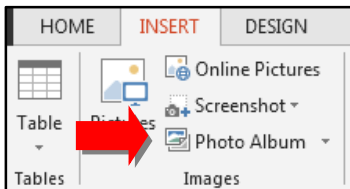


## Creating a Photo Album

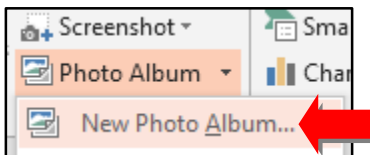
1. Select the **Insert** tab.



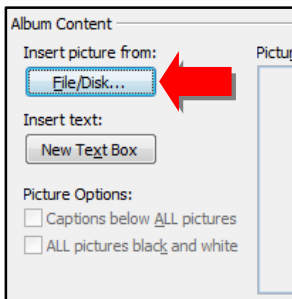
2. Select **Photo Album**.



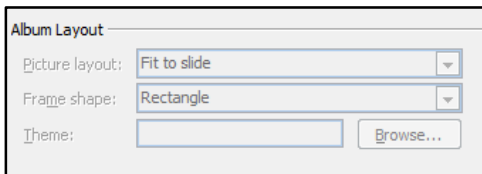
3. Select **New Photo Album**.



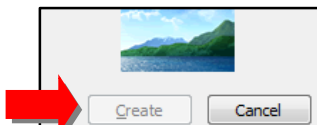
4. Select **File/Disk** to locate your picture(s) and select **Insert**.



5. Under **Album Layout** choose your layout options.



6. Select **Create**.



7. A new PowerPoint file is created with your photo album.