

During a presentation using PowerPoint 2007, you can underline a few words, or write on a slide.

1. Right click on the slide during the slide show.
2. From the shortcut menu presented, choose **Pointer Options**
3. Select one of the choices from the expanded list:

- *Arrow* - This returns you to the slide to continue on with the slide show.

- *Ballpoint Pen* - The mouse pointer becomes tool like a black ballpoint pen and you may write on the slide, using the mouse.

- *Felt Tip Pen* - The mouse pointer becomes a tool like a red felt pen and you may write on the slide, using the mouse.

- *Highlighter* - The mouse pointer becomes a tool like a yellow highlighter and you may use just as you would a highlighter

To view a screencast of this tip, go to:

<http://screencast.com/t/tfU8oGatF>