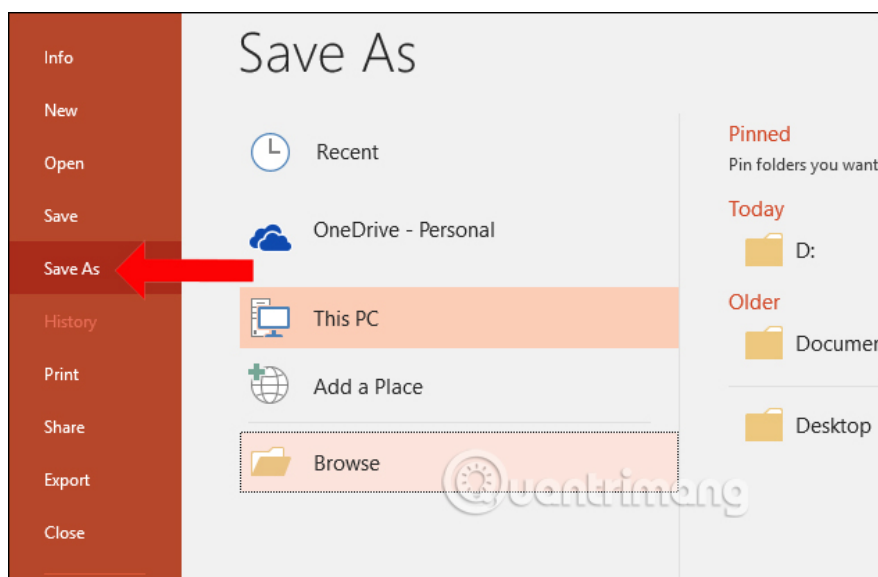
As such, the presentation files can stay in the format, limit the error or loss of the original format of the slide when transferred to another computer.

1. How to fix Vietnamese errors in PowerPoint
2. Fix 6 common errors on PowerPoint slides
3. How to insert text into images in PowerPoint

Instructions for embedding PowerPoint fonts

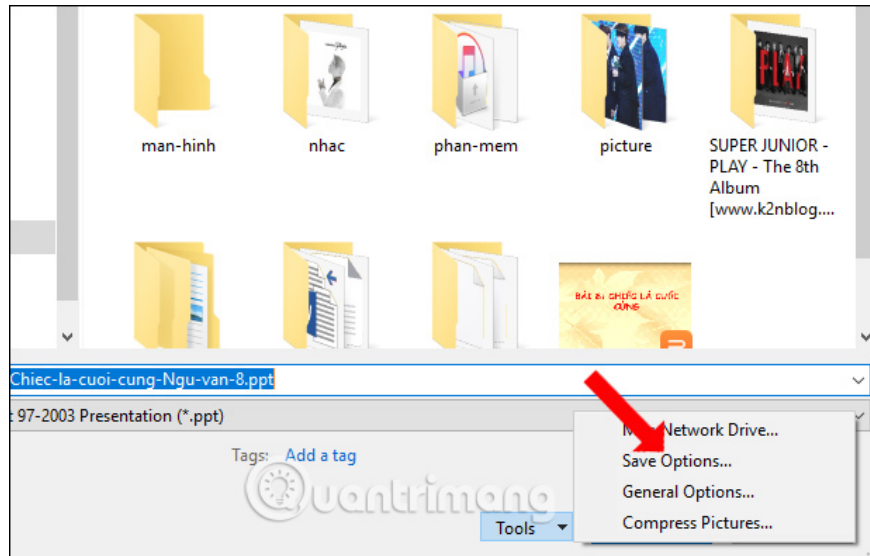
Step 1:

Compiling new PowerPoint slides or opening PowerPoint slides is available for embedding fonts. At the interface click on **File** . Switch to the new interface and click **Save As** , then select the location to save the file.



Step 2:

Display the interface to save the file, click on **the Tools section** next to the Save button and select **Save Options**

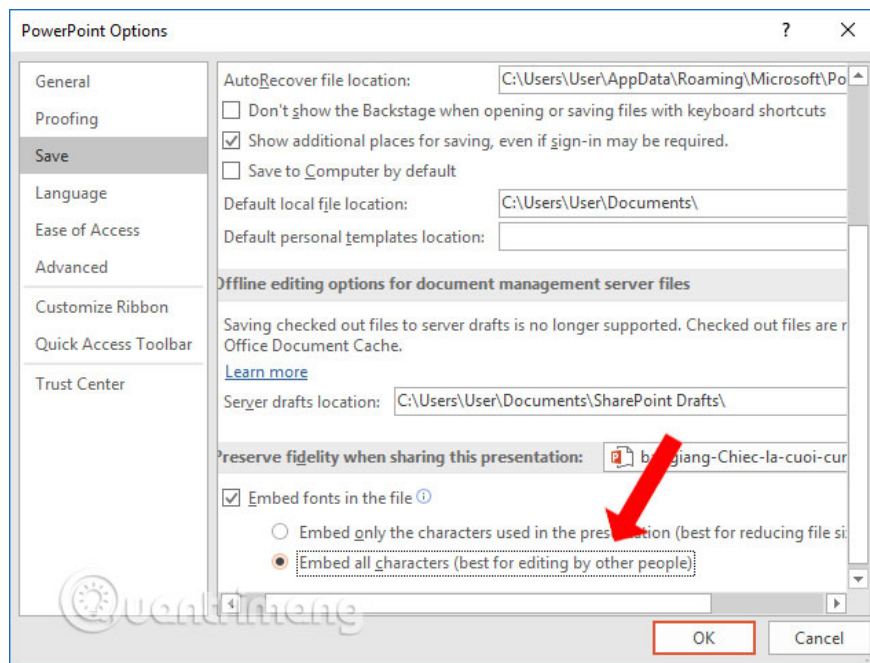


Step 3:

In the content customization view when saving PowerPoint slides, look down at the last content to tick into Embed fonts in this file. Then display 2 options with different content for users.

1. Embed only the characters used in the document size (best for reducing file): Office only embeds the font used in the presentation slide. The capacity of the slide will be significantly reduced
2. Embed all characters (best for editing by other people): Embed all fonts including system fonts, others can easily edit the content.

Depending on the need to embed the font on the slide we choose accordingly. You can click the **Embed all characters button** so that other users can edit the content if desired. Finally click OK to save the changes and save the document as usual.



So when converting PowerPoint slides that are embedded with fonts to other computers, the font error will be limited. The format of the slide remains the same.

See more:

1. 50 alternative slideshow applications for PowerPoint
2. How to reopen Word, Excel or PowerPoint files when closed but not saved yet?
3. How to insert text into images in PowerPoint

I wish you all success!

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