

Organizing Your Presentation into a Hierarchy

You can adjust the nesting level of slides to organize multilevel navigation in your presentation with the **Promote** and **Demote** buttons (green arrows to the right of slide thumbnails).

Available levels will increase each time you move a slide to a subsequent level. For example, when all slides of your presentation are assigned to the top level (1), you can add only one nested level (2). Once you move any slide to Level 2, you will be able to move the following slides to Level 2 or 3 and so on. Nesting depth of your presentation may reach five levels. You can collapse and expand nested slides using the "-" and "+" icons to the left of a top level slide.

The screenshot shows the 'Presentation Explorer' window. The toolbar at the top includes 'Save & Close', 'Hide Slide', 'Promote' (green arrow left), 'Demote' (green arrow right), 'On-Click', 'Auto', 'Branching', 'Lock', 'Presenter' (dropdown), and 'Layout' (dropdown). The main table lists slides with columns: #, Title, Branching, Lock, Presenter, Layout, and Object. Slide 1 is the root. Slide 2 is a child of Slide 1. Slide 3 is a child of Slide 2. Slide 4 is a child of Slide 3. Slide 5 is a child of Slide 4. Red callouts highlight the 'Promote' and 'Demote' buttons, the 'Collapse/Expand nested slides' icons, and the 'Change the nesting level of a slide' button.

#	Title	Branching	Lock	Presenter	Layout	Object
1	PowerPoint to Flash E	5.0s	Default	None	No Change	+ Quiz + Interaction
2	Animations: Entrance Effects	6.5s	Default	Geoseffe T...	No Change	+ Quiz + Interaction
3	Animations: Exit Effects	7.3s	Default	Geoseffe T...	No Change	+ Quiz + Interaction
4	Animations: Emphasis Effects	7.5s	Default	Geoseffe T...	No Change	+ Quiz + Interaction
5	Animations: Line & Curve Motion Paths	7.5s	Default	Geoseffe T...	No Change	+ Quiz