

Change Chart Types

You can change the type of chart on a TurningPoint slide using the Insert Object menu.

Step by Step Instructions

1 Navigate to the TurningPoint slide in your presentation on which you would like to change the chart.

2 Select Insert Object from the TurningPoint toolbar.

3 Select Charts to display the Charts submenu.

4 Select the type of chart you would like to appear on the slide.

To change a chart's type...

The Insert Object menu opens.

When you select the chart type, TurningPoint changes the chart on your slide to match the type.

Convert a PowerPoint Slide by Inserting a Chart

You can convert an ordinary PowerPoint slide into an interactive TurningPoint slide by adding a chart to a slide that already has a question and a list of answers.

Before You Begin

Create one or more slides in PowerPoint with a title and a bulleted or numbered list.

When you convert the slide to a TurningPoint slide using the following instructions, the title will become the question and the bulleted or numbered list will become the list of answers. You can include up to ten answers.

Step by Step Instructions

- 1 Navigate to the PowerPoint slide in your presentation that you would like to convert to a TurningPoint slide.
- 2 Select Insert Object from the TurningPoint toolbar.
- 3 Select Charts to display the Charts submenu.
- 4 Select a chart to add to the slide.

To convert a PowerPoint slide to an interactive slide...

The Insert Object menu opens.

Find more information on chart types in **Types of Charts** on page 46.

When you select the chart to be added, TurningPoint converts the title of your slide to the question, the bulleted or numbered list to the answers, and adds the chart to the slide.

Note The bulleted or numbered answer list is re-numbered according to your TurningPoint settings.

You can modify the numbering scheme for answers in the Answer Bullet Type setting, a presentation-level setting. Find more information about modifying settings in **TurningPoint Settings** on page 84.

Next Steps

You now have a functioning TurningPoint slide. Find more information on modifying the slide in **Modify Slides** on page 44.

Change Chart Colors

The colors used by charts are defined in the TurningPoint settings. By default, the color scheme for your