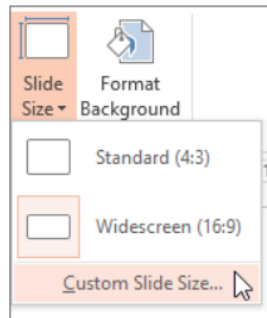


1. On the **Design** tab of the Ribbon, locate **Slide Size** in the **Customize** group, near the far right end of the toolbar.



2. Select **Slide Size**, and then select **Custom Slide Size**.



The **Slide Size** dialog box opens.

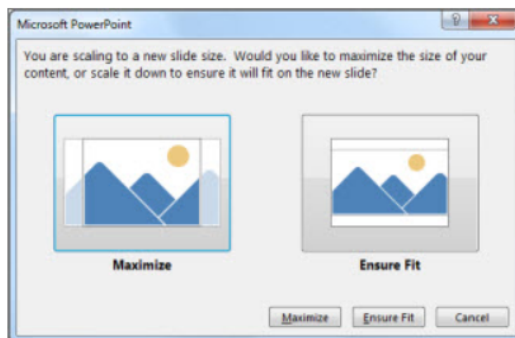
3. In the **Slide Size** dialog box, ensure the orientation is set the way you want it.
4. In the **Height** and **Width** boxes, PowerPoint accepts measurements in *inches*, *centimeters*, or *pixels*. Type a number followed by a space and then the appropriate abbreviation: *in*, *cm*, or *px*.

PowerPoint then converts measurements, if necessary, to the type of unit your operating system uses.

5. Click **OK**.

When PowerPoint is unable to automatically scale your content, it prompts you with two options:

- **Maximize:** Select this option to increase the size of your slide content when you are scaling to a larger slide size. Choosing this option could result in your content not fitting on the slide.
- **Ensure Fit:** Select this option to decrease the size of your content when scaling to a smaller slide size. This could make your content appear smaller, but you'll be able to see all content on your slide.



You can change the unit of measure that is shown in PowerPoint dialog boxes if you like.