

Closing a Presentation

When you close a presentation, the presentation is removed from the screen, but Corel Presentations remains active so that you can begin working with another presentation. When you close a slide show, the New dialog box appears because Corel Presentations assumes that you are going to work on an existing slide show, or that you are going to create a new presentation.

When you close a slide show, if you haven't made any changes since the last time you saved the file, the presentation simply closes. If you have made changes, Corel Presentations prompts you to save your slide show.

METHOD

To close a presentation:

1. From the File menu, choose Close.
or
1. In the document window, click the Close button.
2. If required, in the Corel Presentations message box that asks if you want to save changes to the presentation, select the desired option.
3. If required, in the Save As window, save the document.

EXERCISE

In the following exercise, you will close a presentation and exit Corel Presentations.

1. From the File menu, choose Close

The slide show closes and the New dialog box appears.

END