The Insert Tab

- Shapes
- WordArt
- Screenshot
- Charts
- Text Box

The Drawing Tools Tab – The Drawing Tools tab appears on the Ribbon when a text box, shape or WordArt is selected. It allows you to modify color, size, and other features.

The Picture Tools Tab – The Picture Tools tab appears on the Ribbon when an image (picture or screenshot) is selected. It allows you to add artistic effects and frames, adjust color, crop and more.

The Chart Tools Tab – The Chart Tools tab appears on the Ribbon when a chart is selected. Chart tools offers Design & Format options allowing for overall adjustments and individual chart elements.
The Design Tab

- Color Variants
- Slide Size
- Format Background

The Transitions Tab

- Apply to All

The Animations Tab

Printing

- Full Page Slides
- 3 Slide Handout