

* **File Tab** - The new *File* tab in the left corner of the [ribbon](http://presentationsoft.about.com/od/r/g/ribbon.htm), replaces the [Office button](http://presentationsoft.about.com/od/no/g/officebutton.htm). Many of the same features are present and some new features have been added.
* **Ribbon** - The ribbon replaces the toolbar in older versions of PowerPoint, prior to PowerPoint 2007.
* **Quick Access Toolbar** - This toolbar appears in the top left corner of the PowerPoint 2010 screen. This is a customizable toolbar, so that you may add icons for features that you use frequently.
* **Tabs on the Ribbon** - These tabs on the ribbon are headings for groups of tasks. These tabs look similar to the headings on the menus in older versions of PowerPoint.
* **Help Button** - This tiny question mark icon is how to access help for PowerPoint 2010.
* **Slides/Outline Pane** - The *Slides/Outline* pane is located on the left side of the window. The *Slides* pane shows [thumbnail](http://presentationsoft.about.com/od/t/g/thumbnail.htm) versions of each of the slides in the presentation. The*Outline* pane shows a text outline of all the information on the slides.
* **Notes** - The *Notes* section is a place for the speaker to jot down any hints or references for his presentation. Only the presenter will see these notes.
* **Status Bar** - The *Status bar* shows current aspects of the presentation, such as the current slide number and what [design theme](http://presentationsoft.about.com/od/d/g/designtheme.htm) was used. A tiny *Common tools* toolbar gives quick access to features that the presenter would use often.