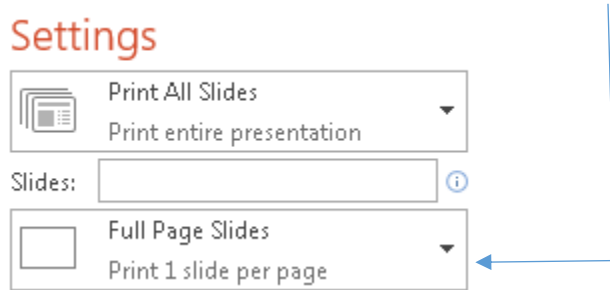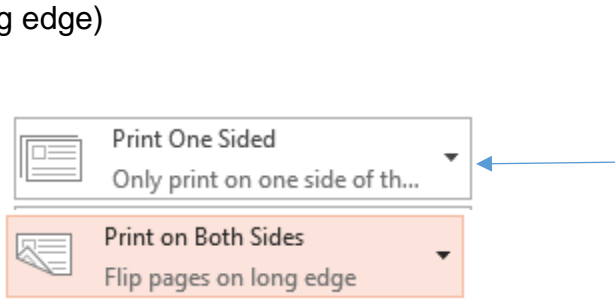# Printing PowerPoint Slides
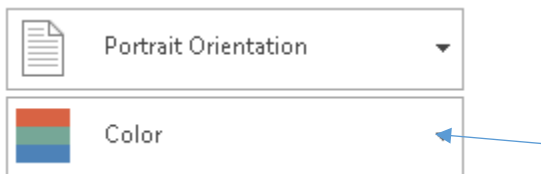
1. Click File > Print
2. In the print menu, click the arrow next to "Full Page Slides" and choose "**3 Slides**"

2. In the print menu, click the arrow next to "Print One Sided" and choose "**print on both sides**" (flip on long edge)

3. In the print menu, click the arrow next to "Color" and choose **"Pure black and white"**

4. Click print.