**APPLY A DESIGN**

A theme is a set of unified design elements, such as font color and style, background color, and effects that provide a look for the presentation.

**To All Slides**

† Click the **Design Tab**.
† In the **Themes Group**, move the mouse pointer over each of the designs.

† To see additional **Designs**, click the **More** button.
† Move the mouse pointer over each of the designs to see a **Live Preview** of the design.
† Click the **Design** to apply it to the entire presentation.
† It is also possible to right-click the design and choose **Apply to All Slides**.
† The design will be applied to all the slides in the presentation.
† Click one of the icons in the **Variants Gallery** to change the colors of the **Design**.

† Click the **More** button in this group to see additional options.

**To Selected Slides**

† Click a slide in the **Slides Pane**.
† Hold down the **control** key and **select** another slide.
† Open the **Design Gallery** again.
† **Right-click** on a different design.
† Choose the option **Apply to Selected Slides**.
† With the slides still selected, click any of the options in the **Variants Group**.
† Click the **Undo** button on the **Quick Access Toolbar** to make all the slides the same design.