

How to happily print lecture notes with dark backgrounds

Sean Quinn Marlow

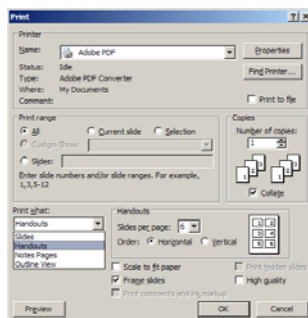
Making it Printer Happy



In PowerPoint:

1. Select the Design Tab
2. In the Themes section, choose the far left theme. It has a completely white background and has black text. It is called "Origin" or "Office Theme"
3. It is possible that it will disrupt the presentation, so check to be sure that everything still shows up correctly. (some images or figures can become blacked out)

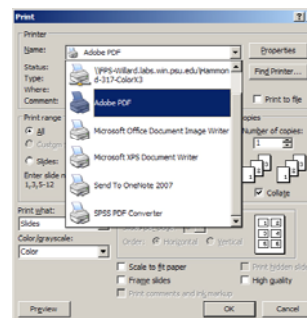
Handouts



Select "Handouts" under the "Print what:" box when you go to Print. This can be found in the lower left corner of the print box.

Here, you can also select how many slides you would like per page, and what arrangement you would prefer.

Printing to PDF



Select "Adobe PDF" under the "Name:" box when you go to Print. This can be found in the top center of the print box.

I'm a little Tea-Pot

- This is to check that you did it again, and didn't just repost what you did last semester
- Ouch.....

- Cassie Worsdorfer
- cuw119