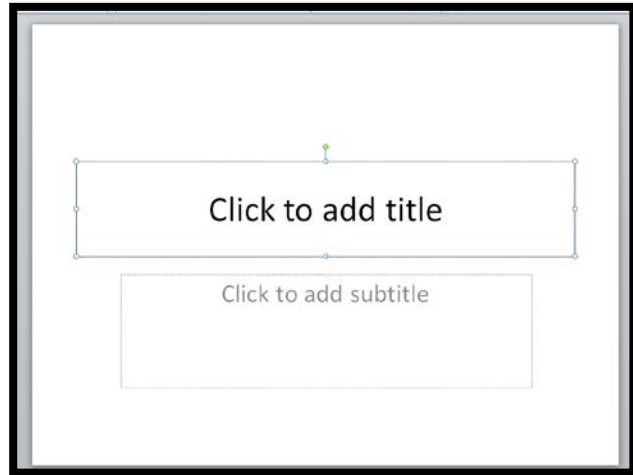
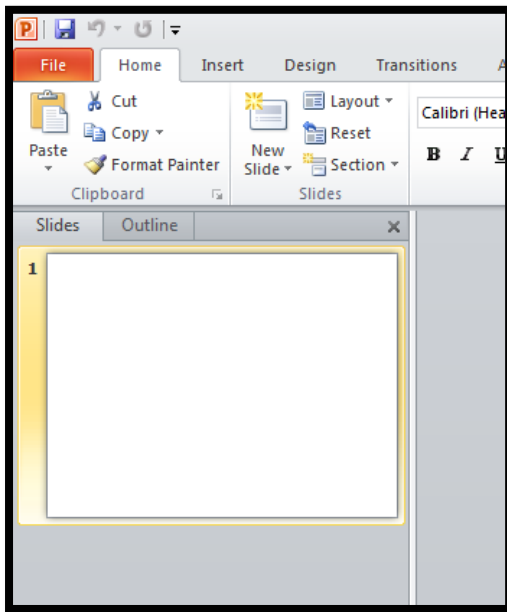


Making Powerpoint Truly Interactive

Creating a Blank Slide

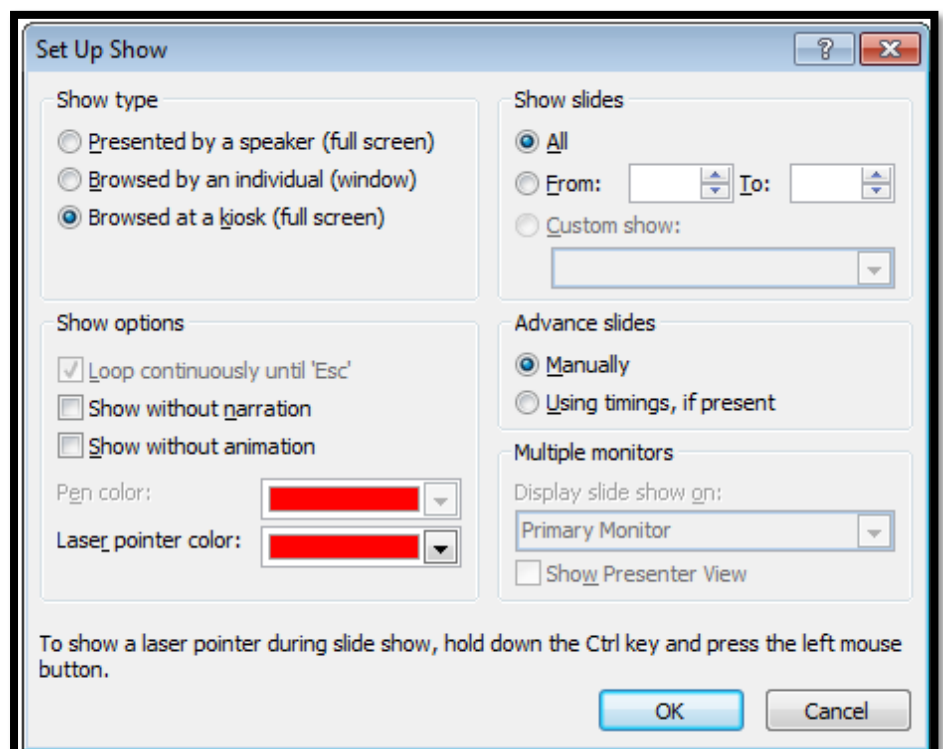
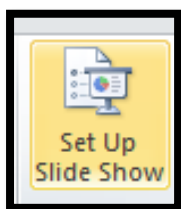
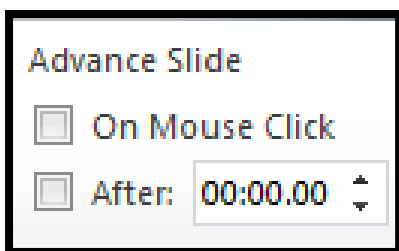
Open Powerpoint making sure you have the **Slides** view in the panel on the left hand side. **Click on the frame** of 'Click to add title' and hit the delete key on your keyboard. This will remove the box. Do the same with the 'add subtitle box.



Removing Automatic Navigation

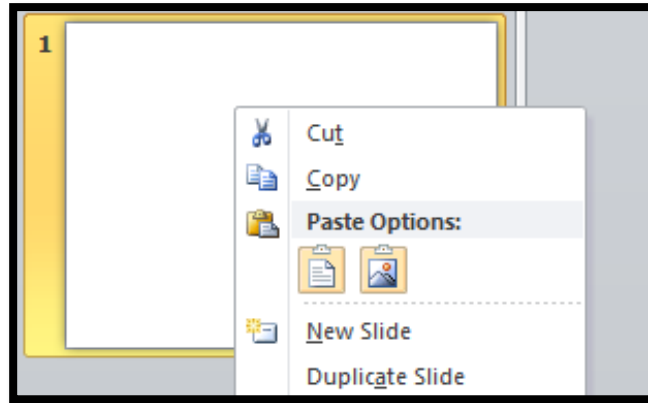
Click on the **Transitions** tab and on the far right **uncheck** the box that says **Advance Slide on Mouse Click**

Click on the **Slide Show** tab and then **Set Up Slide Show**. Where it says **Show Type** select **Browsed at a kiosk**. Where it says **Advance Slides** click to select **Manually**.



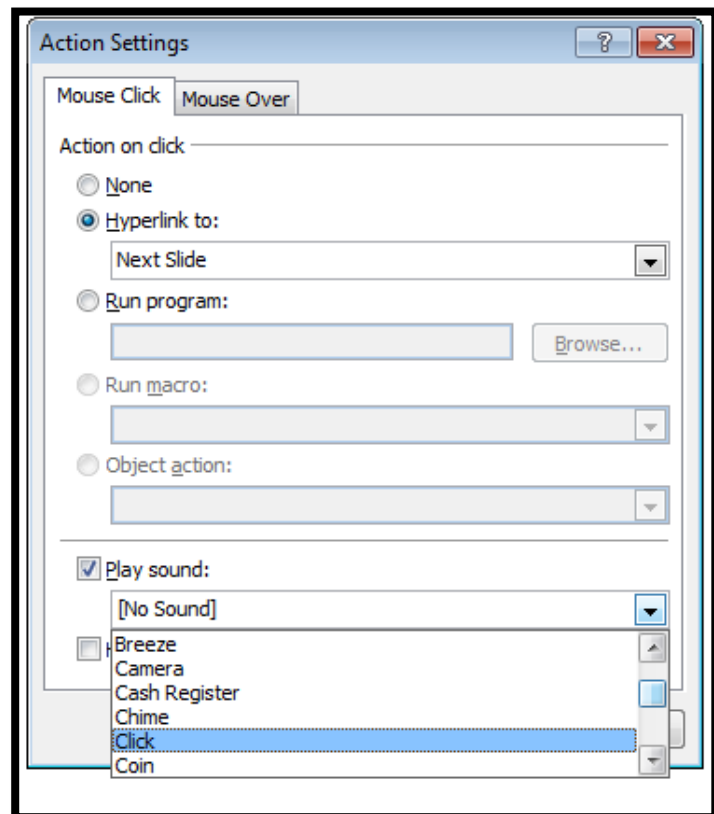
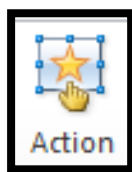
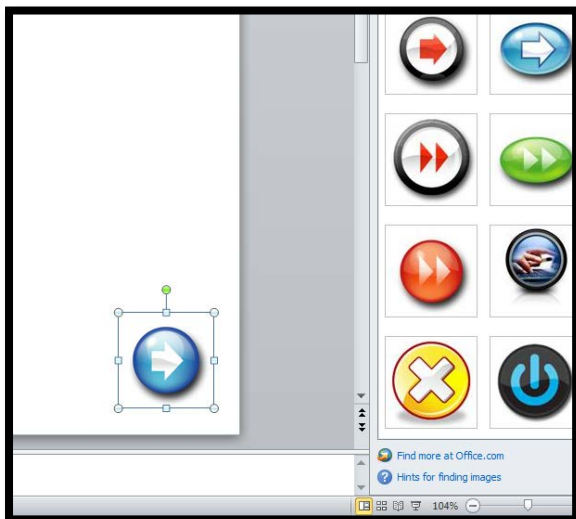
Duplicating Slides

To save time adjusting these settings for each new slide, right click on the **Slides** view and go to **Duplicate Slide**.



Creating User Navigation

Click on **Slide 1** and go to **Insert** and **Clip Art**. In the Clip Art search type button and click on **go**. Choose a button and drag it onto the slide and then **move and resize** it so that it is in the bottom right hand corner of the slide. While it is still highlighted go to **Action** and put in the settings shown.



Note: Once a button is assigned an action it can be copied and pasted to another slide and it will retain its action settings.

Buttons for Every Purpose

Hyperlinks can take you forward or backward or to a specific page in your presentation.

