How to Print Handouts in PowerPoint 2007



1. After opening the PowerPoint presentation, click the Office Button at the upper left of the screen.



- 2. Next, click on the Print Button.
- In the Print Options box, go to the "Print what" option and choose "Handouts" from the drop box options.
- 4. Select the number of slides you want on each page.
- 5. Click the OK button to print your document.