

# Use Slide Master in PowerPoint

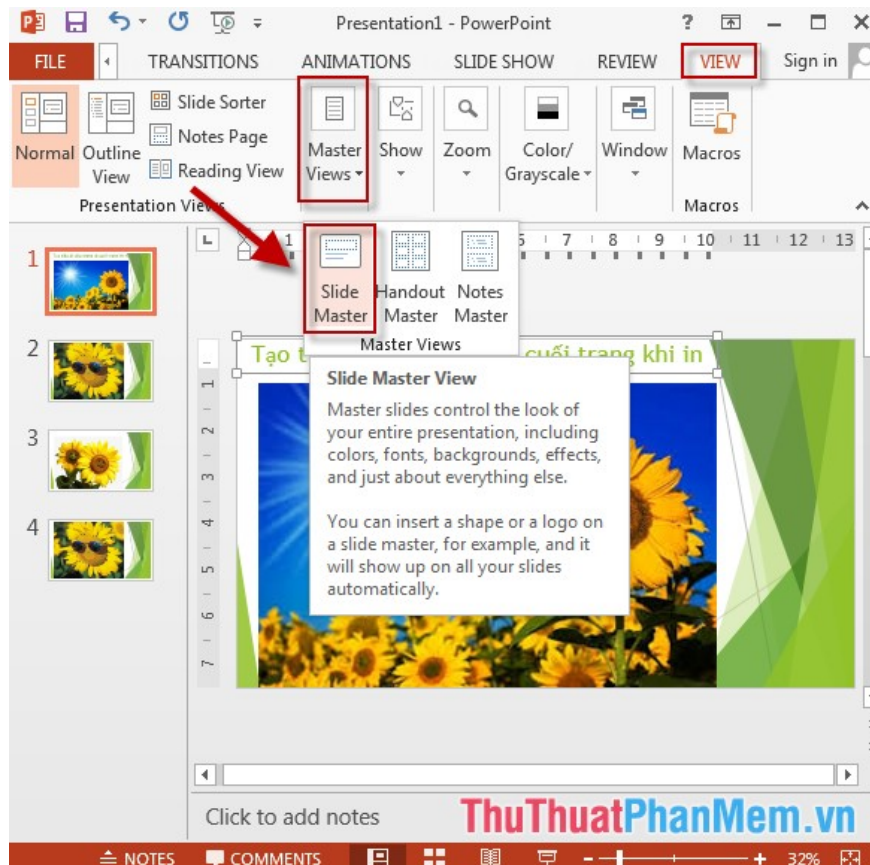
Introduce how to use Slide Master in PowerPoint. The purpose of creating a Slide Master to create a format for a Slide and apply the format of the Slide to the remaining slides, this saves you time and effort. 1. Create Slide Master. Step

The following article details you how to use Slide Master in PowerPoint.

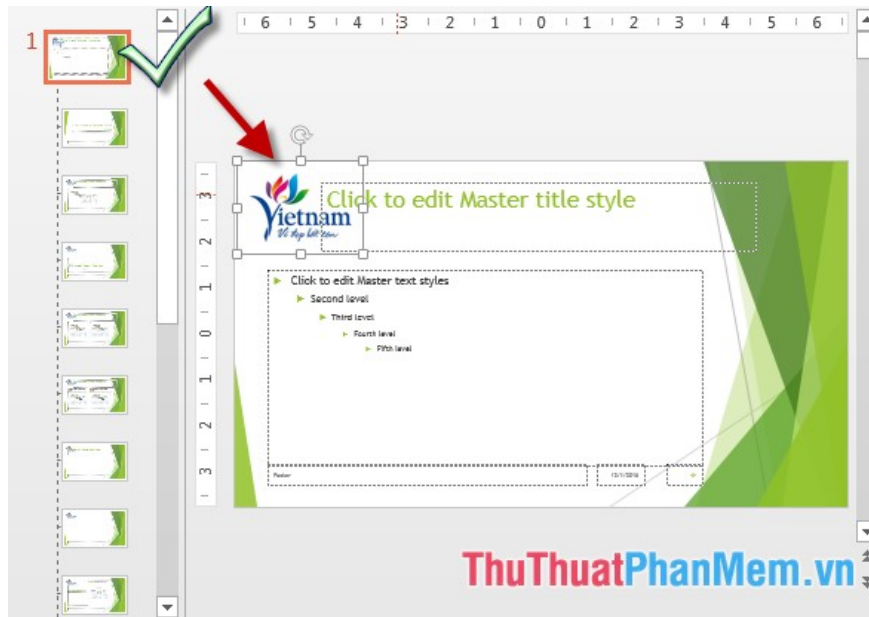
The purpose of creating a **Slide Master** to create a format for a Slide and apply the format of the Slide to the remaining slides, this saves you time and effort.

## 1. Create Slide Master.

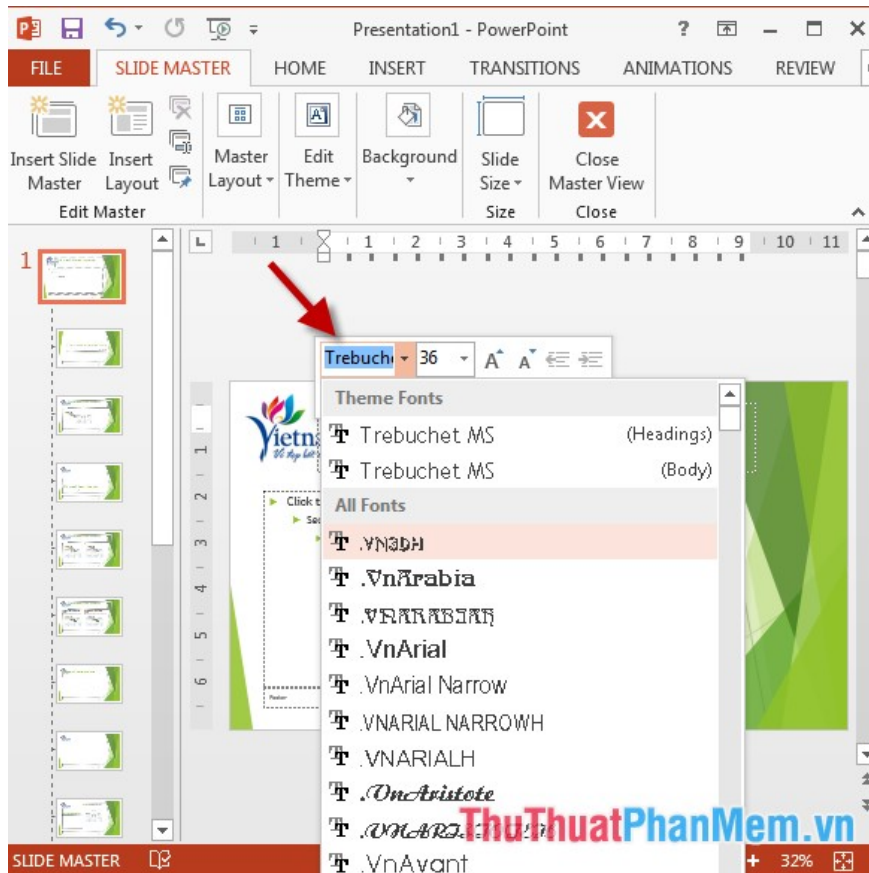
**Step 1: Go to the View tab -> Master Views -> Slide Master:**



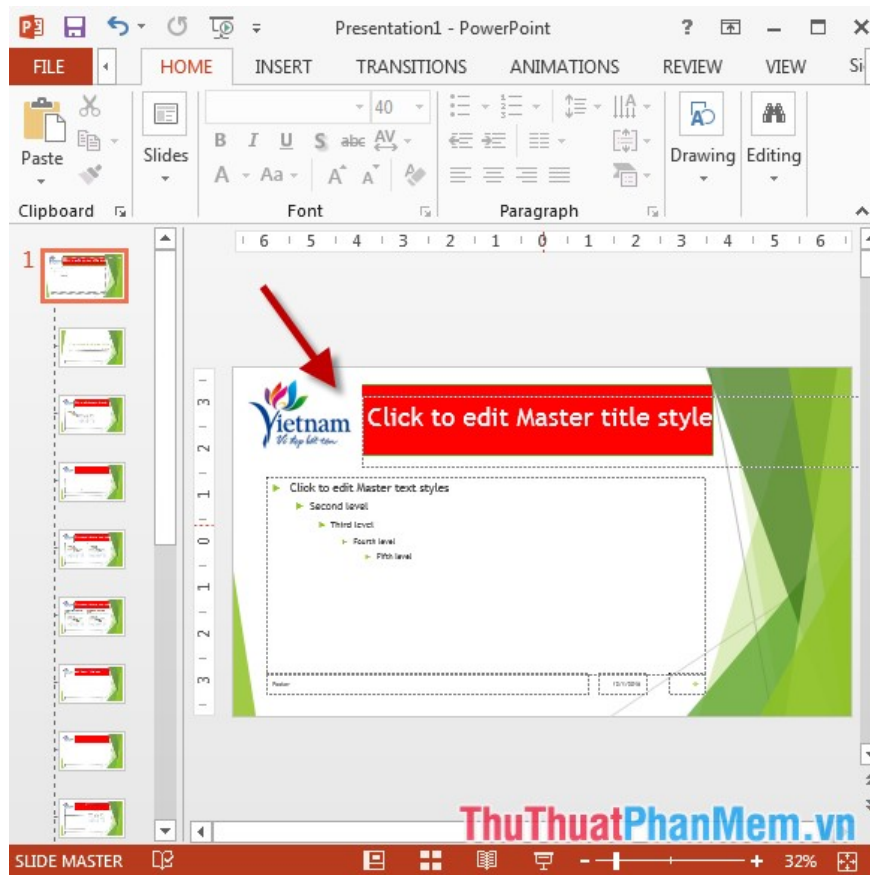
**Step 2: Slide master displays click the first Slide , Slide format as required, for example, insert logo logo:**



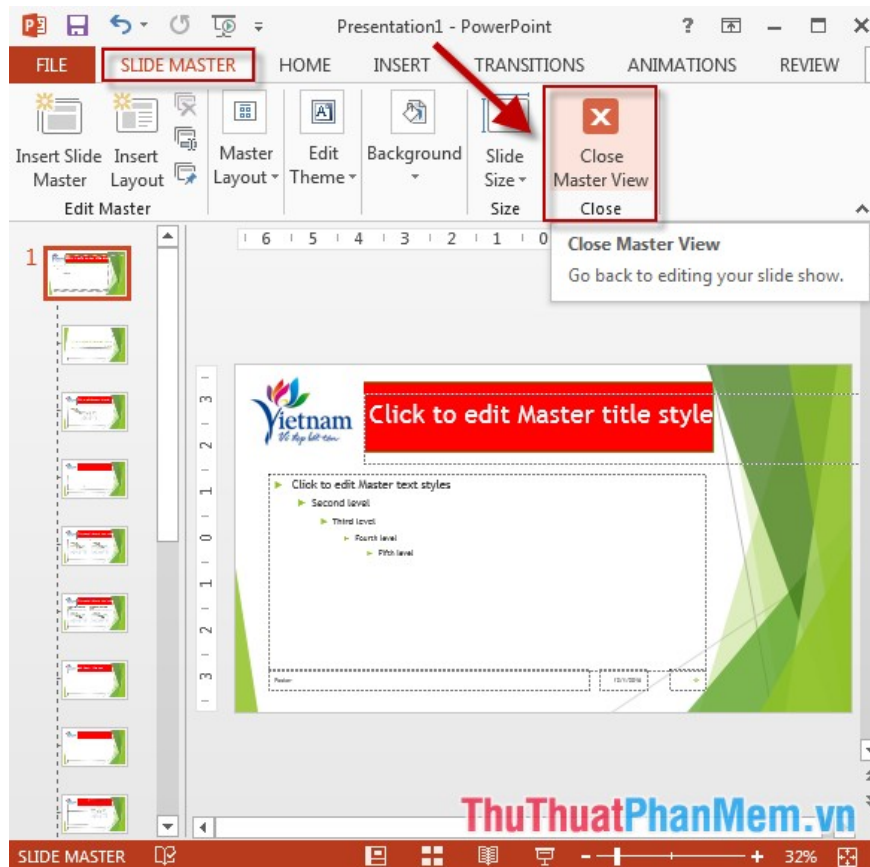
**Step 3:** Edit the font, font color . for the title of the **Slide:**



- Results created format for 1 Slide master:



**Step 4:** Click the **Close master** button to finish creating the **Slide Master**:

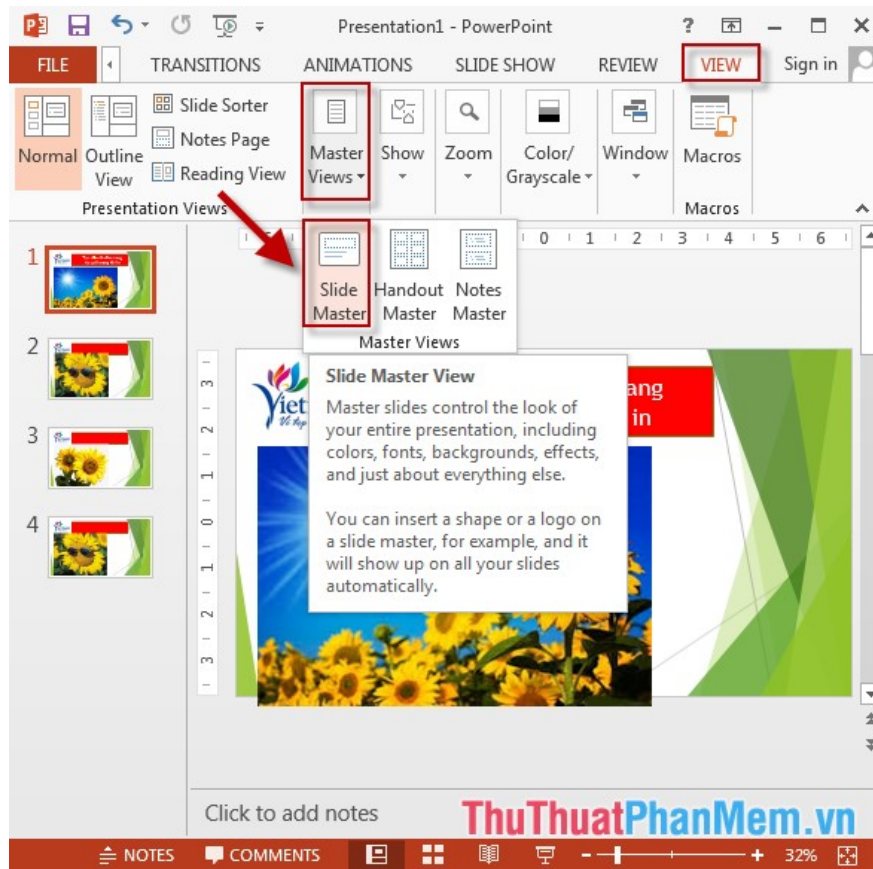


- The results of all existing **slides** are applied with the format of **Slide Master**:

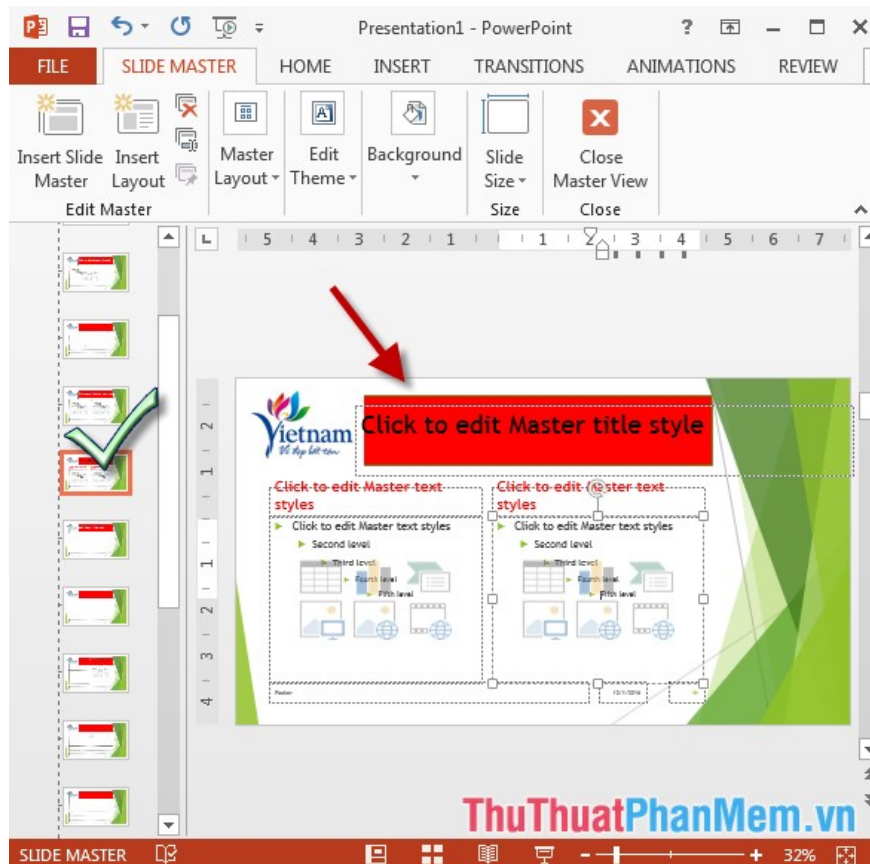


## 2. Create another Slide Master format.

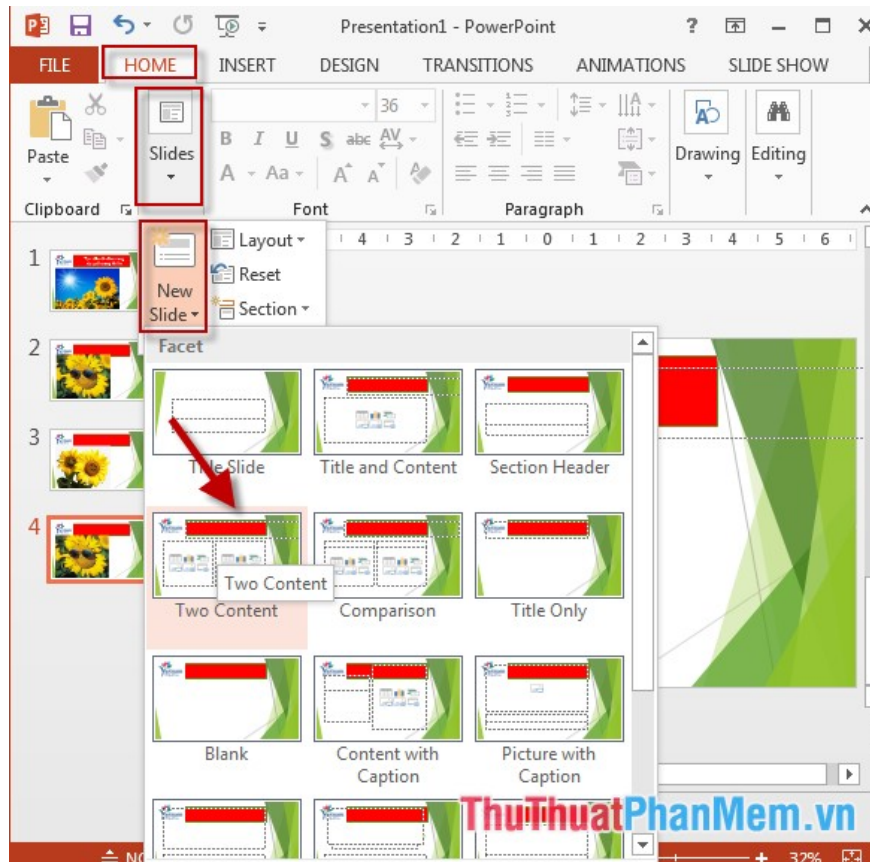
**Step 1:** Click the **View** tab again -> **Master Views** -> **Slide Master**:



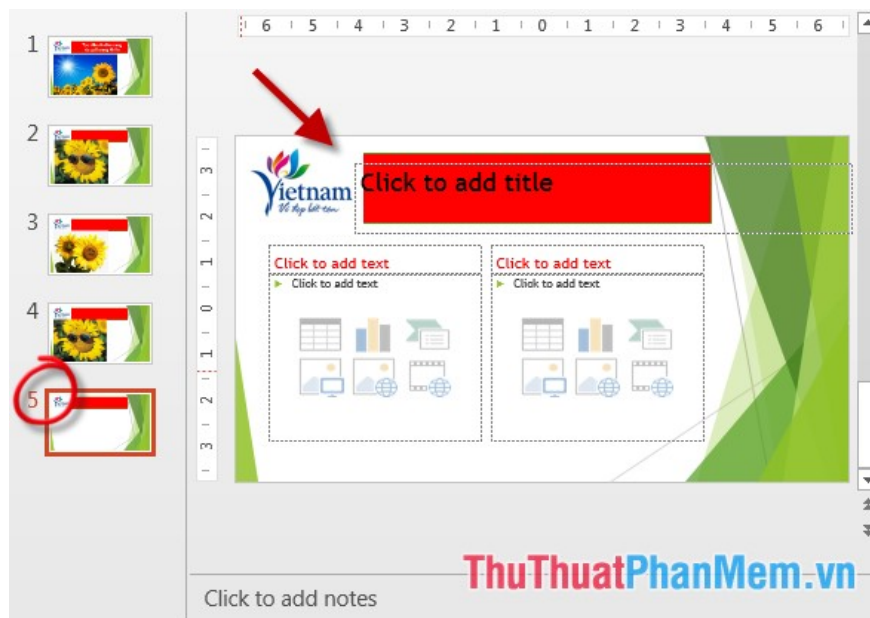
**Step 2:** Skip **Slide 1** move down to the supported **Slide** formats -> select the **Slide** type -> change the format if needed:



**Step 3:** After changing the format, click **Close Slide Master** -> go to the **Home** tab -> **New Slide** -> select the **Slide** you want to apply (the newly created **slide** format):



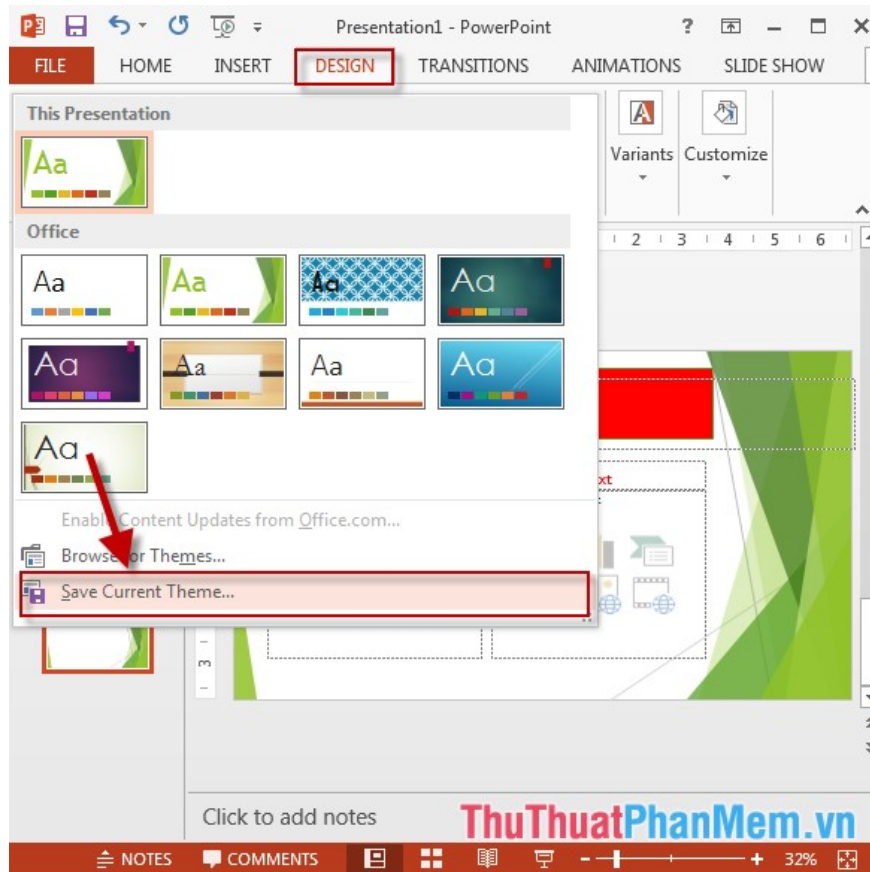
- The results have been created in **Slide Master** format:



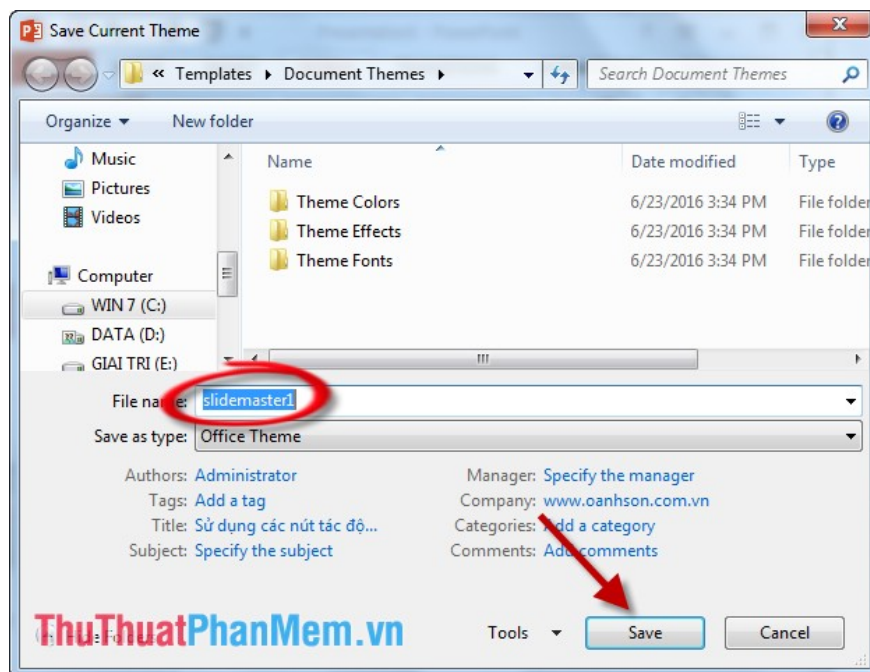
### 3. Save the Slide Master format.

You want to save the **Slide Master** for later convenience, just do the following:

- Go to **Design** tab -> Click and select **Theme** list -> **Save Current Theme**:



- The **Save Current Add** dialog box appears, enter a name for the format to save -> click **Save**:



So whenever you need to use this format, you can use it right away without having to manipulate and reformat.

Above is a detailed guide on how to use Slide Master in PowerPoint.

Good luck!

You finished reading the article "**Use Slide Master in PowerPoint**" edited by the [TipsMake](#) team. We hope this article has provided you with many useful tech tips and tricks. You can search for similar articles on tips and guides. Thank you for reading and for following us regularly.