

# RECALCULATING ROUTE

## MAPPING THE WAY TO MODERN CASE MANAGEMENT



Counting on Circuit Court Accounting  
**ACAP SYSTEMS CONFERENCE 2018**

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LESIA HILL AND TIFFANY EDGE



# Layout Features for This Template

- Welcome to the AOC default PowerPoint template. This document contains several useful slide layouts prebuilt for your use:
  - TIP: Access all the different layouts by (1) creating a new slide; (2) right-clicking on the slide and (3) then select “Layout” to see a menu of available layouts.
    - Alternatively, in PowerPoint 2016 or newer, navigate to the “Home” tab and look for the “New Slide” button. Click the upside-down triangle beside “New Slide” to see a dropdown menu with all the available layouts and click the one you want.
- To update the date and footer for all slides, go to the “Insert” tab and choose “Header & Footer” and make your desired changes there.



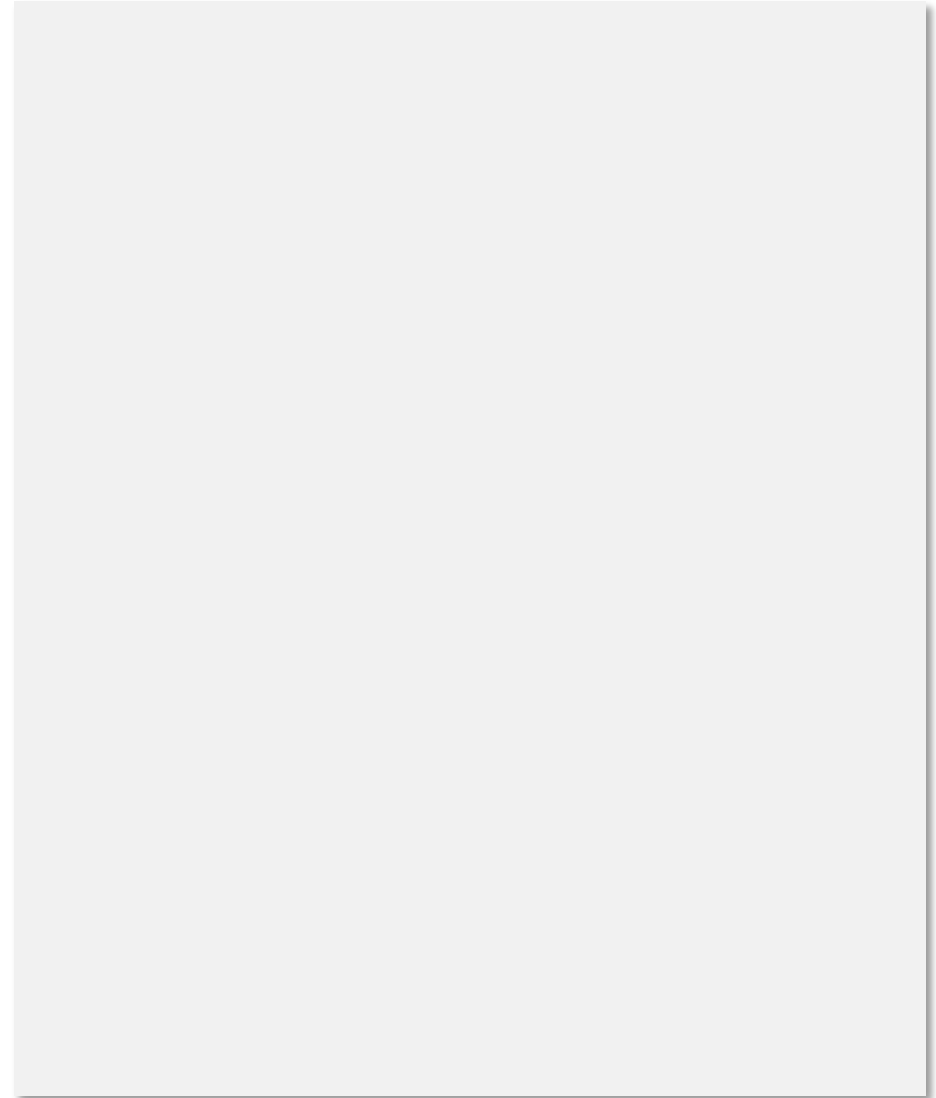
## Easily Add Photos and Graphics

- Left-click on the icon to the left to choose a picture.
- Once a picture has been selected, change it at any time by right-clicking the picture and selecting “Change Picture.”



## Select an Alternate Alignment for Variety

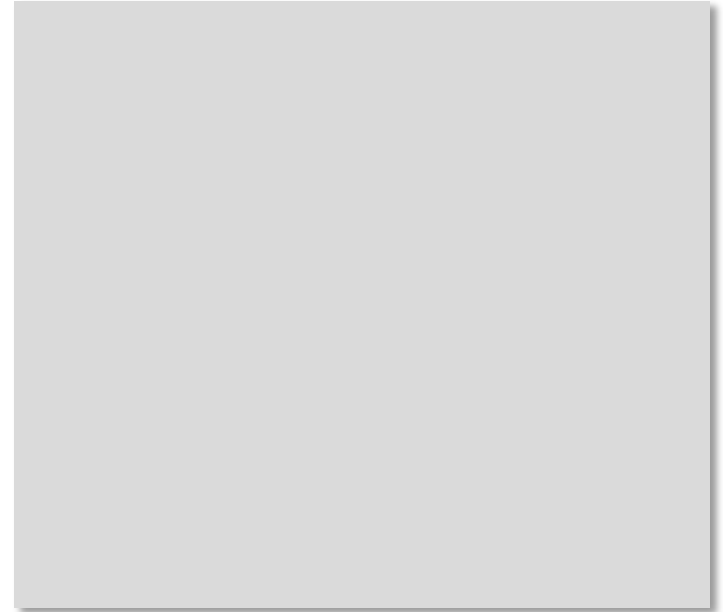
- Switch it up and use alternating layouts to make your presentations more interesting.





# Other Types

- Surprisingly, Microsoft still has not added text wrapping around shapes even in its latest updates.
- Accordingly, you must “trick” it into mimicking true text wrapping using these text boxes. Play around with them and you will be able to achieve a similar effect.





# Insert Charts, Bar Graphs, etc.

- This slide could be used to show a line graph, for example.
- Or delete this text box and use the space for a legend showing what colors/symbols mean for your graph.



# Or Compare Pie Charts Side-by-Side!

- You could delete this text box and insert anything else you'd like.



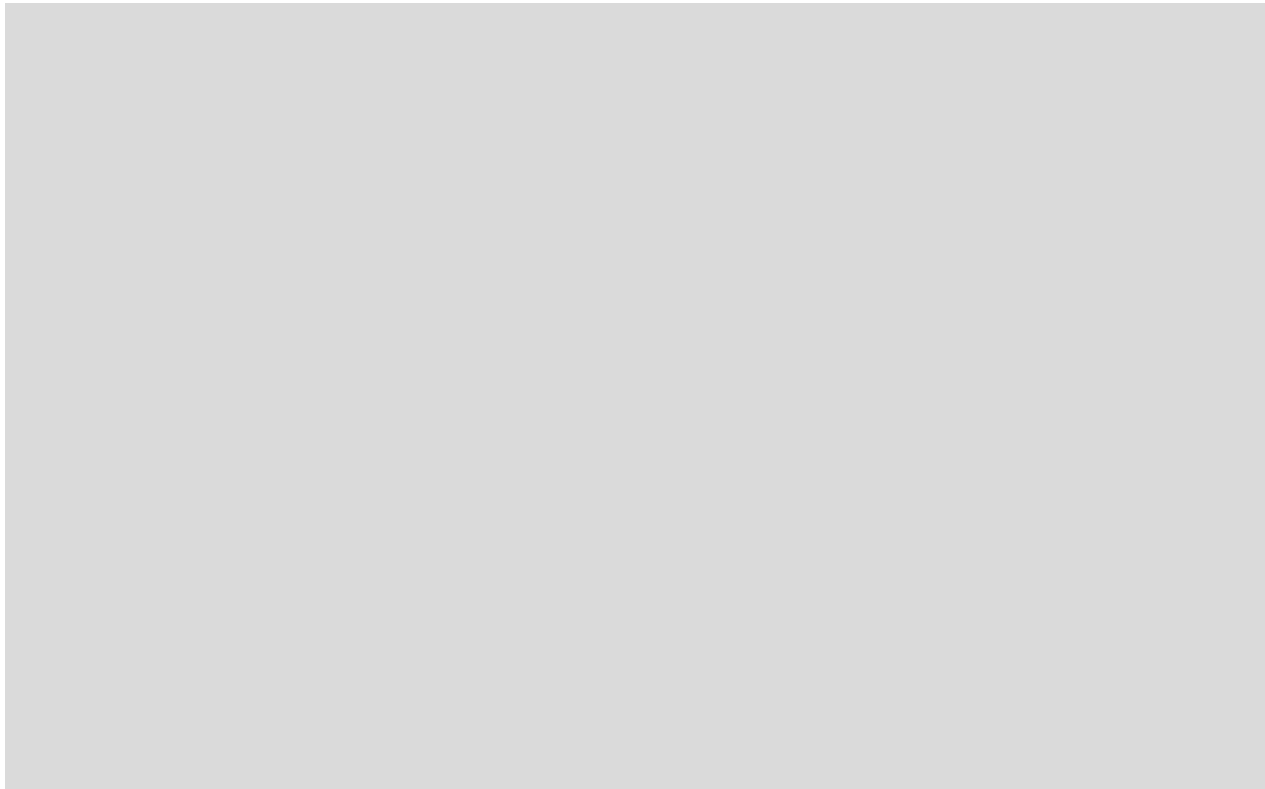
# Or Use Multiple Columns of Text

- Lorem ipsum dolor sit amet, pri tacimates oportere eu, sit ex brute nostro, no pri harum deterruisset. Nec vide illud at, sit.
- Mel dicam audiam tincidunt ei, per disputationi delicatissimi at. Sed putant quaestio id, mea ridens mandamus corrumpit ut, est quas detracto id.
- Lorem ipsum dolor sit amet, pri tacimates oportere eu, sit ex brute nostro, no pri harum deterruisset. Nec vide illud at, sit.
- Mel dicam audiam tincidunt ei, per disputationi delicatissimi at. Sed putant quaestio id, mea ridens mandamus corrumpit ut, est quas detracto id.





# Insert a Video from the Internet or Your Computer





# Make Use of AOC Stock Photos

- If you need images for your presentation, feel free to access and use the images from:  
<https://photos.app.goo.gl/cRdjwW3WDDR5496Y2>