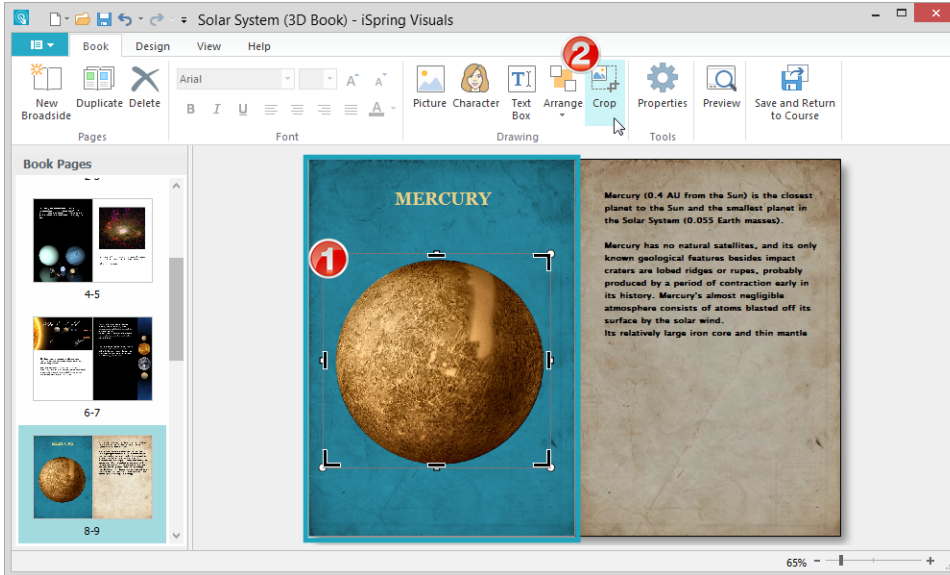


Cropping Images

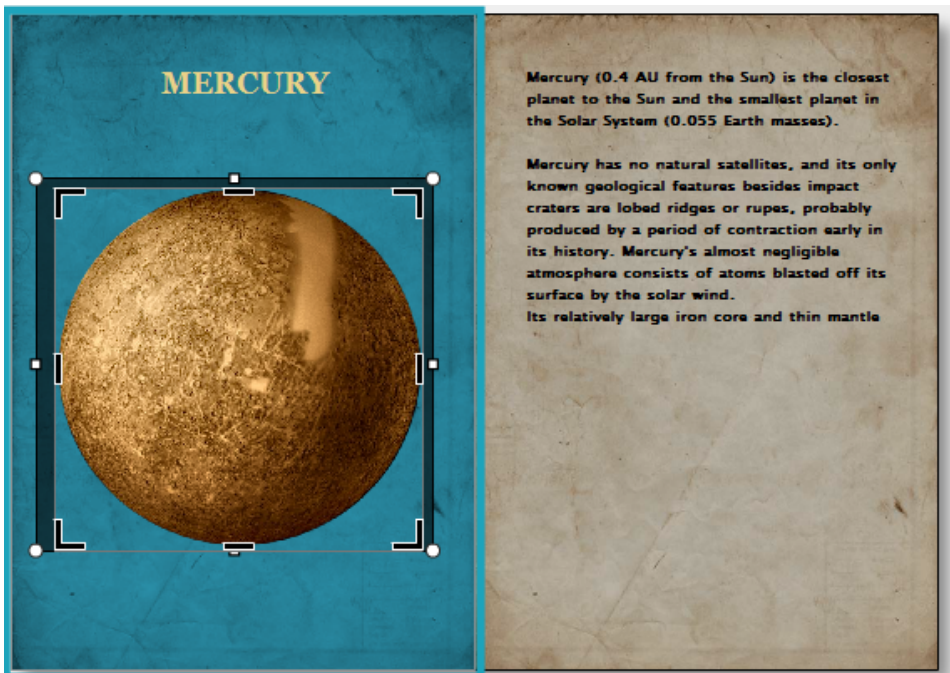
You can use the new cropping tool to trim an image or delete unwanted parts of an image. Cropping removes or masks areas of a picture by reducing the vertical and horizontal edges.

To crop an image:

1. Select the image that you want to crop and click **Crop** on the toolbar. You will see the cropping handles around the selected image.



2. Then, drag the cropping handles to the center where you want.



3. Click outside the image or press **Escape** on your keyboard to finish editing.

Even after you crop parts of an image, the cropped elements remain as part of the initial image file. They are not visible on the slide. You can outcrop your image by dragging the cropping handles away from the center of the picture.