

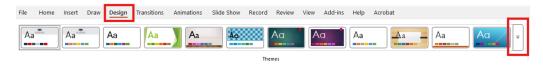
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PowerPoint: Apply Template to an Existing Presentation

Samantha Starr - 2025-11-14 - Instructional Resources

Apply a New Template to an Existing Presentation

- 1. Open the PowerPoint presentation you want to update
- 2. Go to the **Design** tab
- 3. Click the More button (down arrow) in the Themes group



4. Select **Browse for Themes...** at the bottom



- 5. Navigate to your saved theme file and select it
- 6. Select **Open**
- 7. Reset slides by selecting all slides (Ctrl + A) then select **Reset** from the **Home** tab

