SOME POWERPOINT ANIMATION FUNCTIONS

Source: PowerPoint Help Menu

Animate text and objects
Open the presentation you want to add animation to and do one or both of the following:
Apply a preset animation scheme
   1. If you only want to apply the animation scheme to a few slides, click the Slides tab, and select the slides you want.
   2. On the Slide Show menu, click Animation Schemes.
   3. In the Slide Design task pane, under Apply to selected slides, click an animation scheme in the list.
   4. If you want to apply the scheme to all slides, click the Apply to All Slides button.
Apply a custom animation
   1. In normal view, display the slide that has the text or objects you want to animate.
   2. Select the object you want to animate.
   3. On the Slide Show menu, click Custom Animation.
   4. In the Custom Animation task pane, click the Add Effect button and do one or more of the following:
      o If you want to make the text or object enter the slide show presentation with an effect, point to Entrance and then click an effect.
      o If you want to add an effect to text or an object that is on the slide, point to Emphasis and then click an effect.
      o If you want to add an effect to text or an object that makes it leave the slide at some point, point to Exit and then click an effect.

Note  The effects appear in the Custom Animation list, top to bottom, in the order you apply them. The animated items are noted on the slide by a non-printing numbered tag that correlates to the effects in the list. This tag does not show up in the slide show view.

Tip: If you preview animations for a slide using the Play button on the Custom Animation task pane, you do not need to click to trigger any animation sequences. To preview how triggered animations work, click the Slide Show button instead.

Apply or draw a motion path
   1. In normal view, display the slide that has the text or objects you want to create a motion path for.
   2. Select the text item or object you want to animate. For text items, you can select a placeholder or paragraph (including a bullet).
   3. If the Custom Animation task pane is not displayed, on the Slide Show menu, click Custom Animation.
   4. In the Custom Animation task pane, click the Add Effect button, point to Motion Paths, and do one of the following:
      • Apply a preset motion path
         • Click a preset path or click More Motion Paths to choose from more options.
• Create a custom motion path
  o Point to **Draw Custom Path** and then do one of the following:
    • Click **Freeform** to draw a path with both curved and straight segments. Drag to draw freehand shapes; click and move the mouse to draw straight lines.
    • Click **Scribble** and drag to draw a path that looks more like it was drawn with a pen or to create smooth curves.
    • Click **Line** and drag to draw a straight path.
    • Click **Curve** and click where you want the curved path to start, and then continue to move the mouse and click wherever you want to add a curve.
  o Do one of the following to end/close:
    • If you want to end the freeform or curved path and leave it open, double-click at any time.
    • If you want to end a line or scribbled path, let go of the mouse button.
    • If you want to close a shape, click at its starting point.

**Tip:** To make the path mimic an exit effect, set effect options to fade or hide the item after the animation plays, or draw the motion path off the slide.