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Notes: If the Text pane is not visible, click the arrow control on the left side of the SmartArt graphic. To add text, like a title, in an arbitrary position close to or on top of your SmartArt graphic, on the Insert tab, in the Text group, click Text Box to insert a text box. If you want only the text in your text box to appear, right-click your text box, click Format Shape or Format Text Box ...

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To add your first piece of SmartArt, go to the Insert menu on the PowerPoint ribbon. Find the SmartArt menu option and click on it to launch the SmartArt menu. Go to the Insert > SmartArt menu to add a SmartArt graphic in PowerPoint. The next menu that pops up allows you to choose what type of SmartArt to add to your PowerPoint presentation.

How to Get Started With Using SmartArt in PowerPoint

You will find an option at the top left corner of the ribbon that allows you to vary the size of the individual elements in a diagram as follows: So, by leveraging the options in SmartArt fully, you can convey your message far more effectively. Related: 3 Creative SmartArt Graphic Ideas.

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5 Stunning PowerPoint SmartArt Features You Never Knew

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