



Slideshows for weddings, *birthdays, talks.*

PowerPoint helps you tell stories with photos and big text. Wedding slideshows, birthday tributes, family gatherings — share memories beautifully on a TV or projector.



WHAT'S INSIDE

- ✓ Create your first slideshow
- ✓ Add photos and titles
- ✓ Run the slideshow on TV or laptop



— WHY THIS MATTERS

Photos + words = memories that move people.

PowerPoint is a tool for storytelling. Wedding albums, anniversary tributes, birthday memories, family histories — all work great as slideshows.

You don't need to be a designer. Just pick photos that matter. Add a few words. PowerPoint handles the design. The memories do the rest.

WHAT YOU'LL LEARN

- Open PowerPoint and a blank deck
- Add photos to slides
- Add titles and captions
- Run the slideshow on a screen

 *Takes about 10 minutes to read*



1

STEP 1 OF 6

Open PowerPoint

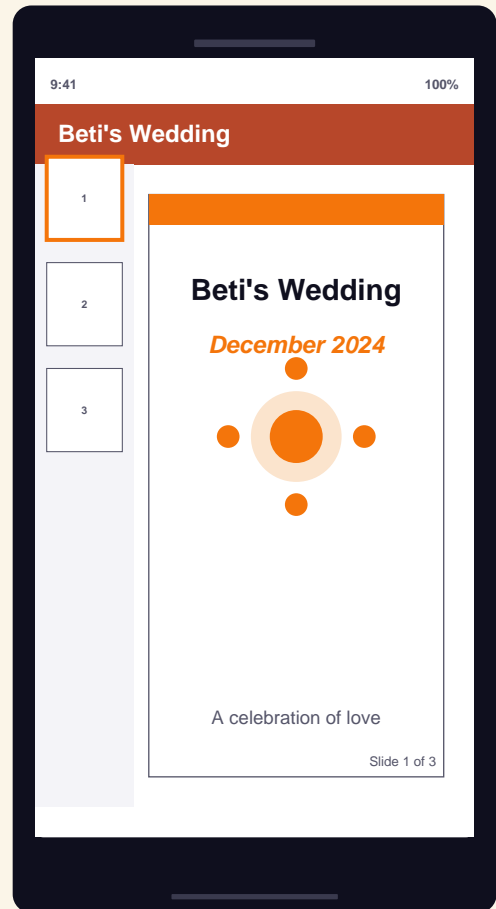
Look for the orange 'P' icon.

- Windows: Start → search 'PowerPoint'
- Mac: Applications → PowerPoint

Click 'Blank Presentation'. The first slide appears — a blank rectangle in the middle of your screen.

● **TIP**

Don't have PowerPoint? Google Slides (free, in browser) works exactly the same way. Or Apple Keynote on Mac.





2

STEP 2 OF 6

Add a title slide

On the first slide, you'll see two boxes:

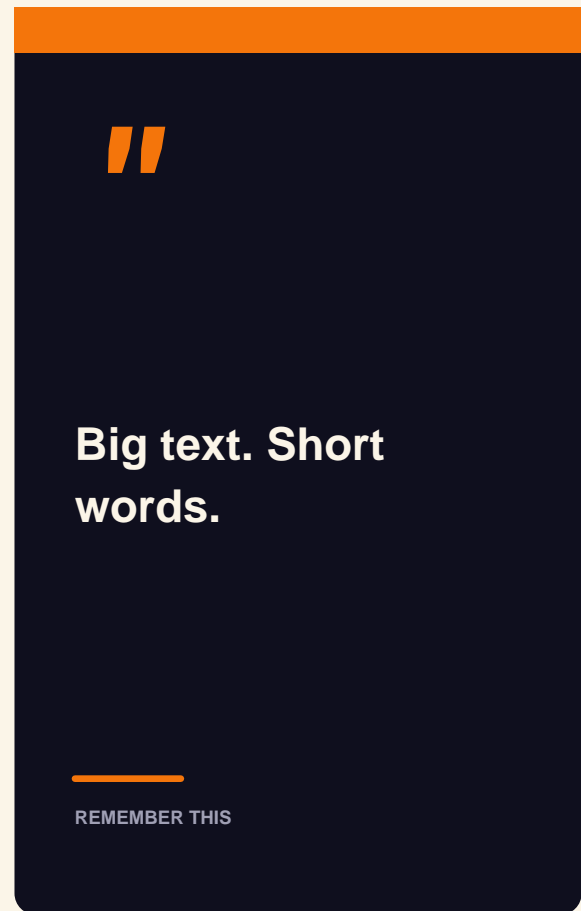
- 'Click to add title' — for the main name
- 'Click to add subtitle' — for date or sub-info

Click each box and type:

- Title: 'Beti's Wedding'
- Subtitle: 'December 2024'

● **TIP**

Make titles **SHORT** and **BIG**. People read slides from across the room. Long titles get ignored.





3

STEP 3 OF 6

Add a new slide

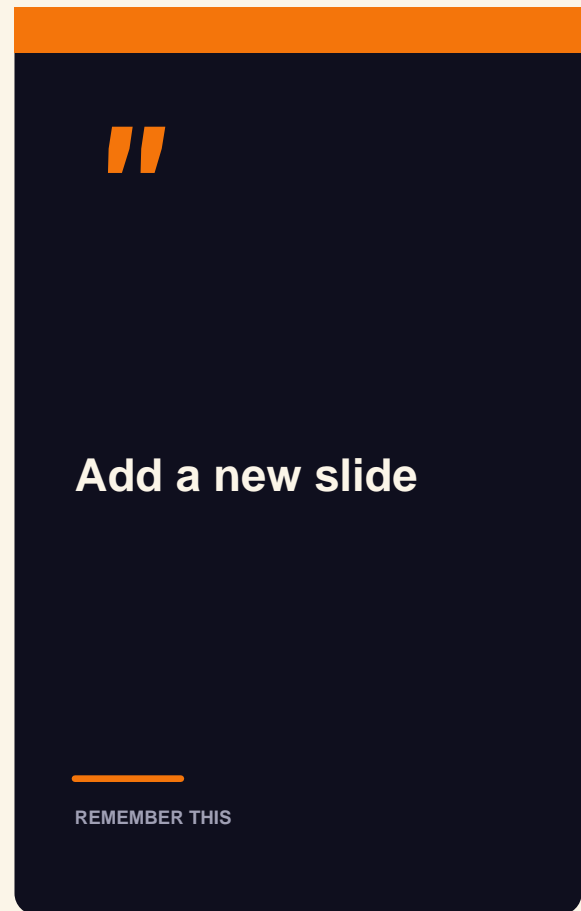
After title, add more slides for photos and stories.

- Click 'Home' tab at top
- Click 'New Slide' button
- Pick a layout — 'Title and Content' is most flexible

A new blank slide appears. Repeat for each new section (haldi, mehndi, wedding, reception, etc.).

● **TIP**

Press Ctrl+M shortcut to add a new slide instantly. Faster than clicking buttons.





4

STEP 4 OF 6

Add a photo to a slide

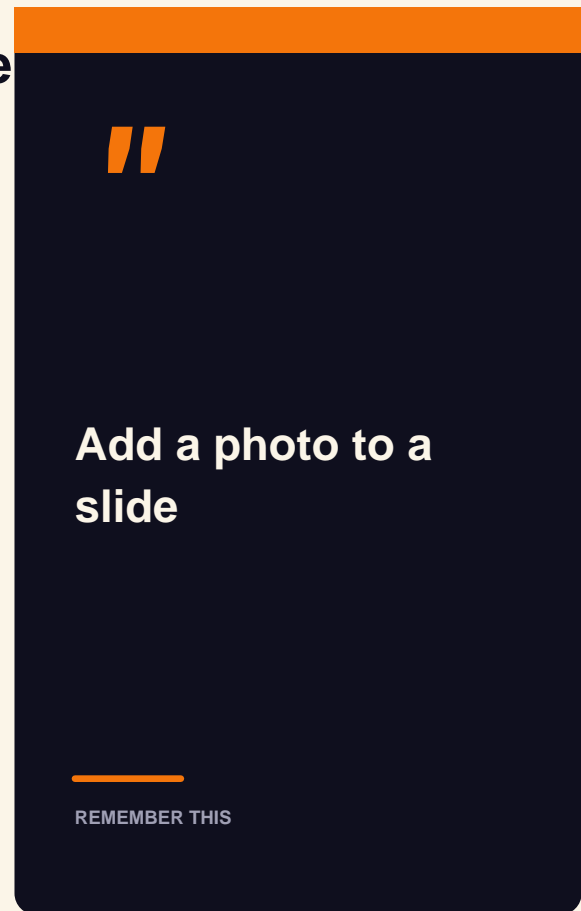
On a slide:

1. Click 'Insert' tab at top
2. Click 'Pictures' → 'This Device'
3. Find your photo file, double-click
4. Photo appears on the slide

Click and drag the corners to resize. Click and drag the middle to move.

● **TIP**

Use photos saved on your computer. To use phone photos, copy them to your computer first (USB cable or Google Photos).





5

STEP 5 OF 6

Add a caption under the photo

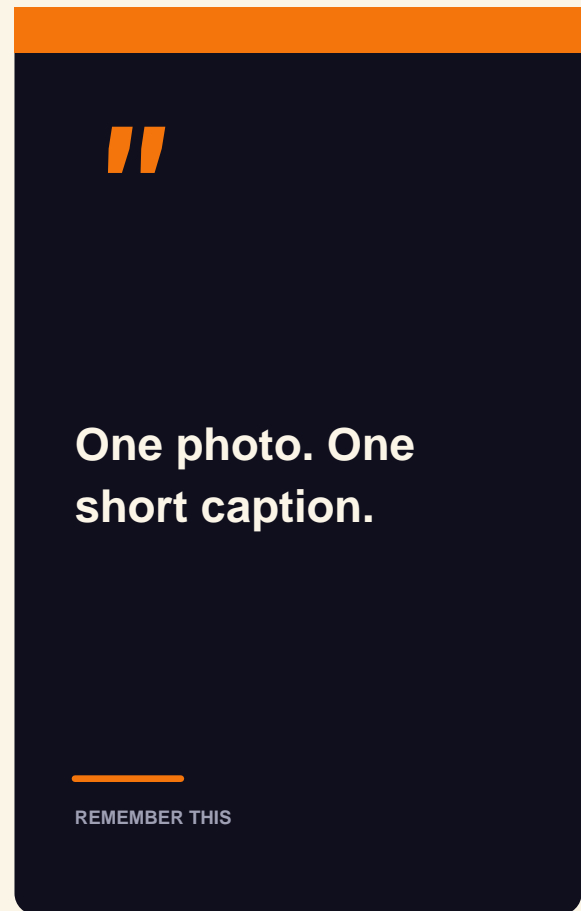
Type a caption above or below the photo:

1. Click 'Insert' → 'Text Box'
2. Drag a small rectangle below the photo
3. Type the caption — like 'Haldi ceremony, Dec 2'

Make caption font 18-24 size for readability.

TIP

Click on the text box. Then click any letter format button (B for bold, A with size, color picker) to style the caption.





6

STEP 6 OF 6

Save and run the slideshow

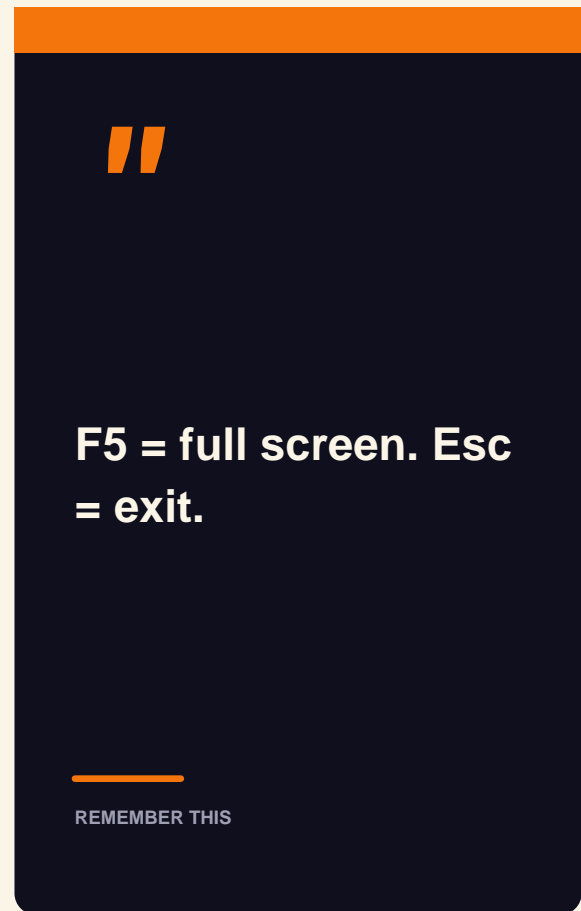
Press Ctrl + S. Save as 'Beti Wedding Slideshow' in your Documents.

To RUN the slideshow:

1. Press F5 (Windows) or Cmd+Enter (Mac)
2. Slides go full-screen
3. Click anywhere to advance
4. Press Esc to exit

● **TIP**

To play on a TV: connect laptop to TV via HDMI cable. The TV becomes a giant screen for your slideshow. Perfect for showing family.





— QUICK RECAP

Slideshows in 6 steps.

1

One idea per slide

Don't cram many photos on one slide. One photo per slide. Lets viewers focus and follow the story.

2

Big text, short captions

Titles size 36+, captions size 18-24. Easy to read from across a room. Short = memorable.

3

Ctrl+M adds a slide

Faster than clicking. Press Ctrl+M, new blank slide appears, ready for next photo and caption.

4

Insert > Pictures for photos

Click Insert tab, then Pictures, browse to your photo, double-click to add to current slide.

5

F5 starts the show

Press F5 to full-screen the slideshow. Click to advance. Press Esc to exit. Connect to TV via HDMI for big screen.



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