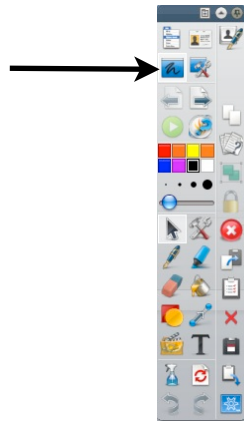


How to Annotate over a PowerPoint Presentation

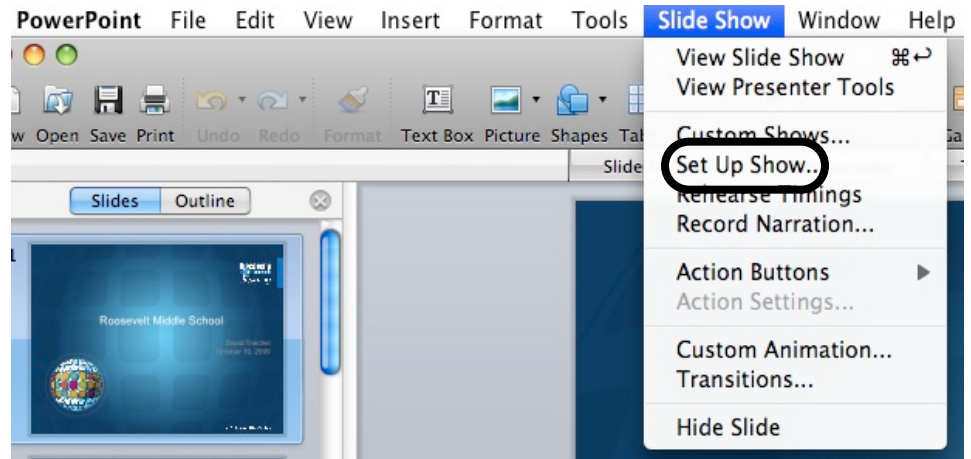
Step 1. Open ActivInspire

Step 2. Click Desktop Annotate



Step 3. Navigate and Open the PowerPoint you want to show your class and annotate over the top.

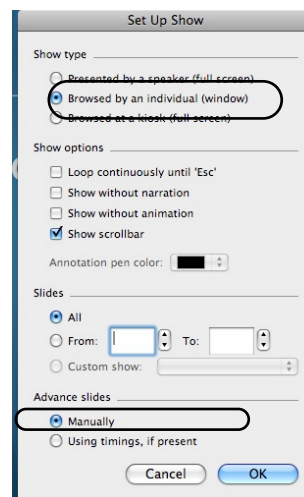
Step 4. Click the Slide Show Menu item and then select **Set Up Show**



Step 5. In the Set Up Show preferences, select

- **“Browsed by and individual (window).”**
- **“Manually”** for advancing slides

Step 6. Click OK



Step 7. In your PowerPoint, select **View Slide Show**. Instead of the PowerPoint taking over your desktop, it is now a separate window. This Window can be resized by clicking and dragging the lower right corner of the window.

Step 8. Because we are still in Desktop Annotate, you have full function of ALL your tools and can annotate and Inspire to your hearts content. **Important...You now advance slides with the scroll up and down feature on the right side of the powerpoint. ALL YOUR Actions will remain. Use the ActivPen and tap the board to activate a transition or effect in the PowerPoint.**

Step 9. To get back to your normal view, simply click on the red dot in the upper left on the PowerPoint window.