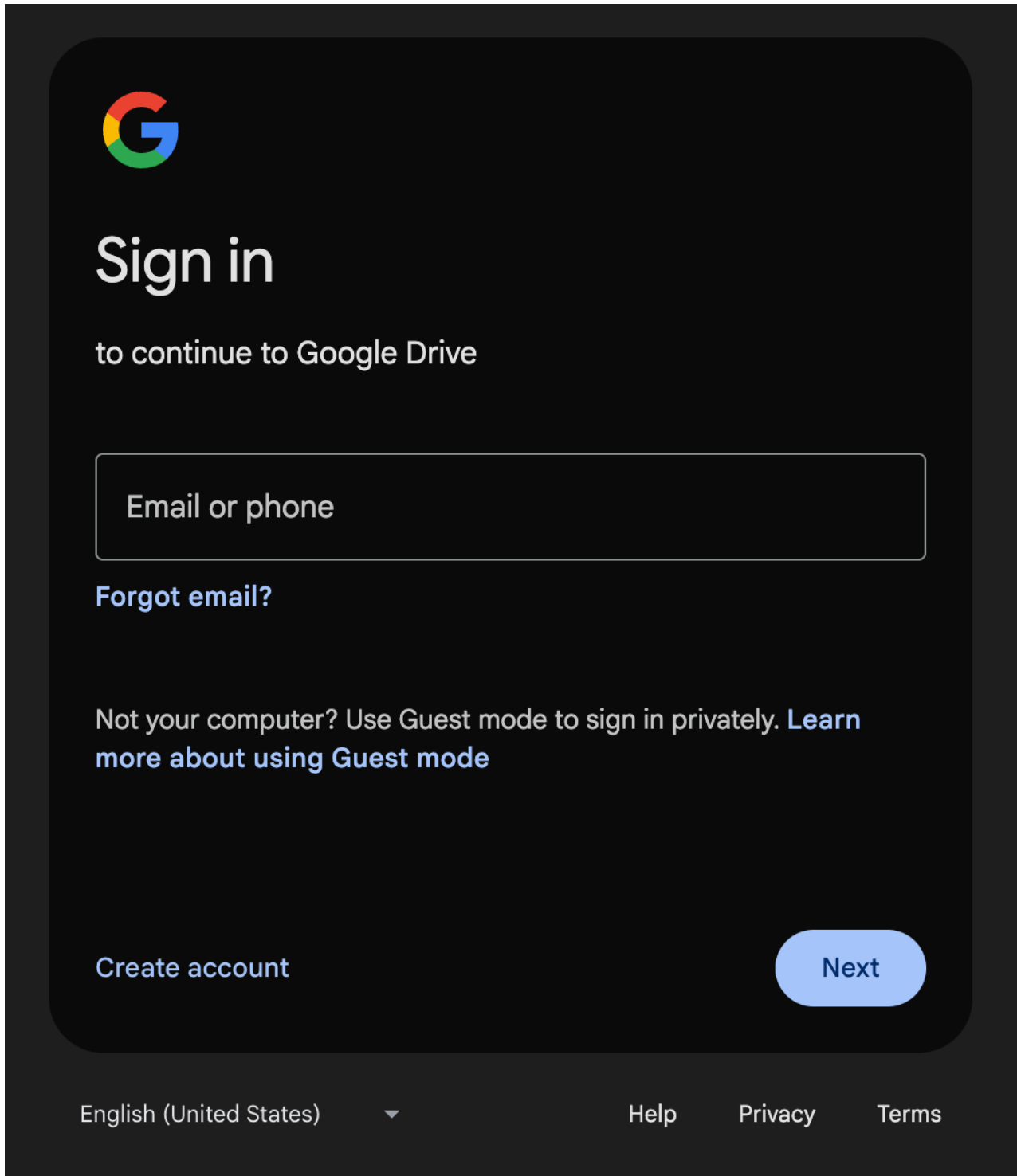


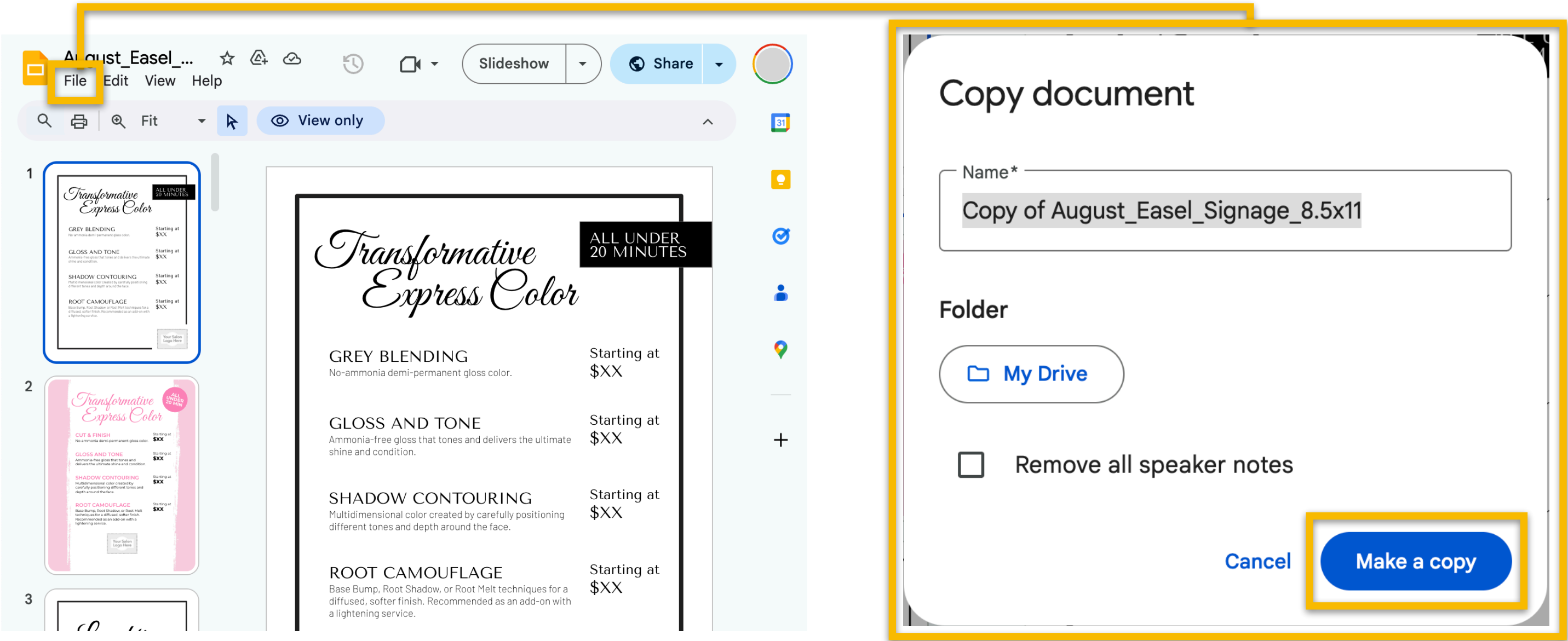
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Step 1

Sign in to your Google account or sign up for a free account.

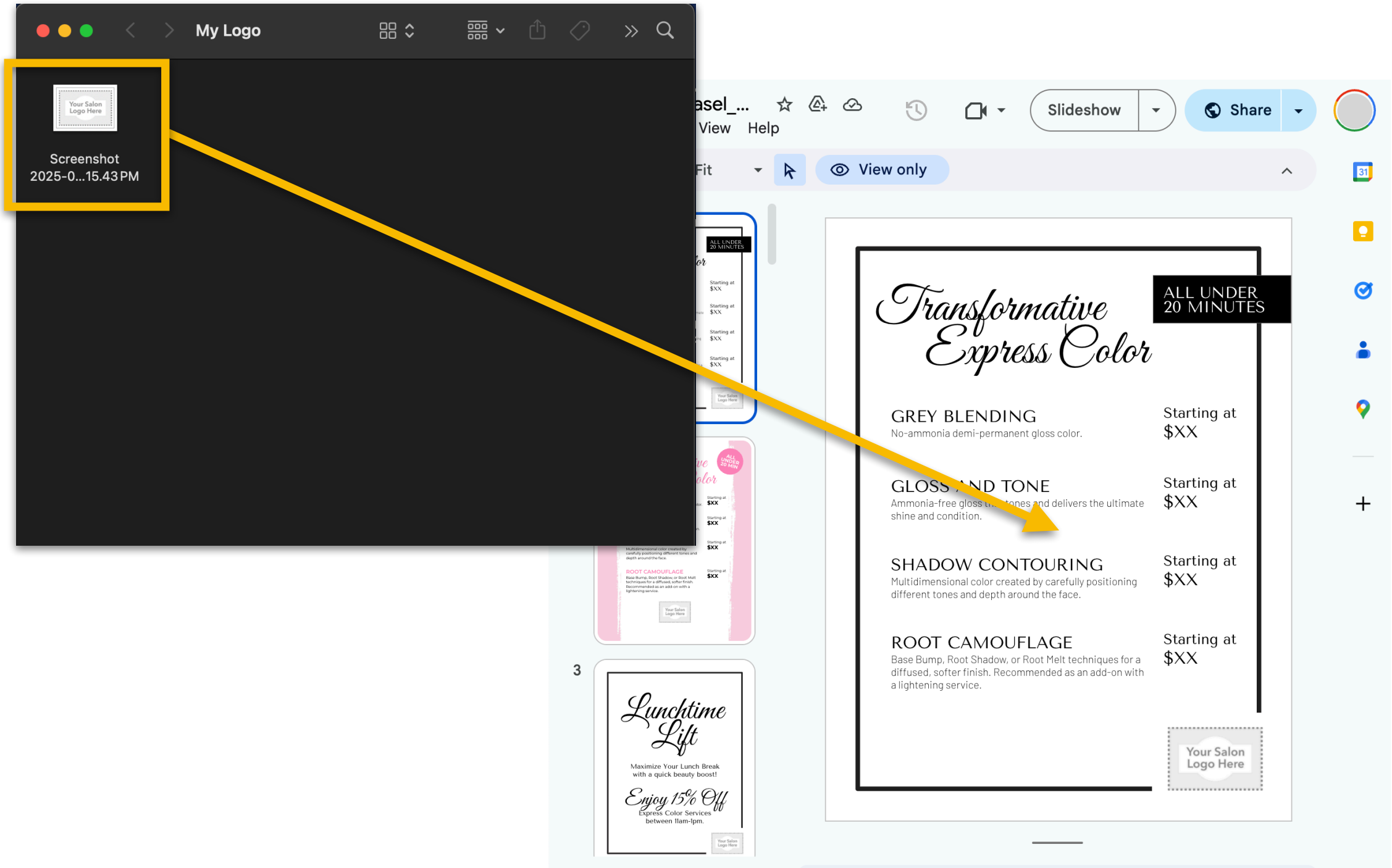


Step 2

After clicking on the link the desired template will open in your browser. Go to File > Make Copy > Entire Presentation, and choose Make Copy. Template files are Read-Only by default, so you will need to make a copy to your account in order to edit them.

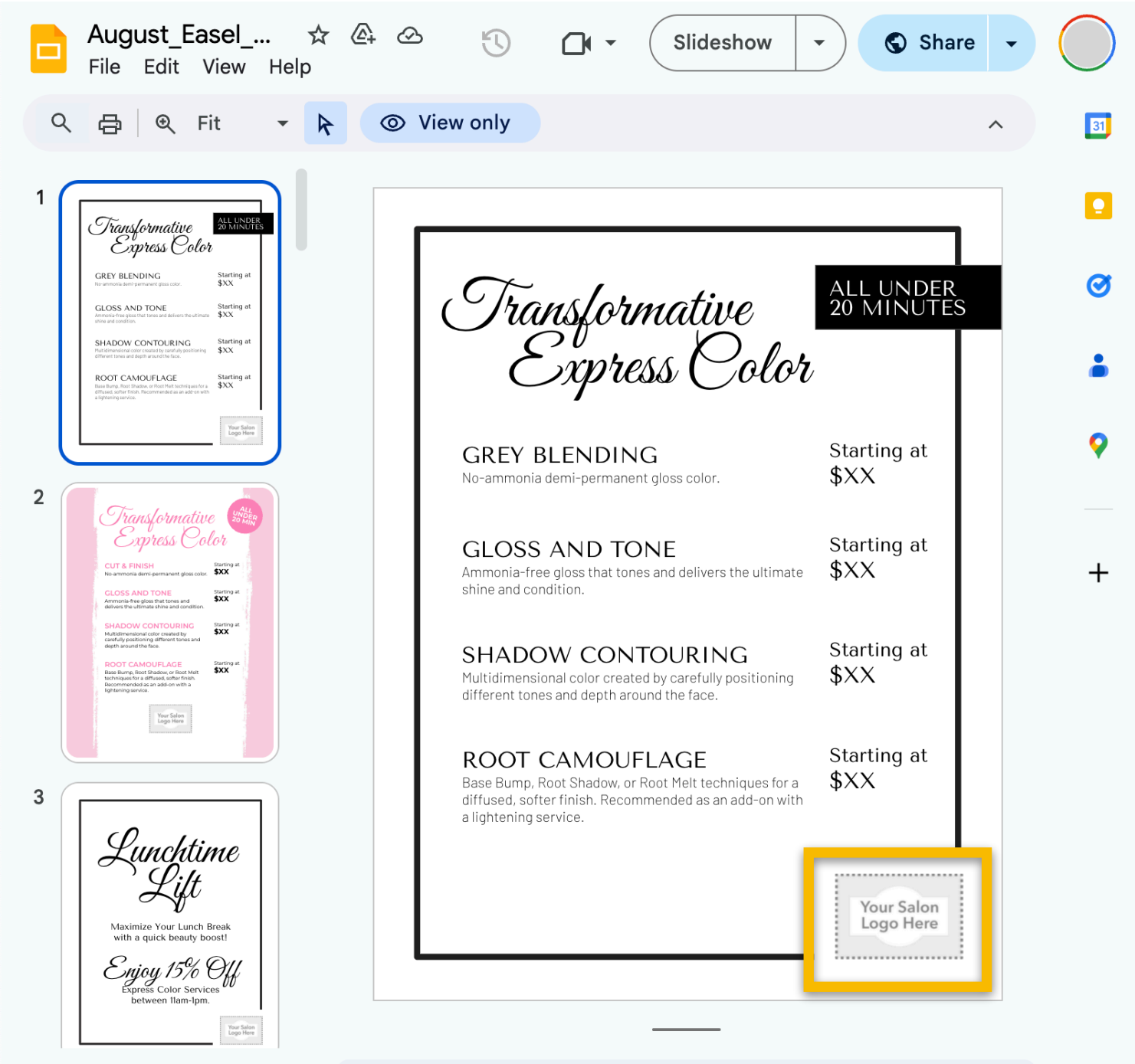
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Step 3

Everything is customizable. For example, to update your logo, with the appropriate template opened, locate the image file on your computer drag it to your browser.

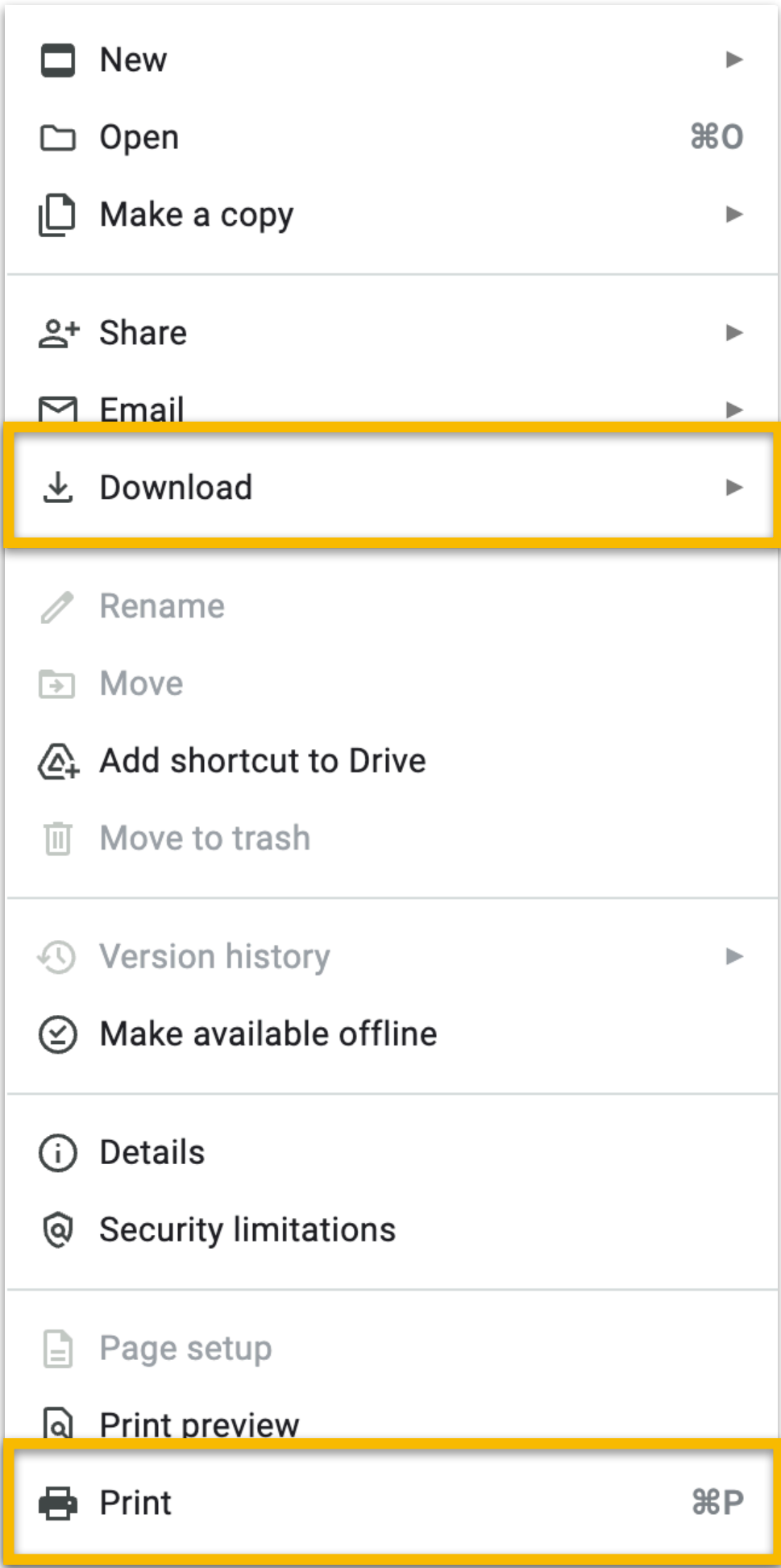


Step 4

Position your logo into the area where the example logo lives and remove the example logo.

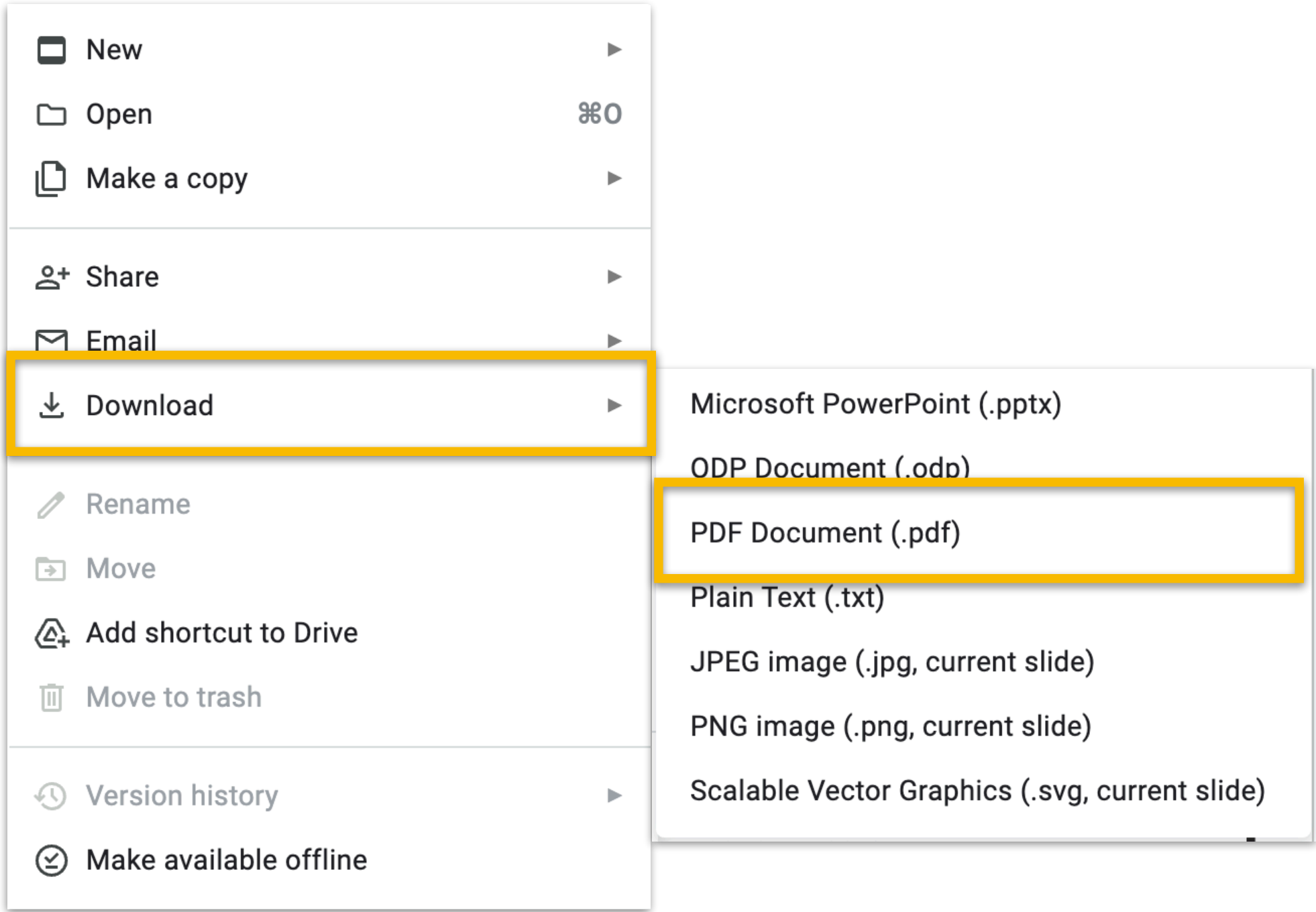
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Step 5

From the “File” menu select “Download” and choose the format you wish to save your file as. You can also print directly from this file.



Step 6

PDF Document is best for printing, but choosing any of these options will download the entire document. You can delete pages before downloading, or once it is on your desktop.