

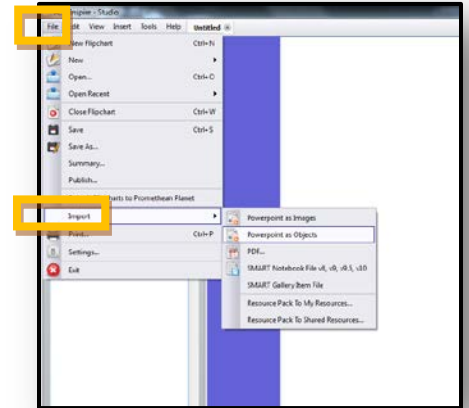


Importing PowerPoint Files into ActivInspire

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The purpose of importing PowerPoint files into ActivInspire is to turn these presentations into flipcharts that can be used within ActivInspire. This allows common PowerPoint presentations to become interactive and engaging. ActivInspire allows you turn a PDF, PowerPoint presentation, ExamView XML files, IMS QTI XML files, SMART Notebook files, and SMART Gallery items into a flipchart to be used with ActivInspire tools.

1. Click **File**, then **Import** from the dropdown menu. Choose between importing PowerPoint presentations into images or PowerPoint presentations into objects. These two options are explained below. After importing the PowerPoint presentation it must be saved as a flipchart. After the import is completed edits may be made as desired.



<i>Import PowerPoint as Image</i>	<i>Import PowerPoint as Object</i>
<p><i>Selecting as an image will create an image (jpg) that cannot be manipulated. In effect, this method will turn each slide from the PPT into a background for each page of your flipchart. In addition, hyperlinks and transitions will be imported with the flipchart. This is an efficient method if you require minimal hyperlinks, actions and activities to create.</i></p>	<p><i>Selecting as an object imports each individual object on the slide as an individual item. This allows manipulation of each image and textbox in your flipchart just as you did in PowerPoint. It is important to note, as before, hyperlinks and transitions are not imported. Hyperlinks must be recreated as well as any movement or actions you desire on the flipchart. This is the best method for maximum editing.</i></p>

2. You can complete the same tasks above by starting from the Menu Bar in the top of the ActivInspire Toolbox.

