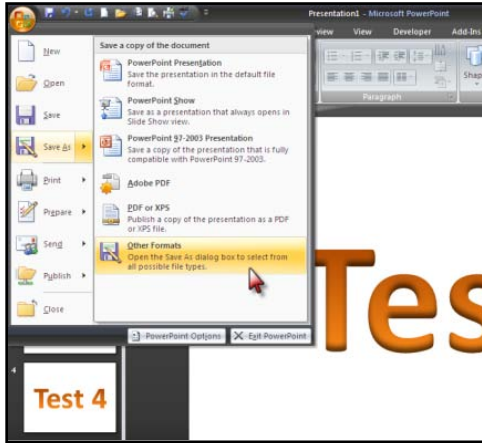



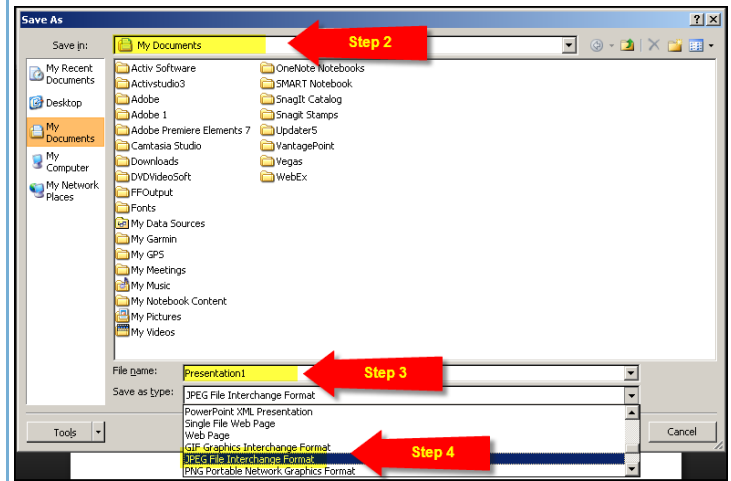
## Save as Other Format

If you have created a PowerPoint and you would now like to use the slides as pictures in a video or another type of presentation, save the slides as .jpeg files. Here's how...



**Step 1:** While on a slide you wish to save as a jpeg, click on the office button  and choose "Save as", "Other Formats"

## JPEG File Interchange Format



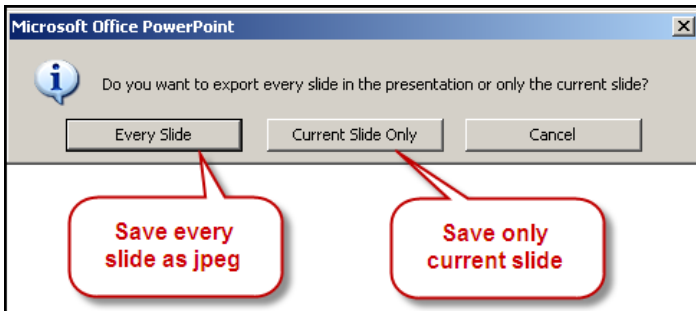
**Step 2:** Choose where you wish to save the file

**Step 3:** Name the file

**Step 4:** Click on the drop down arrow next to "Save as Type" and select "JPEG File Interchange Format"...you will need to scroll down

**Step 5:** Click "Save"

## One Slide vs. All Slides

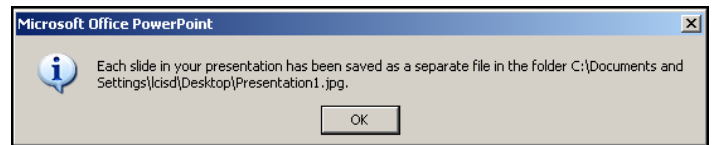


**Step 6:** You will be prompted whether you want to save every slide in the presentation as a jpeg or the current slide only...click on the appropriate box

If you choose to save every slide as a jpeg, a folder will be created to store all the pictures that are created in the location you selected in Step 2.

## Finished Product

When all slides have been converted and saved you will get the pop up shown below.



Here are some examples of what you should see when completed. These have been saved to the desktop.

