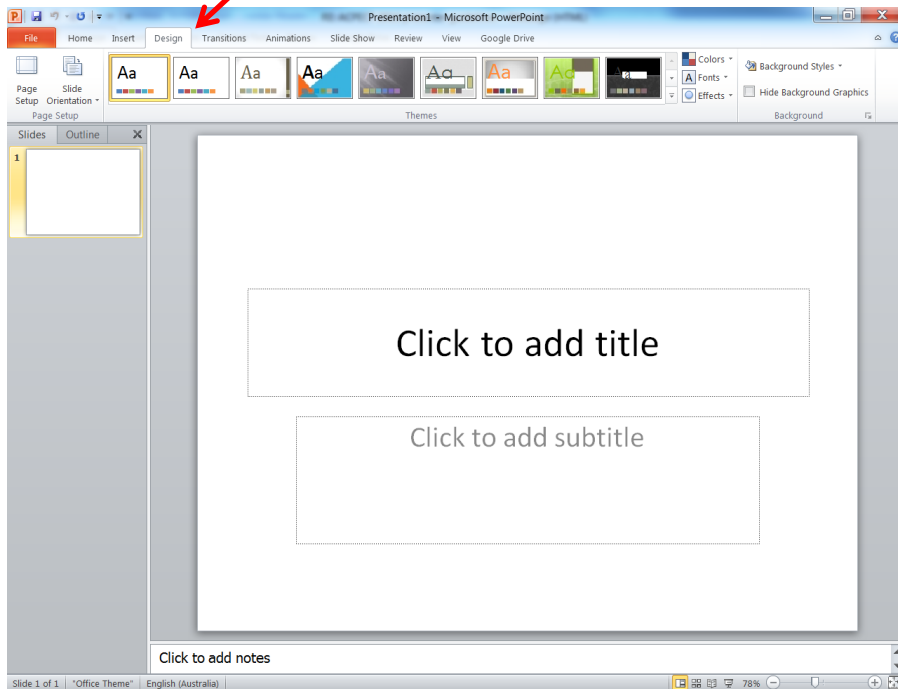# How to change your PowerPoint Slides from 4:3 format to 16:9 format
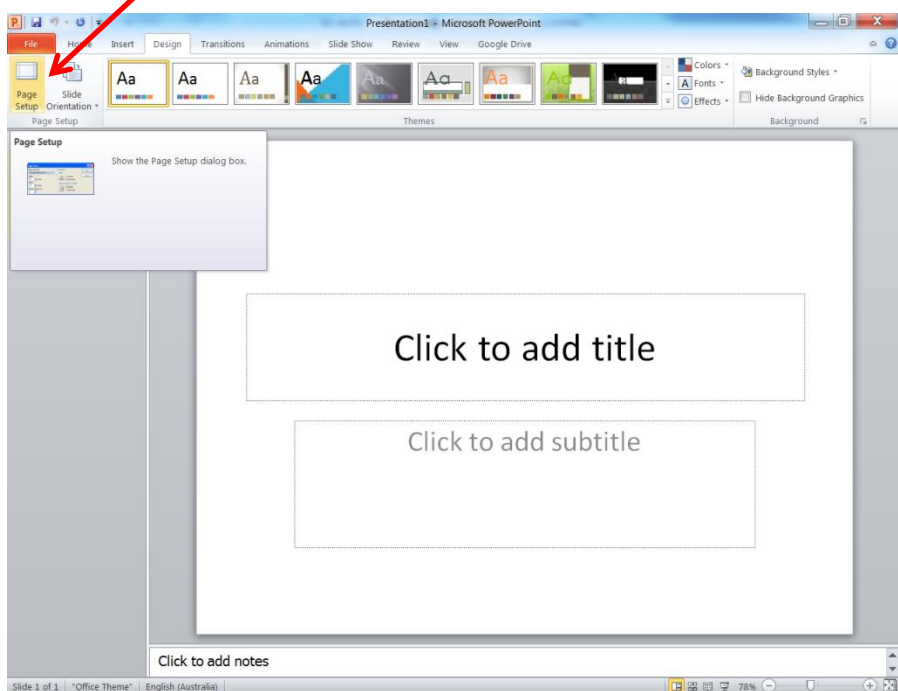
Step 1:

Click on the design view tab at the top of the page
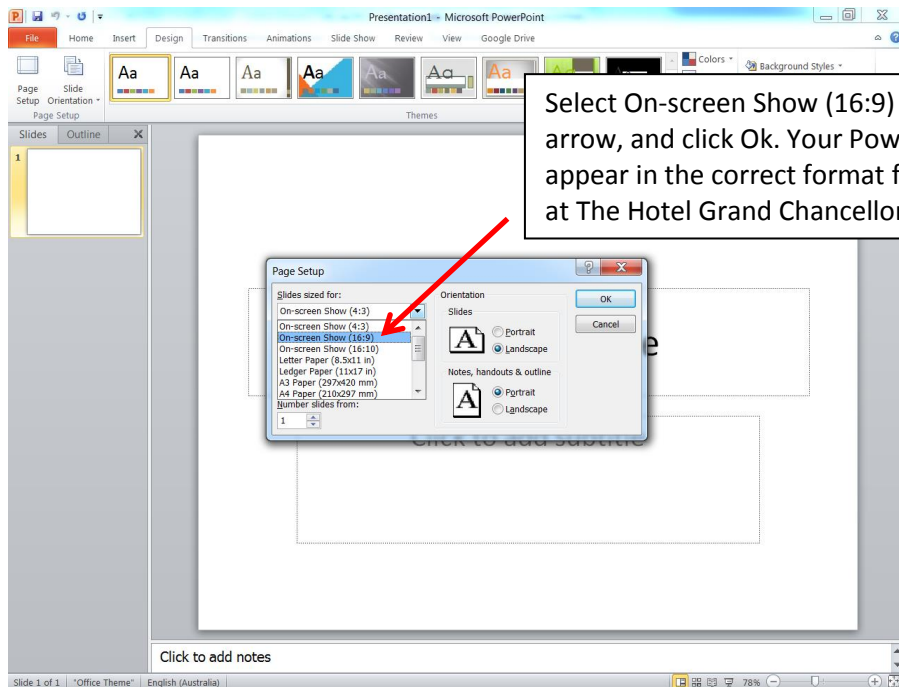

Step 2:

Click on Page Setup on the very left hand side

Step 3:

Select On-screen Show (16:9) from the drop down arrow, and click Ok. Your PowerPoint Slides will now appear in the correct format for your presentation at The Hotel Grand Chancellor Hobart