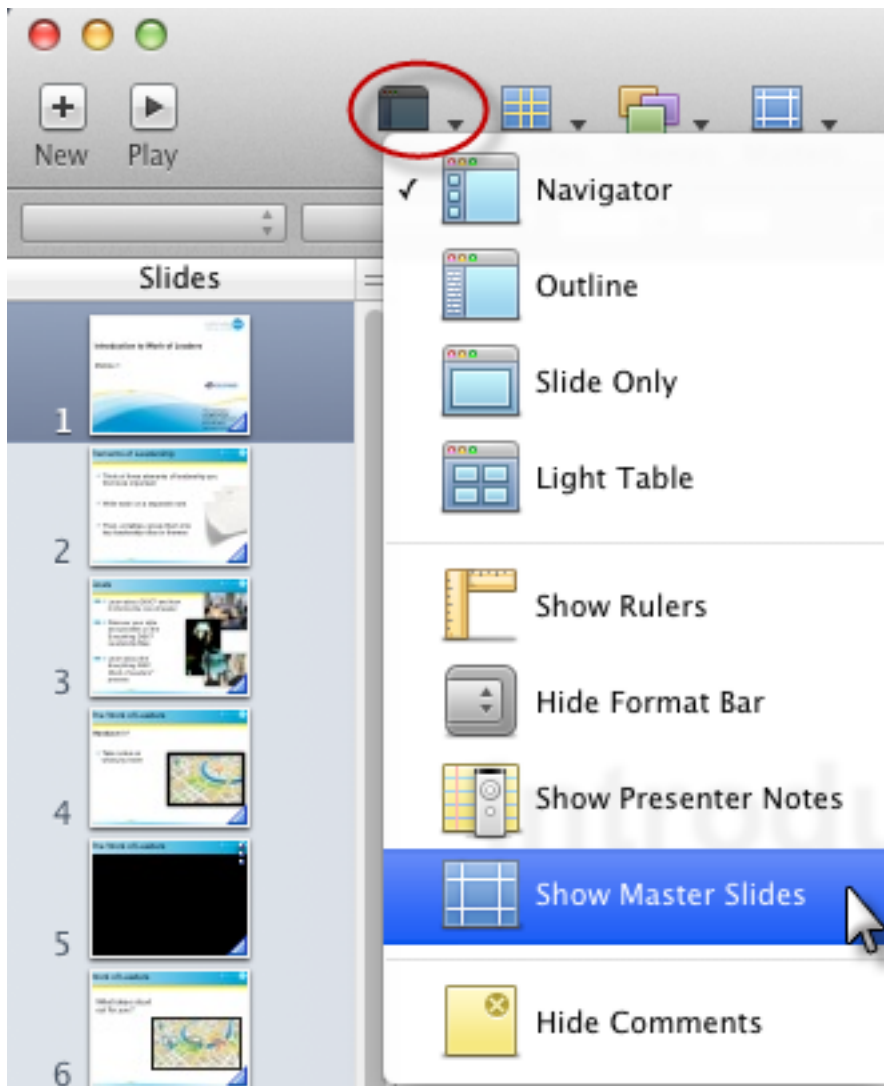


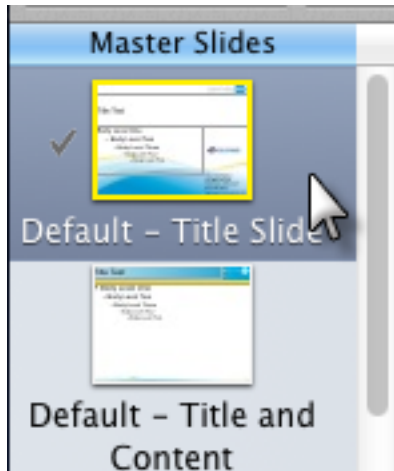
## Add Business Information to the Title Slides

There is a text box on the master title slide in which you may include your business information. It will then appear on all title slides used in your program. To edit or delete this text box, access the Slide Master.

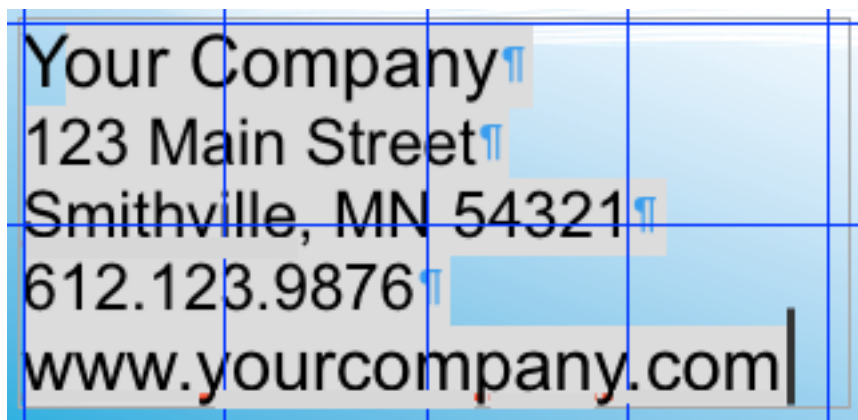
Click on the **View** button in the toolbar and select **Show Master Slides**.



Click on the master title slide.



Move your cursor to the slide on the right, highlight the text in the business information placeholder, and enter your own information. If you wish not to have any information, simply delete the entire text box.



See Add a Logo to the Title Slide for instructions on how to include your company logo.

When you are finished, click on the **View** button in the toolbar and select **Hide Master Slides** to close the master.

