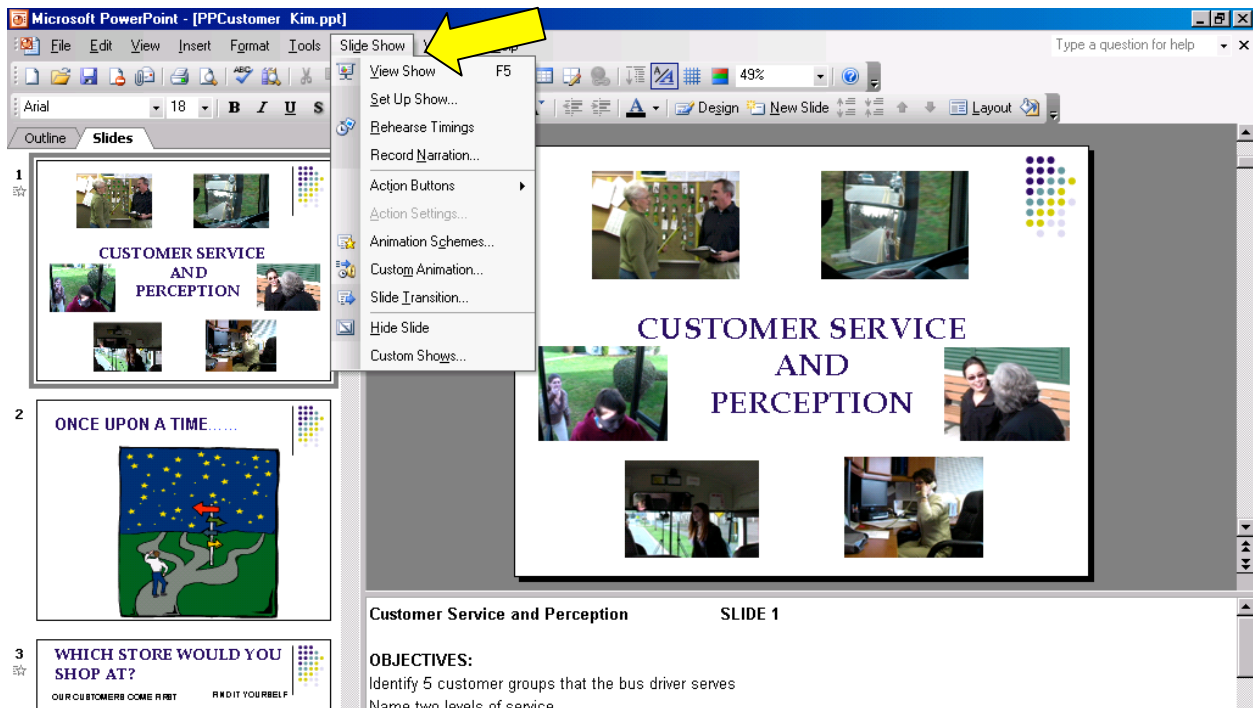


## USING POWER POINT – PLAY SLIDE SHOW

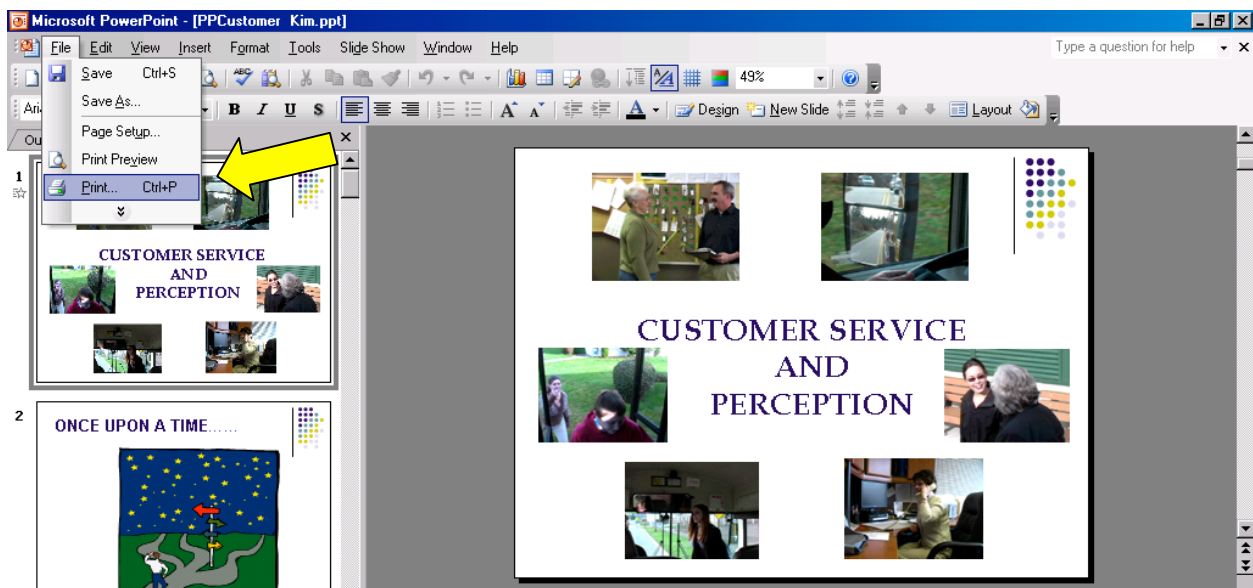
H-2

Open the PowerPoint presentation, select slide show from menu bar then select view show.

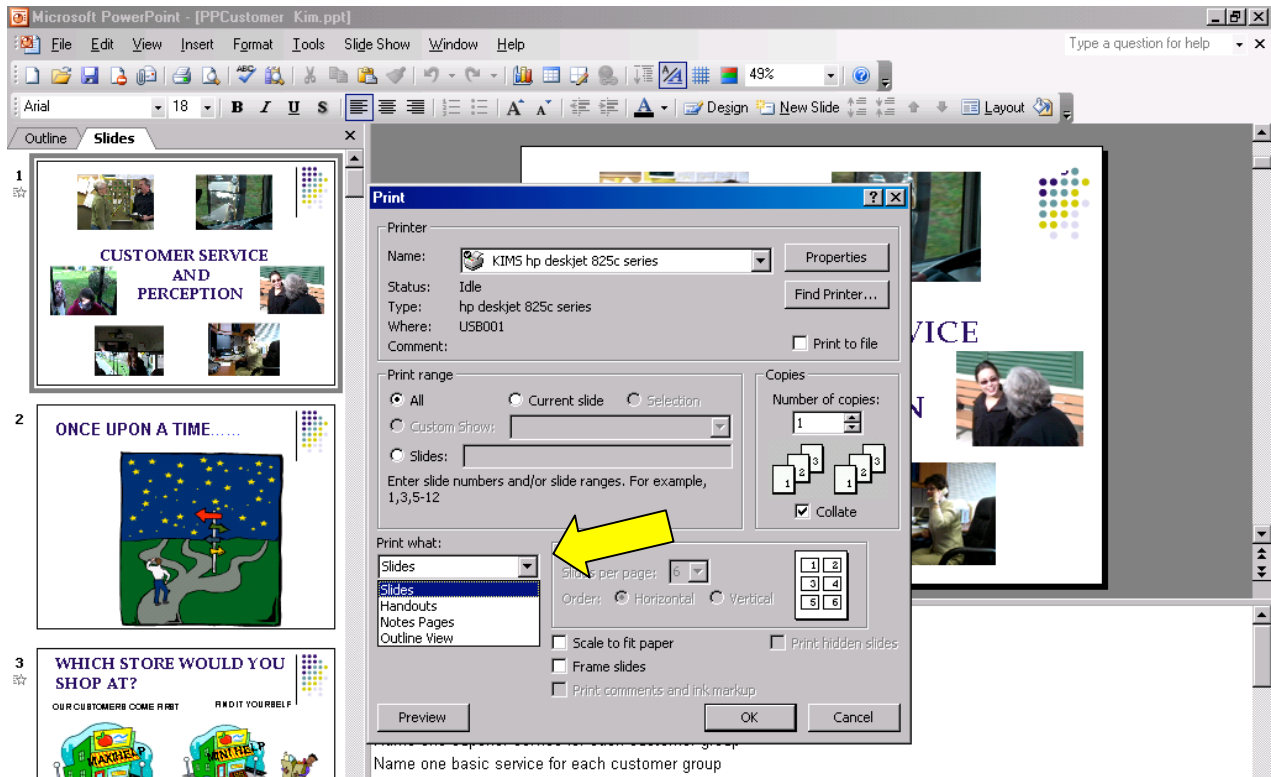


## PRINTING THE PRESENTATION

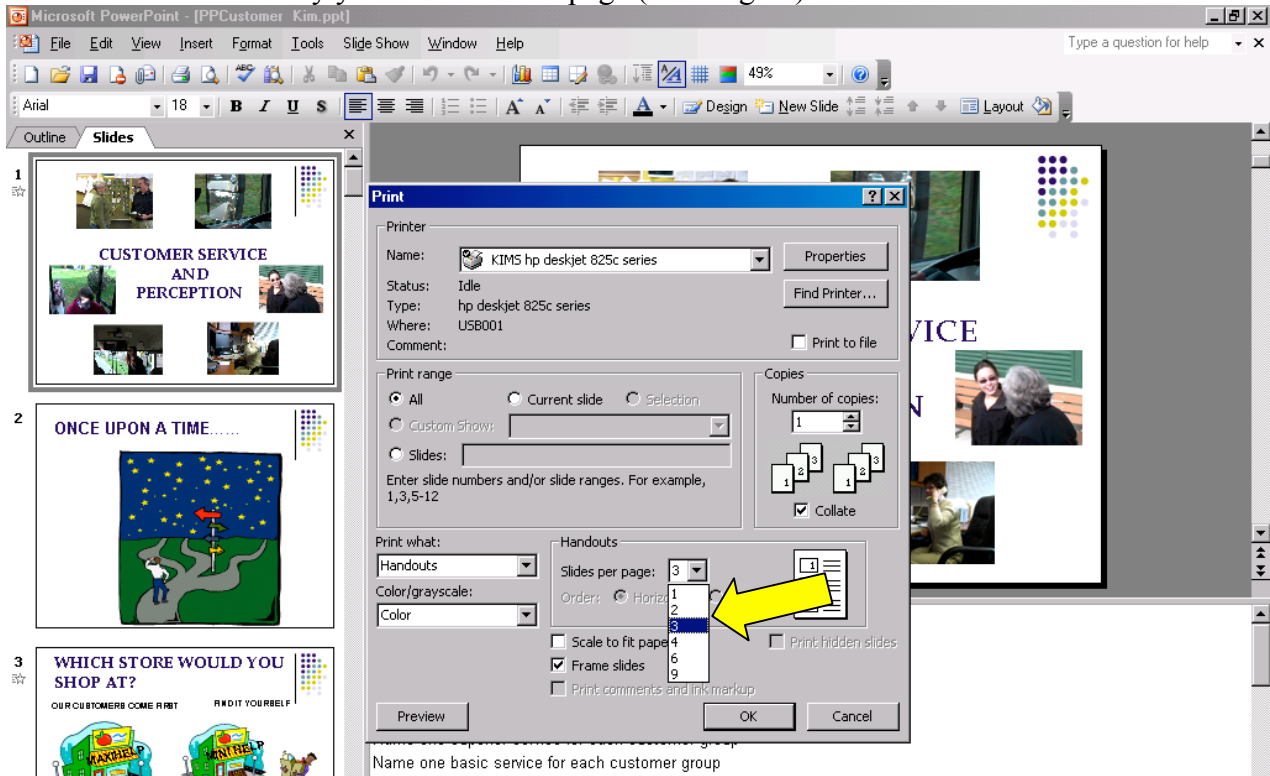
1) Open the PowerPoint presentation. Select **File**, and **Print** as shown in the example



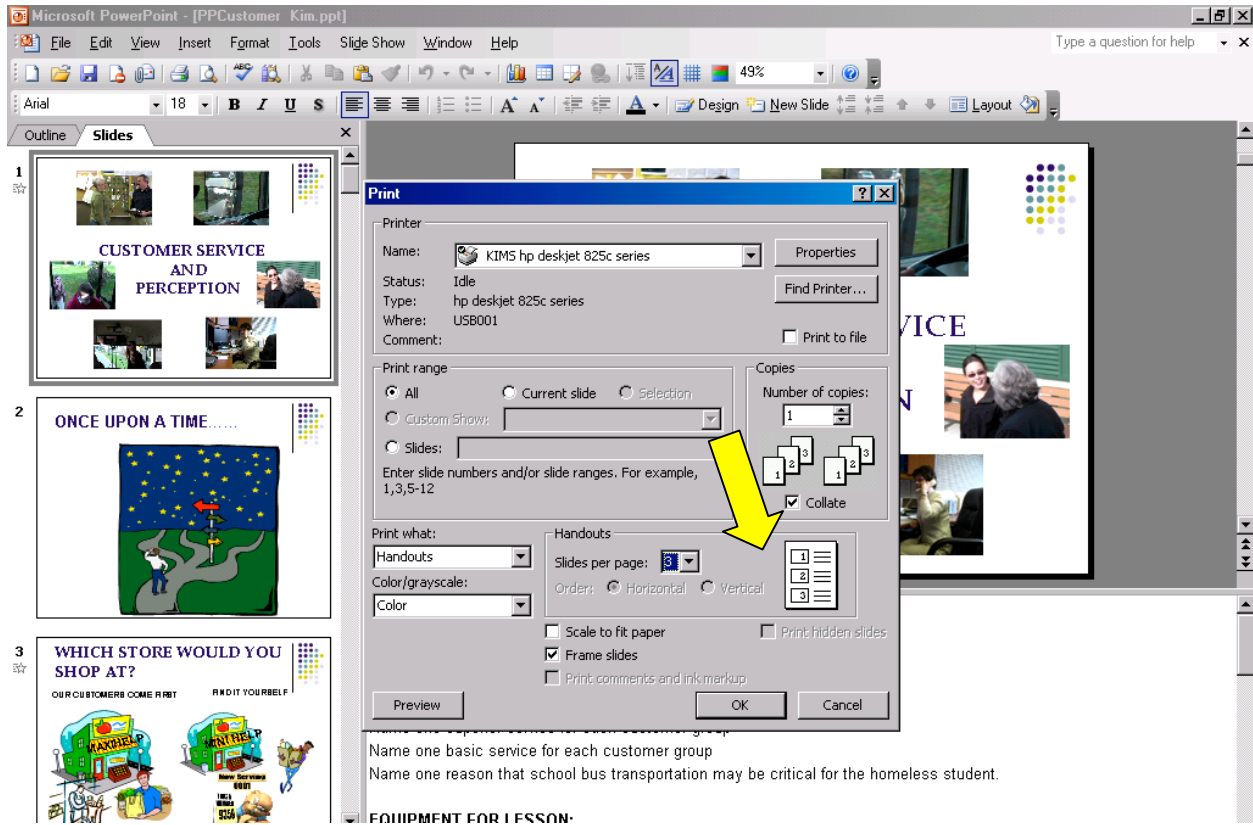
- 2) In the print window, lower left, click on arrow that says **Print what:** you can select **slides** if you are using a document camera or making transparencies for the overhead projector. If you want handouts for drivers, select **Handouts** rather than **Slides**.



3) If you want to print handouts, select **Print what:** then **Handouts** then to the right of that, decide how many you want on each page (2 through 9) then select OK.



4) Example shows 3 per slide. It provides space for student to make notes next to each slide.



5) Examples of handouts printed 3 per page (using page preview) and 6 per page.

