

Links, tools and tips from the Slide Coach

Featured newsletter article: Do you stick to the template?

Many presentations are prepared using some sort of personal or company template. Some are better than others for sure, but that's another topic. In any case, templates usually define a font, font size, color, position and alignment for the slide title (not the title slide). Unfortunately many users don't pay attention to the template they are using and move, reformat, resize, recolor, etc. the titles on individual slides.

One title is bigger and moved to the left, another is smaller and centered, another has a different color. The result is a presentation that looks unprofessional. Consistency in slide titles results in more professional slides.

You can check this by loading your presentation, going to presentation mode and quickly moving forward through the entire slide set. Watch the titles closely: do they move or change? The only thing that should change is the text and the length, everything else should stay the same. Try it on some [Slideshare](#) presentations too and you will see quite a few that do not handle titles consistently.

Use the slide master and define in advance how you want ALL your titles to appear. Take the longest title you have and decide the font size and positioning for the title in the master slide. Decide if all titles are going to be on one line only or if you will have double line titles as well. In the case of both, decide the vertical alignment of the title text box to keep them all consistent and move as little as possible.

If you want a hand to bring consistency to your presentation, I offer many services that can help: presentation checkups, remote consulting, and complete presentation construction. Head over to the [Services page](#) and take a look. Or just [send me an e-mail](#) and tell me what your needs are.

Links to SlideCoaching services you might find useful:

- [Complete slide checkup with live feedback](#)
 - [Free Slide Check](#)
 - [Presentation development](#)
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Here is the list of the latest blog posts. Did you miss any?

20 November 2009: [Private Presentation Sharing](#)

10 November 2009: [A slide presentation is not a white paper](#)

31 October 2009: [SlideCoaching - now featured in Alltop Speaking](#)

27 October 2009: [Complete slide anti-imperfection treatment](#)

5 October 2009: [Expo 2015 survey presentation](#)

2 October 2009: [Is this you?](#)

30 September 2009: [See the Slideshare 2009 presentation contest winners](#)

23 September 2009: [Microsoft Office Web Apps preview](#)

Interesting resources on the web:

I enjoy listening to podcasts on many topics, including marketing and sales. I recently heard a podcast that featured Jill Konrath as a guest. She made a good impression on me, so I visited her website: www.SellingtoBigCompanies.com. If you are in sales I suggest you take a look and read her ["Sales Call Planning Guide"](#) and at least the [two free chapters from her book](#). The first document is a very practical guide to preparing for an awesome customer meeting. Her website also has links to her [Podcasts and Webcasts](#).

Links to useful tools for presentation builders:

- [flickrCC](#) is a website useful to find "commercial use" Creative Commons images on Flickr.
- [stock.xchng](#) is a website containing free stock photography