

**Social Media Asset Guidance** 



To add your own text, click on placeholder text and type in the event you will be hosting.







Ensure all text stays within the white background



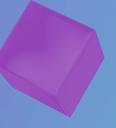












## **EXAMPLE**



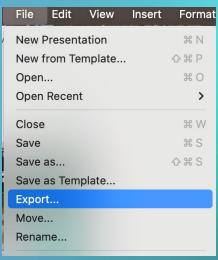






To export your edited image:

1. In PPT go to 'file' and click 'export'



2. Save the current slide as a png to your device.

