Video

Insert a Video from Your Files

Select the slide you are going to insert a video into.

Insert << Video << Video from my PC



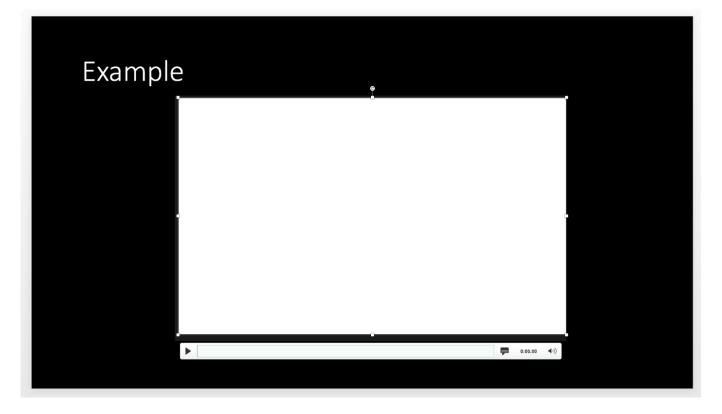
Browse for your video << Insert

		Choose	a Movie		
		Videos	٥	1 O	Q Search
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Options					ancel Insert





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To Change the Playback of your Video

Click on the Playback tab << Click on the Start dropdown box << Choose between Automatically or On Click

Automatically will play your movie clip straight away *On Click* means you have to click on your movie clip to get it to play

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Home	e Inser	t Desig	n Transitio	ns	Animati	ions	Slide Show	Review	V	iew	Video Format	Playback
	+	×	Fade Duration			- M	▶ Start:	When Clicked	+	Lo	op Until Stopped	
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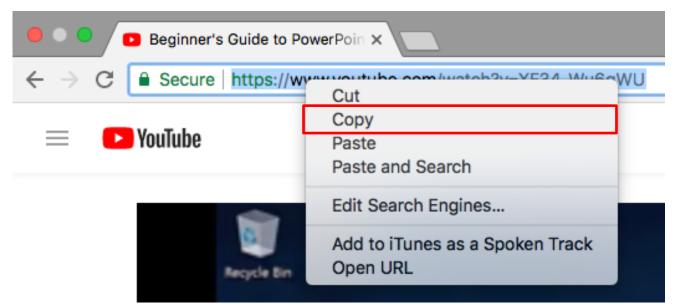


Inserting a Video from YouTube

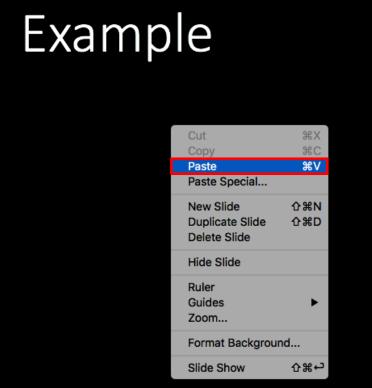
The safest way to use a video from YouTube is to hyperlink it to your slide; **do not** embed the file as this can breach the Copyright Act 1994.

Find the video you want to link to << Double Click in the address bar << Press Ctrl C

(Copy) OR Right click and choose Copy



Go back to your PowerPoint slide << Click where you want to place your video link << Press Ctrl V (Paste) OR Right click and choose Paste





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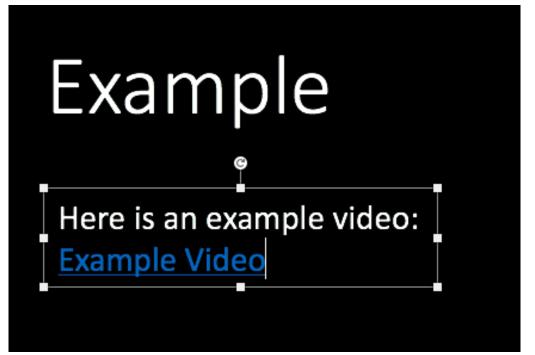
Highlight the link << Right click on the link and choose hyperlink

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	Here	is	an exar	nple video:				
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You can also **edit** the text of the hyperlink to make it more relevant **<< Click** in the **Text to Display** box **<< Enter** in the **text** you want to use

				Insert Hyperlink		
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			-	ube.com/watch?v=	XF34-Wu6	Select
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Adding Action Buttons to your Presentation

By adding action buttons to your presentation you can tell a video or sound to play or you can use an action button to navigate to another slide in your presentation.

Insert << Shapes << Action Buttons 🖸 🖬 🖌 🗸 🗸 🔻 Insert Animations Home Design Transitions Slide Show Review View 2 Store . ~ A 2 New Table Pictures Screenshot 🕽 My Add-ins 🔻 Slide 1 n Equation Shapes PowerPoint Title Slide Flowchart 2 Example Stars and Banners 12 16 -24 32 3 Example Callouts E.... 4 Example Action Buttons •

Choosing a Button

Once you have chosen your button you will notice the mouse pointer has changed to + Move your mouse onto your slide and click and drag to make your button





The action button dialogue box will now show, this is to enable you to choose the settings you want to apply to your button.

Choose which tab you want to use; Mouse Click or Mouse Over.

Mouse Click means that the action will happen when the button is clicked

Mouse Over means that the action will happen when the mouse is hovered over the button

Action Settings	
Mouse Click Mouse Over	
Action on click	
○ None	
 Hyperlink to: 	
Next Slide	\$
🔵 Run program:	
	Select
O Run macro:	
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Object action:	
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_	
Play sound:	
[No Sound]	\$
✓ Highlight click	
Cano	cel OK

Choose which action you want and click **OK**



For example, to add an action button that will play a YouTube video, follow these steps:

Action Settings
Mouse Click Mouse Over
Action on click
None
• Hyperlink to:
 Next Slide Previous Slide First Slide Last Slide Viewed End Show Custom Show Slide URL Other PowerPoint Presentation Other File
Play sound: [No Sound]
✓ Highlight click
Cancel OK
Action Settings
Mouse Click Mouse Over
Action on click
Hyperlink to URL
URL: https://www.youtube.com/watch?v=XF34-Wu6qWU
Cancel Add
O Run macro:
Object action:
Play sound: [No Sound]
m ✓ Highlight click
Cancel OK

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