Check out our website!

www.nvcc.edu/woodbridge/computer-lab

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Prezi

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Disclaimer: All screenshots in this document are taken from the following website: www.prezi.com
Introduction: Prezi is an online application used for creating attractive presentations.

Creating a Prezi Account:
Go to prezi.com to sign up for a new account

Creating a New presentation:
- **Prezi Introduction**: [http://www.youtube.com/watch?v=sHCyeIQ7yk8](http://www.youtube.com/watch?v=sHCyeIQ7yk8)
- **Creating a new Prezi**: Click on button located at the top right corner of the page to create a new Prezi.
- **Selecting a Theme**: Click on option to select a theme for your Prezi. Alternatively, you can create your own custom theme by inserting frames and images to your Prezi.
- **Using a Canvas**: You can zoom in and out of an item using the magnification icons on a canvas.
- **Adding text**: Click anywhere to insert text on the Prezi.
- **Adding a Frame or Arrow**: Click on frame/arrow icon to insert a frame/arrow to your Prezi
- **Inserting Images, Symbols, And Shapes**: Click on insert icon to insert an image, symbol, or diagram to your Prezi.
- **Changing Fonts and Colors**: Click on Theme icon and select **Customize Current Theme** to change the font and color of your text.
- **Adding Links**: Copy and paste your desired URL and it will automatically convert to an active link upon clicking away from the text.
- **Inserting a YouTube Video**: Copy and paste a YouTube link and Prezi will automatically embed the video.

Changing the Path:
- **Edit Path** button and drag a frame to the desired place to change the path of your Prezi.

Importing PowerPoint Slides:
Click on Insert menu and select **PowerPoint**
Presenting Your Prezi:

- Select your Prezi and click on full screen icon to present your Prezi.
- You may also choose the Autoplay option to play the Prezi automatically without manually moving to next frame.
- You can also remote present your Prezi by clicking the **Present Remotely** button. Clicking this button will provide you with a link to share with your audience and they will automatically follow you when you are moving from frame to frame.
  - **Note:** Your audience does not need to have a Prezi account to view the presentation.
- You can also embed your Prezi to a webpage using the **Embed** option.