

# PowerPoint 2007

---

## Package *for* CD



**Larry Nelson**

Instructional Technology  
Technology Services  
El Paso ISD



# Objectives

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- **Prepare group presentation**

  - Slides advance automatically

  - Audio files on hard disk play across slides

  - Sound files on CD play across slides

- **Package for CD** – files prepared for copy

  - PowerPoint viewer

  - Linked files

  - Embed fonts

  - Audio files

## Two options

1. Package for folder
2. Package for CD

# Online Handouts

<http://webclass.org>



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iPad Basics

Apple Configurator  
Create Apple ID - iPad  
Create Apple ID - Laptop  
Gumdrop Case installation  
iOS 5.1 iPad Manual  
iOS 6.0 iPad Manual  
Messages and FaceTime  
One iPad Classroom Tips  
Printing with Netgear Genie  
- Windows installer  
- MAC installer  
Reflector installation  
TLI Grant Apps by Grade  
TLI Grant Final Apps List

Education and training via the internet are growing rapidly. Accessibility from home or school makes Internet handouts a viable alternative to hardcopy handouts. The PDF format is accessible on both Windows and MAC platforms using [Adobe Reader](#), or the fast and simple open-source reader for Windows called [Sumatra](#).

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**Technology Webinars**  
using Adobe Connect



- Comic Life in Your Classroom
- Creating PDF files using Office 2007
- Customizing Quick-Access Toolbars in Office 2007
- Integrating Paint 2007 into Core Curriculum
- Integrating Spreadsheets into Core Curriculum

# Login

ADOBE® CONNECT™



## PowerPoint 2007 Pack-to-CD

Enter as a Guest

Name

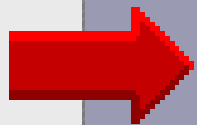
Type FIRST and LAST name

Enter Room

Enter with your login and password  
(Required for hosts, recommended for registered users)



# Presentation Area



## PowerPoint 2007

PowerPoint presentation as guide

## Package *for* CD



**Larry Nelson**  
Instructional Technology  
Technology Services  
El Paso ISD



Attendees (8)



Hosts (1)

**Larry Nelson - Host**

Presenters (0)

Participants (7)

Graciela De La Rosa

Lidia Arce

Margarita Gonzalez

Mirta Casillas

Nancy Becerra

Richard Ortega

Stephanie Churchill

Chat (Everyone)

# Presentation Area

Windows 7 laptop showing files saved to USB flash drive

Attendees (8)

Hosts (1)

- Larry Nelson - Host

Presenters (0)

Participants (7)

- Graciela De La Rosa
- Lidia Arce
- Margarita Gonzalez
- Mirta Casillas
- Nancy Becerra
- Richard Ortega
- Stephanie Churchill

Chat (Everyone)

Name	Date modified
MemoryBookCD	1/29/2013 3:00 PM
MemoryBook	1/29/2013 2:59 PM
Music-loop1	1/28/2013 1:28 PM

# Attendees List

The screenshot displays a webinar interface. The main slide has a light blue background with the text "PowerPoint 2007" in large yellow font, underlined, and "Package for CD" in a smaller yellow font below it. In the bottom left of the slide is a portrait of Larry Nelson, with his name and contact information: "Larry Nelson, Instructional Technology, Technology Services, El Paso ISD". To the right of the portrait is a laptop icon with "Technology Webinar" and "El Paso ISD" on its screen. On the right side of the interface is a sidebar with a title bar "Attendees (8)". Below the title bar are icons for a list, a grid, and a person. The sidebar is divided into sections: "Hosts (1)" with "Larry Nelson - Host"; "Presenters (0)"; and "Participants (7)" with a red arrow pointing to the list. The participants listed are: Graciela De La Rosa, Lidia Arce, Margarita Gonzalez, Mirta Casillas, Nancy Becerra, Richard Ortega, and Stephanie Churchill. Below the attendees list is a "Chat (Everyone)" section with a text input field and a send button.

# Chat


The screenshot displays a webinar interface. The main area shows a presentation slide with the following text:

# PowerPoint 2007

---

## Package *for* CD

Below the slide, there is a profile for Larry Nelson:



**Larry Nelson**  
Instructional Technology  
Technology Services  
El Paso ISD

To the right of the profile is a laptop icon with the text: Technology Webinar El Paso ISD

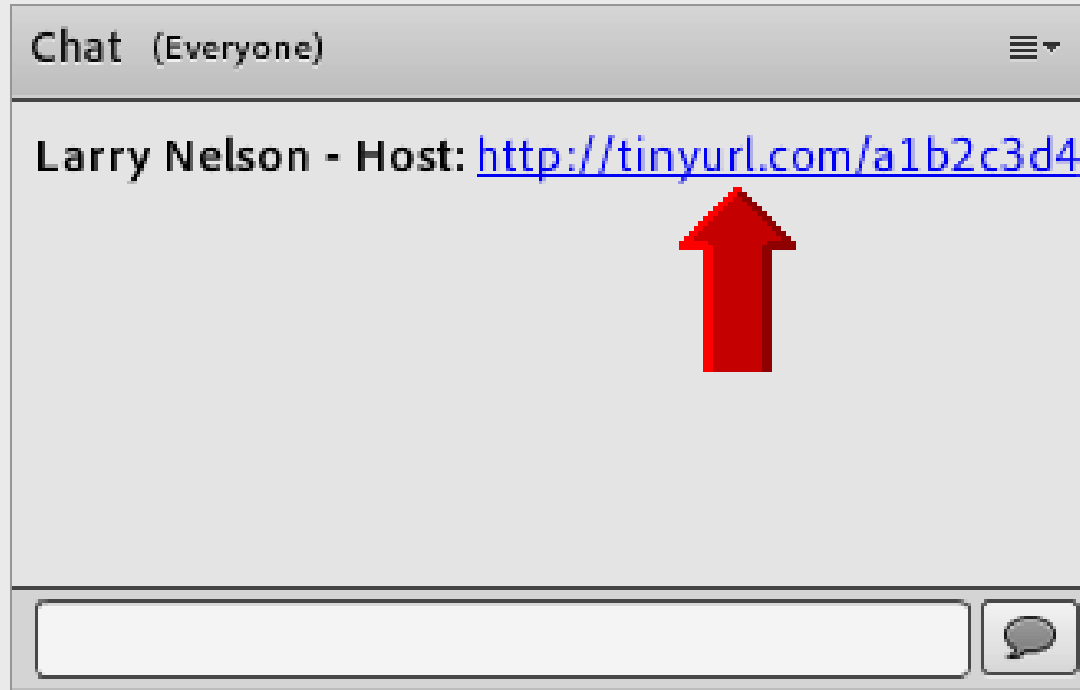
On the right side of the interface, there is a sidebar with the following sections:

- Attendees (8)
- Hosts (1): Larry Nelson - Host
- Presenters (0)
- Participants (7): Graciela De La Rosa, Lidia Arce, Margarita Gonzalez, Mirta Casillas, Nancy Becerra, Richard Ortega, Stephanie Churchill
- Chat (Everyone)

A callout box with a red arrow points to the chat input field, containing the text: "Type in small window and press ENTER".

# Recording Attendance

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Left-click on **tinyurl** to sign-in  
at end of webinar

# Google Form

## PowerPoint 2007 Pack-to-CD

Thank you for attending this online workshop. Complete the sign-in form to record your webinar attendance and for CPE credit. Click SUBMIT when finished.

Larry Nelson  
Instructional Technology  
[LNELSON@episd.org](mailto:LNELSON@episd.org)

\* Required

FIRST name \*

LAST name \*

Your SCHOOL \*



# PowerPoint 2007

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Package *for* CD  
Pack *to* CD

# Online Handouts

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Digital Cameras  
EPISD Photo Release  
Sample Movie Maker files  
Windows Movie Maker XP  
Windows Movie Maker 2.6

Paint 2007  
Win 7-XP

PowerPoint 2007  
Package for CD  
2003 PowerPoint for CD  
2007 PowerPoint for CD  
Sample Music file for CD

Project Share

Group Collaboration  
My ePortfolio

Education and training via the internet are growing rapidly. Accessibility from home or school makes Internet handouts a viable alternative to hardcopy handouts. The PDF format is accessible on both Windows and MAC platforms using [Adobe Reader](#), or the fast and simple open-source reader for Windows called [Sumatra](#).

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After all, **Webclass.org** can be *anywhere you want it to be....*

## Elementary Storytelling in iTunes

View all 24 digital stories from El Paso ISD teachers and students

**Select Package for CD**

View In iTunes

Some digital stories include the entire class, while others use a smaller group of selected students. Video length is generally 2 to 10 minutes.

# Download Template

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## Elementary Storytelling in iTunes

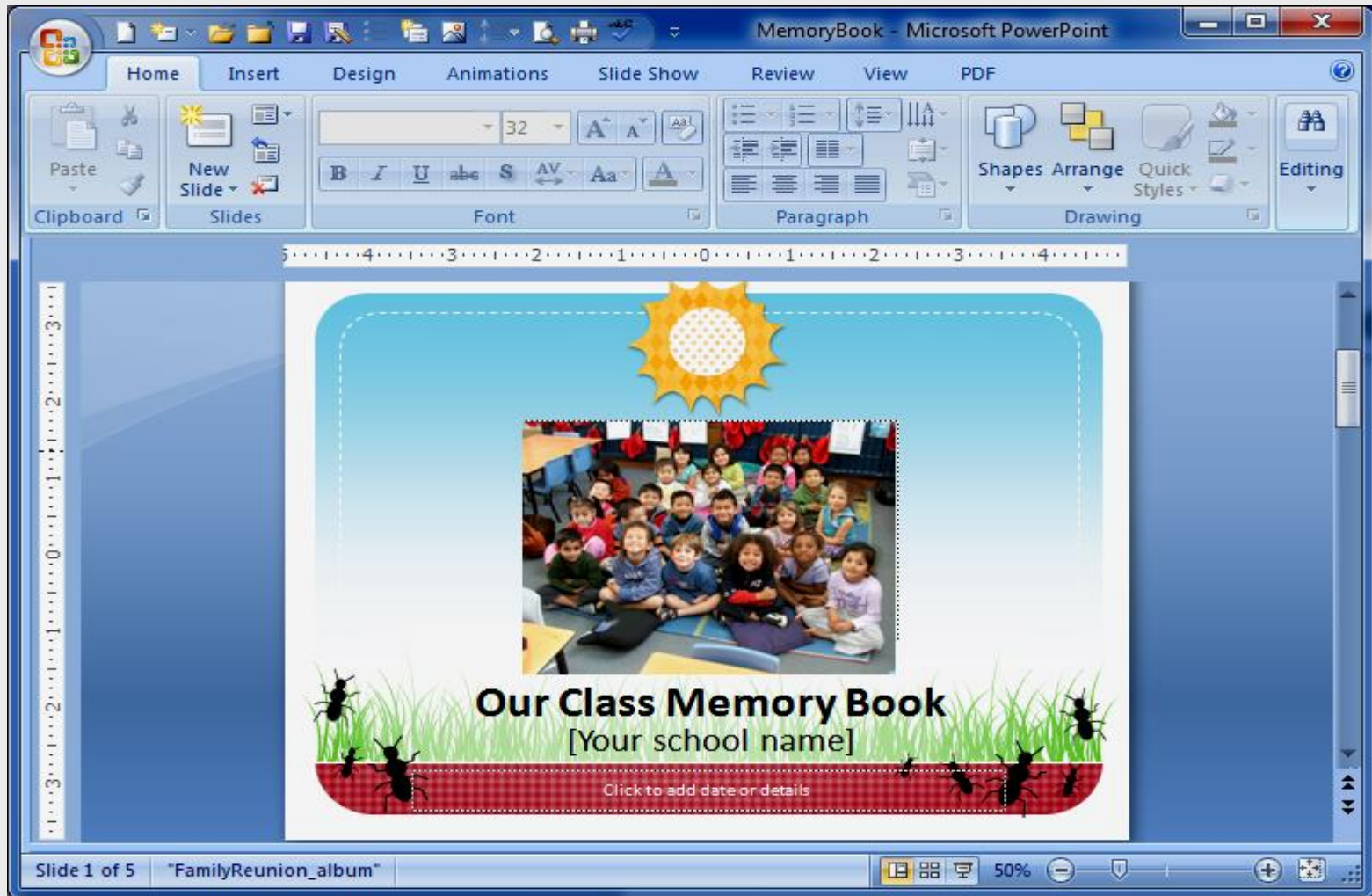
View all **24** digital stories from El Paso ISD teachers and students

**Select 2003 PowerPoint for CD**

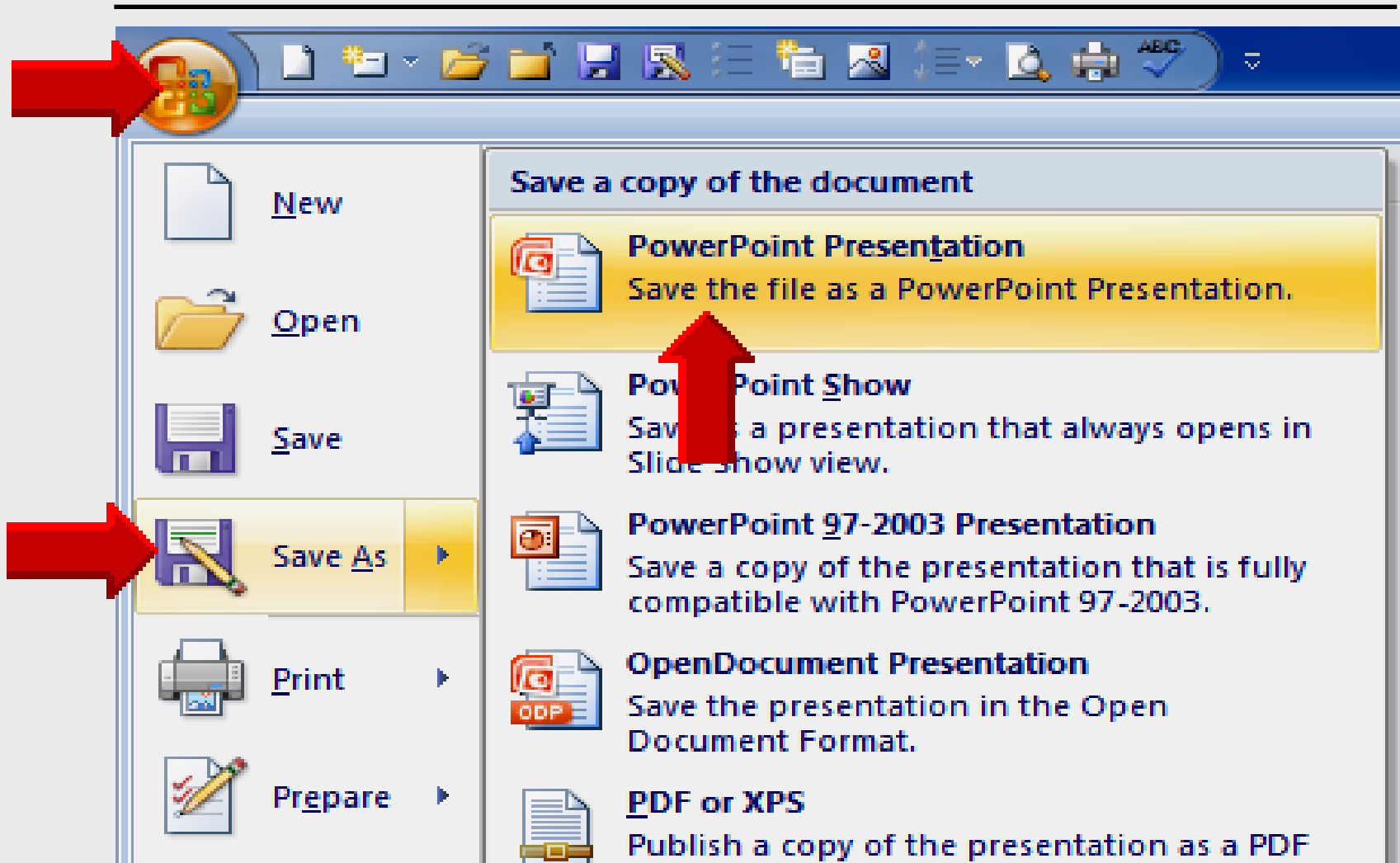
View In iTunes

Some digital stories include the entire class, while others use a smaller group of selected students. Video length is generally 2 to 10 minutes.

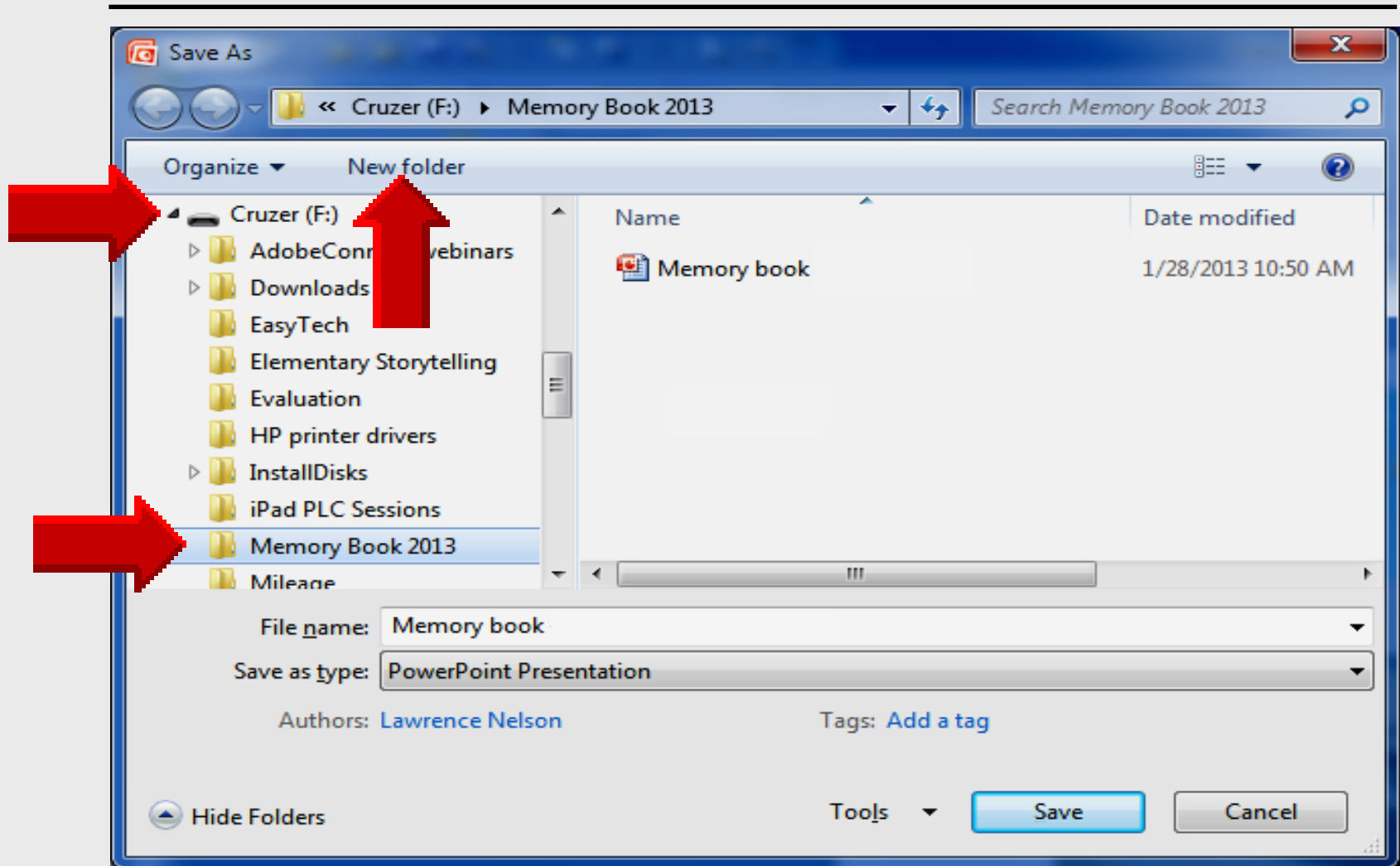
# Memory Book



# Save Memory Book



# Create New Folder



# Download Music

http://webclass.org



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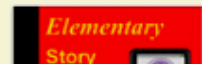
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27	28	29	30	31		

After all, **Webclass.org** can be *anywhere you want it to be....*

## Elementary Storytelling in iTunes

View all 24 digital stories from El Paso ISD teachers and students



Elementary Storytelling illustrates how video and audio tools are used to tell a story - a digital story. Curriculum topics chosen by the

**Right-click Sample Music for CD**

View In iTunes

10 minutes.

# Save Target As

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**Project Share**  
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My ePortfolio

Education and training via the internet are growing rapidly. Accessibility from home or school to hardcopy handouts. The PDF format is using [Adobe Reader](#), or the fast and simple

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27	28	29	30	31		

ant it to be....

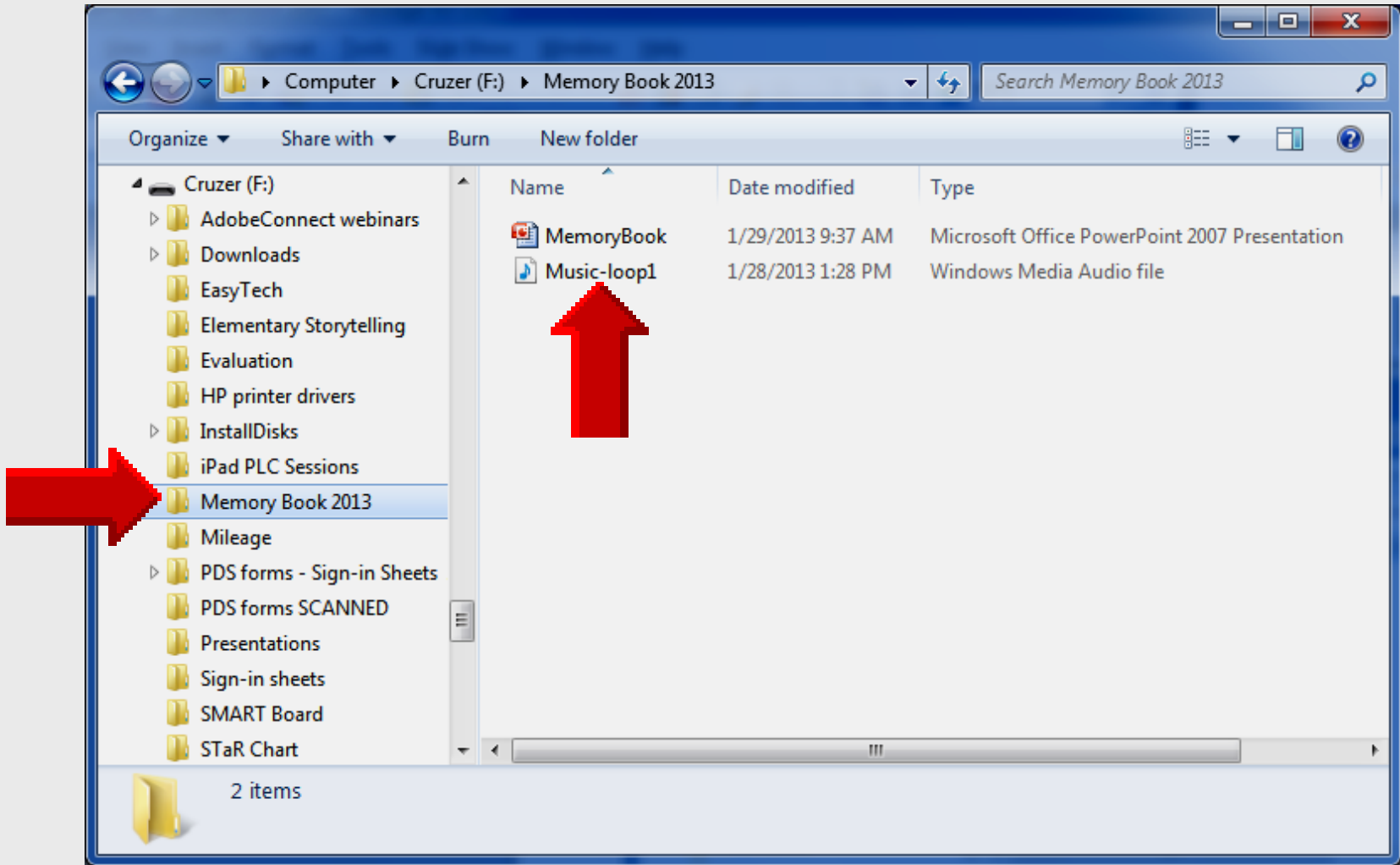
telling in iTunes  
Paso ISD teachers and students

Illustrates how video and audio tools are digital story. Curriculum topics chosen by the field trips to the reenactment of historical or

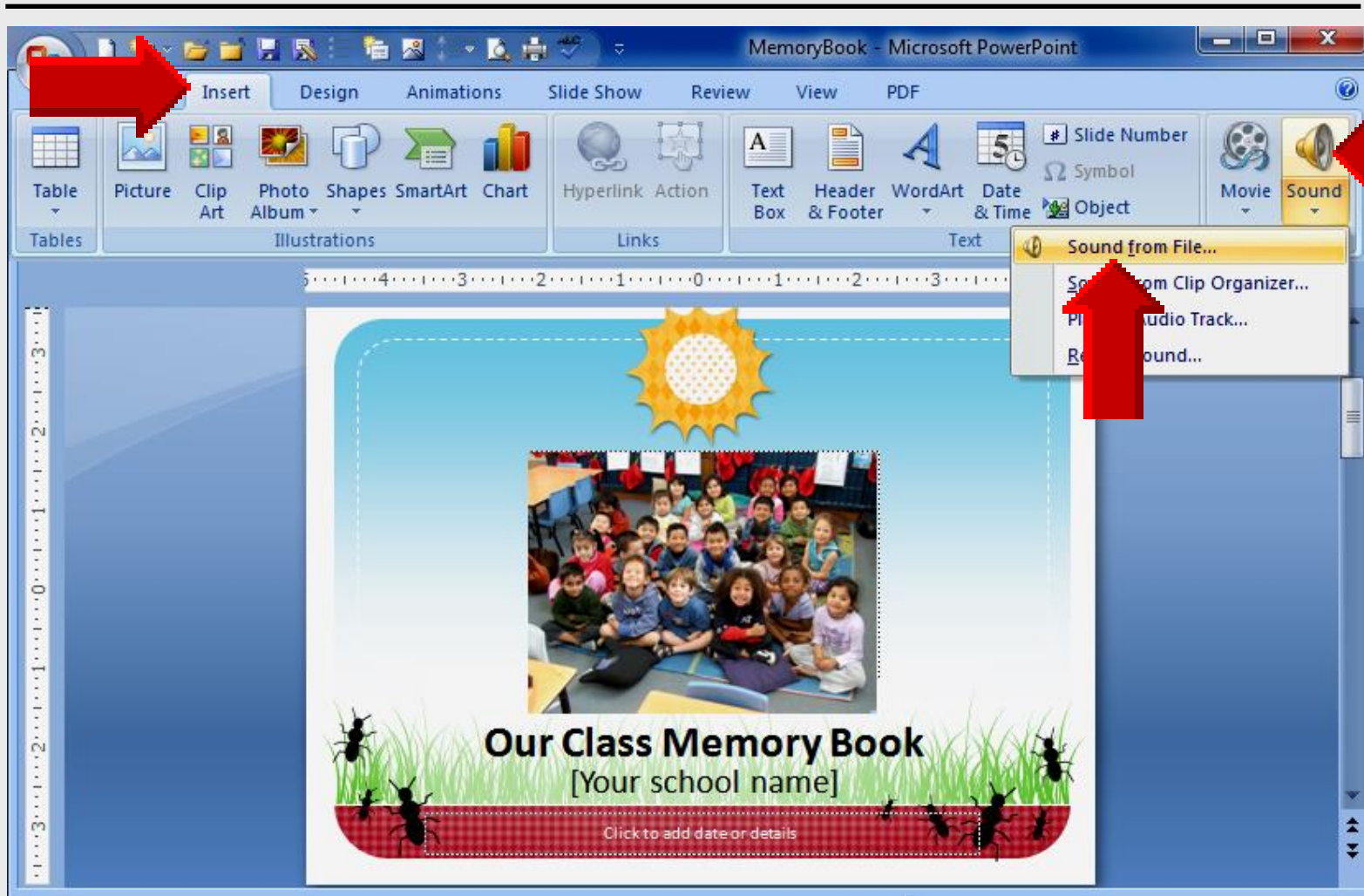
de the entire class, while others use a students. Video length is generally 2 to

Open  
Open in new tab  
Open in new window  
**Save target as...**  
Print target  
Cut  
Copy  
Copy shortcut  
Paste  
All Accelerators  
Add to favorites...  
Properties

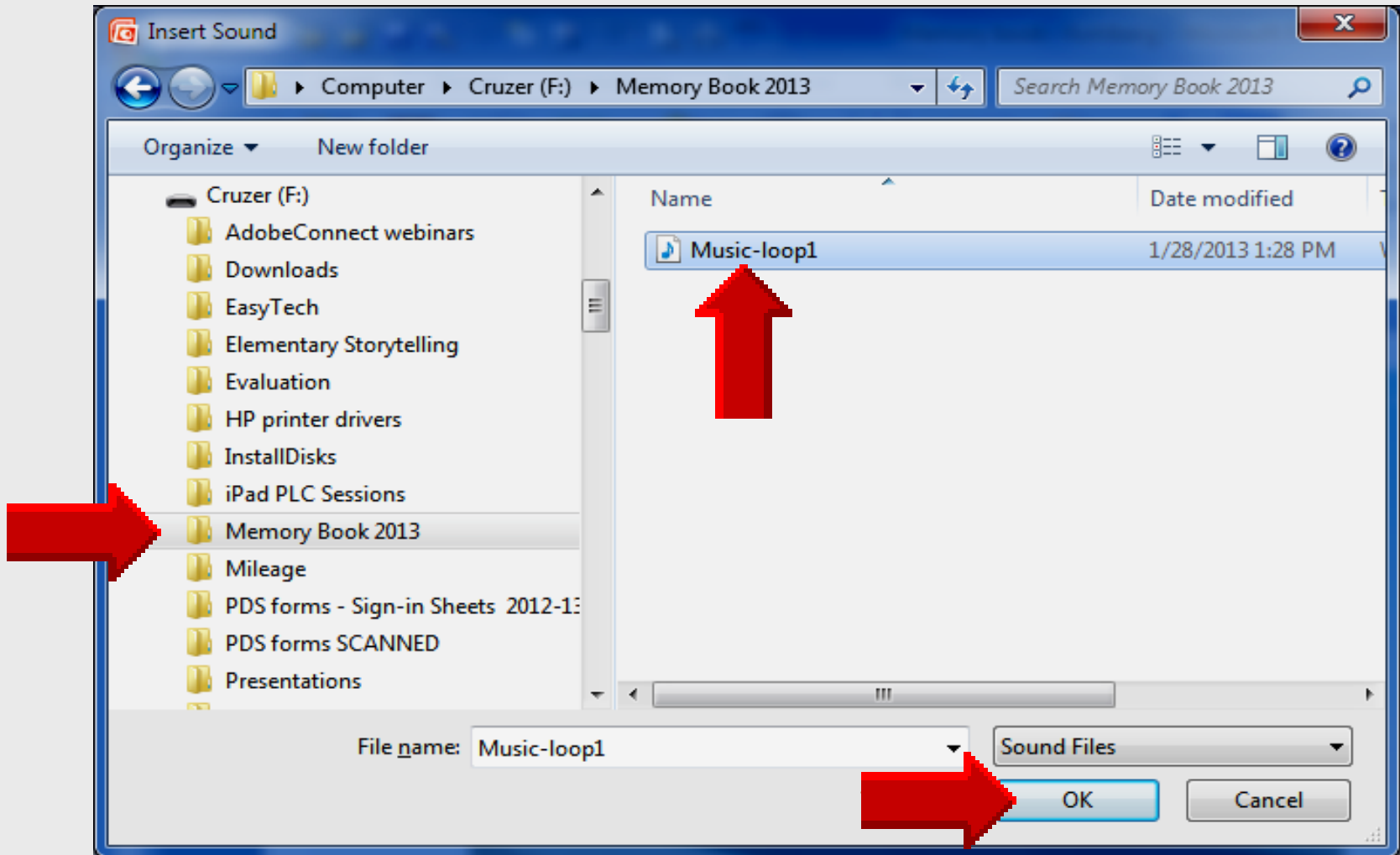
# Save Music File



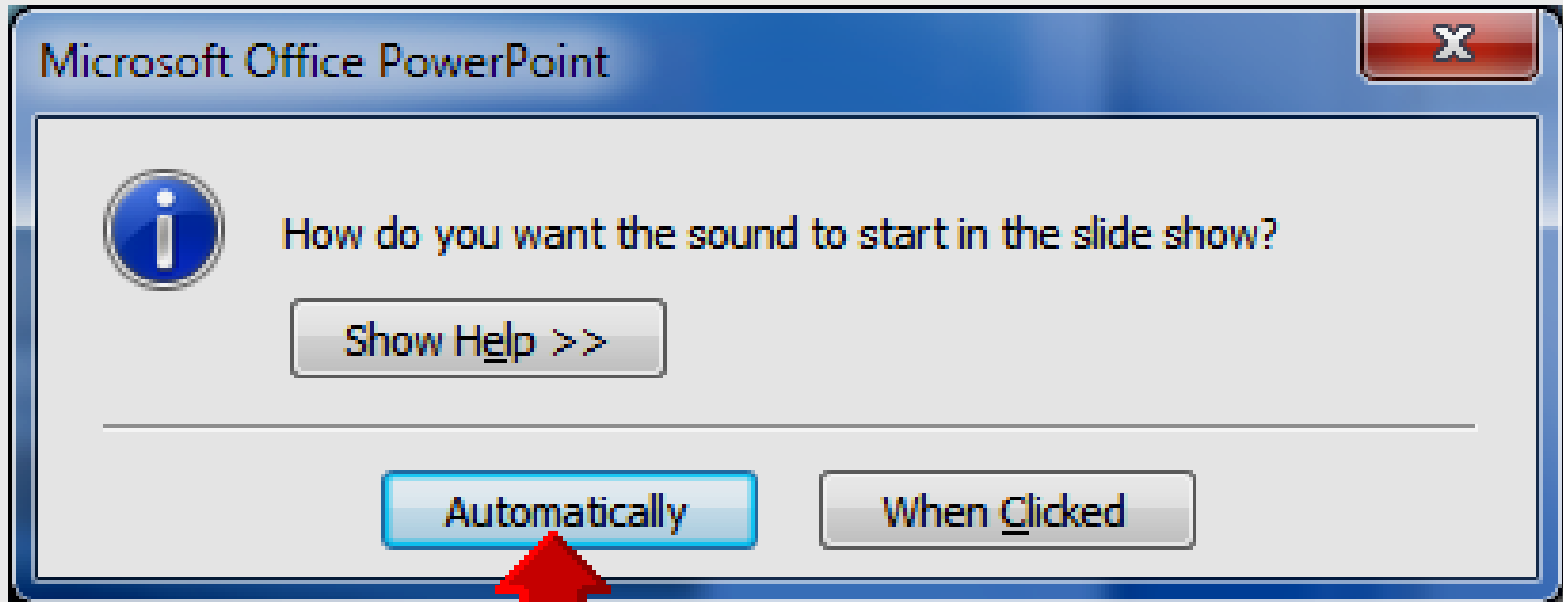
# Insert Music File



# Insert Music File



# Insert Music File

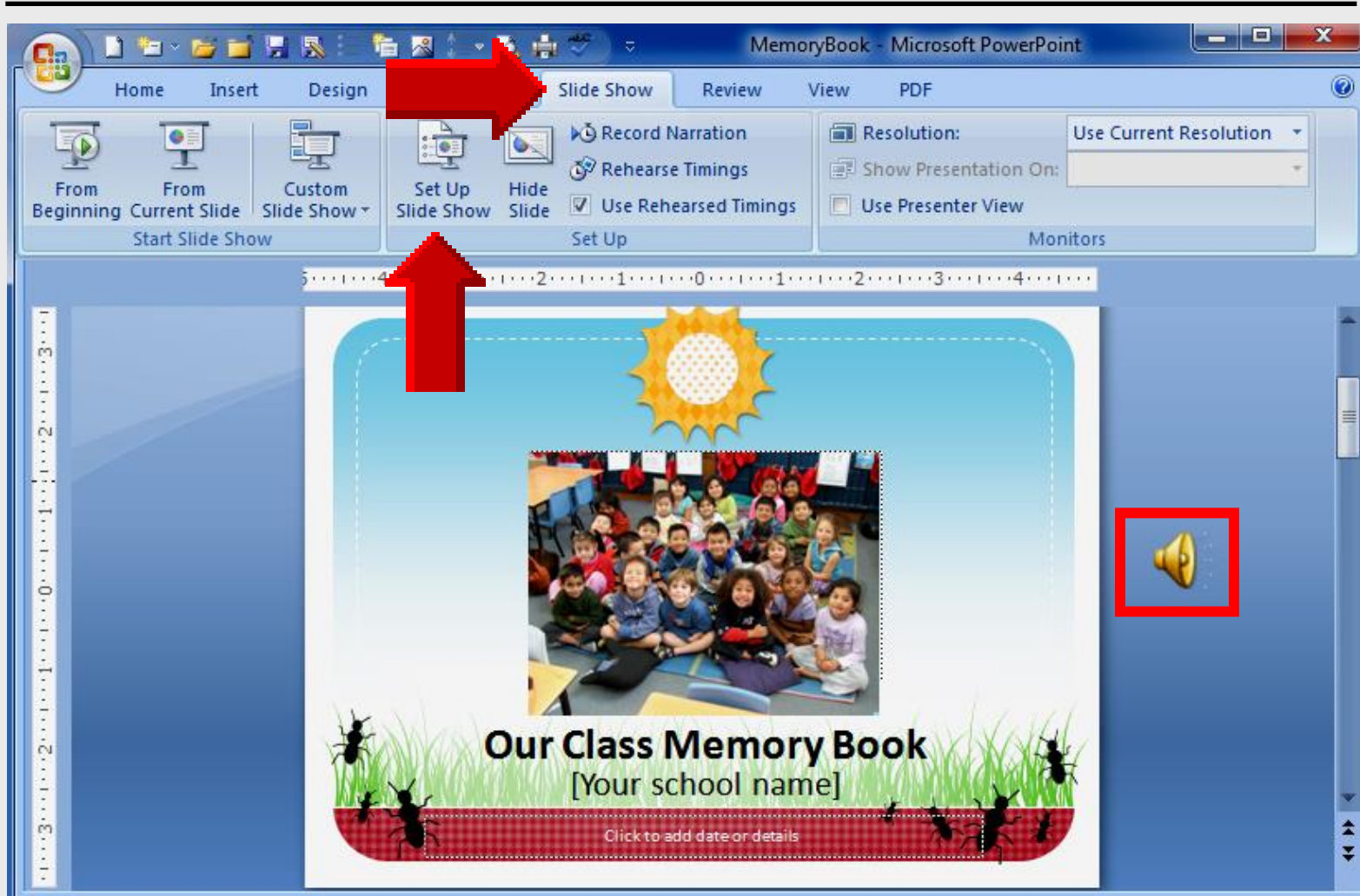


# Play Across Slides

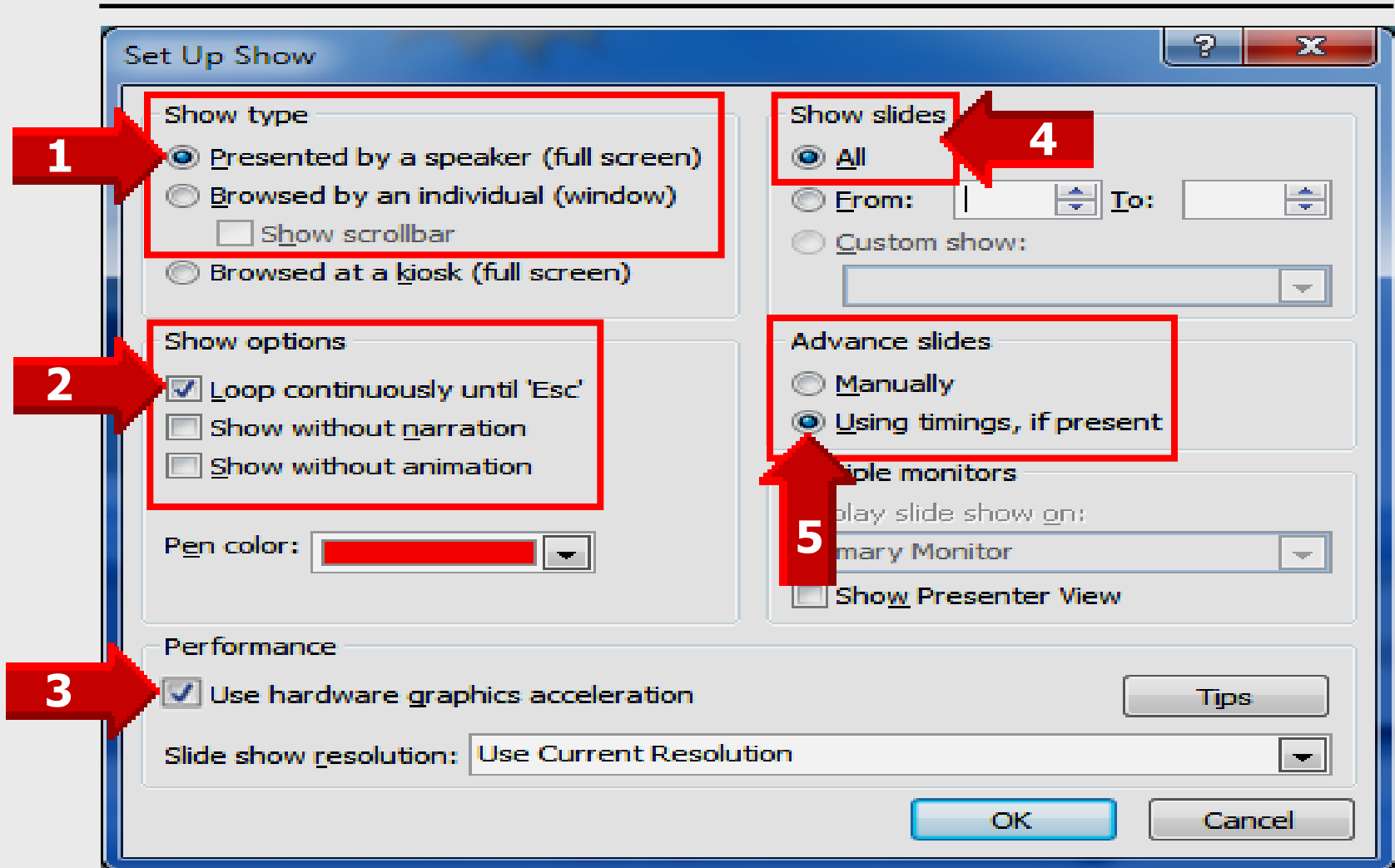
The screenshot shows the Microsoft PowerPoint 2010 interface. The 'Options' tab is selected on the ribbon. The 'Sound' icon on the slide is highlighted with a red arrow. The 'Play Sound' dropdown menu is set to 'Play across slides', and the 'Max Sound File Size (KB)' is set to 101. A red box highlights the 'Play Sound' dropdown and the 'Max Sound File Size (KB)' field. A red arrow points to the 'Options' tab, and another red arrow points to the 'Sound' icon on the slide.

Left-click **Sound icon** for **Options tab** on Ribbon

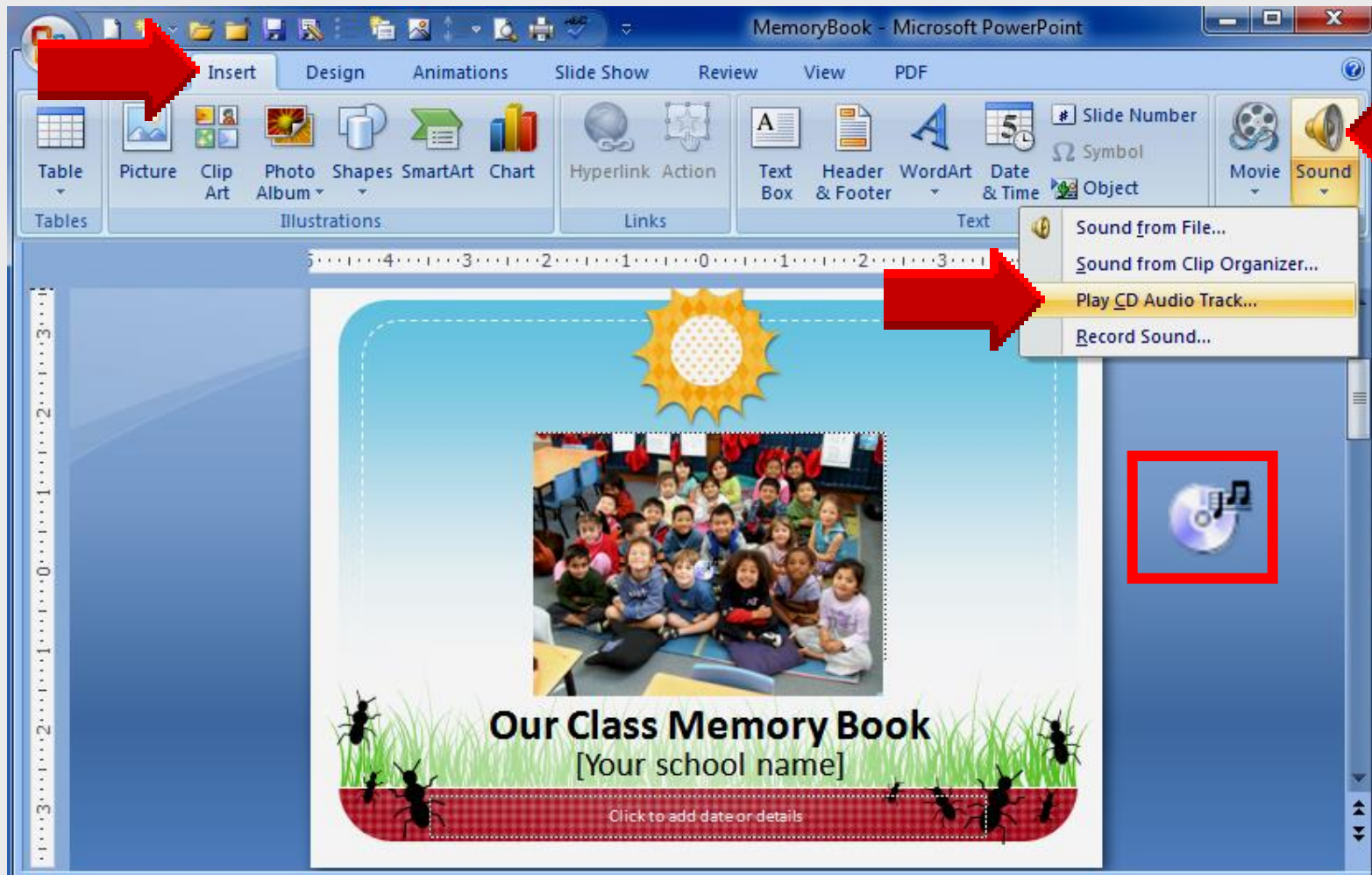
# Setup Slide Show



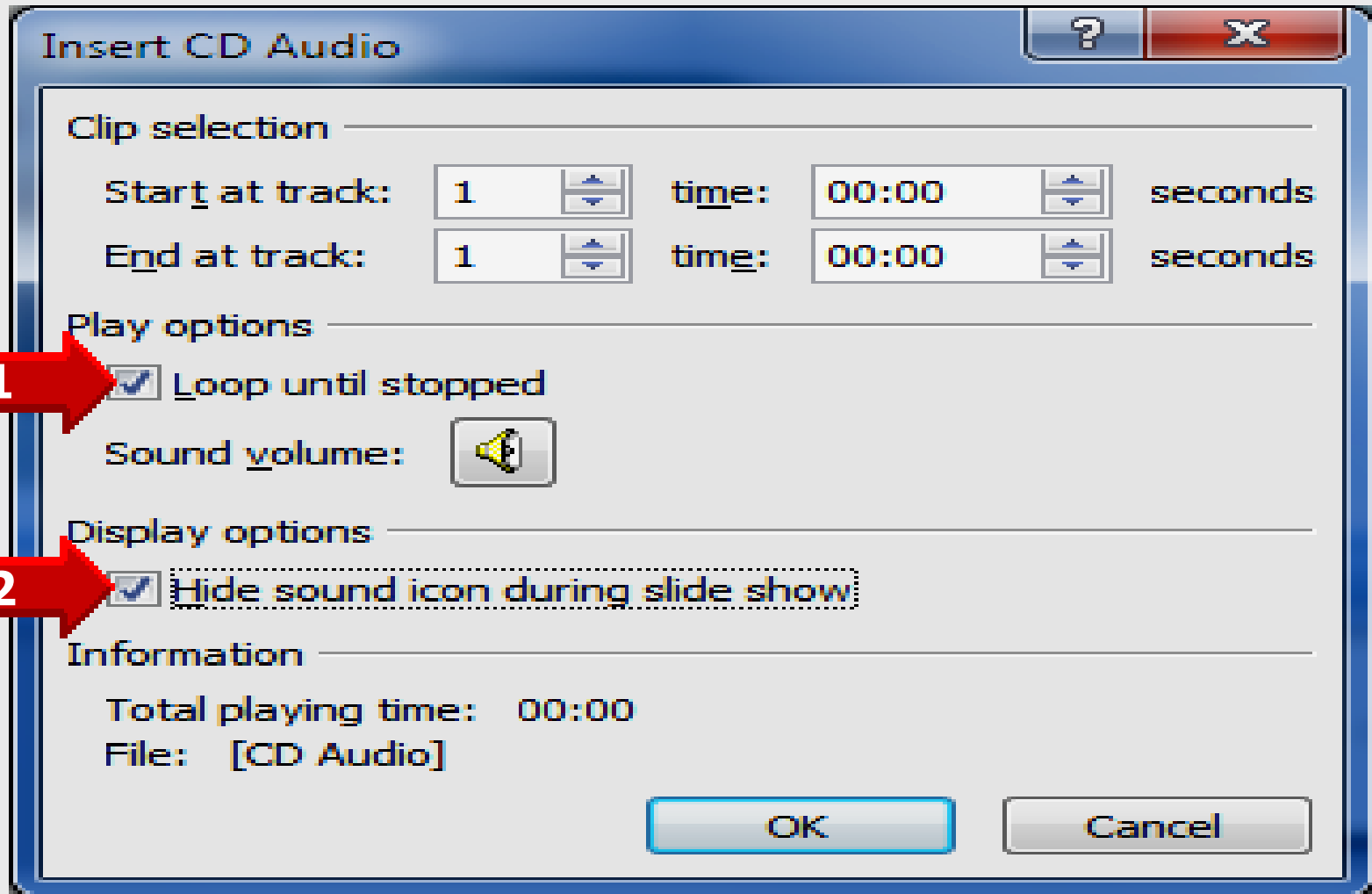
# Set Up Show



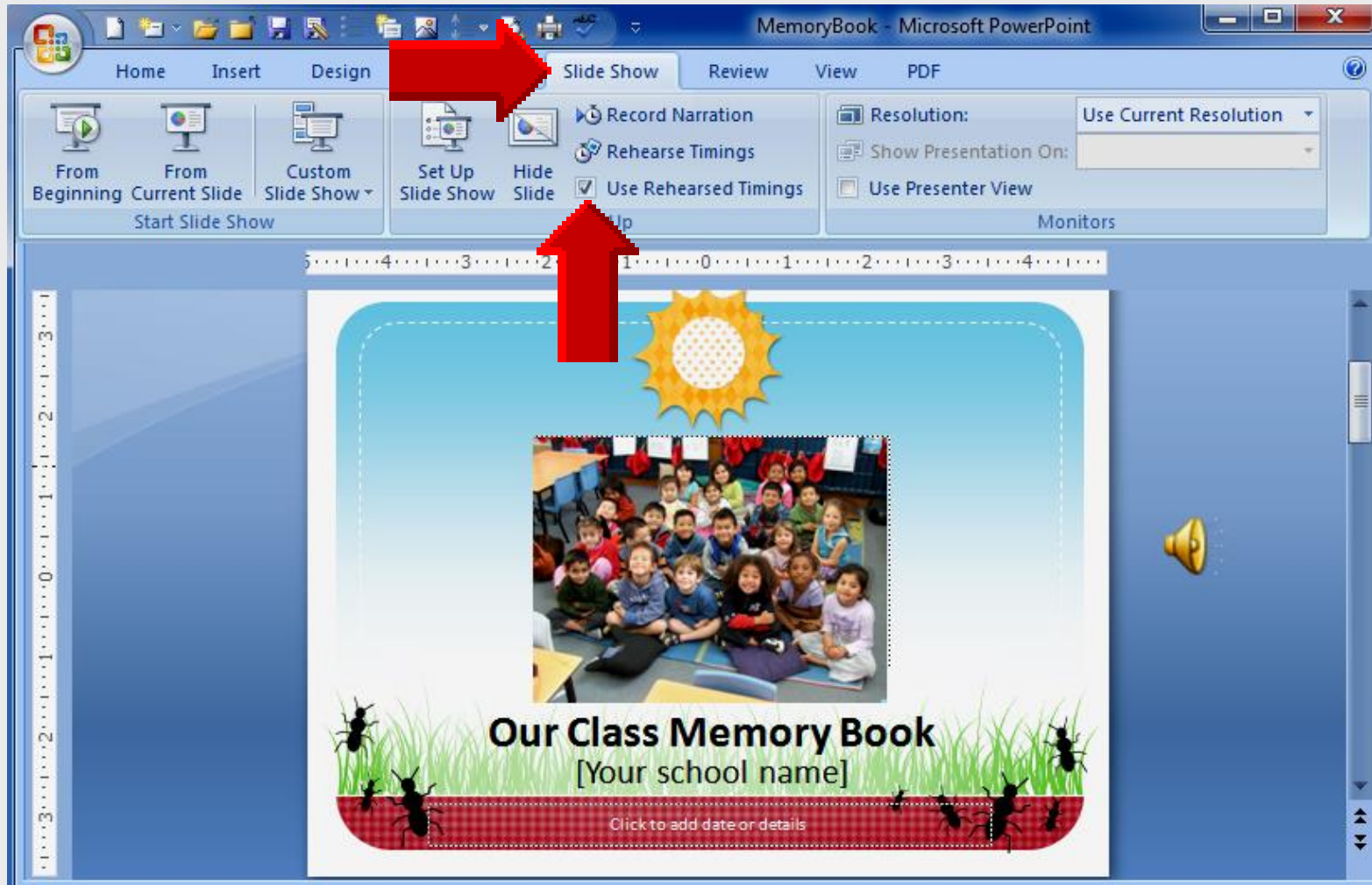
# Play CD Audio Track



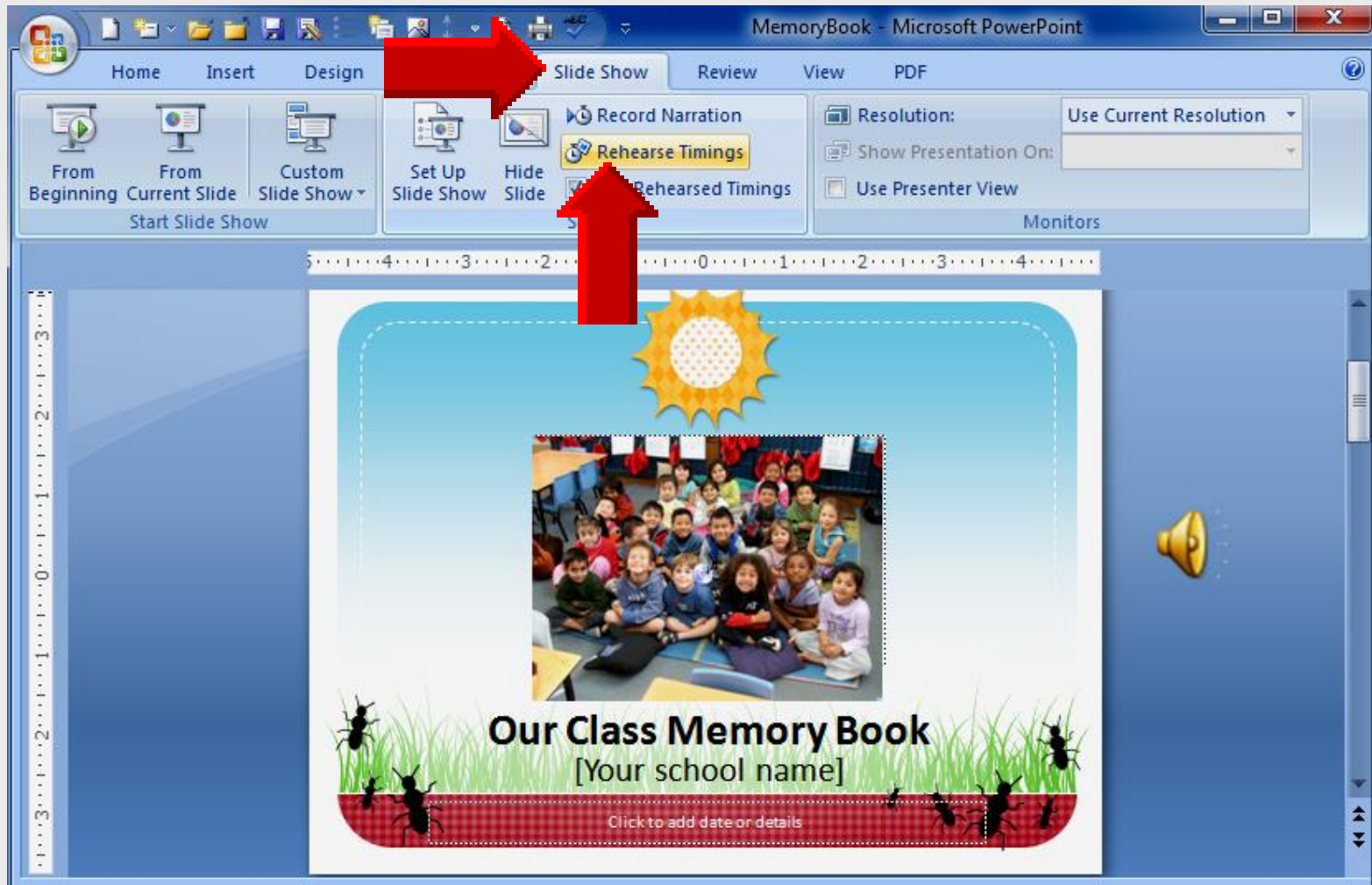
# Insert CD Audio



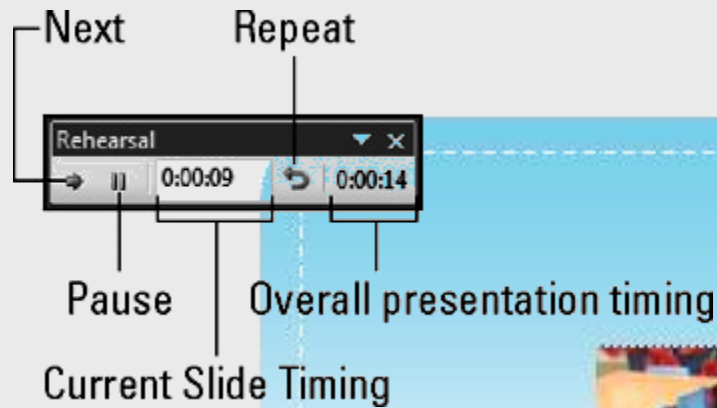
# Use Rehearsed Timings



# Rehearse Timings



# Slide Timings



**Our Class Memory Book**  
[Your school name]

Click to add date or details

# Slide Timings

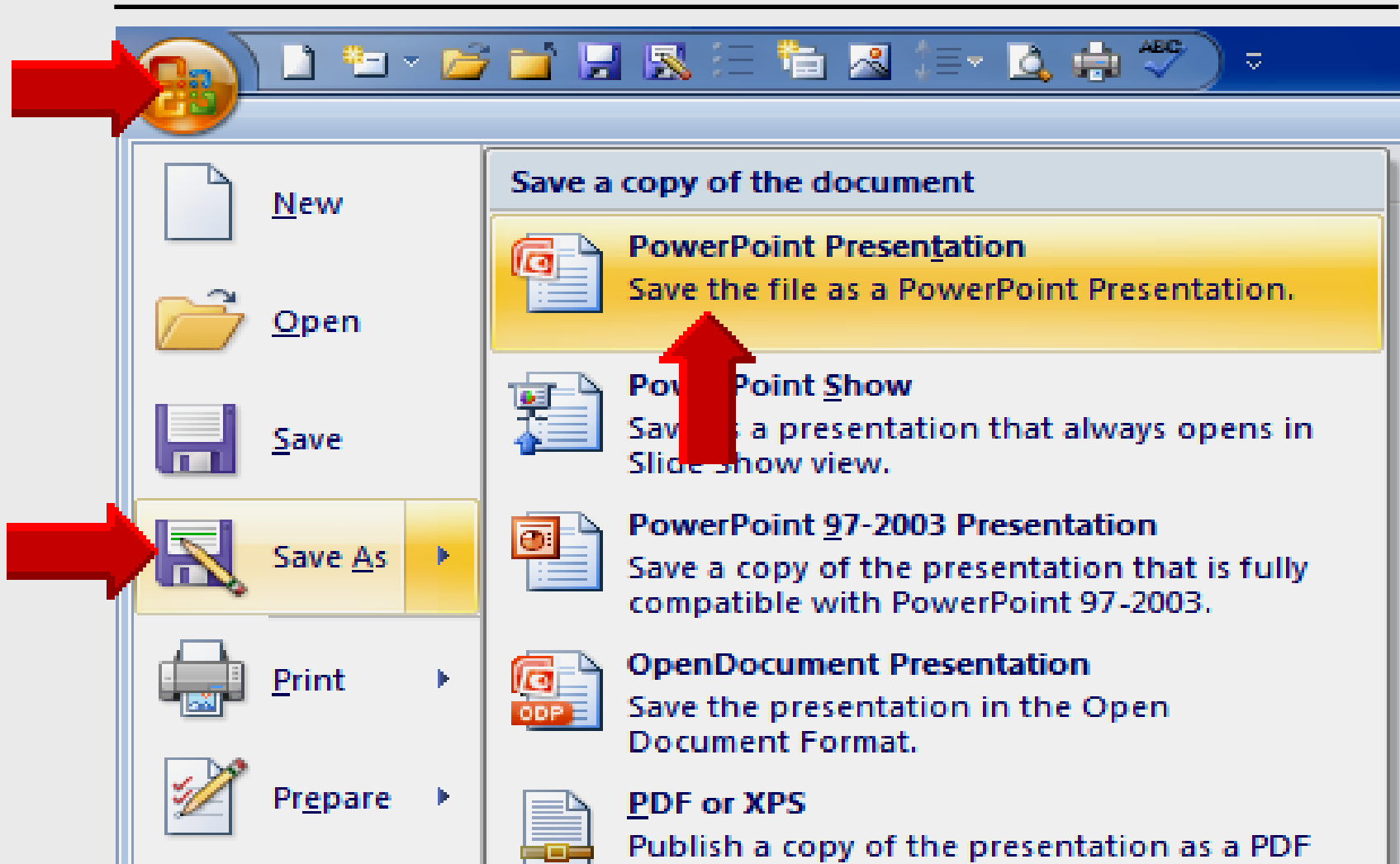
The screenshot displays the Microsoft PowerPoint 2010 interface. The title bar reads "MemoryBook - Microsoft PowerPoint". The ribbon is set to the "Slide Show" tab, which includes options for "From Beginning", "From Current Slide", and "Custom Slide Show" under "Start Slide Show"; "Set Up Slide Show" and "Hide Slide" under "Set Up"; "Record Narration", "Rehearse Timings", and "Use Rehearsed Timings" under "Set Up"; and "Resolution", "Show Presentation On:", and "Use Presenter View" under "Monitors".

Below the ribbon, five slide thumbnails are visible, each with a timing label and a slide number:

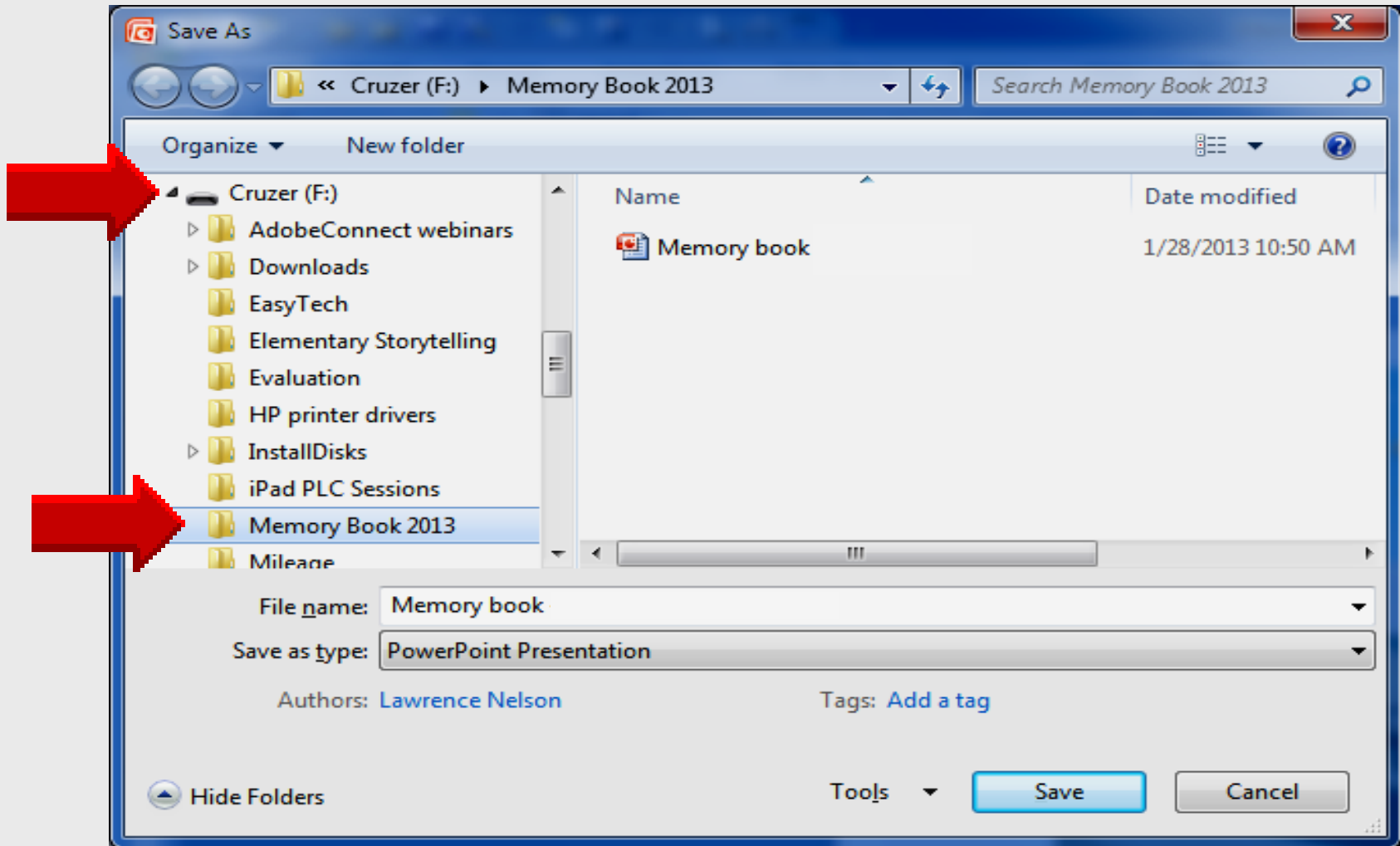
- Slide 1: "Our Class Memory Book (Your school name)" with a timing of 00:07.
- Slide 2: A blank slide with a timing of 00:03.
- Slide 3: A slide with text: "Create Power Tools. Power tools, you can create your own forms and make almost anything, such as adjusting borders and margins, or changing the picture. So just do it right now." with a timing of 00:04.
- Slide 4: A blank slide with a timing of 00:05.
- Slide 5: A blank slide with a timing of 00:00.

Two red arrows are overlaid on the image: one points from the "Slide Show" tab to the "Rehearse Timings" button, and another points from the left to the "00:07" timing label for Slide 1.

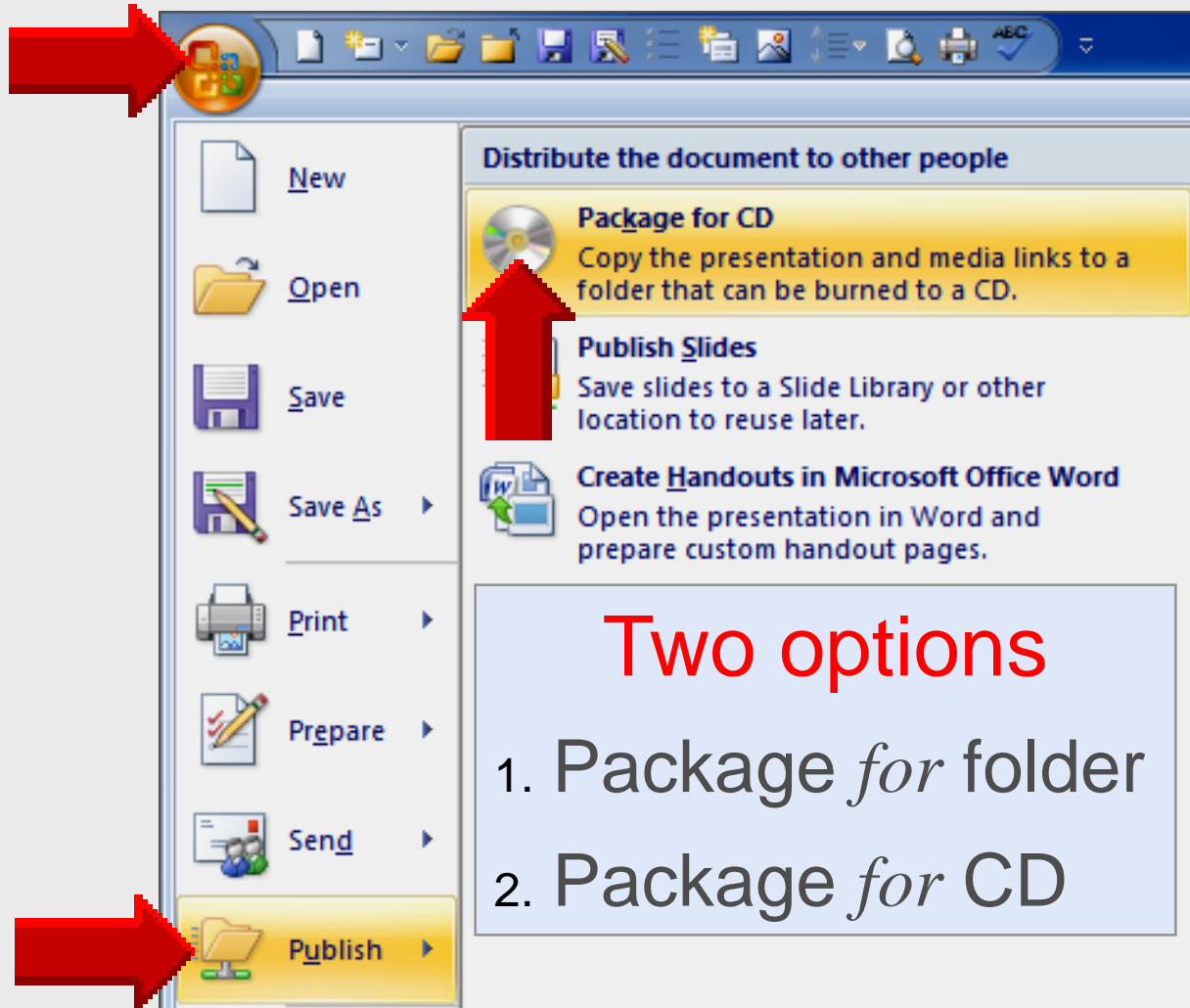
# Save Memory Book



# Save Memory Book

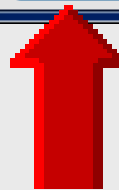
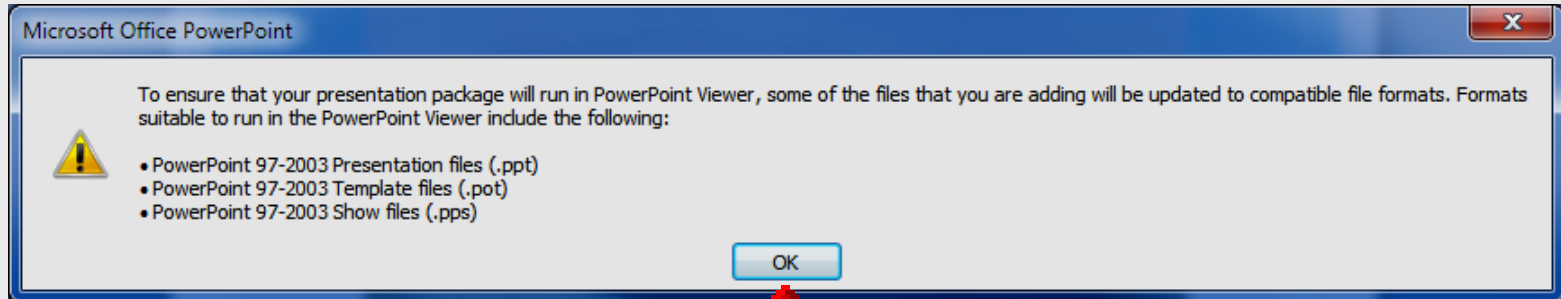


# Package *for* CD

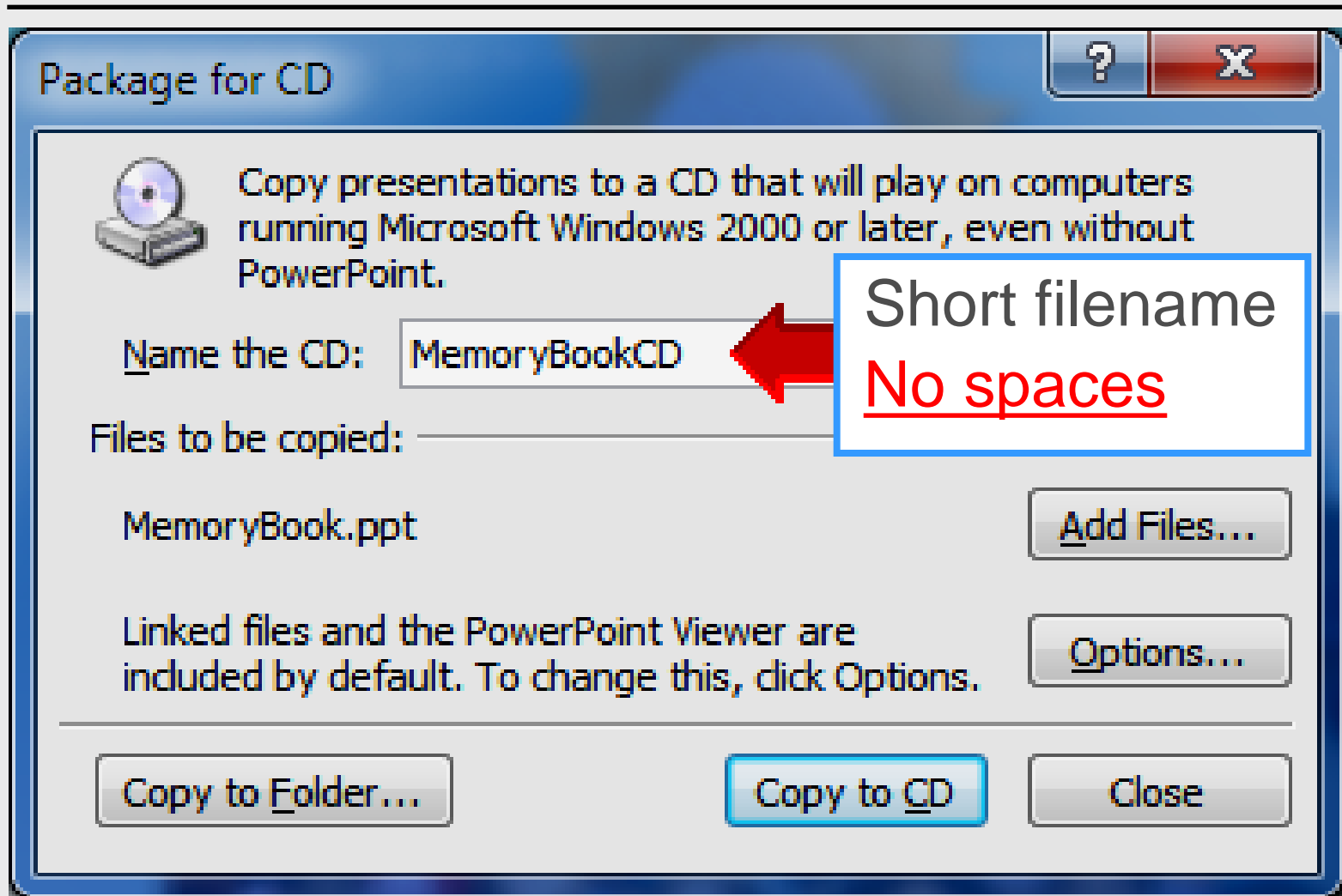


# Compatible Formats

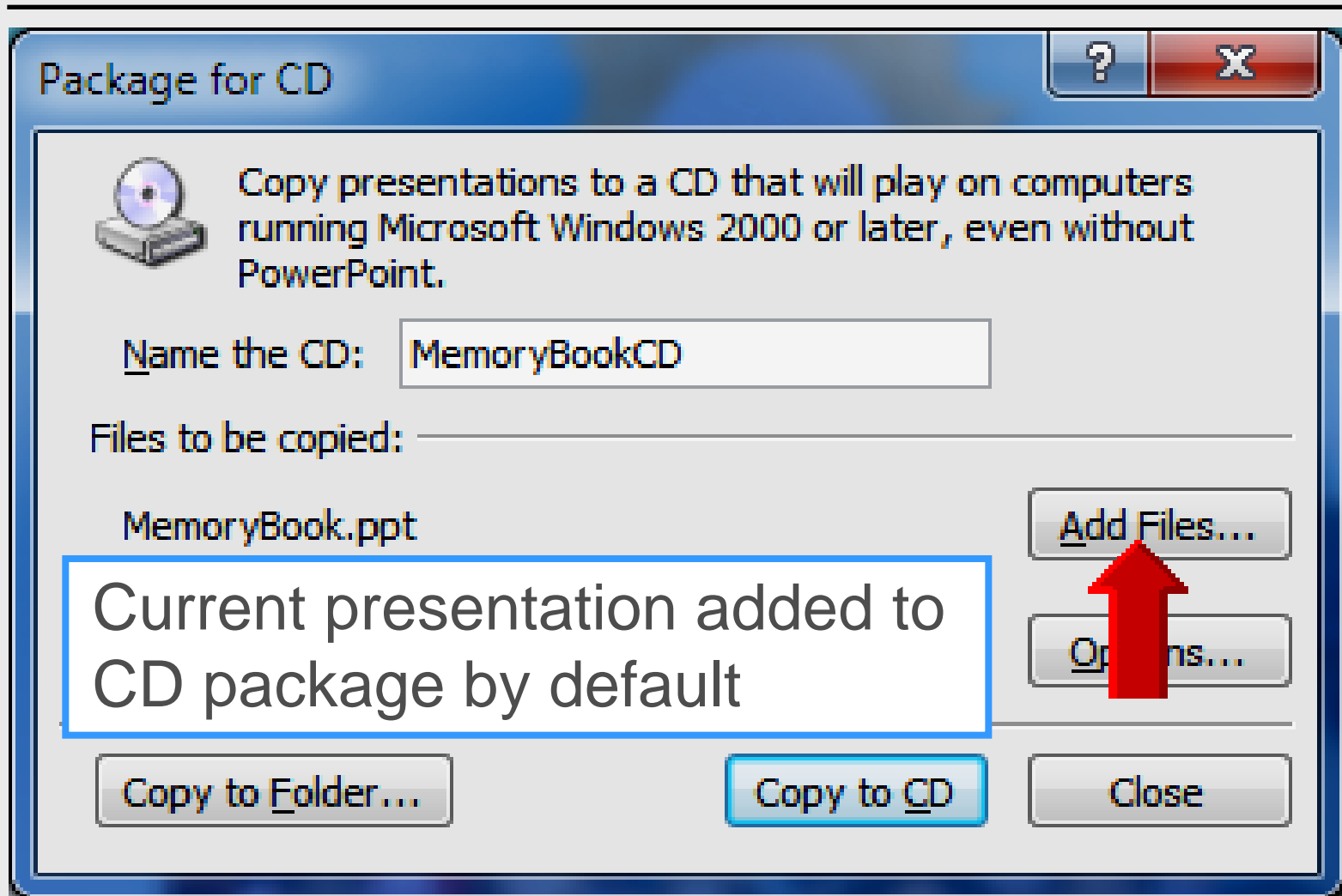
---



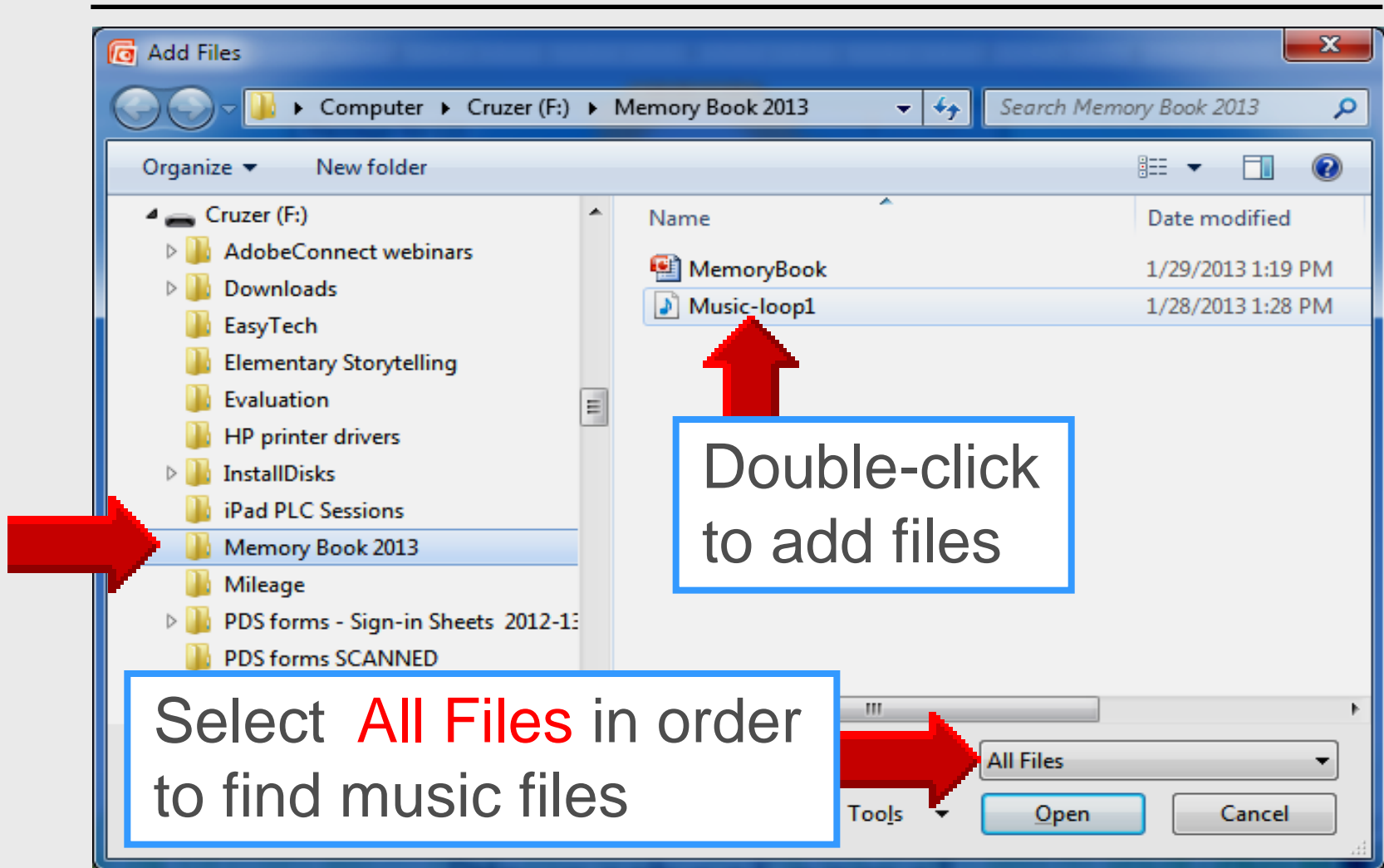
# Name *the* CD



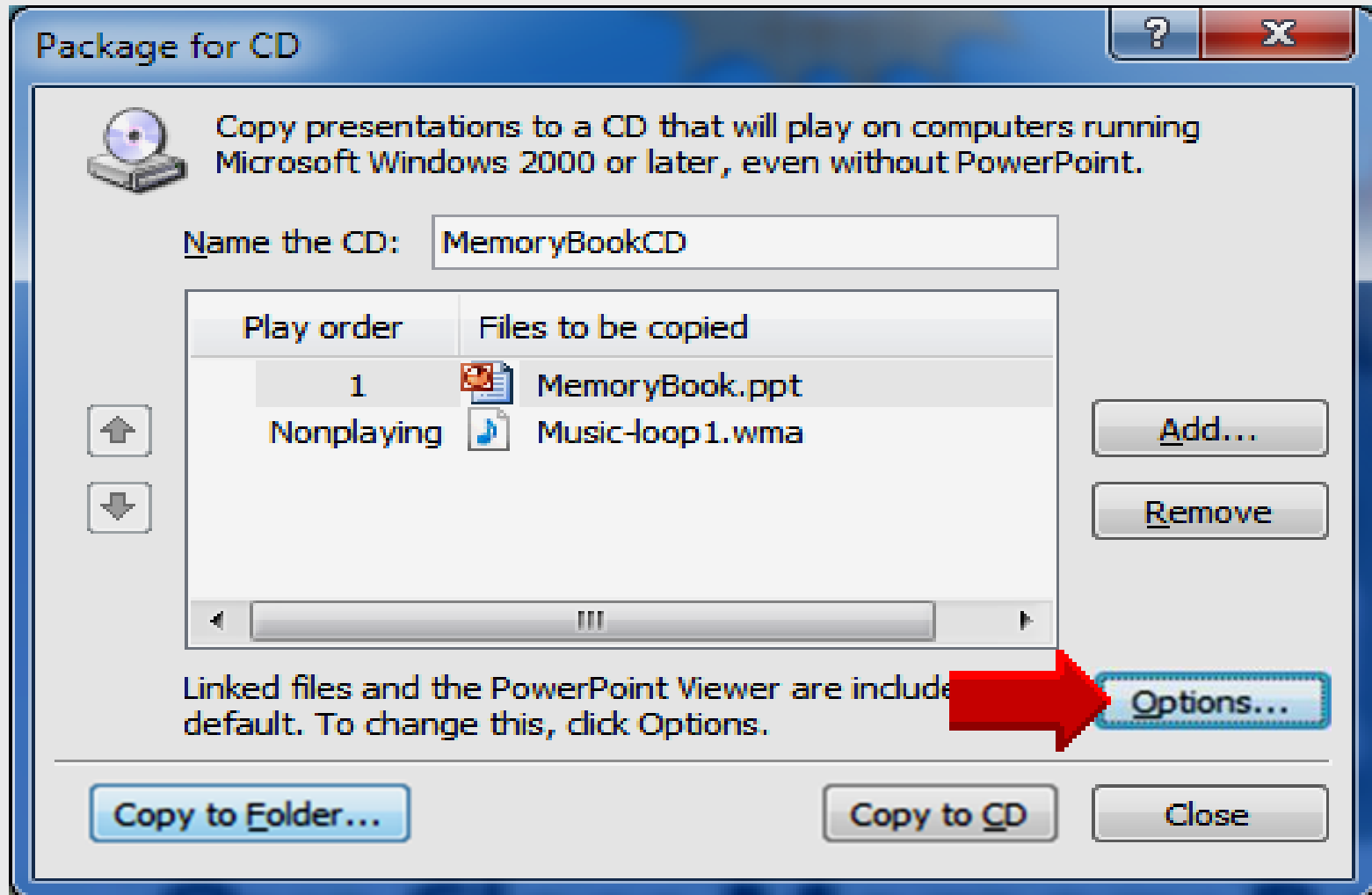
# Add Files



# Add Music File



# Select Options



# Options

Options

Package type

Viewer Package (update file formats to run in PowerPoint Viewer)  
Select how presentations will play in the viewer:  
Play all presentations automatically in the specified order

Archive Package (do not update file formats)

Include these files

(These files will not display in the Files to be copied list)

Linked files

Embedded TrueType fonts

Enhance security and privacy

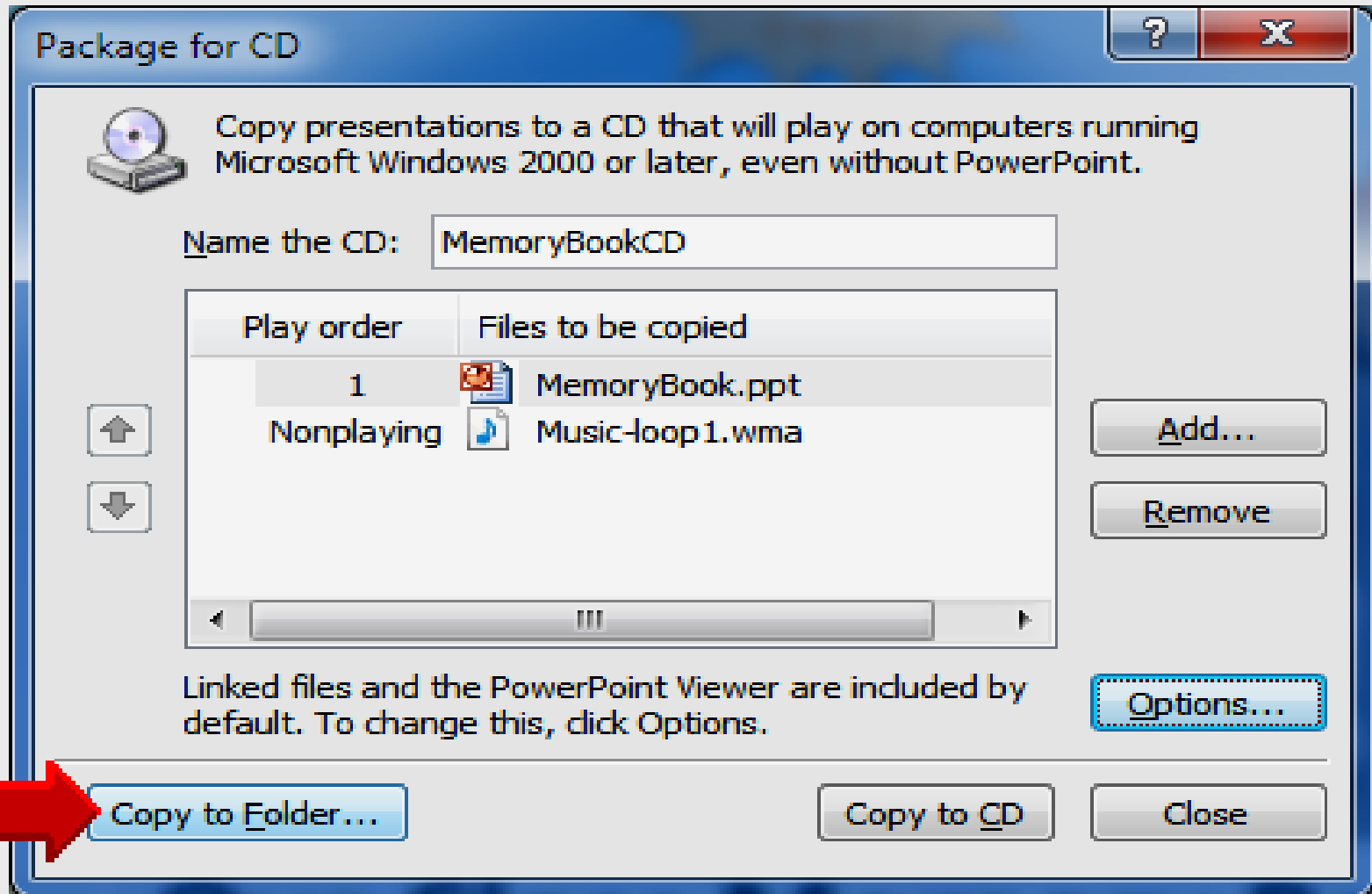
Password to open each presentation:

Password to modify each presentation:

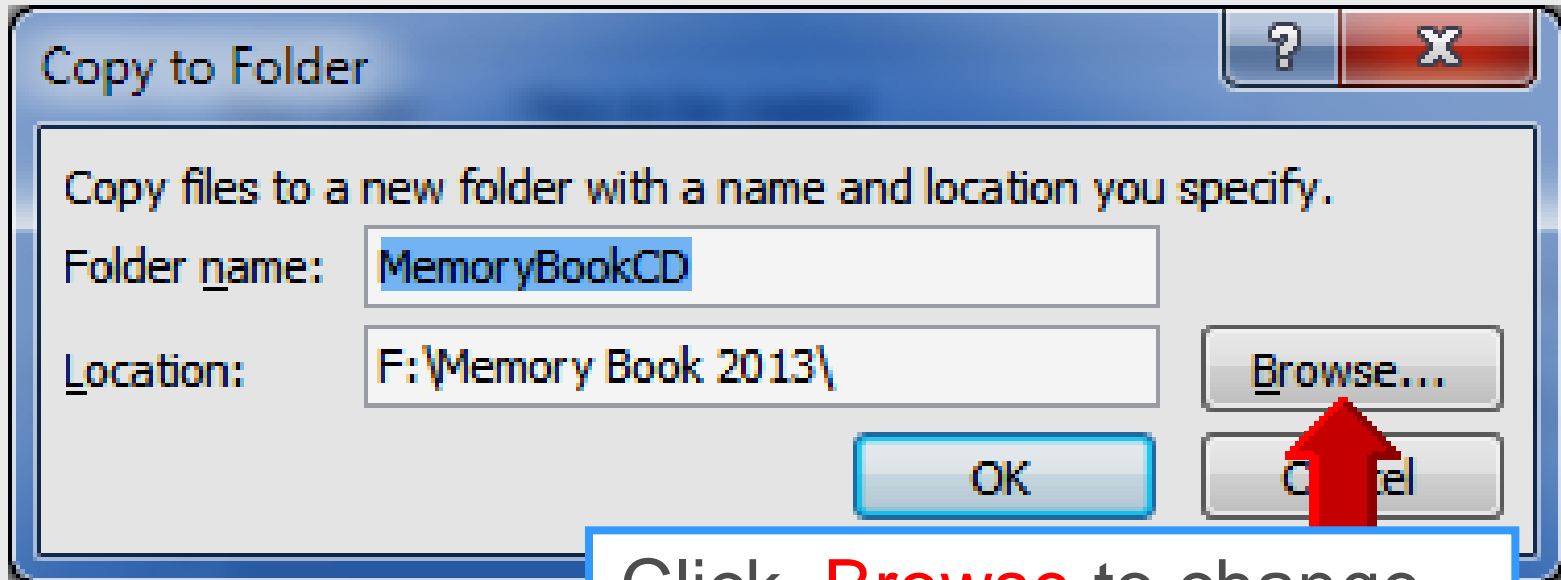
Inspect presentations for inappropriate or private information

OK Cancel

# Copy *to* Folder



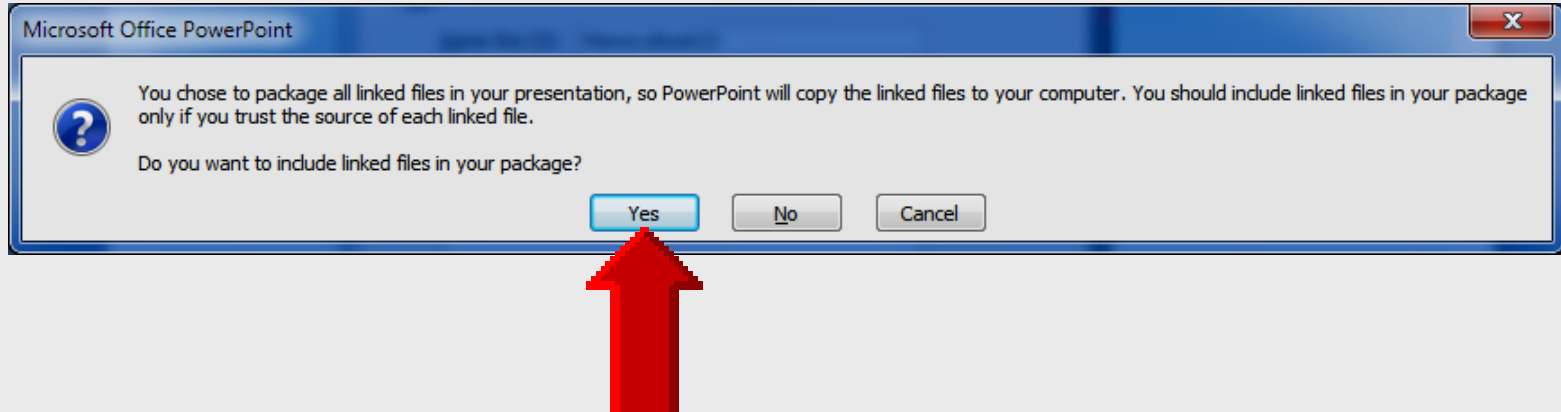
# Copy *to* Folder



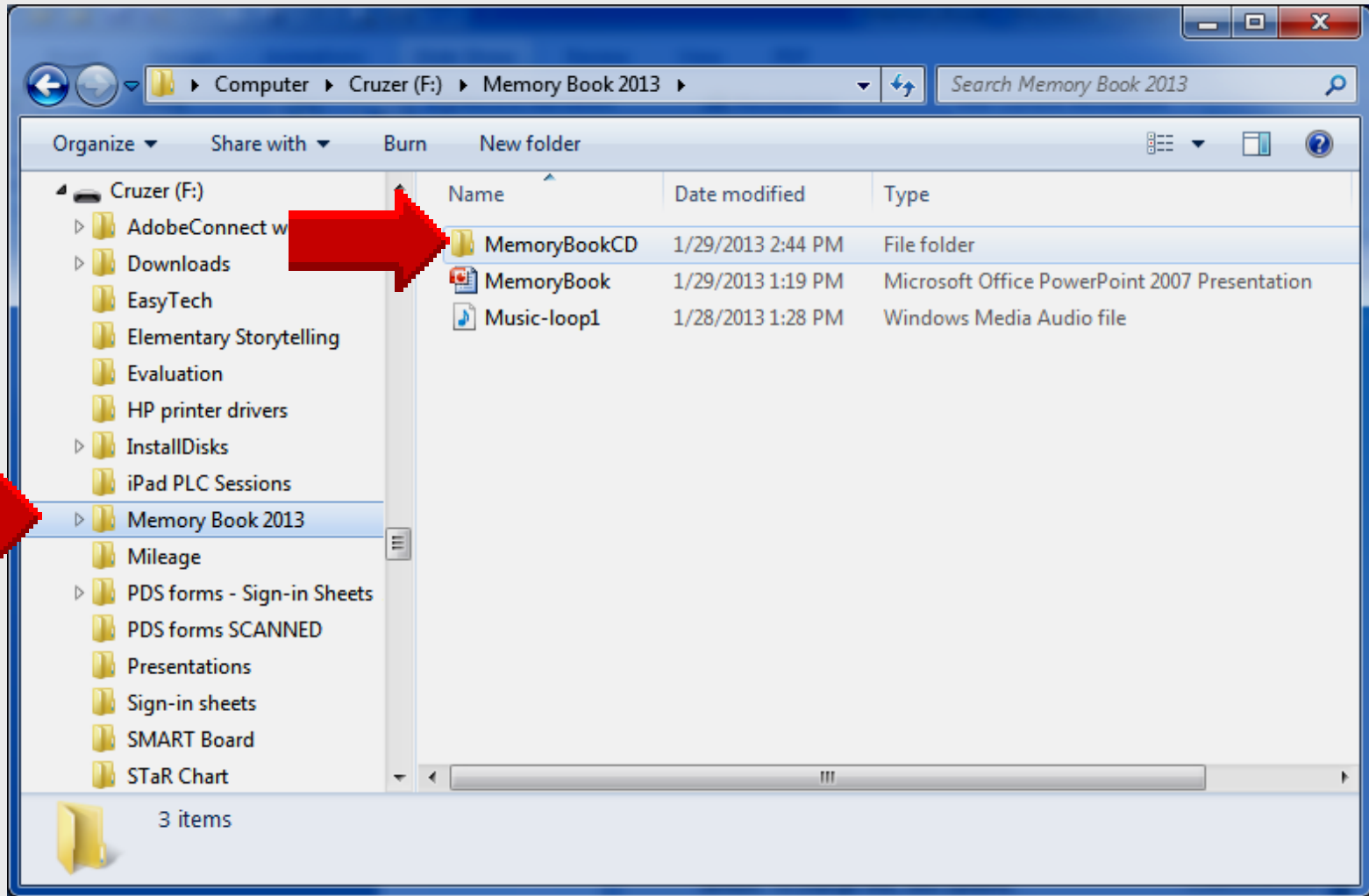
Click **Browse** to change to desired folder location. Then click **OK**

# Linked Files

---



# Package *for* CD Folder

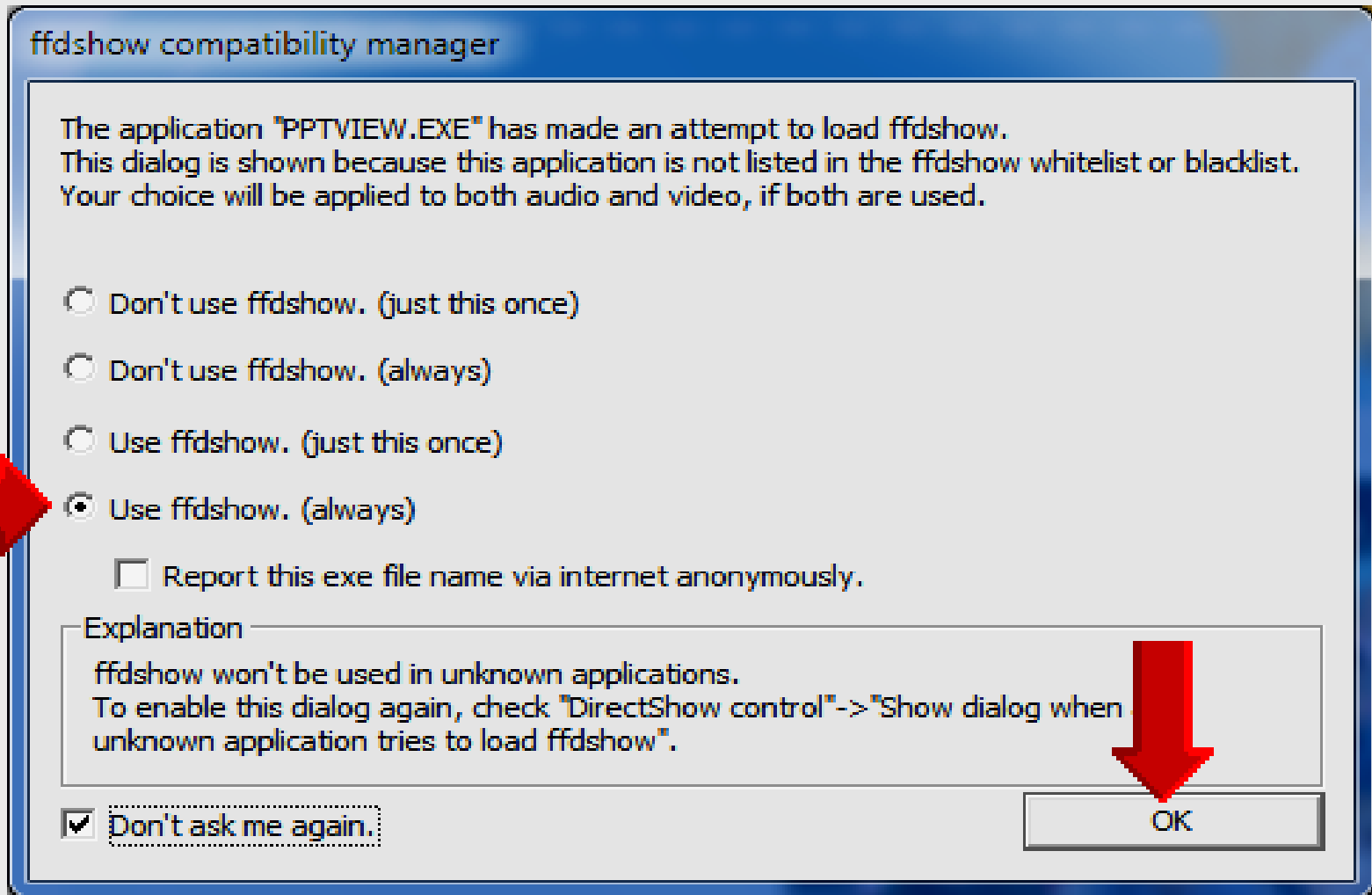


# Memory Book Folder

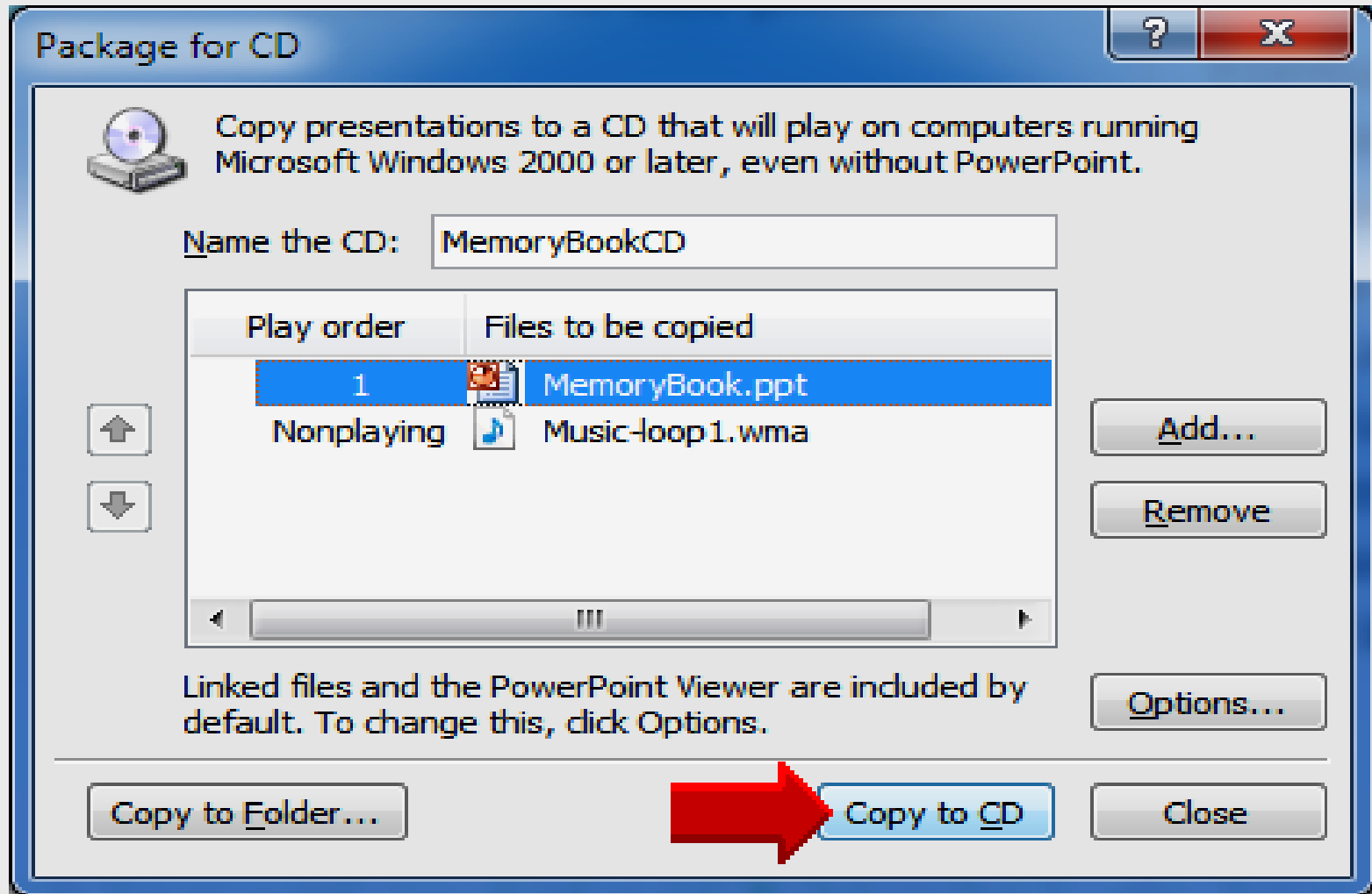
Windows Explorer window showing the contents of the MemoryBookCD folder. The folder 'MemoryBookCD' is selected in the left pane, and a red arrow points to it. In the right pane, the files 'MemoryBook' and 'Music-loop1' are highlighted with red boxes. A blue box at the bottom contains text: 'Double-click on Play to open the presentation which will change slides automatically while playing CD music'.

Name	Date modified	Type
AUTORUN	1/29/2013 3:00 PM	Setup Information
INTLDATE.DLL	2/25/2009 9:09 PM	Application extens...
MemoryBook	1/29/2013 3:00 PM	Microsoft PowerP...
microsoft.vc80.crt.manifest	1/29/2013 3:00 PM	MANIFEST File
msvcm80.dll	10/17/2011 8:07 AM	Application extens...
msvcp80.dll	10/17/2011 8:07 AM	Application extens...
MSVCR80.dll	10/17/2011 8:07 AM	Application extens...
Music-loop1	1/28/2013 1:28 PM	Windows Media A...
OGL.DLL	2/24/2012 1:30 AM	Application extens...
play	1/29/2013 3:00 PM	Windows Batch File
playlist	1/29/2013 3:00 PM	Text Document
PPTVIEW	10/5/2011 4:53 AM	Application

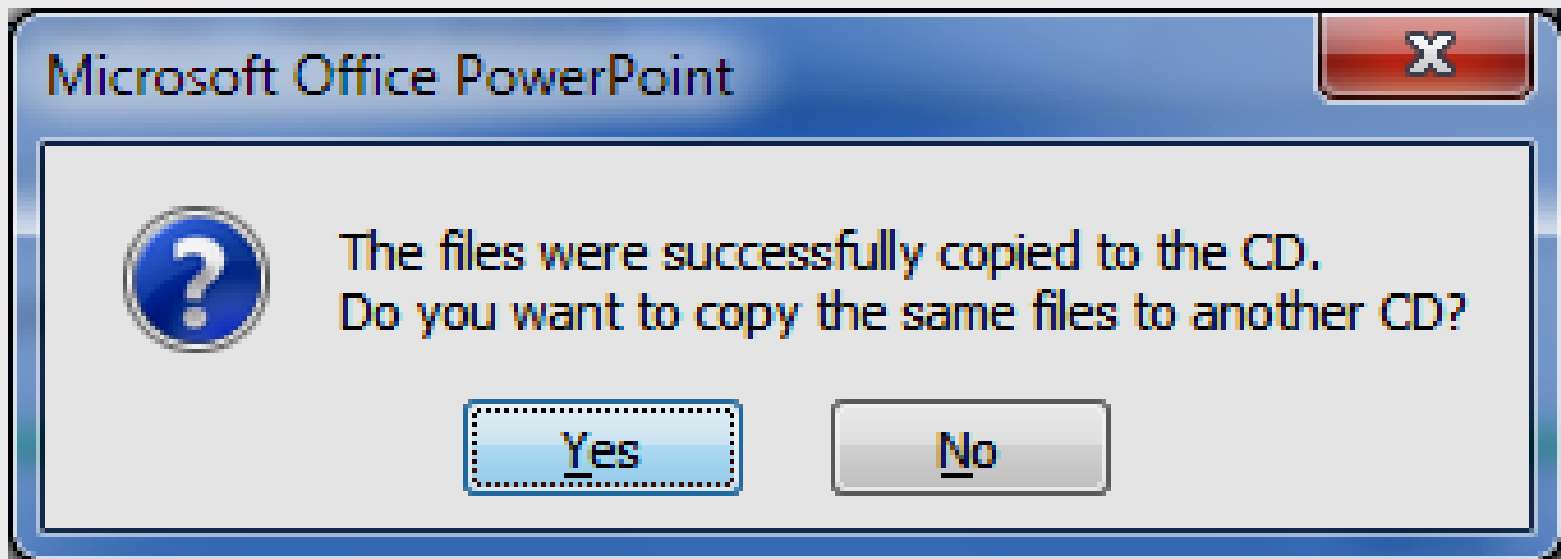
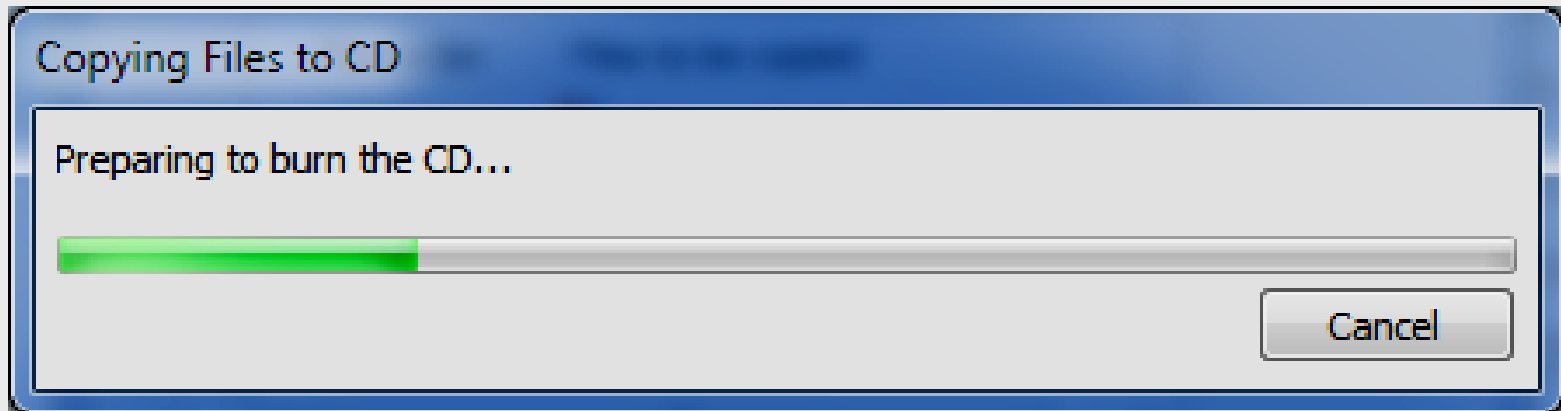
# Compatibility Manager



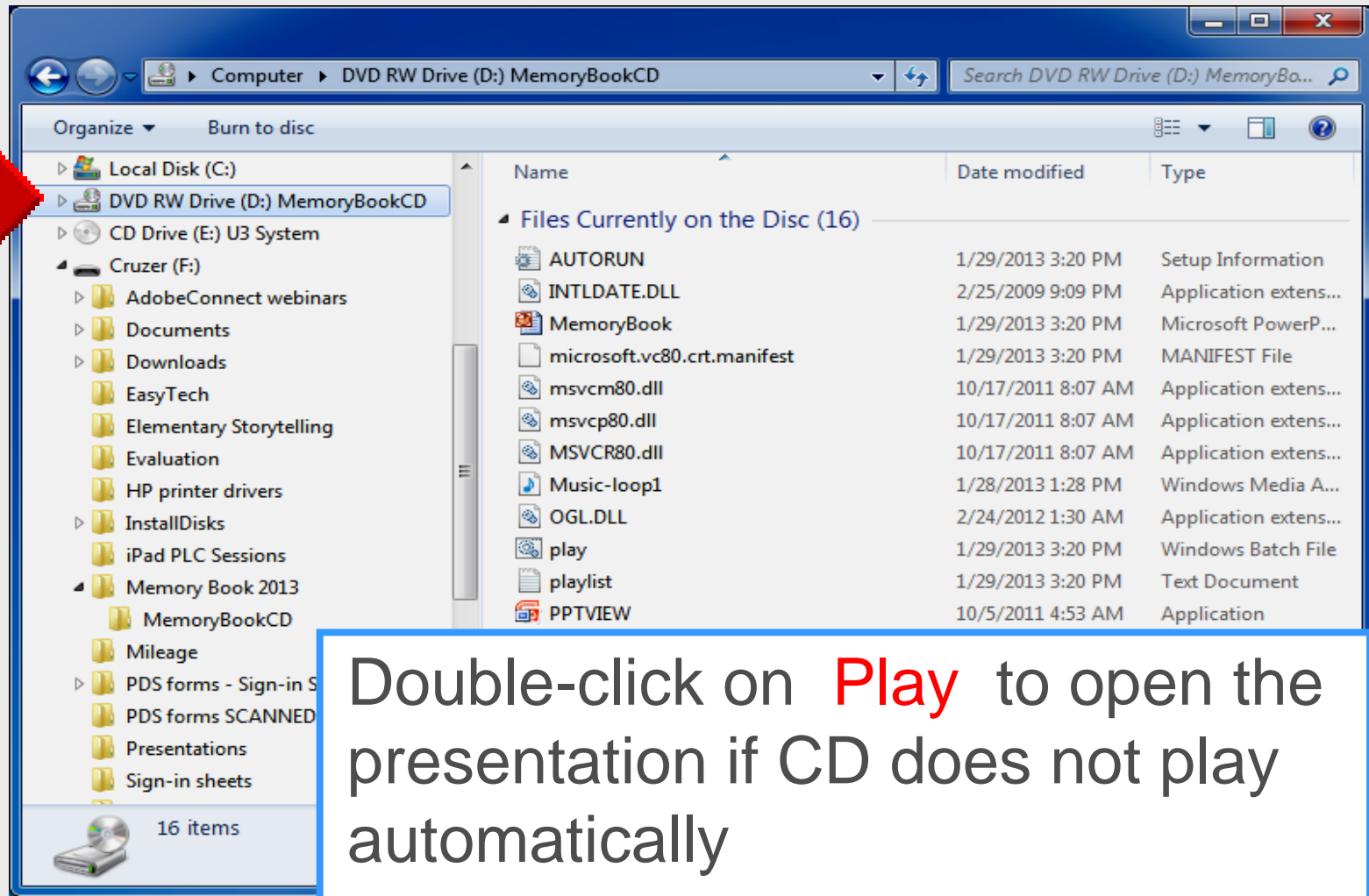
# Copy to CD



# Burning Files *to* CD



# CD Contents



Computer > DVD RW Drive (D:) MemoryBookCD

Search DVD RW Drive (D:) MemoryBo...

Organize Burn to disc

Local Disk (C:)  
DVD RW Drive (D:) MemoryBookCD  
CD Drive (E:) U3 System  
Cruzer (F:)  
AdobeConnect webinars  
Documents  
Downloads  
EasyTech  
Elementary Storytelling  
Evaluation  
HP printer drivers  
InstallDisks  
iPad PLC Sessions  
Memory Book 2013  
MemoryBookCD  
Mileage  
PDS forms - Sign-in S  
PDS forms SCANNED  
Presentations  
Sign-in sheets

16 items

Name	Date modified	Type
Files Currently on the Disc (16)		
AUTORUN	1/29/2013 3:20 PM	Setup Information
INTLDATE.DLL	2/25/2009 9:09 PM	Application extens...
MemoryBook	1/29/2013 3:20 PM	Microsoft PowerP...
microsoft.vc80.crt.manifest	1/29/2013 3:20 PM	MANIFEST File
msvcm80.dll	10/17/2011 8:07 AM	Application extens...
msvcp80.dll	10/17/2011 8:07 AM	Application extens...
MSVCR80.dll	10/17/2011 8:07 AM	Application extens...
Music-loop1	1/28/2013 1:28 PM	Windows Media A...
OGL.DLL	2/24/2012 1:30 AM	Application extens...
play	1/29/2013 3:20 PM	Windows Batch File
playlist	1/29/2013 3:20 PM	Text Document
PPTVIEW	10/5/2011 4:53 AM	Application

Double-click on **Play** to open the presentation if CD does not play automatically

# Online Handouts

<http://webclass.org>



About Us

Atomic Learning

Comic Life

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EasyTech

Eduphoria Forethought  
Quick Start  
Teacher Guide

Elementary Storytelling

Audacity  
Copyright Infringement  
Creating a Digital Story  
Digital Cameras  
EPISD Photo Release  
Sample Movie Maker files  
Windows Movie Maker XP  
Windows Movie Maker 2.6

Paint 2007  
Win 7-XP

PowerPoint 2007  
Package for CD  
2003 PowerPoint for CD  
2007 PowerPoint for CD  
Sample Music file for CD

Project Share

Group Collaboration  
My ePortfolio

Education and training via the internet are growing rapidly. Accessibility from home or school makes Internet handouts a viable alternative to hardcopy handouts. The PDF format is accessible on both Windows and MAC platforms using [Adobe Reader](#), or the fast and simple open-source reader for Windows called [Sumatra](#).

Webclass.org provides:

- Workshop handouts available anytime, anywhere
- Web-based [Keyboarding](#) requiring no login
- Perpetual lesson plan [calendar](#)

January — 2013

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

After all, **Webclass.org** can be *anywhere you want it to be....*

## Elementary Storytelling in iTunes

View all 24 digital stories from El Paso ISD teachers and students

**Select Package for CD**

View In iTunes

Some digital stories include the entire class, while others use a smaller group of selected students. Video length is generally 2 to 10 minutes.