

Download and Install the Fonts:

There are two fonts used in these templates that do not come as standard in PowerPoint. In order to download and install them, follow these simple instructions:

Step One:

Font 1: League Gothic

[Click here](#) to download this font.

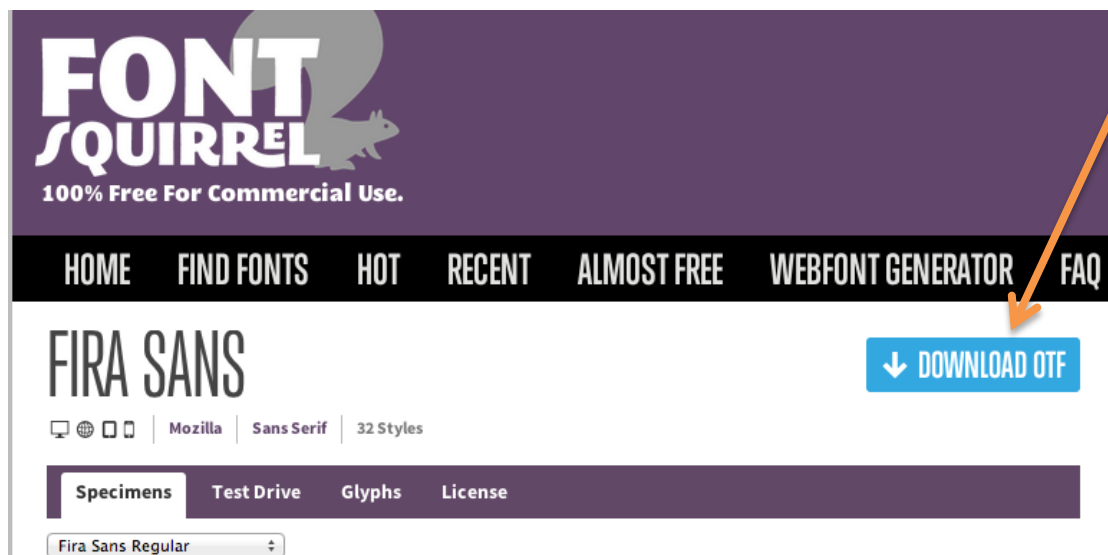
Font 2: Fira Sans

[Click here](#) to download this font

Step Two:

Click the 'Download OTF' button'

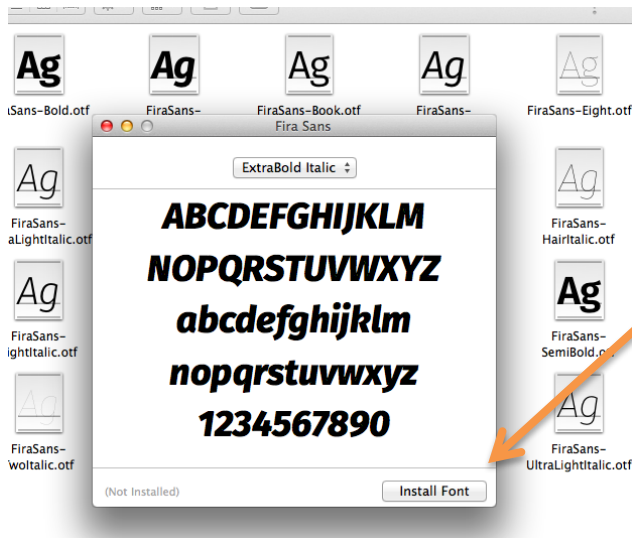
Click the Download OTF button for both



This should open a download folder for each font with multiple files within it.

Step Three:

Double click on each font in the folders and hit 'install font'.



Step 4:

Once you have done this, close and reopen Microsoft PowerPoint and you should automatically have each font installed in your font list.

Add Your Brand Colours to the Template

You can customise the colors in these templates to match your brand by getting the HEX code of the main colors of your website, and inputting it into PowerPoint.

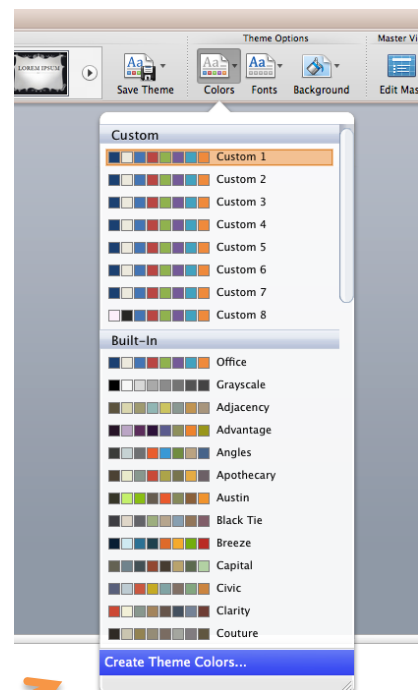
A hex code is a 6-character alpha-numerical code that represents a color. To grab the HEX codes for your website or blog, simply take a screenshot of your website or blog, and then head over to <http://www.imagecolorpicker.com/>.

Once there, upload that screenshot by clicking the "Upload your image" button. Then select any point of the uploaded picture, and immediately see its corresponding HEX code on the right!

Once the corresponding HEX code appears, you'll need to transfer that information to PowerPoint.

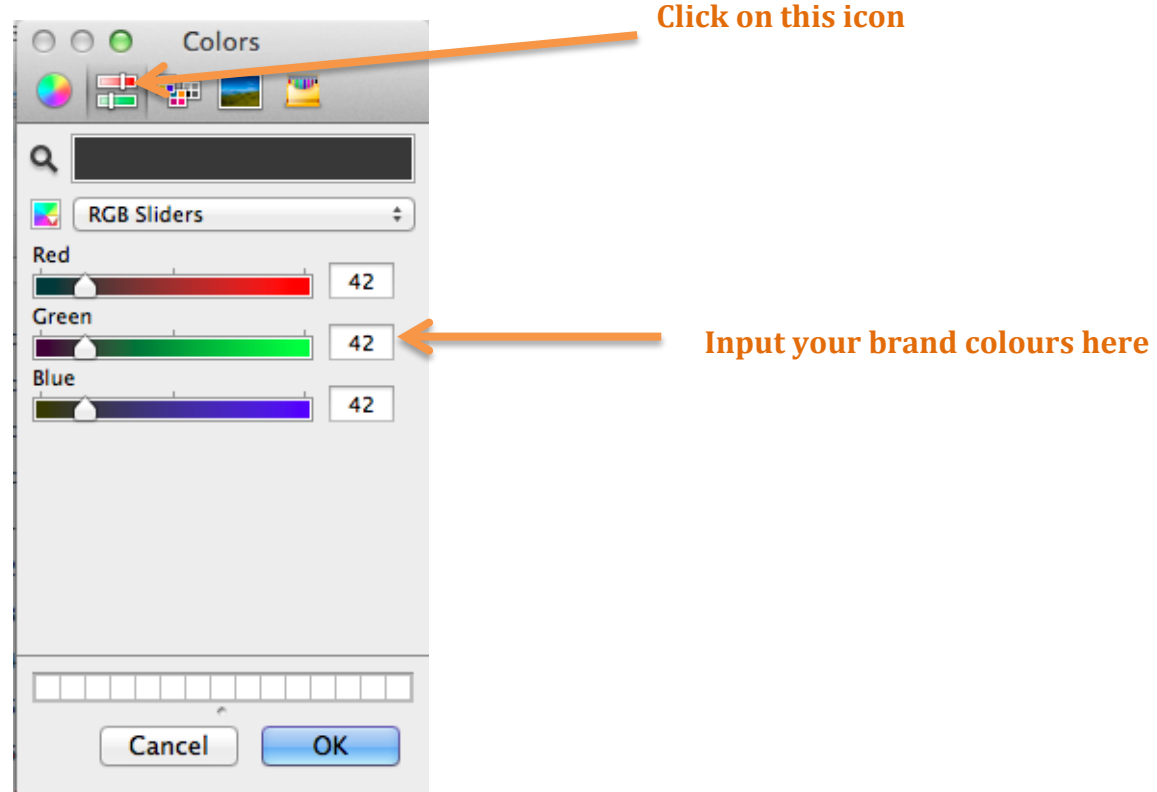
Go to Themes → Colors → Create Theme Colors. From there you'll be taken to a place that allows you to change the colors in your color palette to match your brand.

These steps may vary from PC to Mac. Check out the [PPT help center](#) for the latest info.



Create theme colour to add your brand colours to the template

Now, click any “Accent” option, and then click on ‘Change Colour’. This will pop up this editor box:



From there, you’ll see the option to input a number for “Red,” “Green,” and “Blue.” These are your RGB colors that appear in the HEX code generated on imagecolorpicker.com.

Just add those generated numbers here. Click “OK” and voila! That color is now in your palate.

Keep going down the accents until you have all the colors you need.

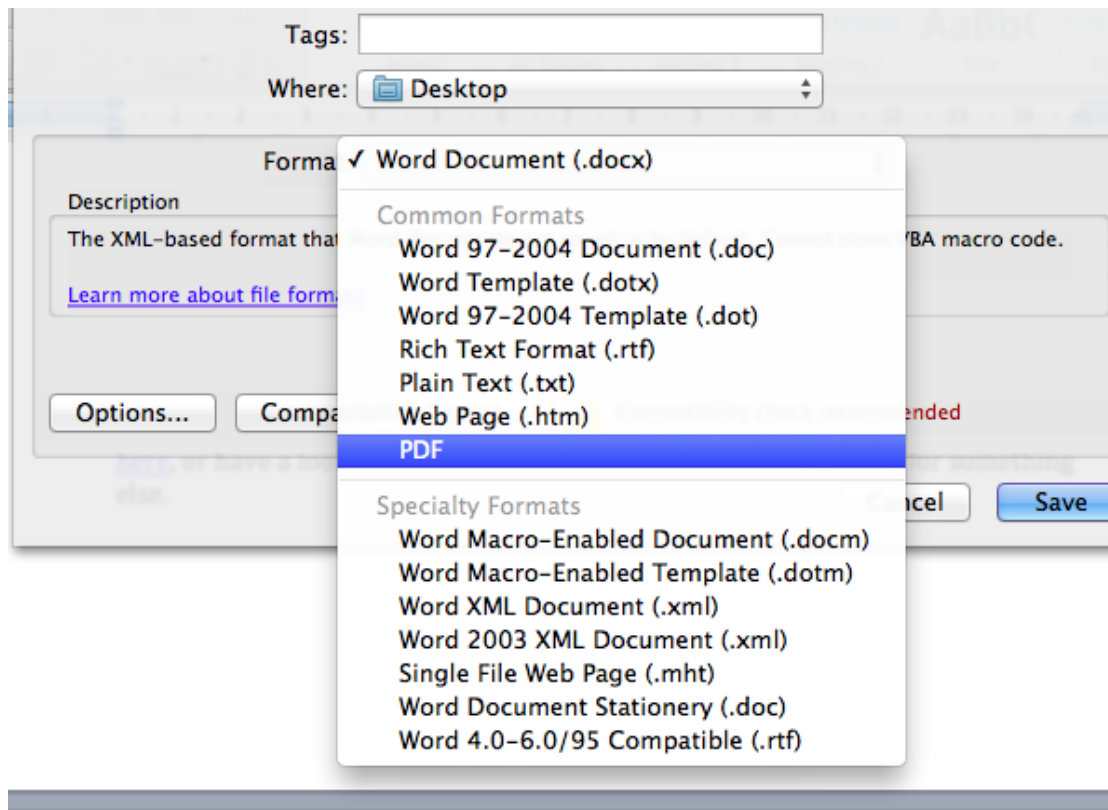
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