



Multimedia Presentations

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Using **Microsoft PowerPoint**, you can add multimedia features such as graphics, sounds, and movies to your presentations. You can add links and buttons to your slides to “play” an object, go to a website, open an application, or move to a particular slide. By the time you complete this guide, you will be able to animate slide objects, add graphics, sounds, and movies to a presentation, and use links and action buttons.



Tip!

You can also press **F5** to run a slide show.



Check It Out!

Want to learn more about how this presentation was created? Refer to the *PowerPoint Step-by-Step* guide.



Reference!

Microsoft Office Online is an online resource for information, media content, and training for Microsoft Office. It is fully integrated with PowerPoint 2003, so you can access online content without having to open your web browser or go through any extra steps.



Alert!

You must be connected to the internet to access online content.

Preview the Plain Presentation

1. Open the PowerPoint presentation “*curriculum.ppt*”, provided with this guide.
2. Go to the **View** menu to *Slide Show* to begin the presentation.
3. Press **Enter** to move through the slide show until you are returned to the *Normal* view.



Find a Picture Online

1. Click **Slide 3** in the *Slides* pane.
2. Go to the **Insert** menu to *Picture to Clip Art* to bring up the *Clip Art* task pane.
3. Type “Shakespeare” in the **Search for** box, then click **Go**.
4. Click one of the Shakespeare clips to insert it.
5. Click and drag the graphic to place it on the slide.



Dark blue globe icon indicates online content

