Adjusting the Outline appearance

The Outline is a list of slide names which can also include slides' thumbnails and the search form.

To adjust the appearance of the Outline:

- Click the **Outline** button on the ribbon.

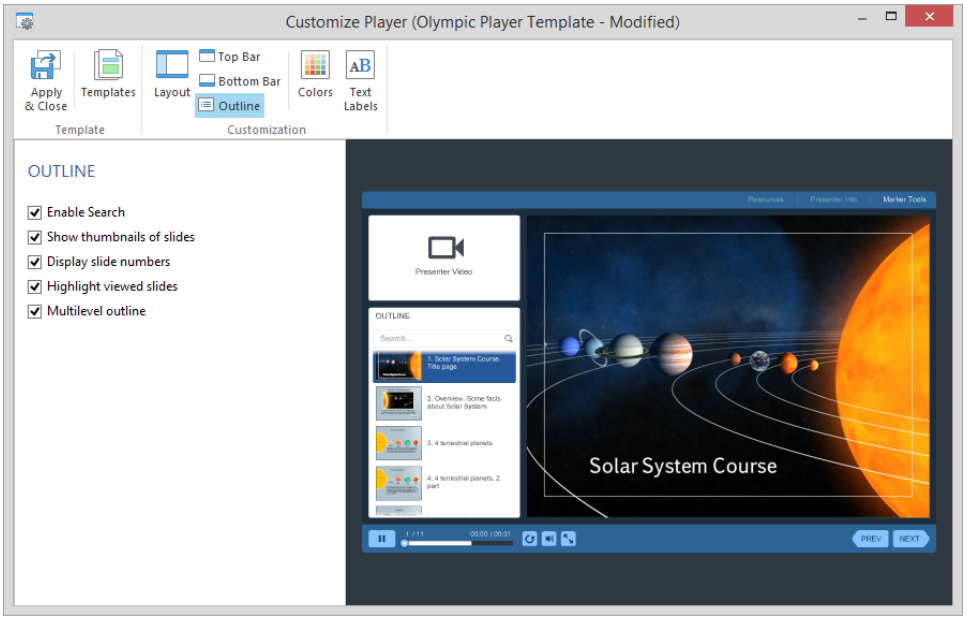


Table 1. The Outline options of the Universal player

Element	Description
Enable Search	Select this check box to add to your presentation text search by title, content of slides, and notes.
Show thumbnails of slides	Select this option to add thumbnails to a slide in the list.
Display slide numbers	Enables automatic numbering of the slides in the list.
Highlight viewed slides	With this option selected, slides visited by a viewer get highlighted. This behavior is appropriate for the courses that use scenarios with limited navigation.
Multilevel outline	The Outline displays the slides in the tree form to show the nesting structure. It does not have effect on presentation playback, however, it makes navigation much easier. See Presentation Explorer to learn how to arrange slides into multiple levels.

You can adjust the position of the Outline toolbar or turn off the Outline display. If the position is not specified, you will be prompted to choose it in the Player Layout settings.