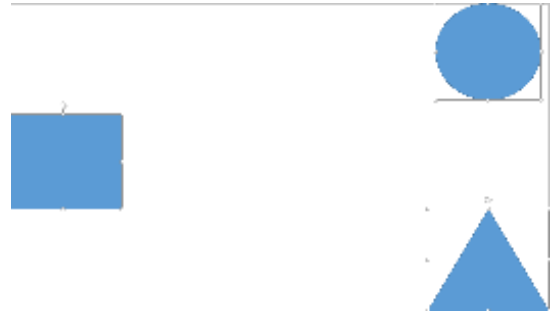


Troubleshooting: How to Align Objects

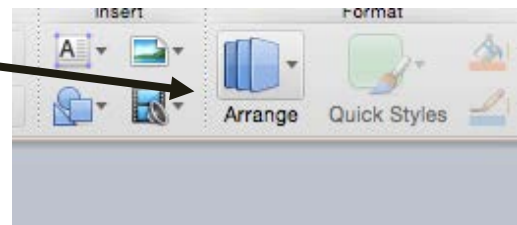
***These instructions are designed for Mac Users PowerPoint 2011 version 10.4 If you are using a different version it may look slightly different. ***

1. Select one of your images or shapes. Hold down the “**shift**” key and select the other shapes in your slide.

Dots will appear around the shapes when they are all selected.

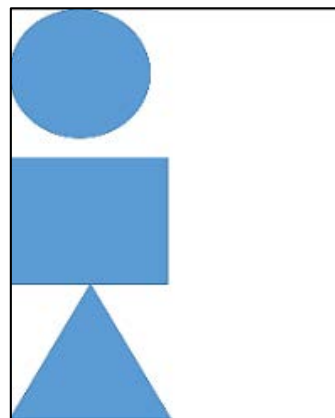
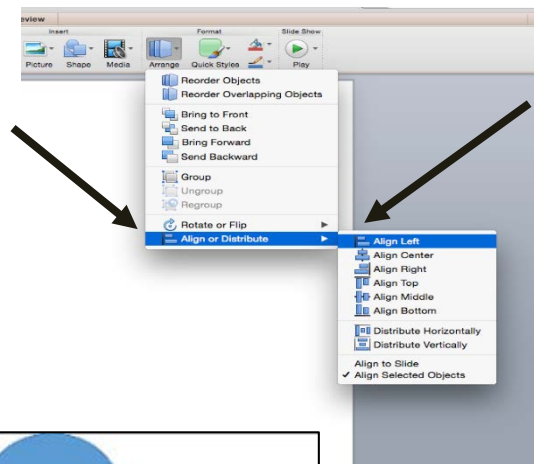


2. Let go of the “**Shift**” key and click “**Arrange**” at the top of your screen.



3. From the drop-down menu click “**Align**” and then “**Align Left.**”

4. Your shapes are now aligned to the left of the screen



Congratulations! You have successfully completed this step.