RESTAURANT LEADERSHIP CONFERENCE

INSERT A PICTURE, CROP A HEADSHOT AND EXPORT AS JPG

INSERT IMAGE

1. Select the image box to insert your image.

2. Click on the “Insert” tab in the top menu bar of PowerPoint.

3. Click on the “Pictures” button in the “Images” group.

4. Select the image you want to insert and click on the “Insert” buttonp.

IMAGE CROP

1. Select the picture on the slide.

2. Look for the PICTURE TOOLS FORMAT tab, which appears when you select the picture.

3. Click FORMAT. On the FORMAT tab, in the Size group

4. click the arrow under Crop, and point to Crop to Shape.

EXPORT IMAGE AS JPG.

1. On the File menu, select Export.

2. Under File Format, select the image format you want JPEG.

3. Select Save Current Slide Only.

April 19-22, 2026

JW Marriott Phoenix Desert Ridge Resort & Spa, Phoenix, AZ

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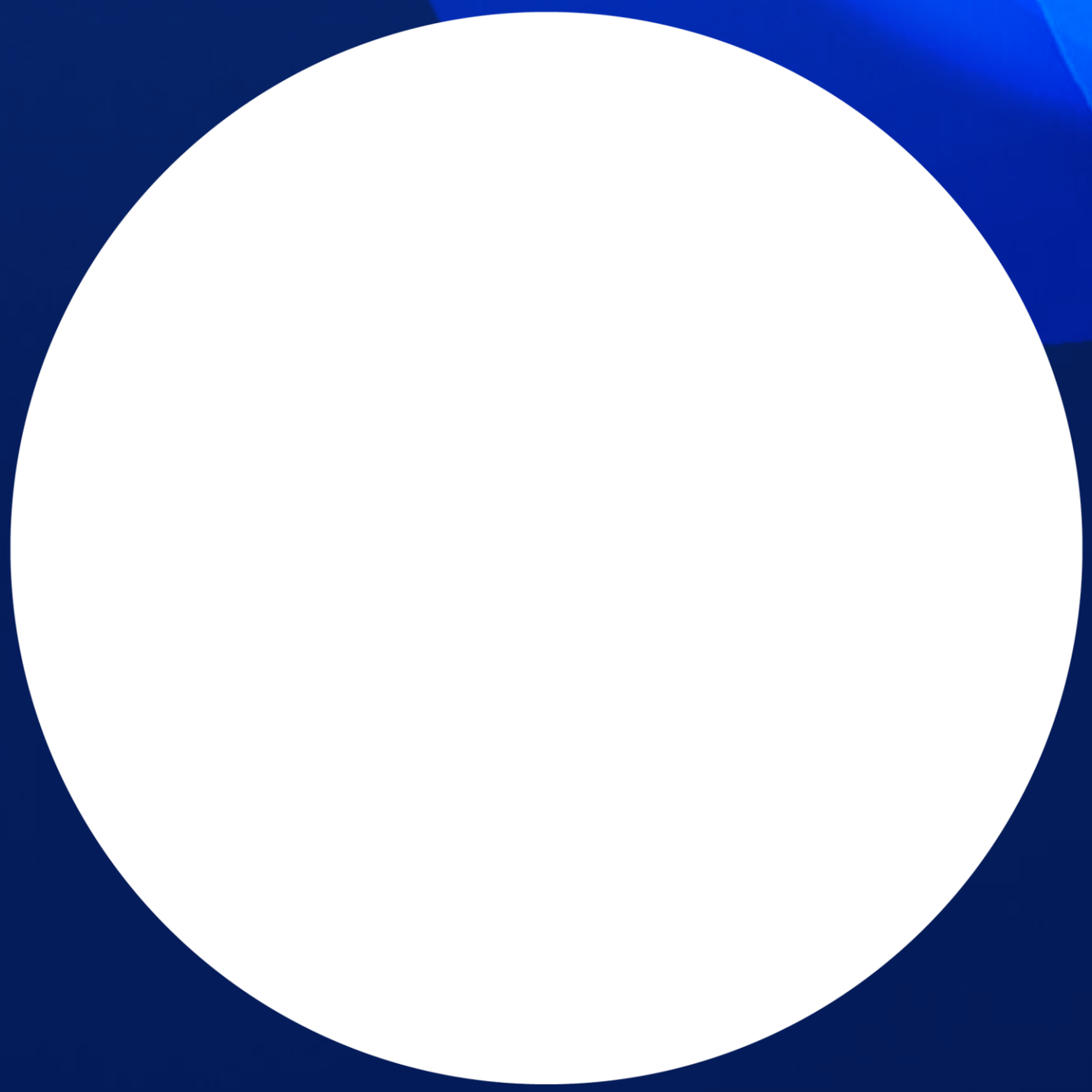

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