

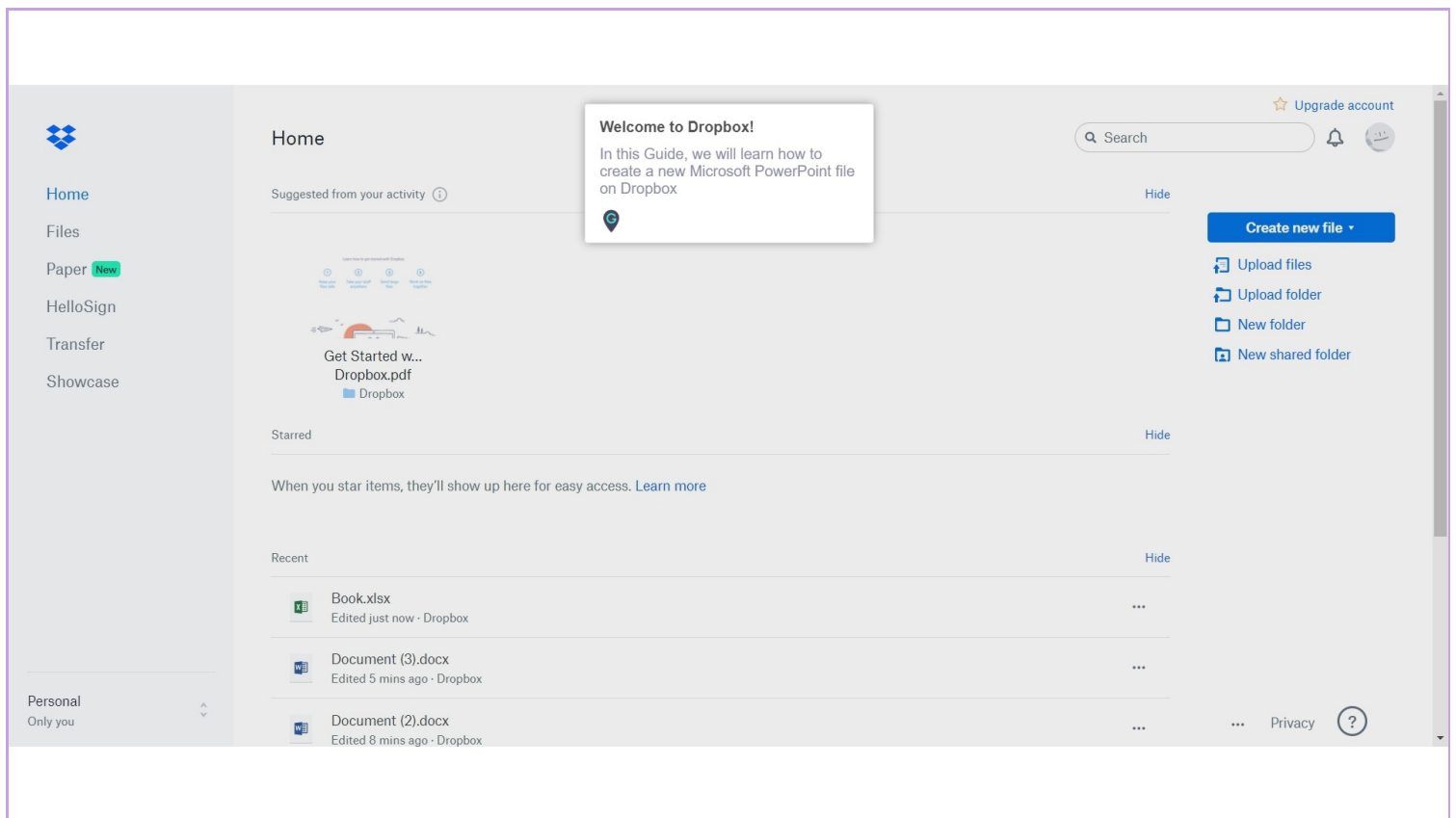


How to create a new Microsoft Excel file on  
Dropbox

# Step: 01

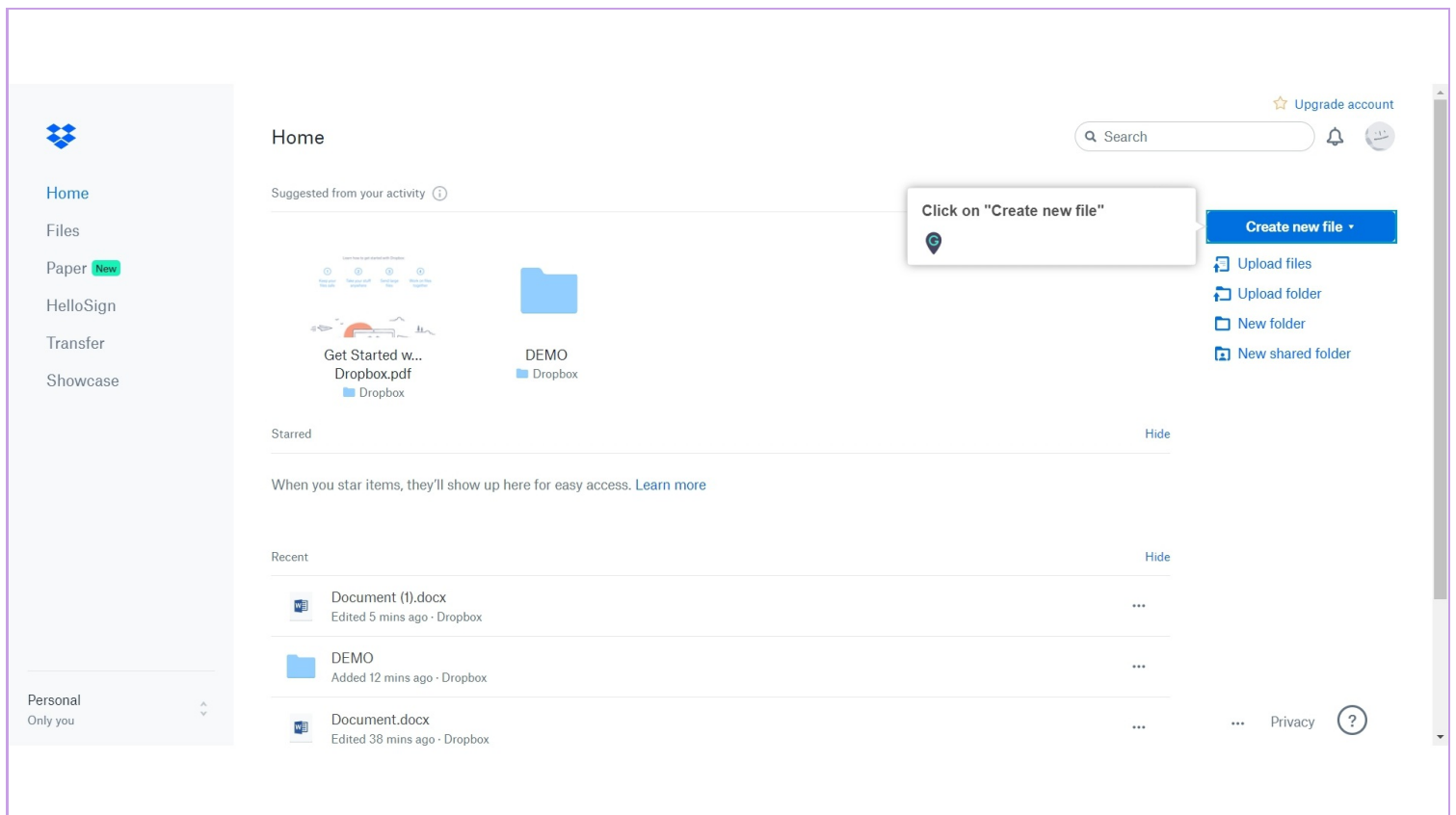
## Welcome to Dropbox!

In this Guide, we will learn how to create a new Microsoft PowerPoint file on Dropbox



## Step: 02

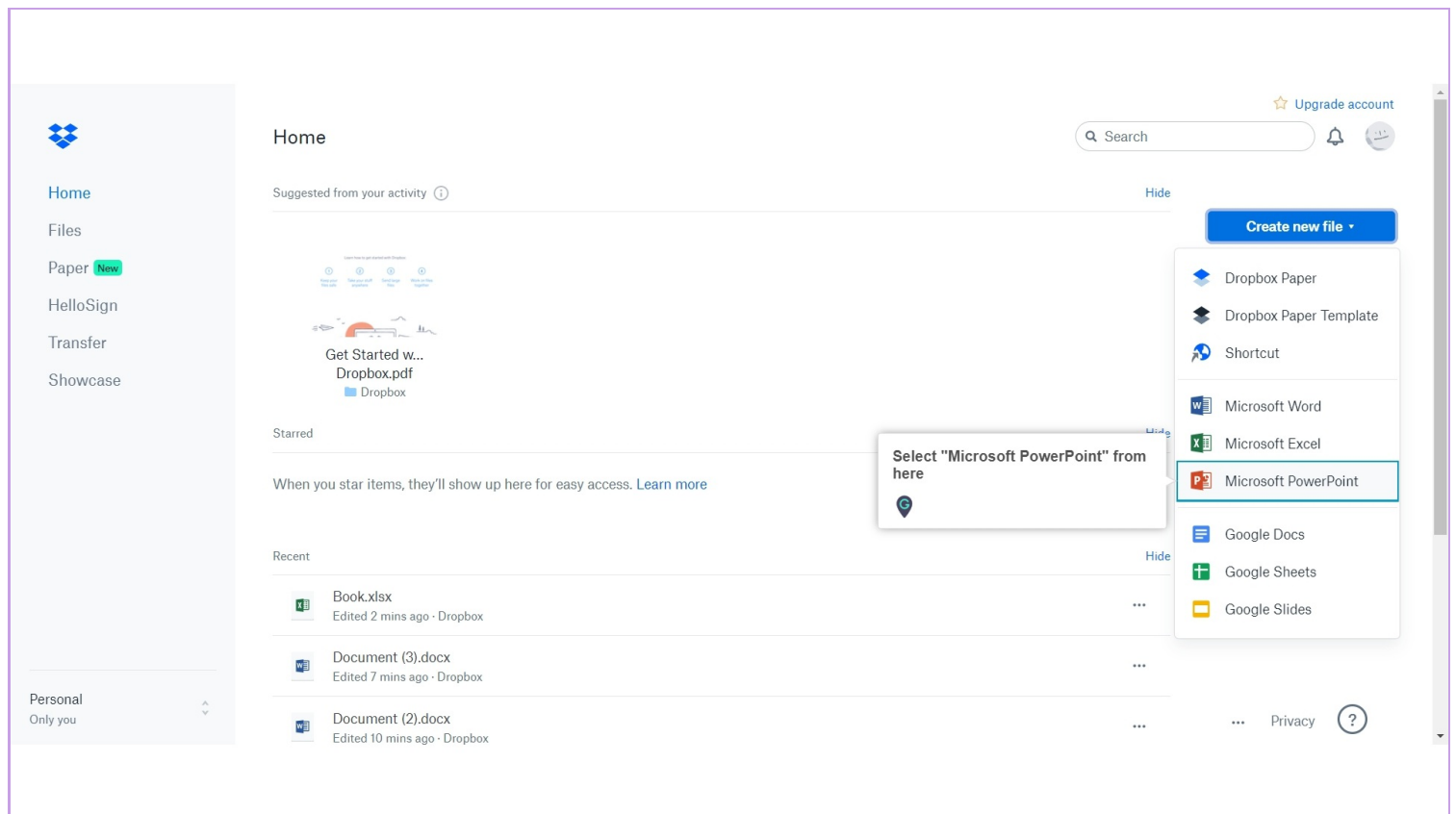
Click on "Create new file"



The screenshot shows the Dropbox web interface. On the left is a navigation sidebar with options: Home, Files, Paper (marked 'New'), HelloSign, Transfer, and Showcase. The main content area is titled 'Home' and features a search bar, an 'Upgrade account' link, and a 'Suggested from your activity' section. Below this are sections for 'Starred' and 'Recent' items. A callout box with a green location pin icon points to the 'Create new file' button in the top right corner. The callout text reads 'Click on "Create new file"'. The 'Create new file' dropdown menu is open, showing options: Upload files, Upload folder, New folder, and New shared folder. At the bottom right, there is a 'Privacy' link with a question mark icon.

## Step: 03

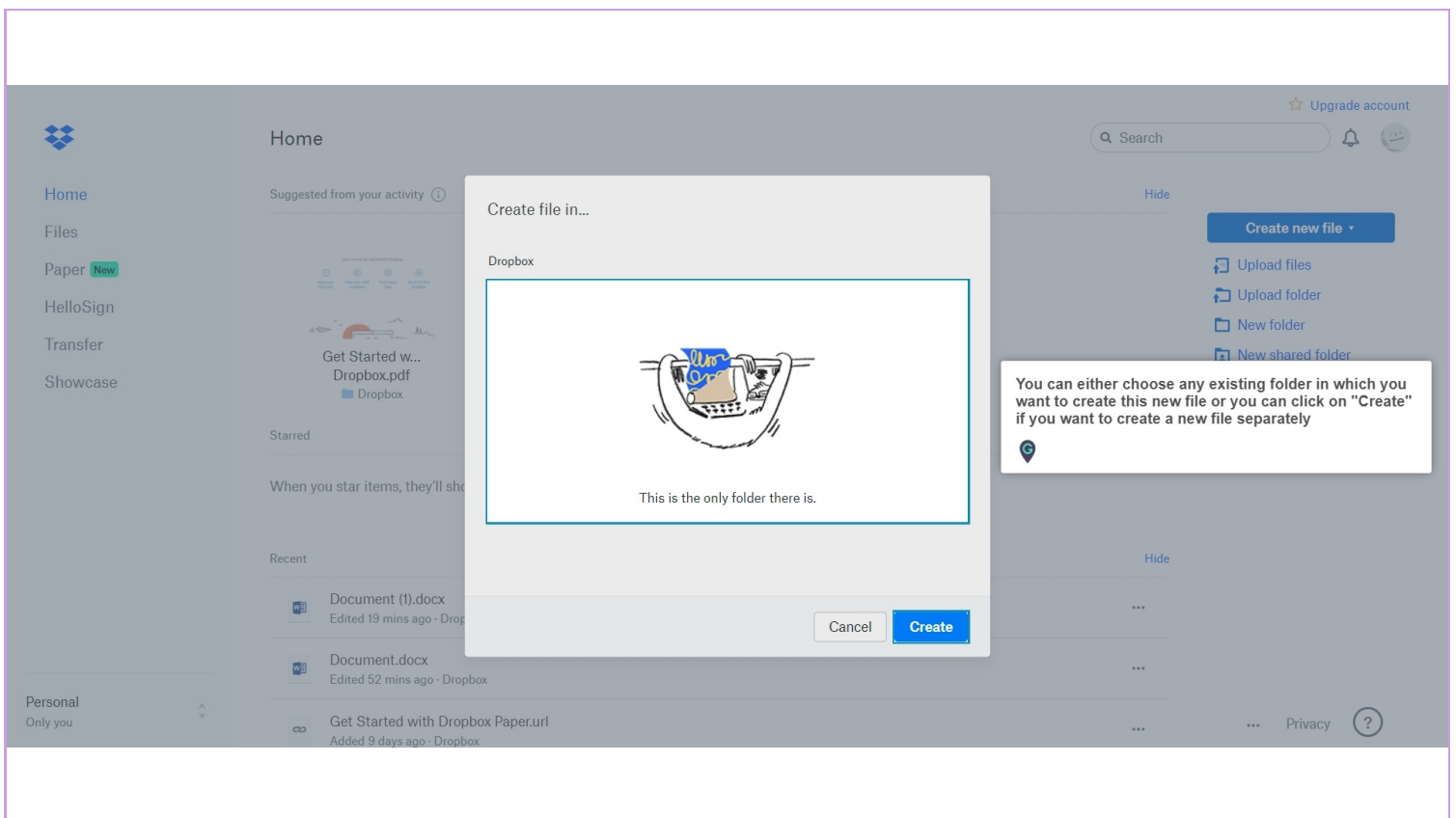
Select "Microsoft PowerPoint" from here



The screenshot displays the Dropbox home interface. On the left is a navigation sidebar with options: Home, Files, Paper (marked 'New'), HelloSign, Transfer, and Showcase. The main area is titled 'Home' and includes a search bar, an 'Upgrade account' link, and a 'Suggested from your activity' section. Below this are sections for 'Starred' and 'Recent' files. A 'Create new file' button is open, showing a list of application options: Dropbox Paper, Dropbox Paper Template, Shortcut, Microsoft Word, Microsoft Excel, Microsoft PowerPoint (highlighted with a blue border), Google Docs, Google Sheets, and Google Slides. A callout box points to the 'Microsoft PowerPoint' option with the text: 'Select "Microsoft PowerPoint" from here'. At the bottom right, there is a 'Privacy' link with a question mark icon.

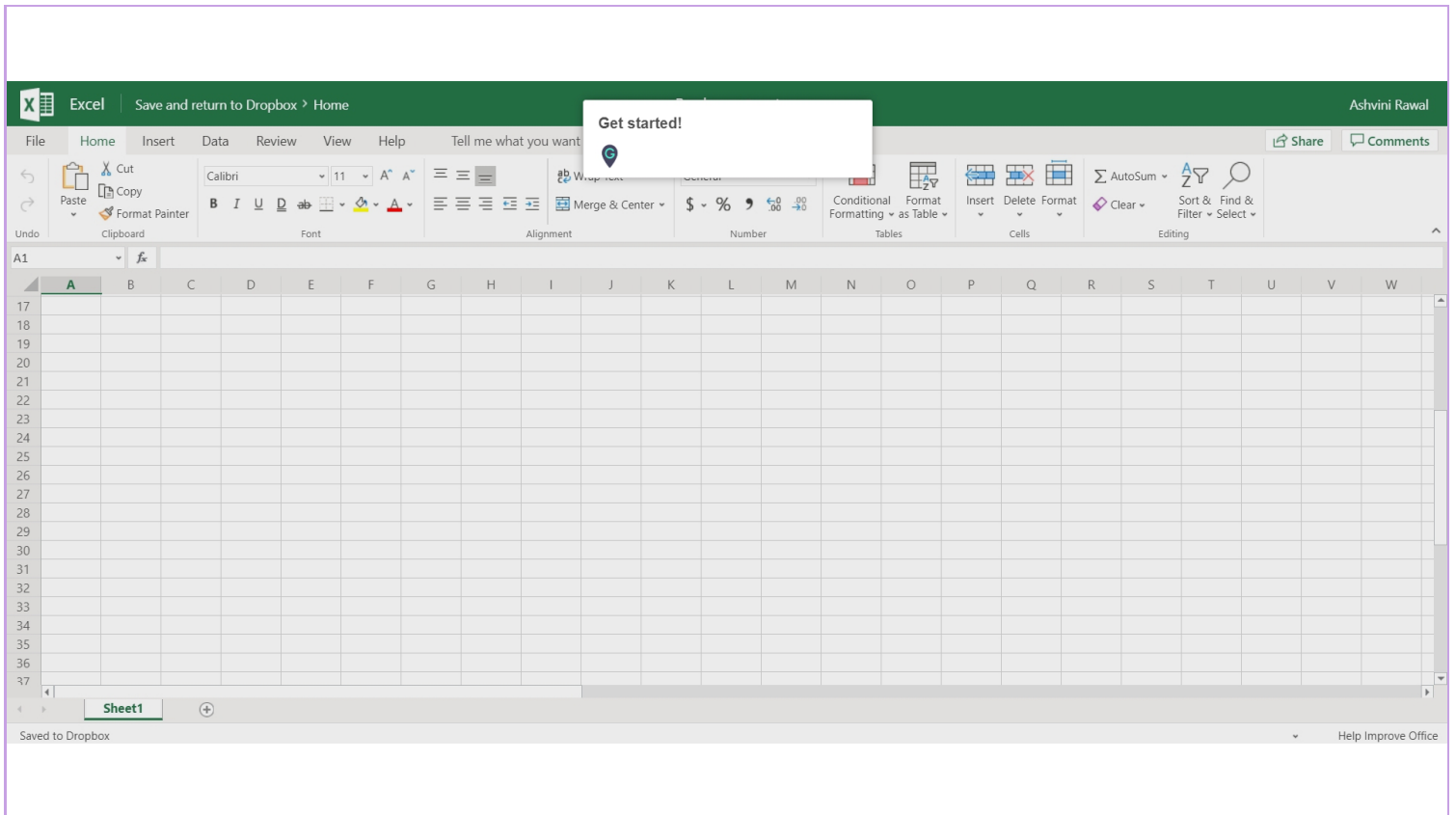
## Step: 04

You can either choose any existing folder in which you want to create this new file or you can click on "Create" if you want to create a new file separately



# Step: 05

## Get started!



# Thank You!

[myguide.org](http://myguide.org)