

# Jasper Template Guide



## Theme Fonts

# Headings

{Calibri Bold}

# Body

{Calibri}

## Template Font Style Tips

1. Quickly switch between built-in template font styles within content placeholders by clicking the “Increase” and “Decrease List Level” buttons.  (Figure A)
2. Click the “Clear All Formatting” button  to reset a selection of text to the template text styles. (Figure B)
3. To ensure readability of text in the classroom, avoid using font sizes below 20pt.

Level 1 (28pt)

Level 2 (24 pt)

- Level 3 (20 pt)

Level 4 (18 pt)

- Level 5 (18 pt)

Figure A

**The Quick Brown Fox** Jumps  
Over the Lazy Dog

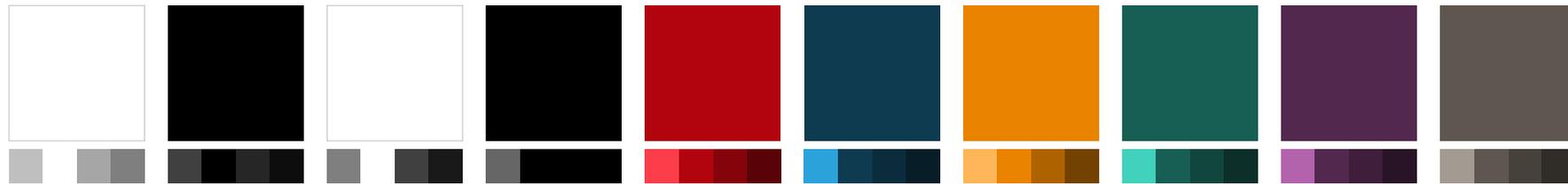
The Quick Brown Fox Jumps  
Over the Lazy Dog

Figure B

# Jasper Template Guide II



## Theme Colors: Moscow



## Additional Tips:

- When pasting content from another PowerPoint file, always select “Use Destination Theme”
- Hide a slide from view during the slide show by right-clicking and selecting “Hide Slide”
- Keep contrast in mind when selecting colors for display on classroom projectors.



# DESIGN TIPS + CONTACT INFO



For additional help email: [visualdesign@Stanford.edu](mailto:visualdesign@Stanford.edu)

Placeholders for lines, circles, and arrows may have a dotted line perimeter > ignore this. The lines will show normally in presentation view.

Text won't fit in the box: highlight the entire text box and change all the overall size:

Remove dotted red lines: to remove the guides go to the View tab > deselect "guides"

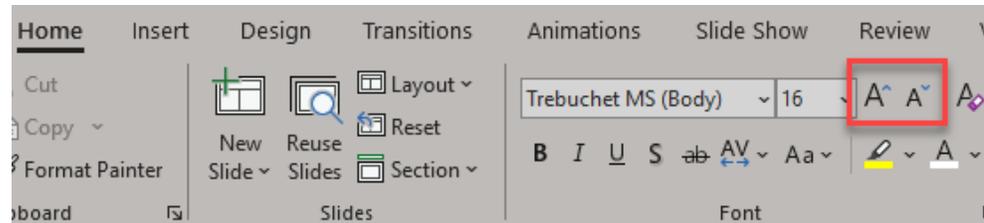


Image placeholders (large) have a grey fill for easier identification. If you want to remove the fill: Click on the shape > shape format tab > shape fill drop list > select "no fill"

Replacing photos in the presentation: click on the photo > hit delete > click on the image icon in center of placeholder to browse to new image on your computer



# Course Title

Class # / Date / Class Topic

Faculty name

*Faculty title*



Course-### | Quarter YYYY

# Class Topic For Today



Faculty Name

*Title of faculty or date of class*



# Section Break with Photo

Lorem ipsum dolor sit amet





# Click to add title



## Example of sub section

Or section with smaller photo

# Faculty Intro



## Text 1. – Name

*Level 2 - Title*

Level 3 – Bio Lorem ipsum dolor sit amet, consectetur adipiscing elit. Cras posuere vehicula nulla, dapibus elementum est tristique sed. Nam ac nulla in enim ornare facilisis.

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# Course Overview – Basic Table



Session	Date	Topic
1	4/5	Course Introduction, Framework, and Implicit Taxes
2	4/10	Explicit Taxes and Savings Vehicles
3	4/12	Deferred Compensation
4	4/17	Equity Compensation
5	4/19	Equity Compensation Continued
6	4/24	Debt and Marriage
7	4/26	Saving and Investing
8	5/1	Estate Planning
9	5/3	Group Project Presentations

# Course Overview – Heavy Table



Class	Date	Topics and Activities	Read after class
1	8/27	Introduction, Distributive Bargaining Exercise #1: BioPharm – Seltek	Neale & Lys (2015): Getting (more of) what you want. Chapters 1,2,7. Galinsky (2004). Should you make the first offer? Hall, Malhotra, & Bennett (2010): Name Your Price (parts A,B,C)
2	8/29	Integrative Negotiation Exercise #2: New Recruit	Neale & Lys (2015): Getting (more of) what you want. Chapters 3,4. Medvec & Galinsky (2005): Putting more on the table: How making multiple offers can increase the final value of the deal.
3	8/31	Agents in Negotiation Exercise #3: Bullard Houses	Malhotra (2005): Smart alternatives to lying in negotiation.
4	9/4	Dispute Resolution Exercise #4: Summer Interns Program	Neale & Lys (2015): Getting (more of) what you want. Chapters 9,10,11. Uri, Brett, & Goldberg (1993): Getting disputes resolved. Chapter 1. Liljenquist & Galinsky (2007): Turn your adversary into your advocate.
5	9/6	Team Negotiation Exercise #5: El-Tek	Neale & Lys (2015): Getting (more of) what you want. Chapters 5,8. Bazerman & Gillespie (1999): Betting on the future: The virtues of contingent contracts. Brett, Friedman, & Behfar (2009): How to manage your negotiating team.

# Agenda or Coming Up – List (Light Content)



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# Agenda - Table (Med Content)



<b>≈ TIME</b>	<b>TOPIC</b>
3:00 to 3:25	Introduction & Why Family Business Is Important
3:25 to 3:45	Who are we? My Background
3:45 to 3:55	Objectives, Expectations & Logistics
3:55 to 4:20	Frameworks & Thoughts on Strategy
4:20 to 4:35	Break (15 minutes)
4:35 to 4:50	Frameworks & Thoughts on Governance
4:50 to 5:35	Scholtes Waterservices
5:35 to 5:50	List of G1/G2 Issues

# Agenda - Table (Med Content) Vertical



≈ TIME	TOPIC
3:00 to 3:25	Introduction & Why Family Business Is Important
3:25 to 3:45	Who are we? My Background
3:45 to 3:55	Objectives, Expectations & Logistics
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5:35 to 5:50	List of G1/G2 Issues

# Agenda – Objectives (Heavy Content)



**1**

## Objective 2

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**2**

## Objective 3

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**3**

## Objective 1

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# Assignment Name

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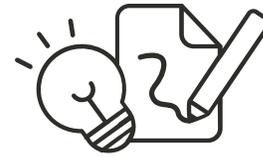
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**Here's the punchline / commentary**



## Assignment Name

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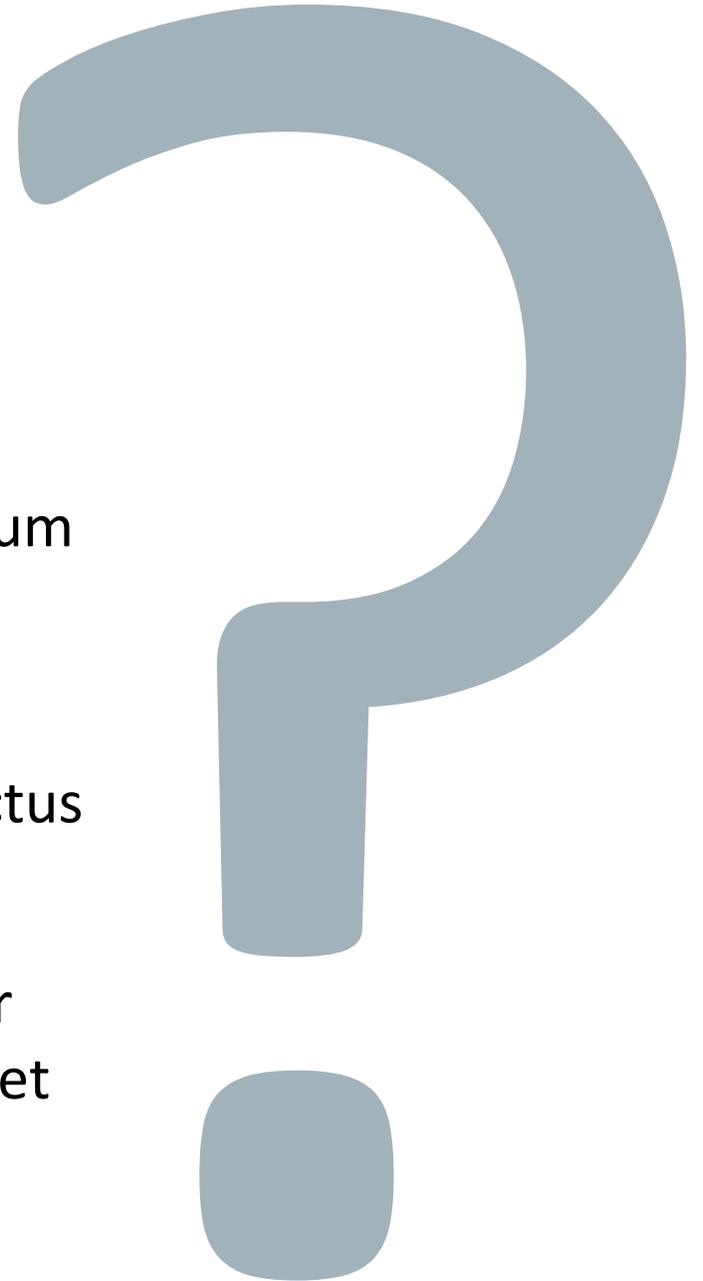
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# Question slide used as discussion questions

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Who said it  
*Who they were*



Quote. Manually Resize!  
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– Who said it  
*Who they were*

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Second level if needed

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# Timeline Slide



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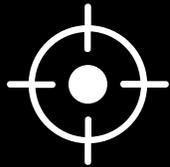
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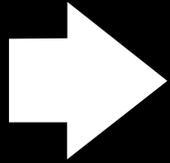
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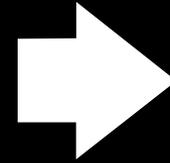
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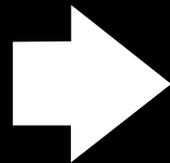
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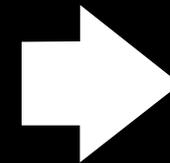
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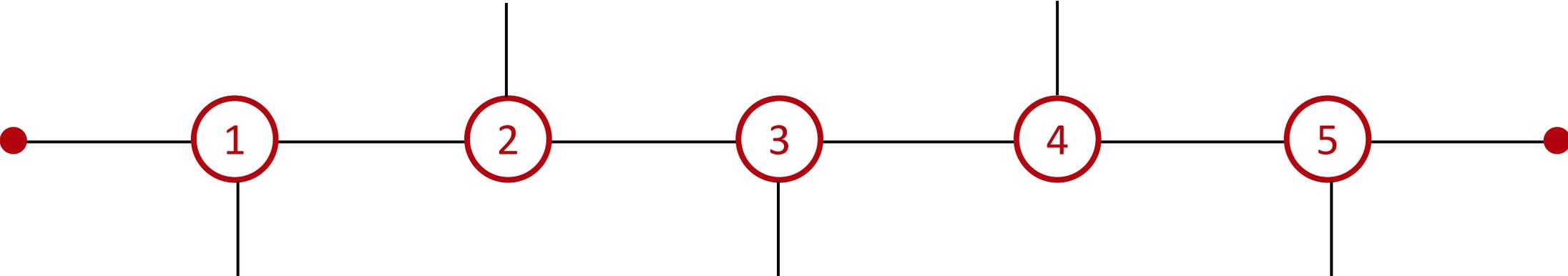


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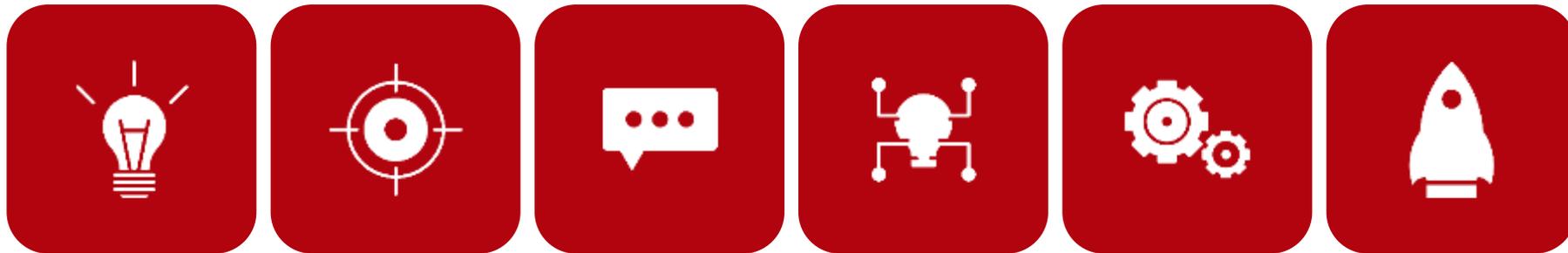
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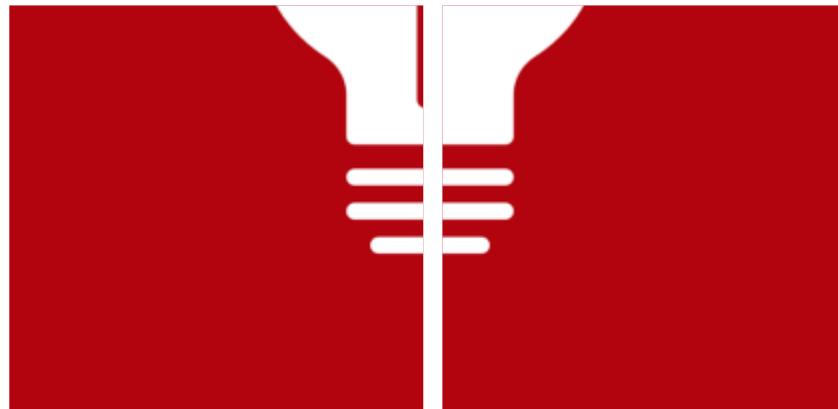


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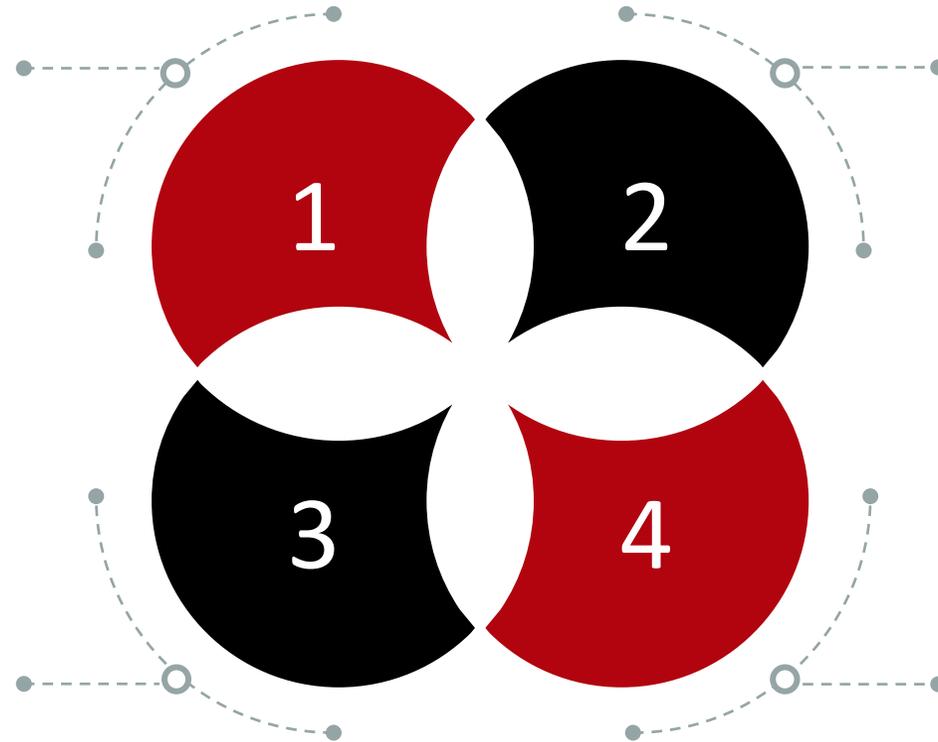


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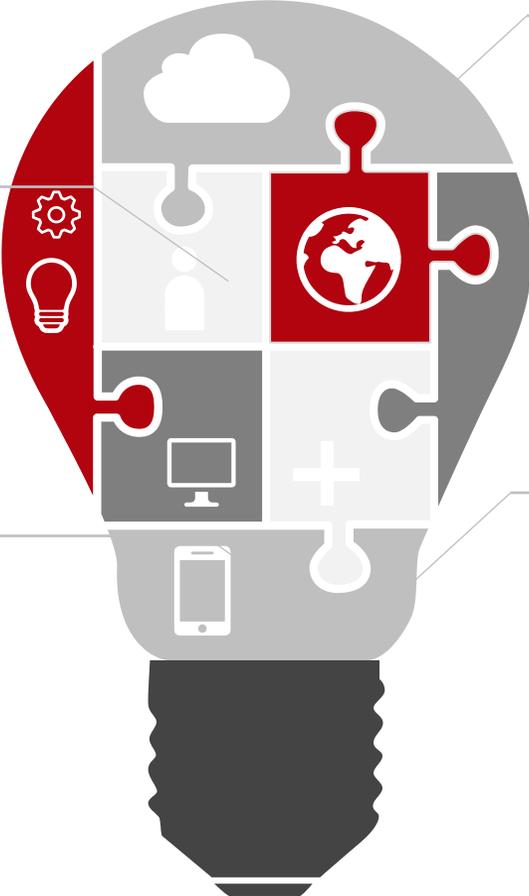


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2013



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2012



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**2014**



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**2015**



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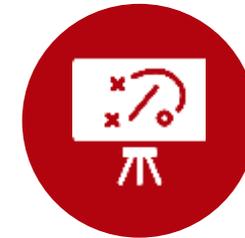
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**2016**



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**2017**



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2018



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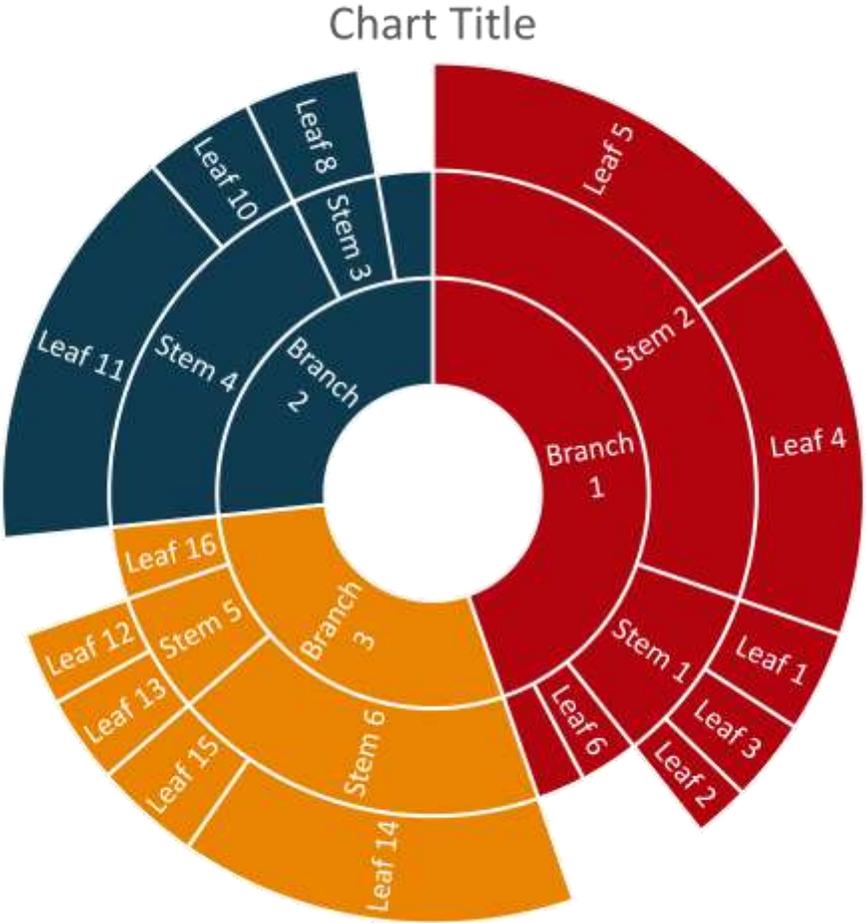
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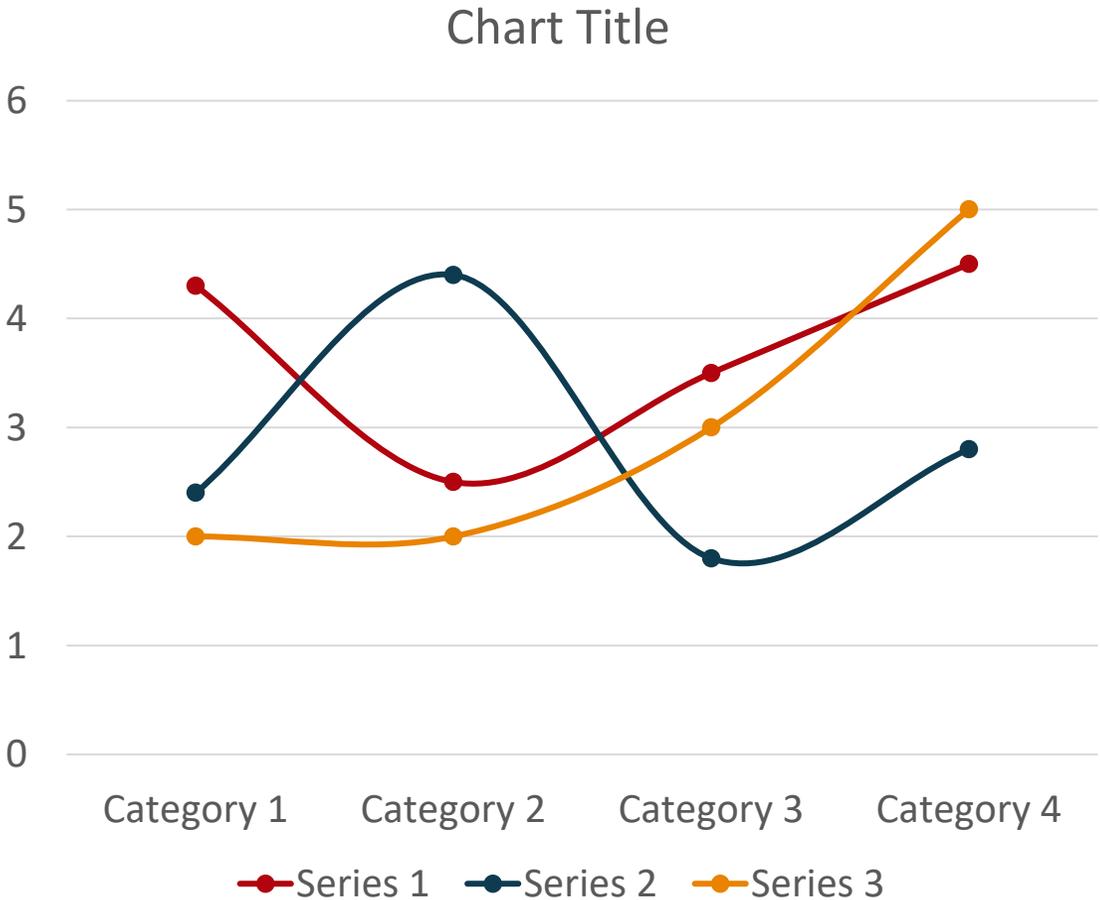
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B

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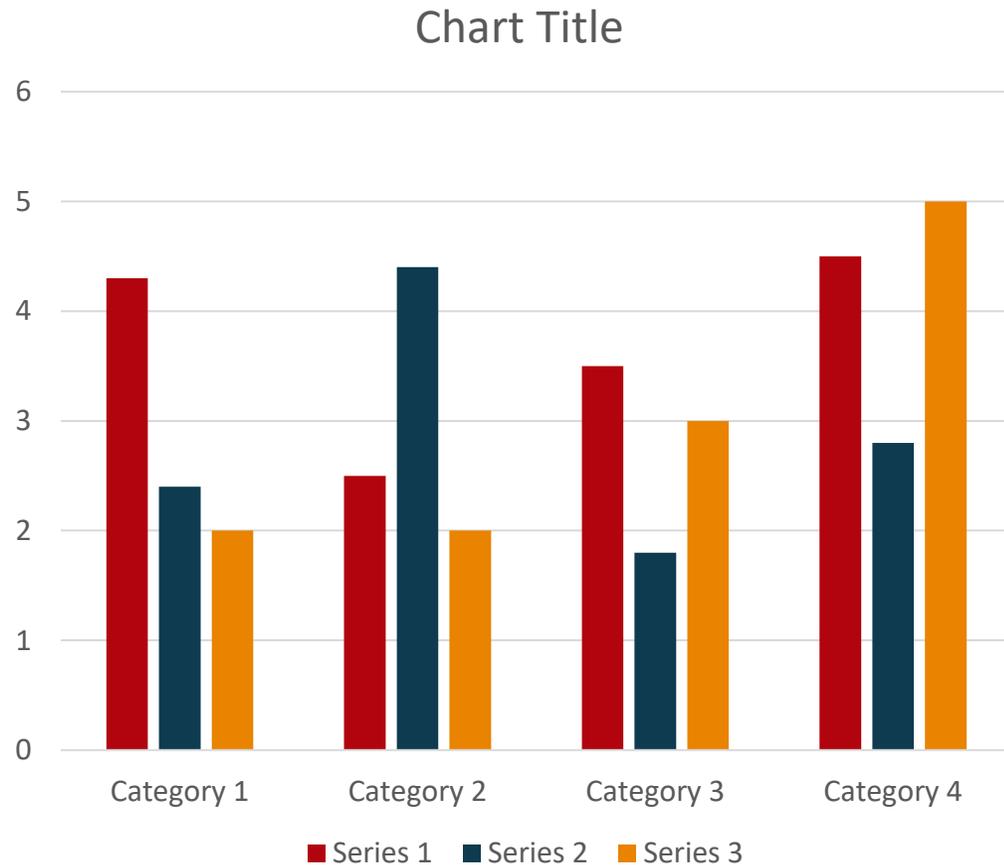
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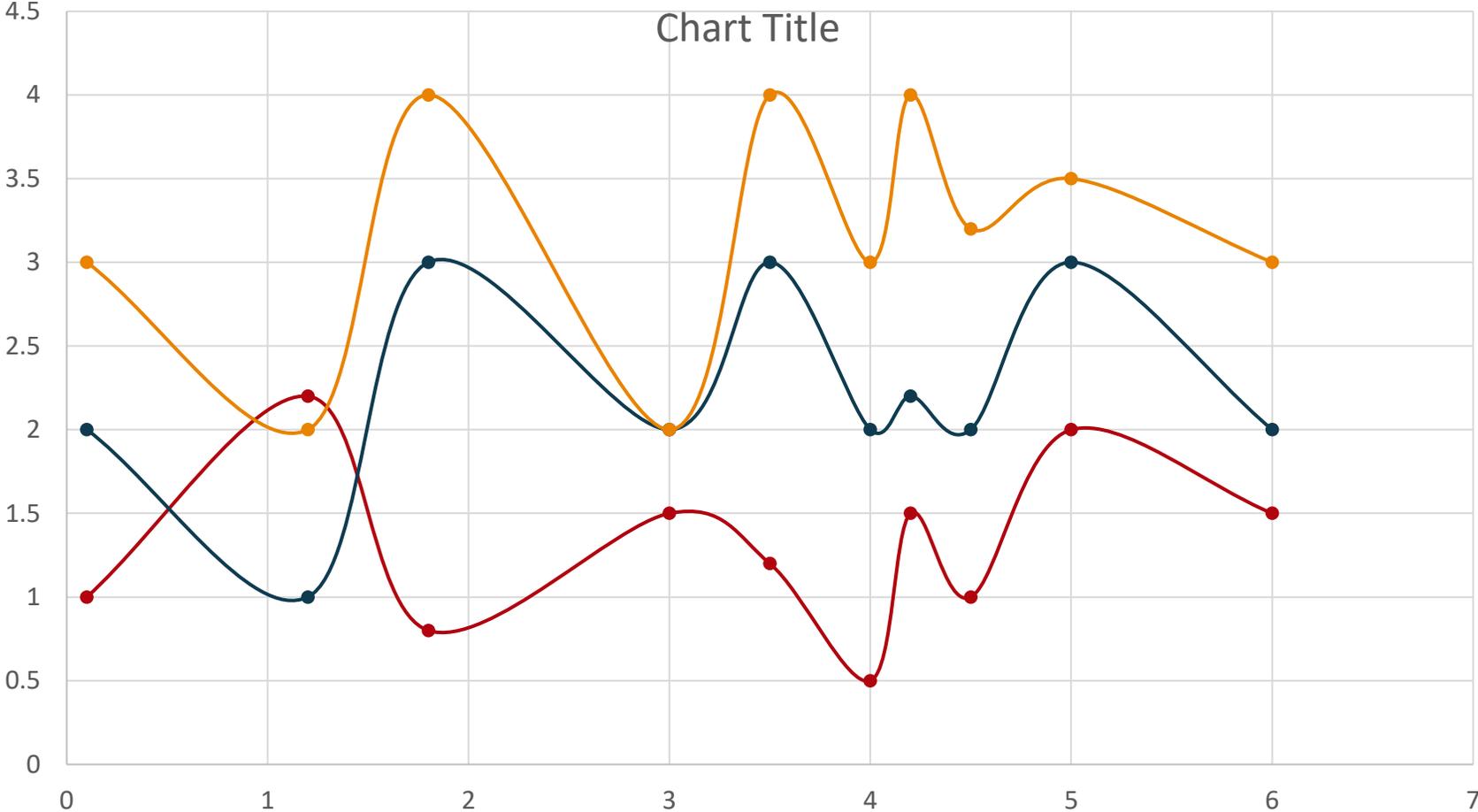
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Mauris vulputate  
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orci sed interdum  
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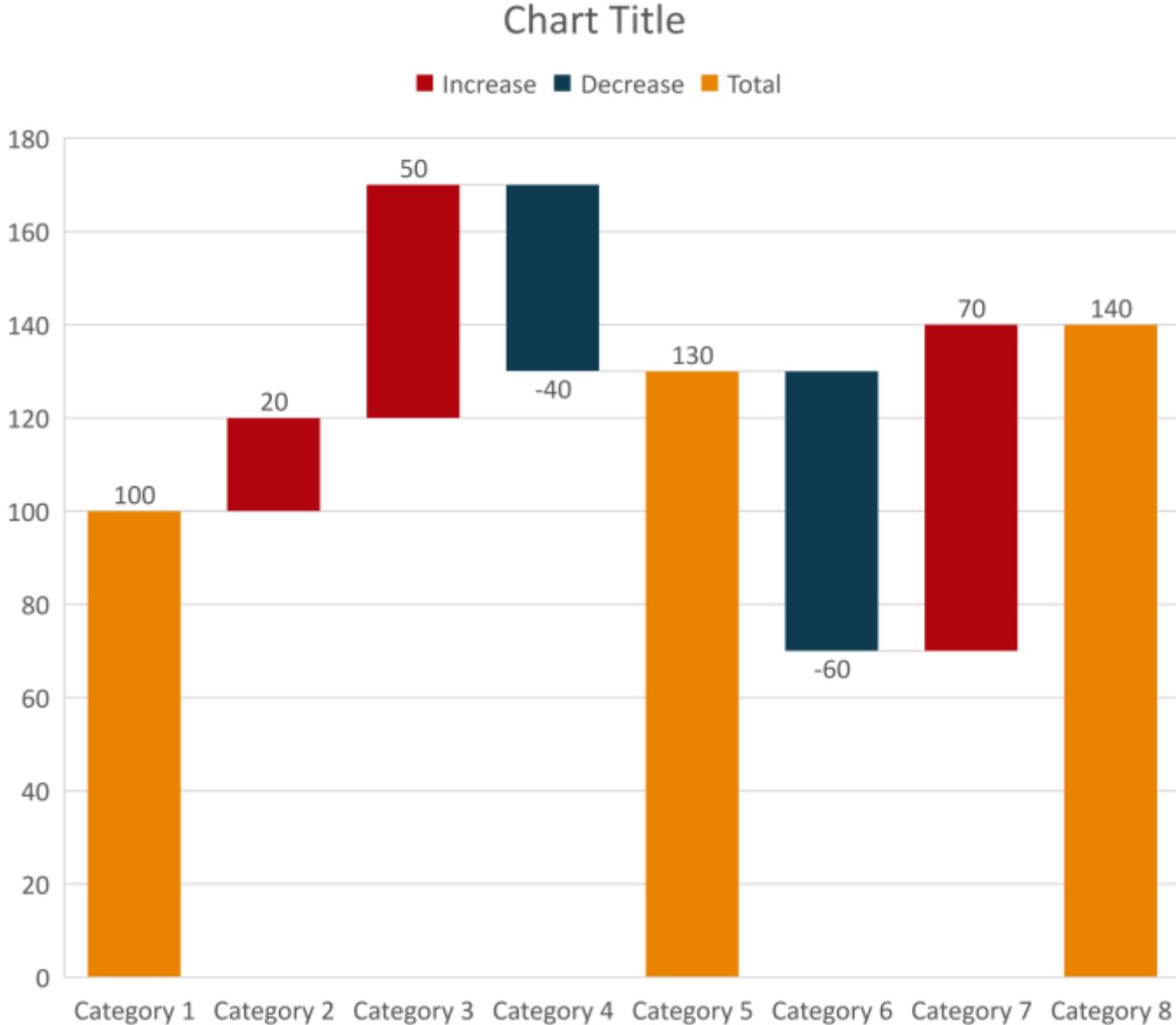


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Aenean accumsan orci sed interdum maximus. Curabitur nisi nisi, tempor quis

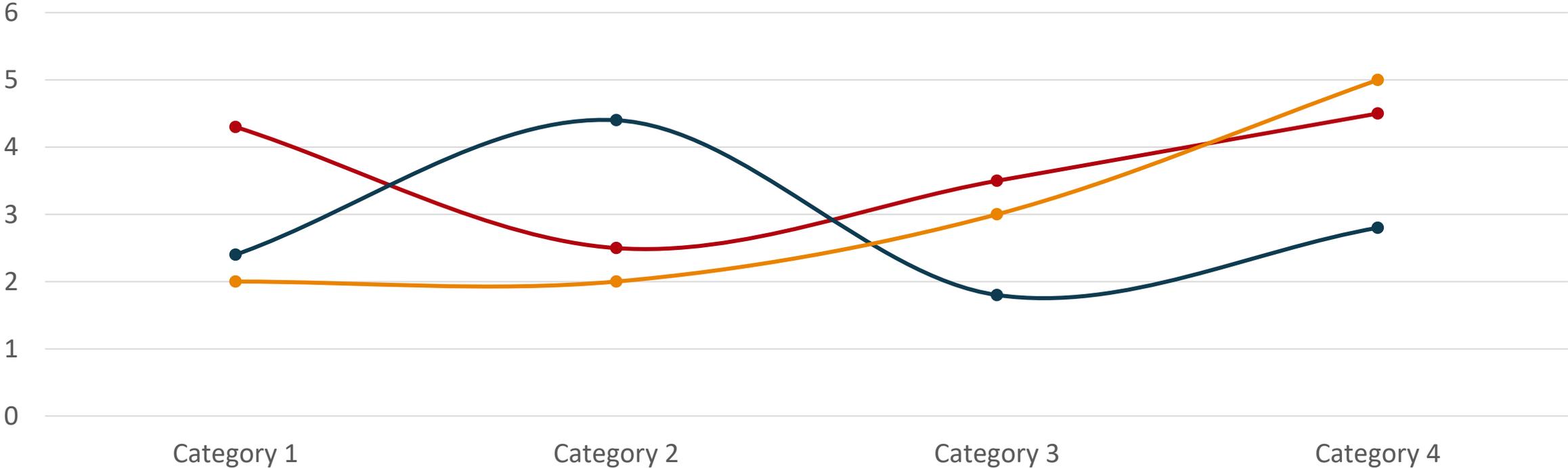


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Chart Title

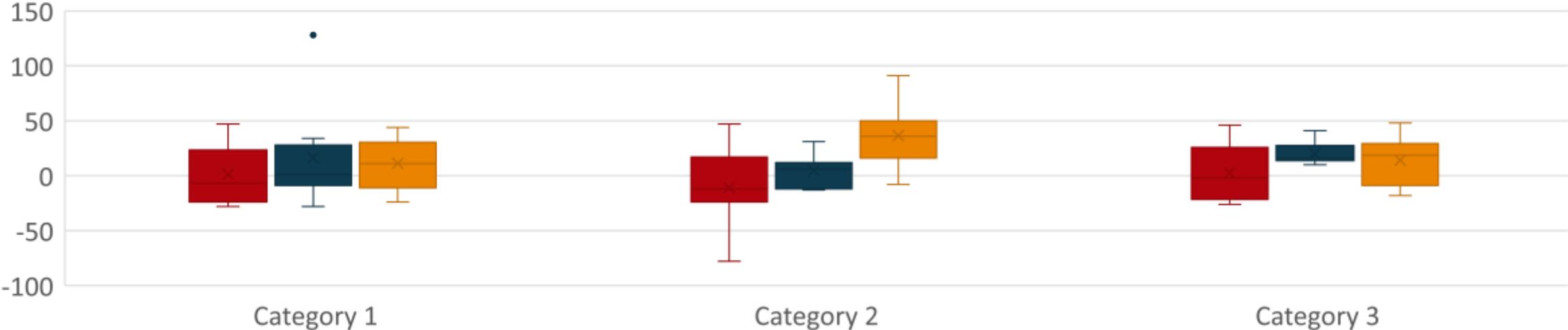
Series 1 Series 2 Series 3



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Chart Title



**1** **Heading**  
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sit amet,  
adipiscing elit.

**2** **Heading**  
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sit amet,  
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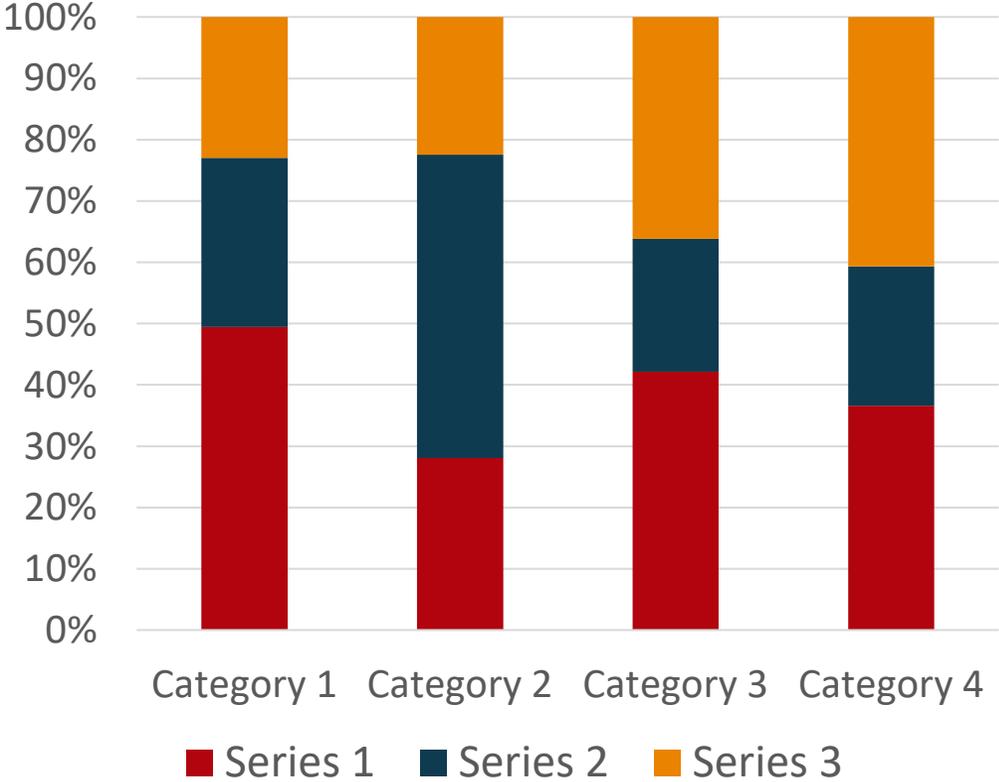
**3** **Heading**  
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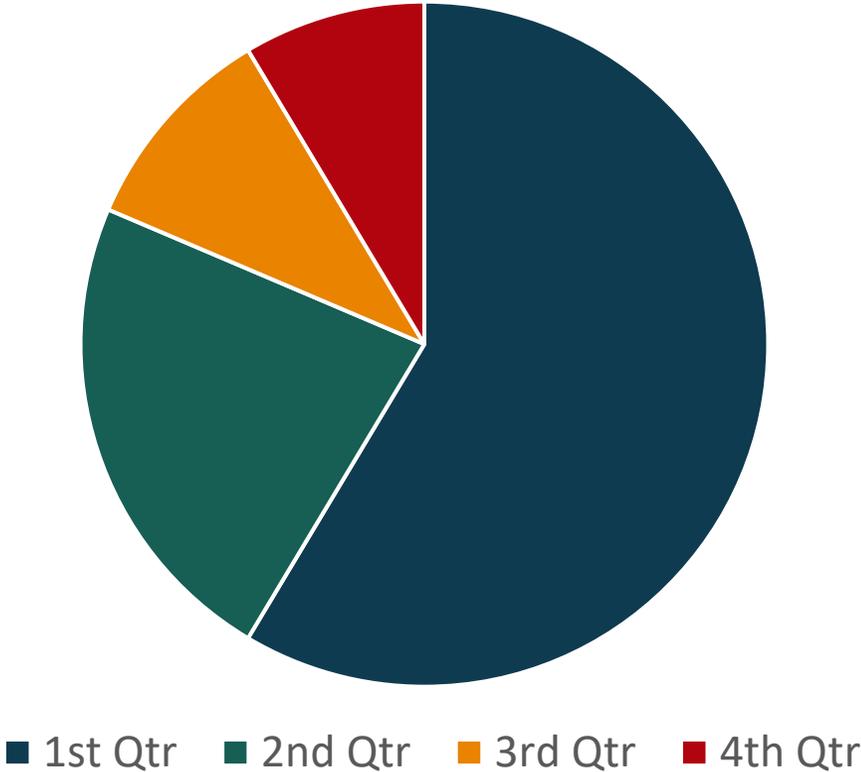
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Chart Title



Sales



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Sales



■ 1st Qtr ■ 2nd Qtr ■ 3rd Qtr ■ 4th Qtr

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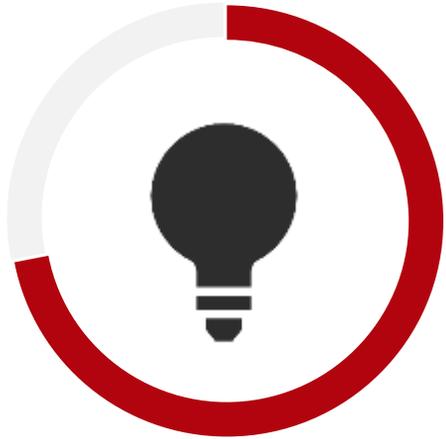
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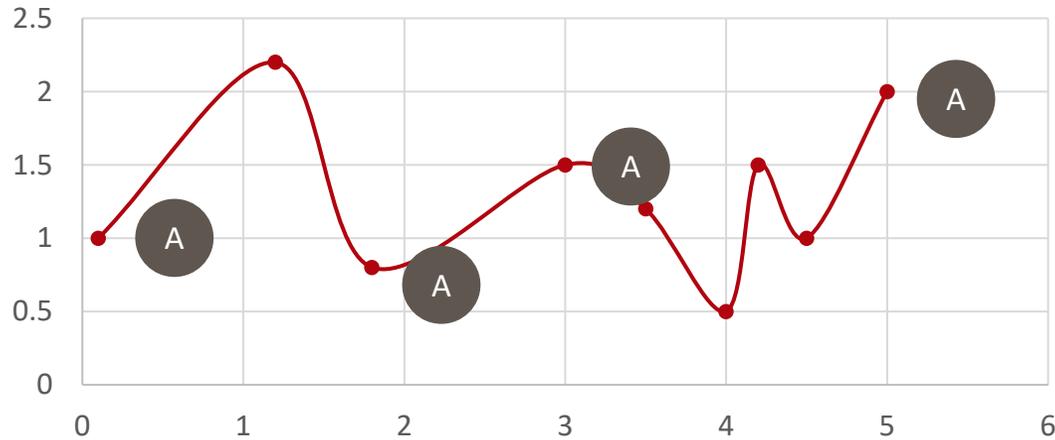
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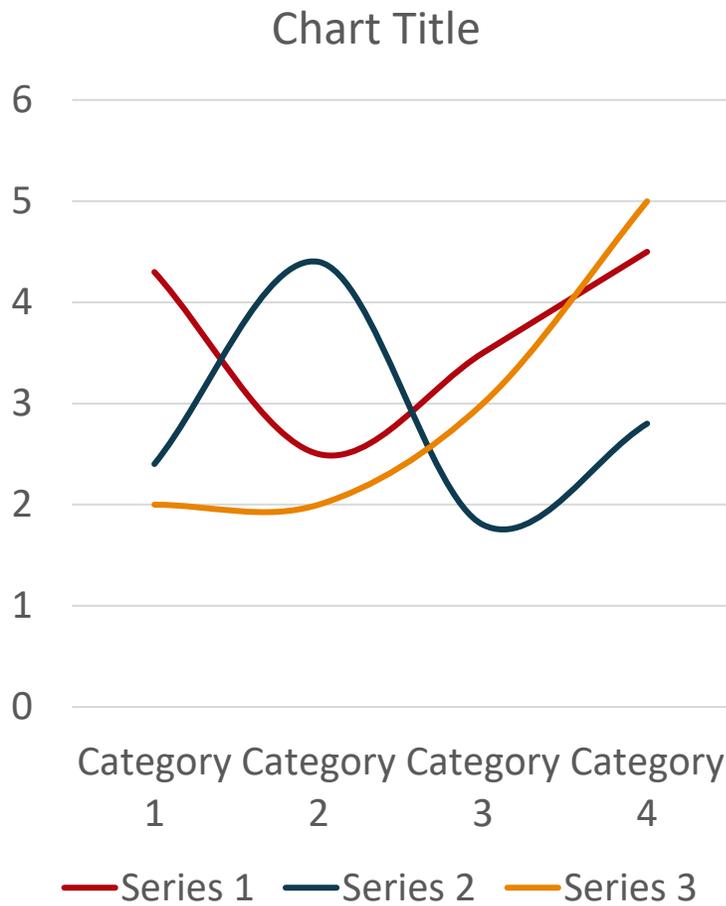
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Chart Title

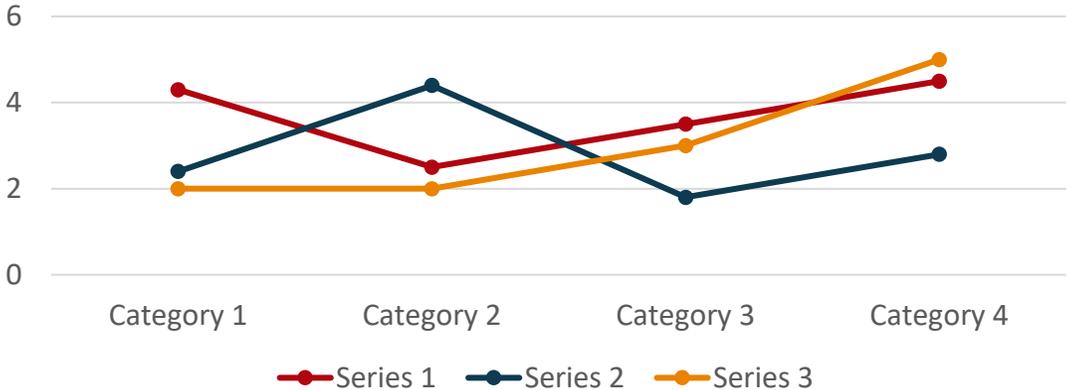
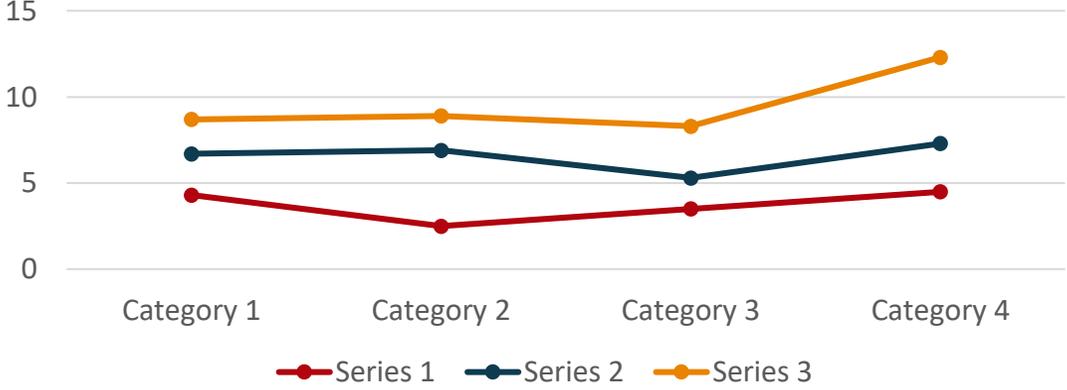


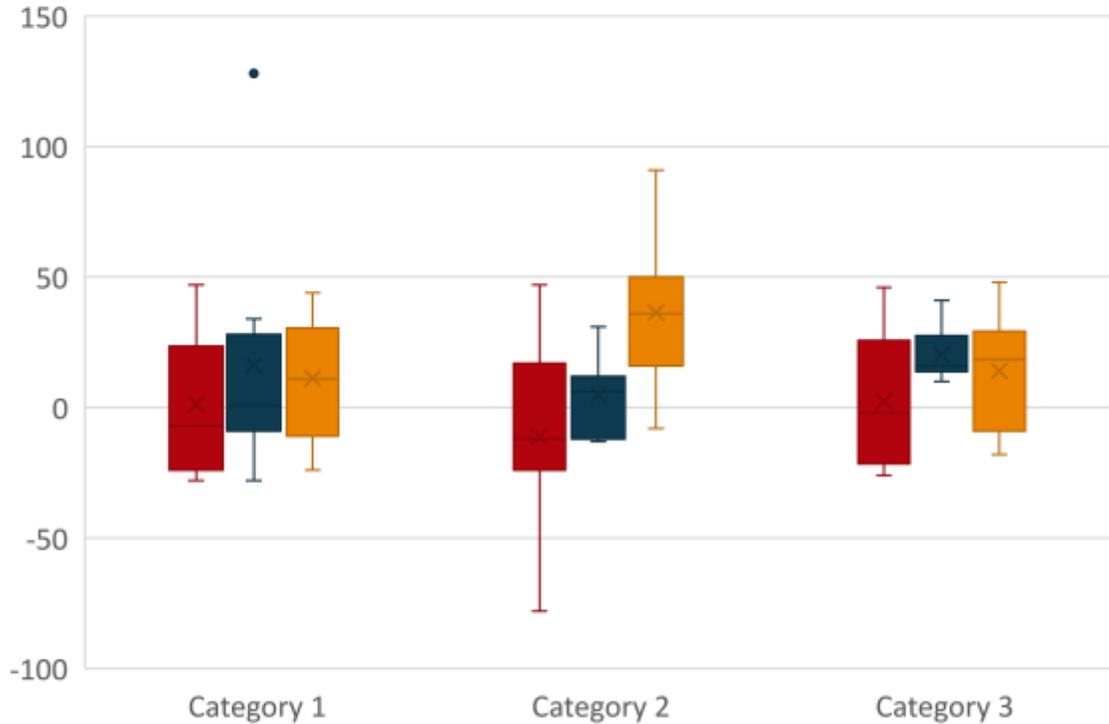
Chart Title



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Chart Title



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	2018	2018
Category one	\$15	\$20
Category two	\$9	\$10
Category three	\$11	\$12
Category four	\$32	\$21

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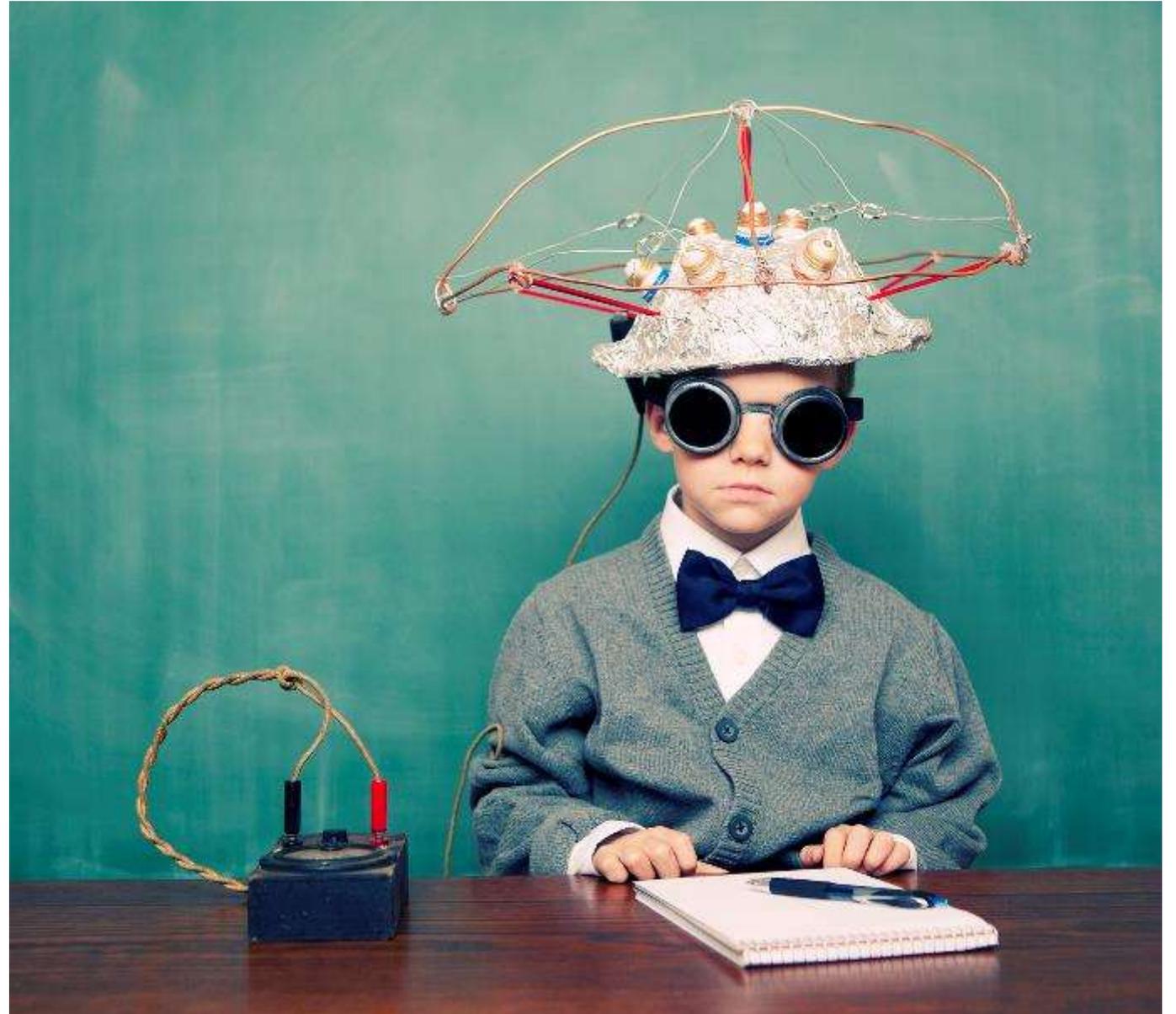
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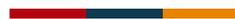
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**A** **Click to heading text here**  
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**B** **Click to heading text here**  
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**C** **Click to heading text here**  
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**D** **Click to heading text here**  
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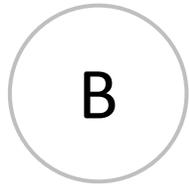
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Vivamus sit amet elit enim.



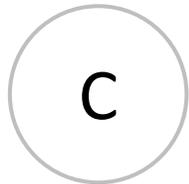
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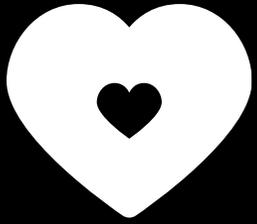


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## Picture caption with additional information on reference



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**Text 1.** Lorem ipsum dolor sit amet, consectetur adipiscing elit. Nam ac nulla in enim ornare facilisis.



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July 2016

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June 2018



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Ut sit amet sodales lectus.  
Aenean tincidunt sapien risus,  
ac auctor est imperdiet.



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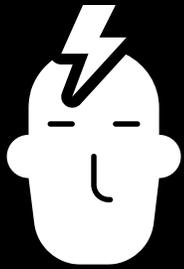
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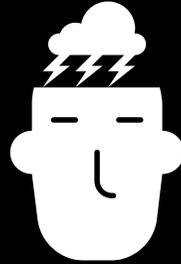
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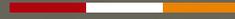
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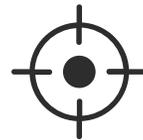


Subtitle placeholder text here



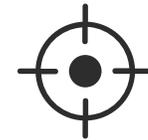
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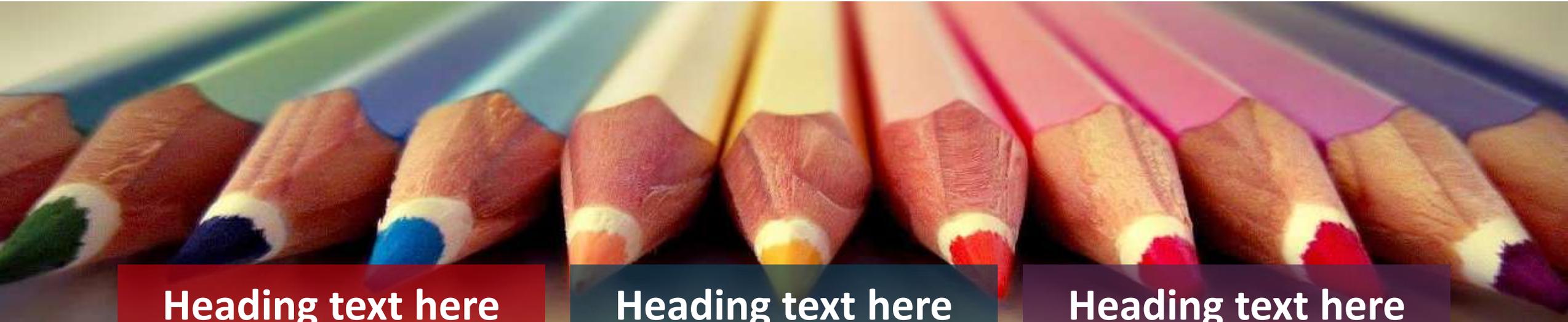
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**Text 2.** Cras posuere vehicula nulla, dapibus mentum est tristique sed.

**Text 3.** Nam ac nulla in enim ornare facilisis. Phasellus sagittis.



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Phasellus sagittis.



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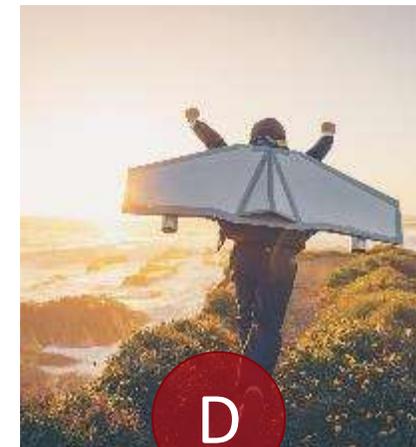
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A

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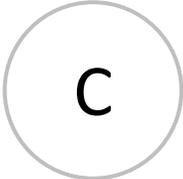
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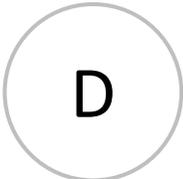
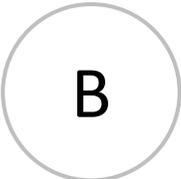


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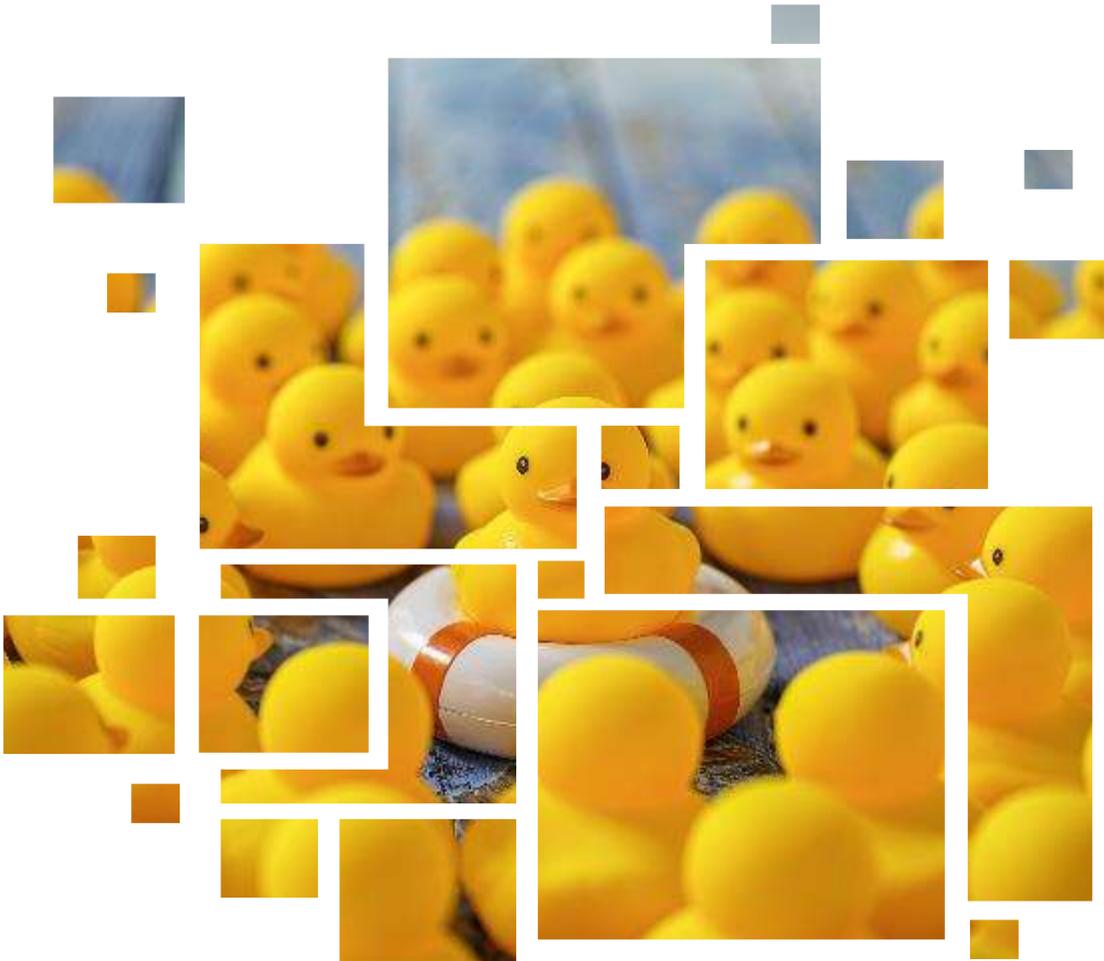
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# Case Study - GSB



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# Case Study - GSB



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