

# Resizing Files in PowerPoint

1. Select the **Design** tab

Home

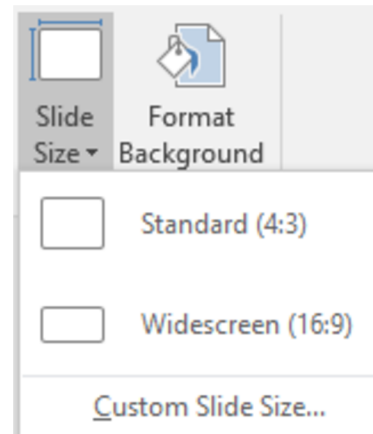
Insert

Design

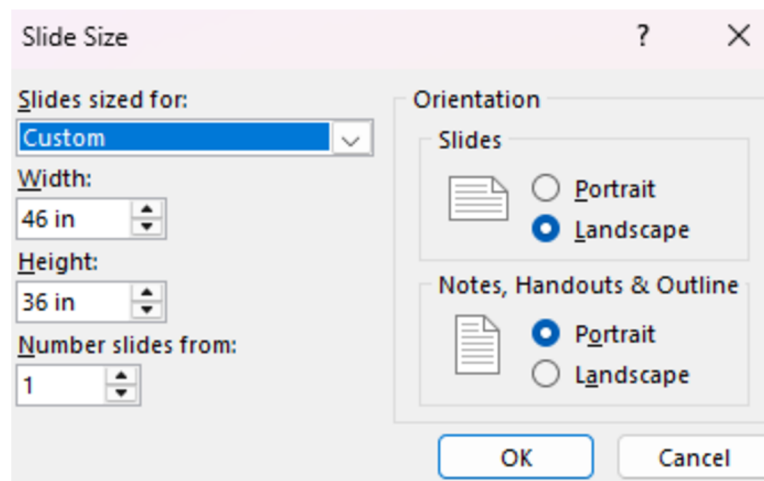
Transitions

Animations

2. Select **Slide Size** on the far right and choose **Custom Slide Size**



3. Change the **Width** and **Height** to the correct dimensions.



4. Once edited, make sure all elements have not shifted.

5. Export your file!

