



## WMdid tutorial: Using the PowerPoint option to make a presentation

PowerPoint has been made available to download a selected presentation, and limited to a select group of the program’s templates (White, Grey, or Black).

Also, the title of the work will show on the PowerPoint slide. **\*\*UNLESS** you select the option when in “*Edit Presentation*” to check the box “**Hide Default Data**”.

Here is how you download your WMdid presentation to a PowerPoint:

Find the presentation that you want to use, if you need to *edit* it—this is the time, so that your images will line up as you want them to in the Powerpoint.

From the ‘*Edit*’ page:

After editing\*, on the right-hand side of the page under ‘*Actions*’ you will find the option to make a ‘*PowerPoint*’.

**\*This is where you can “*Hide default data*” so titles won’t show on each PowerPoint slide in your presentation.**

Title

Description

Password

Field set

Hidden

**Hide default data**

From the ‘*Your Presentations*’ page:

Choose the presentation and at the far right end is a ‘*carrot*’ under which is the option to make a PowerPoint.

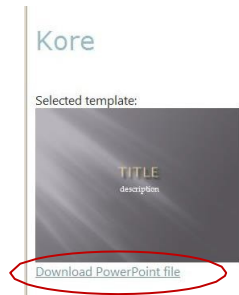
<input checked="" type="checkbox"/>	<a href="#">Kore</a>	-	today	today	-	Classical Studies Sculpture	5	<a href="#">Edit</a> <a href="#">Add selected items</a> <a href="#">View</a> <ul style="list-style-type: none"> <li>• <a href="#">Package Files</a></li> <li>• <a href="#">Print View</a></li> <li>• <a href="#">Flash Cards</a></li> <li>• <b><a href="#">PowerPoint</a></b></li> </ul>
<input type="checkbox"/>	<a href="#">Leonardo</a>	hidden	Oct. 20, 2010	Oct. 20, 2010	-	IT Renaissance Pam_Fall2010	16	
<input type="checkbox"/>	<a href="#">Madonna(and Child)</a>	hidden	March 12 2007	Jan. 31, 2008	-	MISC	38	

You can also select your presentation and find the PowerPoint link there as well, also the option to “*Hide Default Data*”.

Once you have selected 'PowerPoint':

Choose from the options for a PowerPoint template (seen on the right "Options")

Select 'Download PowerPoint file'



This will present an option to download to your computer.

Once downloaded, open, name and save to a designated place on your computer.

Once you have made this presentation, you will see:

A title page with your named Presentation as it is shown in WMdid

Each image on its own slide with the title (optional\*) and in the 'notepage' below each slide is all the metadata from that image file.

You can also edit this and add your own notes.

