



PowerPoint: Uniform graphic duplication

Not something you'll use a lot...but hey, don't whine – it's a tip!

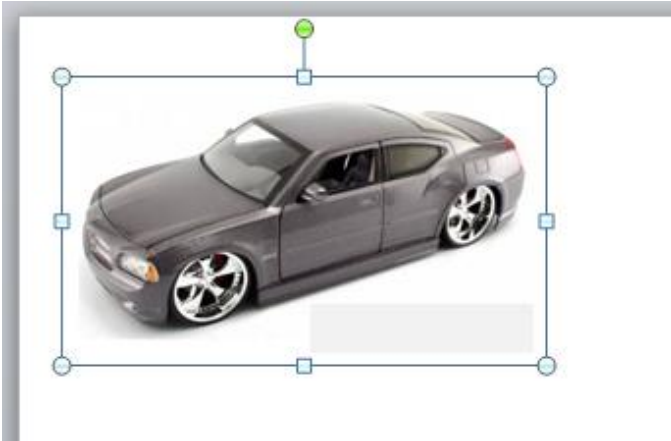
When you have a graphic image on a slide – and you've made it the perfect size and shape, etc....and you'd like a second (identical) shape...rather than COPY and PASTE it...you can DUPLICATE it.

Simply make sure the object is selected (surrounded with edit handles) and press [CTRL] D (the Duplicate shortcut).

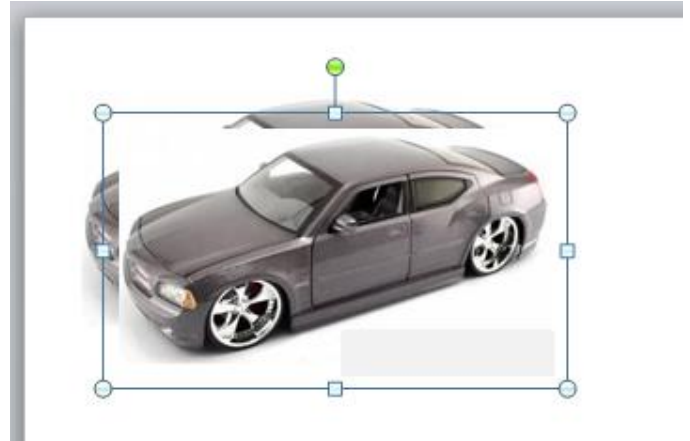
Don't ask me the "long" (tab options) way to do it – I don't know it.

So – you basically go from:

THIS



To THIS



Boom! There you go. Just reposition (drag) the duplicated item to the desired location on your slide.

Not much of a trick – but we can take it one step further:

To get THIS affect:



in a hurry...

1. Start with the one graphic item – selected (surrounded) with edit handles.
2. Press [CTRL] D (duplicate)
3. Drag (with the mouse) the duplicated item to the second position. In other words, you are establishing the path (distance and direction) for the rest of the graphics (that you are about to add).
4. With the **SECOND** graphic (the one that you just dragged into position) selected – press [CTRL] D repeatedly. You should see the rest of the images land exactly along the new path that you created (as shown above).

A lot faster than copy, paste and manually dragging each one into position.