A futuristic hallway with glowing vertical bars and a dark floor. The bars are arranged in a perspective that leads the eye towards the center of the frame. The lighting is dramatic, with the bars glowing from within, creating a sense of depth and movement.

# Fun with Shapes

Do more with shapes in  
PowerPoint

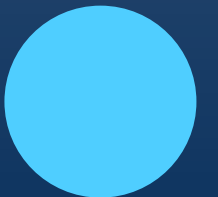
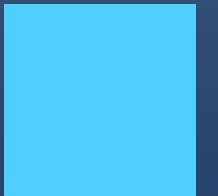
# Shapes: Building Blocks in PowerPoint

- Draw
- Resize
- Rotate
- Duplicate
- Flip
- Sticky Shapes
- Change
- Align
- Diamond Handles

# Draw or Insert Shapes

- Click
- Click and drag

# Draw or Insert Shapes

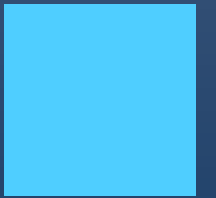


# Resize Shapes

- Resize by dragging
- Resize by dragging along with keyboard shortcuts (Shift, Ctrl)
- Resize by typing values



# Resize Shapes

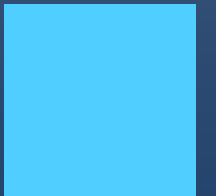


# Rotate Shapes

- Rotate by dragging
- Rotate by dragging along with keyboard shortcuts (Shift)
- Alt + Left Arrow and Alt + Right Arrow
- Rotate by typing values



# Rotate Shapes





# Duplicate Shapes

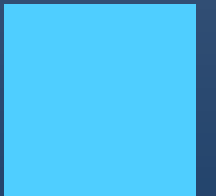
- Duplicate by Copy/Paste
- Duplicate by Ctrl-dragging, or Ctrl+Shift-dragging
- Duplicate by Ctrl+D shortcut



<https://presglossary.indezine.com/powerpoint-duplicate-shapes-by-dragging/>

<https://presglossary.indezine.com/duplicate-shapes-using-ctrl-d-or-command-d/>

# Duplicate Shapes

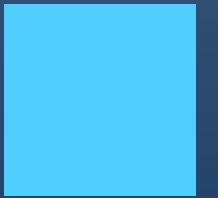


# Flip Shapes

- Flip by Dragging
- Flip by Rotate | Flip



# Flip Shapes

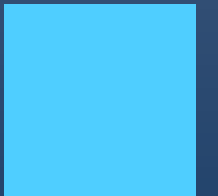


# Sticky Shapes

- Select once and draw multiple times



# Sticky Shapes





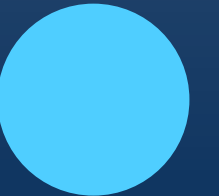
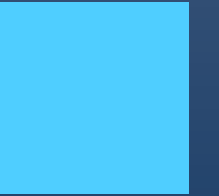
# Change Shapes

- Replace shape and retain all other attributes





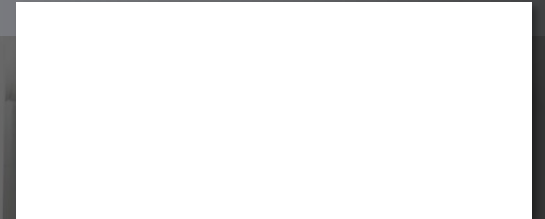
# Change Shapes



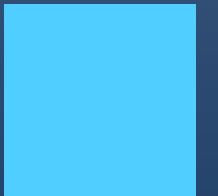


# Align Shapes

- Align
- Distribute
- Align to Slide



# Align Shapes

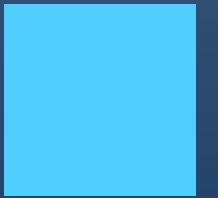


# Reshape (Diamond Handles)

- Reshape



# Reshape (Diamond Handles)



# Q and A

# Learning More

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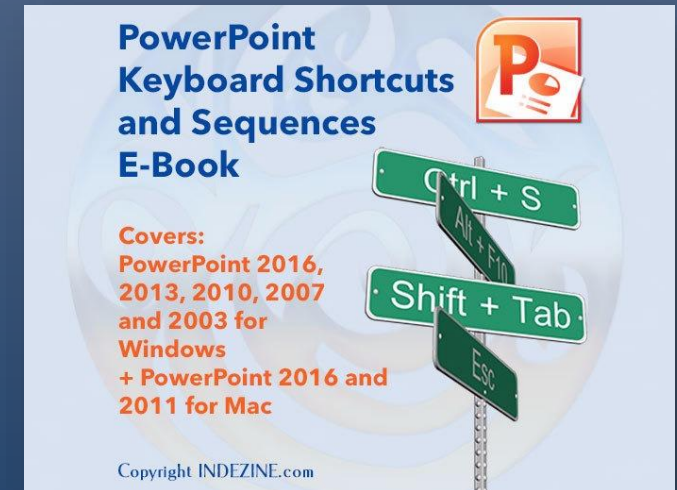
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PowerPoint Keyboard Shortcuts and Sequences Ebook: <https://geetesh.in/ppt-shortcuts>



# About Geetesh

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