EXERCISE FOUR

▶ Open the file called **Practice Presentation 5**

▶ On slide 2, change the layout to two columns and add a clipart picture using the online pictures option

▶ On slide 3, add a picture using the online pictures option

▶ Add a new slide to the end of the presentation, then make a picture that you have saved to your computer as the background for the slide

▶ Save and close the file