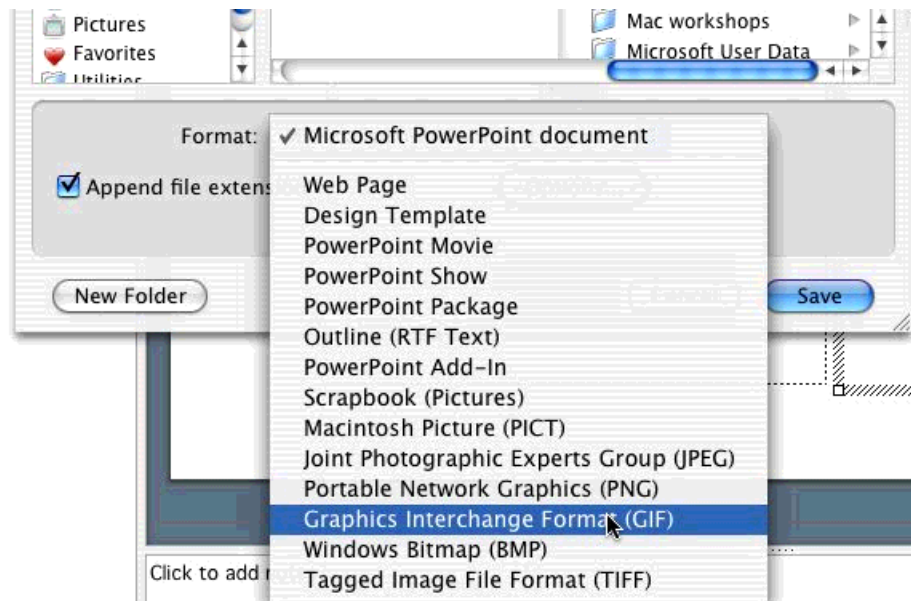
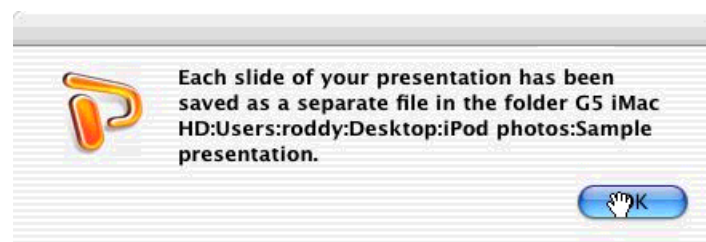


## Transferring a presentation to a Mac

- 1 Create a PowerPoint presentation in the normal way; it would also be wise to save it in the normal way
- 2 Select File>Save As... to launch the Save As dialogue, as below

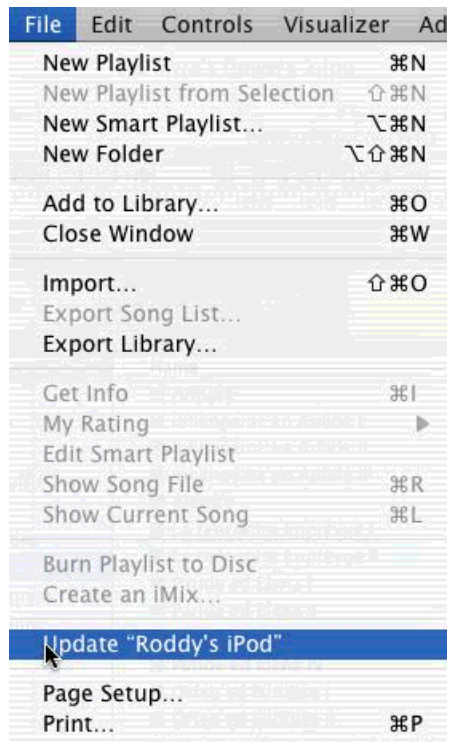


- In the Format: pop-up menu near the bottom, select 'Graphics Interchange Format (GIF)'. [It is also possible to do this with 'Joint Photographic Experts Group (JPEG)']
- In the 'Save As:' element near the top of the window, navigate to the folder you have set up to hold your synchronised iPod photo collection (eg Desktop>iPod photos)
- Click on the Save button (bottom/right)
- You will then get the following message



### 3 Launch or maximise iTunes

- Connect the iPod and note the signals for automatic synchronisation of photos with the designated folder, which now contains the new presentation. The signals include a red flashing icon and messages in the oval window pane at the top. [Obviously the larger the presentation, the longer this process of synchronisation takes]



- If the iPod is already connected, it may be worthwhile 'forcing' an update. Select File>Update [iPod], as above
- 4 Show the presentation on your iPod
- Eject the iPod using the eject button beside the iPod in the Source list on the left
  - Use the sequence iPod>Photos>folder (with the name you gave your presentation)
  - Move forward through the collection most simply by pressing the »| button at the right of the wheel and move back by pressing the <| button at the left of the wheel

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