



## Take the time to create simple, clean, professional slides

Presenters often make the mistake of putting large blocks of body copy or bulleted lists on their slides. So the audience is fixated on reading instead of listening. Slides should display inspiring visual images with a few, large titles to enhance the message being delivered by the presenter.

## 14 • RULES for creating inspiring slides

1. Create Custom Templates
2. Choose an Appropriate Color Scheme
3. Maintain Consistent Patterns
4. Use a Simple, Contrasting Background
5. Incorporate White Space
6. Select Large, Text-Friendly Images
7. Maintain Proportional Elements
8. Avoid Centering
9. Choose a Multi-Weighted Sans Serif
10. Stick to One Idea Per Slide
11. Use a Few, Large Words for Titles
12. Separate Words From Background
13. Avoid Body Copy and Bulleted Lists
14. Add Only Occasional, Subtle Animation