**Frequently Asked Questions:**

**Why are the characters green?**

Some of the power point figures were created in Windows 7-10. When Windows 11 came out the color palette changed.

To solve this problem:

1. Open Power Point.
2. Click on Design.



1. A drop box will appear. Click on Colors. Then click on Office 2007-2010. This will change the power point to the correct colors for the characters.

**How do I download the Power Point Presentation?**

If the Presentation does not download while clicking on the blue line, then:

1. Right click on the word Download. Click on “Open in new window.”
2. Highlight the URL in window and click enter.
3. It should automatically download.
4. Open the presentation in Power Point and enable it in order to save or edit.

**Some of the lettering does not fit the page or overlap over or under the pictures. How do I fix this?**

Some of the fonts are from outside sources. Usually, the Power Point is saved in the Options page under Save, then Embed fonts in file. Some fonts may not work depending on the fonts on your own computer.

1. Open the Power Point
2. In the Home setting find “Replace”
3. Click Replace and then click Replace Font.
4. You can replace the font with any font you have on your computer. A safe font to use is Calibri.

**Can I edit the Power Points?**

1. Yes, there may be misspelled words or information you do not want.
2. You can use any slide, mix them up and create your own Power Point to meet your needs.
3. If you edit them make sure to save as: PDF file too so you can look at them at a quick glance on your phone.