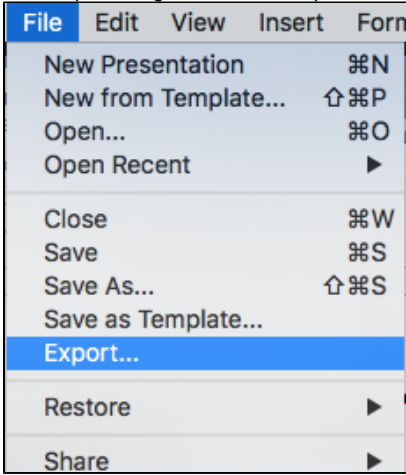
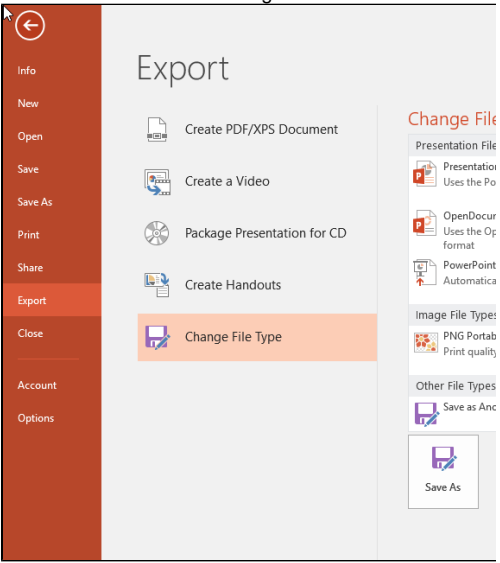
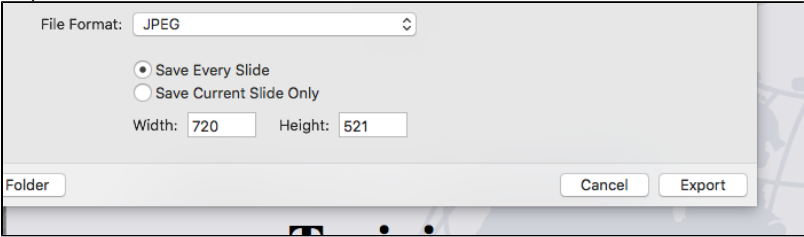
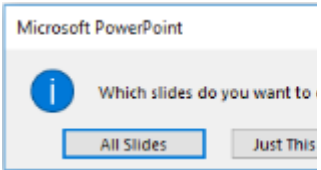
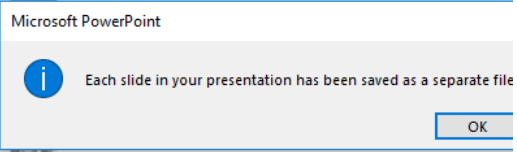


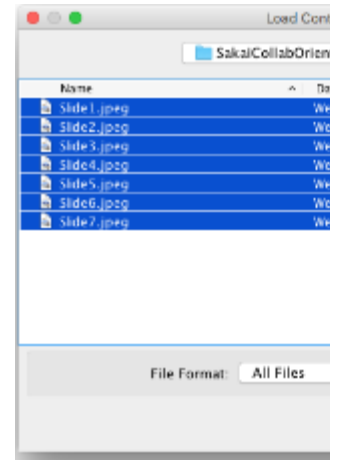
Collaborate JPG PowerPoint Slide Conversion

Occasionally, and particularly on the Mac OS, some individuals are experiencing an error when uploading PowerPoint slides into Collaborate sessions. This is the manual way to convert slides into a format Collaborate can work with.

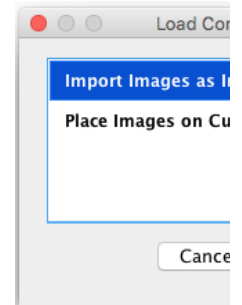
Mac	Windows
<p>1. Open the PowerPoint slideshow that needs to be uploaded. 2. In the top menu, go to File, then Export</p>  <p>The screenshot shows the 'File' menu in a Mac PowerPoint application. The 'Export...' option is highlighted in blue. Other visible options include 'New Presentation', 'New from Template...', 'Open...', 'Open Recent', 'Close', 'Save', 'Save As...', 'Save as Template...', 'Restore', and 'Share'.</p>	<p>1. In Windows, open the PowerPoint slideshow that needs 2. Go to File, Export, then "Change File Type." 3. Choose "JPEG File Interchange Format." Finish with Sa</p>  <p>The screenshot shows the 'Export' dialog box in a Windows PowerPoint application. The 'Change File Type' option is selected and highlighted in orange. Other options include 'Create PDF/XPS Document', 'Create a Video', 'Package Presentation for CD', and 'Create Handouts'. A 'Change File Type' sidebar is visible on the right.</p>
<p>3. Choose file format JPEG, make sure "Save Every Slide" is chosen, and click on the "Export" button.</p>  <p>The screenshot shows the 'Export' dialog box in a Mac PowerPoint application. The 'File Format' is set to 'JPEG'. The 'Save Every Slide' radio button is selected. The 'Width' is 720 and the 'Height' is 521. The 'Export' button is visible at the bottom right.</p>	<p>4. A pop-up message will follow, telling you where the folder v opportunity to change the location. 5. In the next window, choose All Slides or Just This One, de</p>  <p>The screenshot shows a 'Microsoft PowerPoint' dialog box asking 'Which slides do you want to'. The 'All Slides' button is selected.</p> <p>6. Finally, you'll see a confirmation of the finished process</p>  <p>The screenshot shows a 'Microsoft PowerPoint' dialog box confirming 'Each slide in your presentation has been saved as a separate file'. The 'OK' button is visible at the bottom right.</p>

In Collaborate

1. Open "Load Content." Browse to your converted slides using the provided file browser.
2. Select all slides and click on "Open."



3. At the next dialog window, choose "Import Images as Individual Pages."



4. Your slides are now loaded into the whiteboard of Collaborate and can be navigated exactly as if Collaborate had done the conversion.

