How To: Convert a PowerPoint Presentation from 4:3 to 16:9

For PowerPoint 2010-2013

Click Design
Select Page Setup
Under Slides Sized For:
Switch From 4:3 to 16:9

For PowerPoint 2016

Click Design
Select Slide Size
Switch from 4:3 to 16:9

Click to add title
When you convert your presentation from 4:3 to 16:9 your image will get Stretched

Original 4:3 Image

Image Stretched in 16:9

Fix Image Ratios without altering their Shape

Right click on an image and select Size and Position.

From this dialog, click in the Height box in the Scale section.

Now, just click up once and down once. As long as the Lock Aspect Ratio checkbox is checked,

you can change the scale by 1 step and then switching it back will fix your image.

You will also want to make some tweaks to the layout and spacing of your Text boxes and any Animations.
Fix Text Boxes:

Resize your text boxes to fit in the new 16:9 slides
Step through each Slide and Make sure that all of your
Text Boxes look good and fix accordingly

Creating a New 16:9 Ratio PowerPoint Presentation

1. Open New Presentation
2. Click Design | Page Setup
3. Choose 16:9 for the Slide Size