

# To Highlight a Slide During a Presentation

1. On the **Slide Show menu**, click **View Show**.
2. Right-click the mouse button.
3. Point to **Pointer Options**.
4. Click **Pen**. The pointer becomes a pen.
5. Left-click and HOLD the pen on the slide. Drag the pen around the words you want to highlight, until a line encircles the text.
6. Right-click the mouse button, point to **Pointer Options**, and then, click **Arrow**. The pen changes back to the pointer.
7. Click anywhere on the slide to advance to the next slide.