Johns Hopkins
Engineering for Professionals

How to Use this PowerPoint Template

January 19, 2016
New Section Slide
Agenda Slide

- Use this to display an agenda, or
- For bullet points that are:
  - One line and fewer than seven words
  - The shield and slide number
  - Should not appear
Use this slide for pull quotes/statistics/items of note. **Bold important words** to draw attention. The shield and slide number should not appear.
Bulleted items that relate to the page title.

- These slides can have either the division name or slide number in the lower left corner.
- The shield is always in the lower right corner.

There isn’t a third level of bulleted text. There is a style available for making notes. Press “tab” to use the second level and notation text.
Page Title

Use this area for blocks of text. Use these slides sparingly as large blocks of text are harder to read at a distance.

These slides can have either the division name or slide number in the lower left corner. The shield is always in the lower right corner.
Page Title

- Use this slide for longer lines of bulleted text.
- These slides can have either the division name or slide number in the lower left corner. The shield is always in the lower right corner.
Extra Tips

- Only Arial should be used as the typeface for these slides.
- The text color default it is 90% black. Titles should be JHEP blue.
- The preferred color palette can be found in the “theme colors,” and is the default.