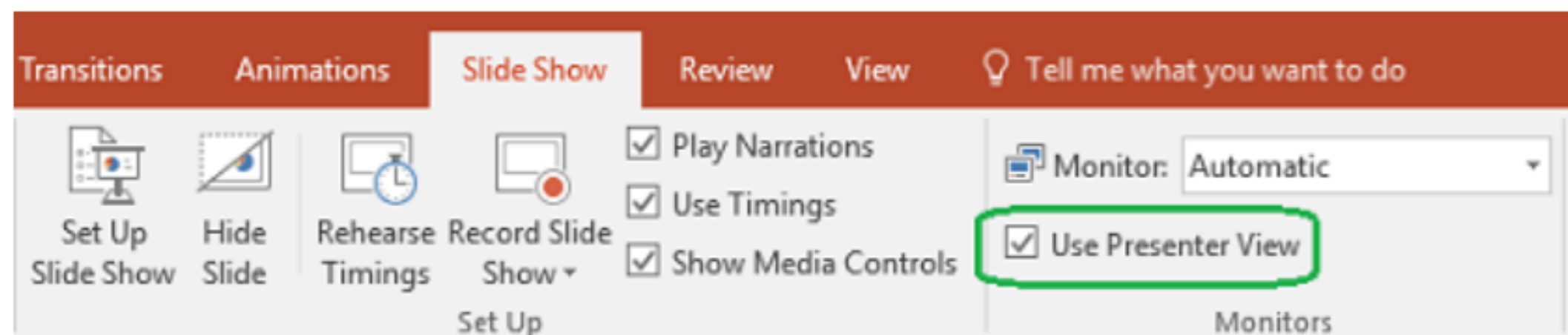


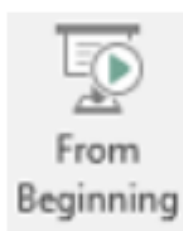
How to Present in Microsoft Powerpoint

To watch a video Tutorial on how to do this, click this link:
<https://www.microsoft.com/en-us/videoplayer/embed/RWfC4X?pid=ocpVideo0-innerdiv-oneplayer&maskLevel=20&market=en-us>

1. Select the **Slide Show** tab.
2. Select the **Use Presenter View** checkbox.



3. Select which monitor to display **Presenter View** on.



4. Select **From Beginning** or press F5.

In **Presenter View**, you can:

- See your current slide, next slide, and speaker notes.
- Select the arrows next to the slide number to go between slides.
- Select the pause button or reset button to pause or reset the slide timer in the upper left.
- See the current time to help you pace your presentation.
- Select the font icons to make the speaker notes larger or smaller.
- Select the annotations pen icon to draw on the screen in real time, or select a laser pointer.
- Select the thumbnail icon to see all the slides in your presentation and quickly jump to another slide.
- Select the magnifying glass icon to zoom in on a particular part of a slide.
- The screen icon let's you make the screen temporarily black to focus the attention on you.
- Select **END SLIDESHOW** when you're done presenting.