PowerPoint
Quick Reference Guide

Chem Trend
Release Innovation™

BRAND CONSISTENCY + PRESENTATION

With the updated Chem-Trend brand, we've established a design that truly reflects the innovative work that we do. All touchpoints for our partners and clients will feel as high-end as our products. As our materials (the website, our case studies, and our emails, for example) are updated to reflect this, we want to make sure that our presentations keep this consistency as well.

TECHNOLOGY

Since the last round of template designs, there have been a number of changes made within PowerPoint. While not every change to the program necessitates an overhaul, the sum of these changes have made our current template feel as if it isn't taking advantage of what PowerPoint has to offer.

MICROSOFT INSTRUCTIONS

https://support.office.com/en-ie/article/apply-a-template-to-an-existing-presentation-43f7fc75-db26-433b-8248-9fcd0093006b

ADDITIONAL RECOMMENDATIONS

1. For each old PPT, start with the new PPT template file.
2. Copy and paste the text from an old PPT design to the new PPT design per slide.

You will need to recreate each PPT, but this way will have the best result when finished.

In addition, you can copy and paste an old PPT design slide into the new PPT template and select the closest slide layout from the new layout options, but some adjustments will still need to be made (font sizing, etc.).

While it may seem a bit tedious at the beginning of the process, this will ultimately help to solidify the direction of Chem-Trend at a crucial, client-facing touchpoint.