

## Presenter Tools & Tips

## **PowerPoint's Tools for Presenting**

Slide Show Toolbar – move mouse on slide – must be in Slide Show view

Writing on a Slide

**Changing Pointer Options** 

**Rehearsing Timings** 

Setting up a Slide Show

Set Up a Presentation to Run Automatically

Set Up a Program to Run During a Slide Show

Printing Handouts, Outlines, Note Pages

Saving in a Word Document

**Emailing a Presentation** 

**Remote Usage** 

**Speaker Tools...the delivery** 

**Embed YouTube in PowerPoint** 

http://www.wikihow.com/Embed-YouTube-Flash-Videos-in-Your-PowerPoint-Presentations

Here's the text from the link:

 In PowerPoint 2003 and earlier versions, go to View -> Toolbars -> select "Control Toolbox".

In PowerPoint 2007, go to Office button -> PowerPoint Options -> Popular -> tick "Show Developer tab in the Ribbon".



2. In the Control Toolbox (Click the Developer tab if in 2007 to see this area), click the last icon "More Controls" which is displayed as hammer plus wrench. In the set of controls available on your computer, select "Shockwave Flash Object". Then use your mouse to draw and resize an area in the slide as you like to place your YouTube video.

3. Go to the YouTube video page you'd like to add, and check the URL in the address bar of your Web browser. You'll get an address like

http://www.youtube.com/watch?v=hChq5drjQl4

Change the phrase watch?v= to v/ and now the address becomes

http://www.youtube.com/v/hChq5drjQl4

4. Right click the area you drew which is displayed as a big cross, select Properties and go to Properties tab. Copy and paste the YouTube video address in the field as value of attribute Movie; set the value of attribute Playing and Loop to False. Close the Properties tab when everything is done.

TECH TIP OF THE DAY: "The Power of Right Click"