

Copy – Paste – Illustrate!

User's Guide

Servier Medical Art provides you with thousands of professionally designed medical images. These high-quality vector images are classified thematically into Powerpoint files, from which they can be copied individually and used and combined in order to make your own Powerpoint presentations.

Servier Medical Art is available on www.servier.com

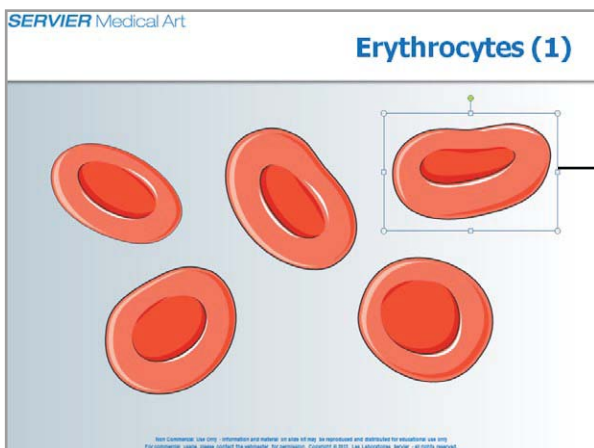
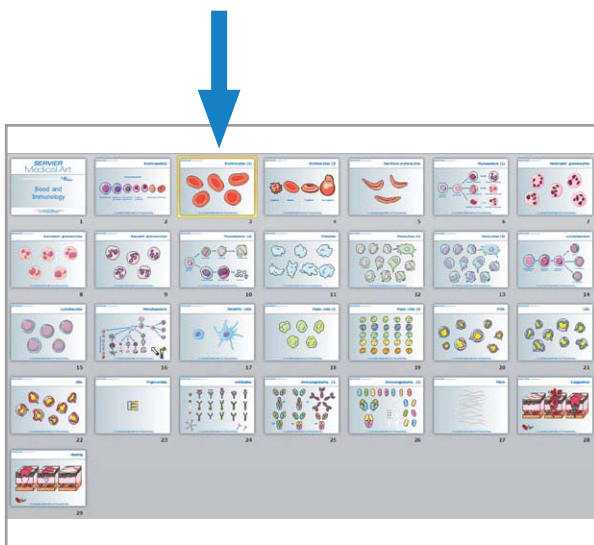
How to use Servier Medical Art

1. How to insert an image
2. How to modify the image
3. How to add effects to the image

1. How to insert an image

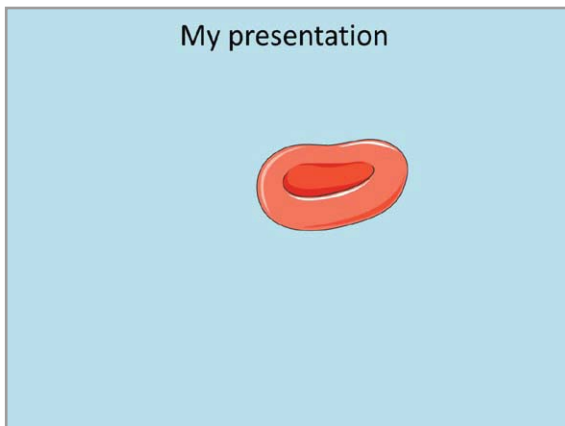
In the **Servier Medical Art** image bank, there are **50 slidekits available**, classified by topic.

- Open the slidekit by double-clicking or directly with Powerpoint, by selecting File > Open.
- Double-click on the slide containing the image you want to use to open it.

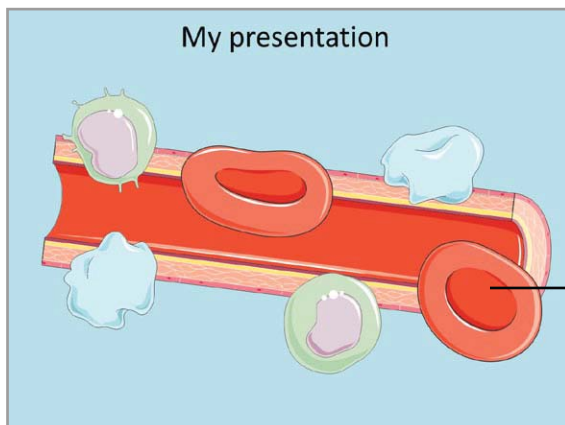


Select the image to highlight it. Click on “Copy”.

- Open the Powerpoint presentation in which you want to insert this image and click on “Paste.”



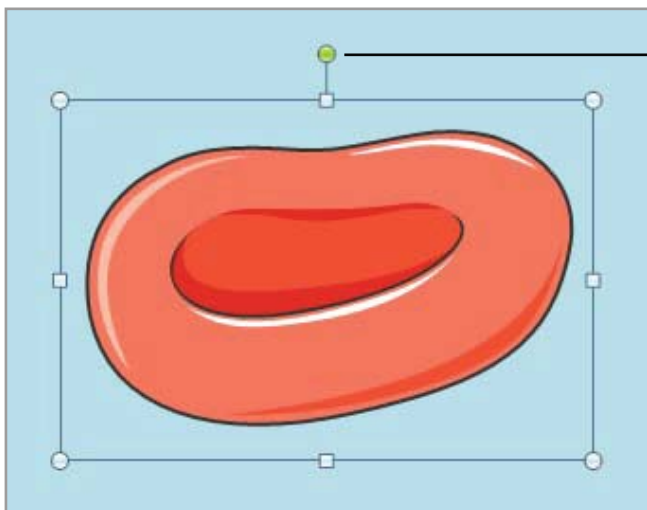
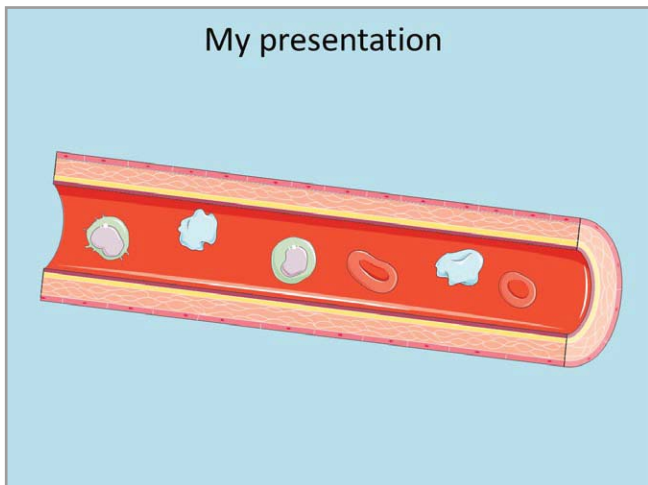
- Repeat these steps to insert other images.



To move an image, click on it with the mouse and, holding the mouse button down, drag the image to the desired location, and release the mouse button; the image will be repositioned.

2. How to modify the image

- To position an image in the foreground or background: right-click on the image with the mouse, click on “Order” and select foreground or background.
- To enlarge or reduce an image: click on the image to select it. Square white dots appear around the image. Click on a square and drag the mouse to resize.



To rotate an image: select the image, and click on the **green dot** above the image, and rotate it until it is in the right position.

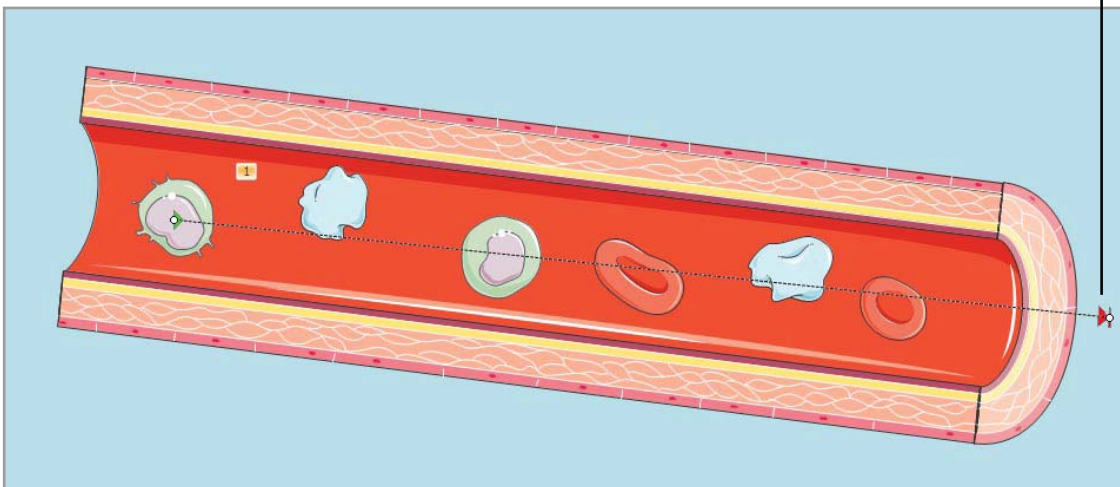
3. How to add effects to the image

With the PowerPoint Tools, you can easily animate the **Servier Medical Art** images.

For example, if you want your image to move in a straight line:

- Select the image.
- Click on “Animations” and “Add an animation”.
- Select the animation you want, in this case “Line”.

The animation is applied to the image, you can move the path by placing the **red arrow** where you want the path to end.



You can do it again on a second image, and others...