

OPENING UP MS POWERPOINT PRESENTATIONS IN GOOGLE CLASSROOM

Teachers may often share a PowerPoint presentation in their Google Classroom. These slideshow presentations may have animations or interactive elements which will only work properly if opened in a certain way. This document contains step by step instructions on how to do this!

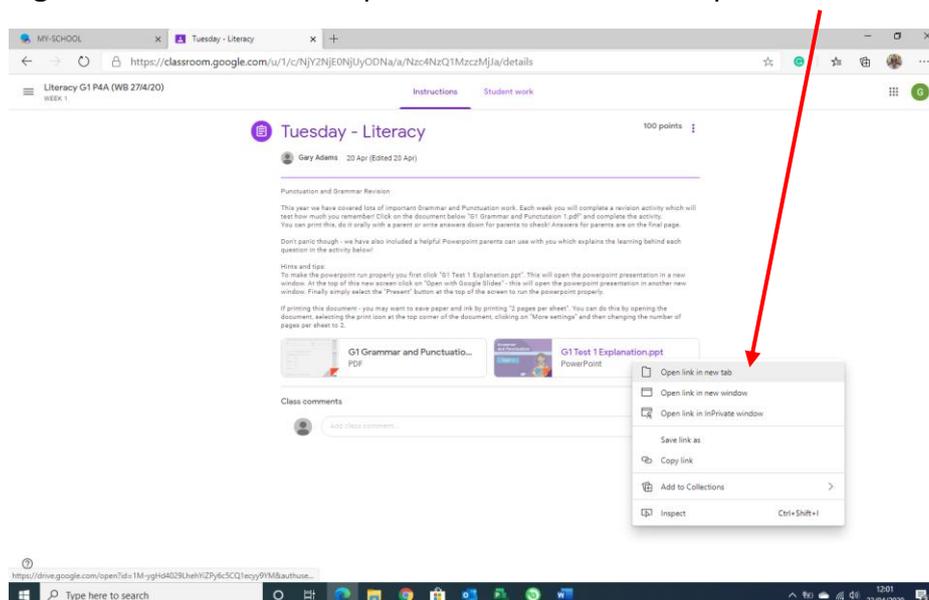
Option Number 1 - The best way!

Note for this option to work you must have MS PowerPoint already on your device.

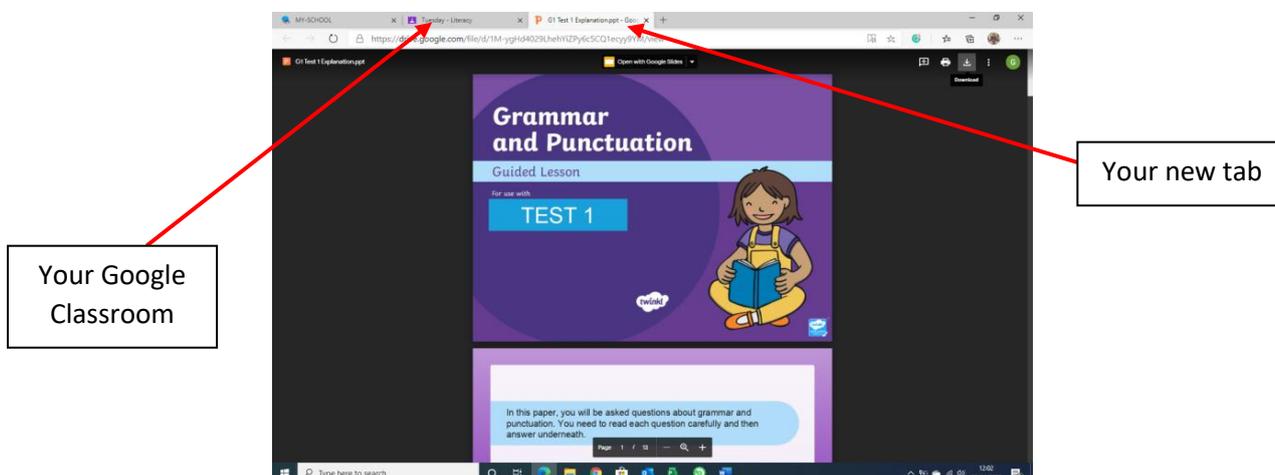
If you do not have it already, you can download it for free! – Please see the other document created for you called “Downloading MS Office for free”

When you see a PowerPoint presentation in Google Classroom follow these steps.

Right-click the PowerPoint presentation and select “Open in a new tab”

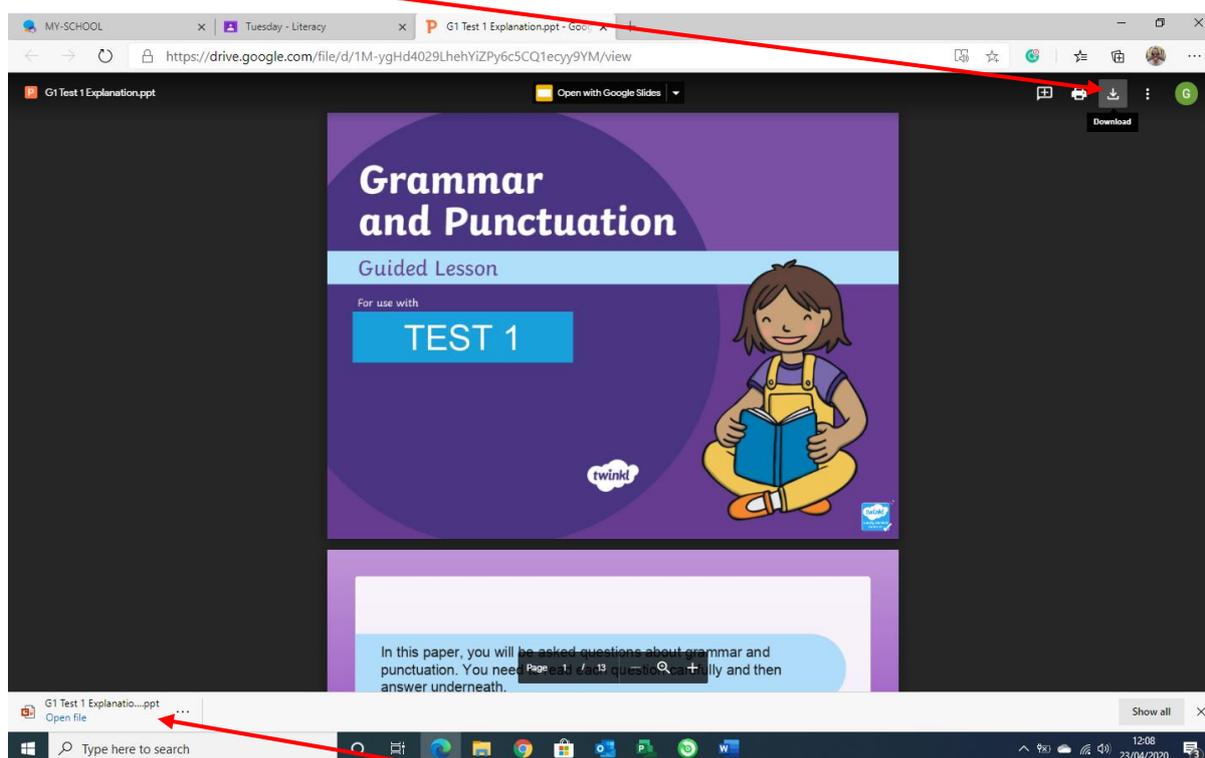


It will now appear in a new tab with these options.





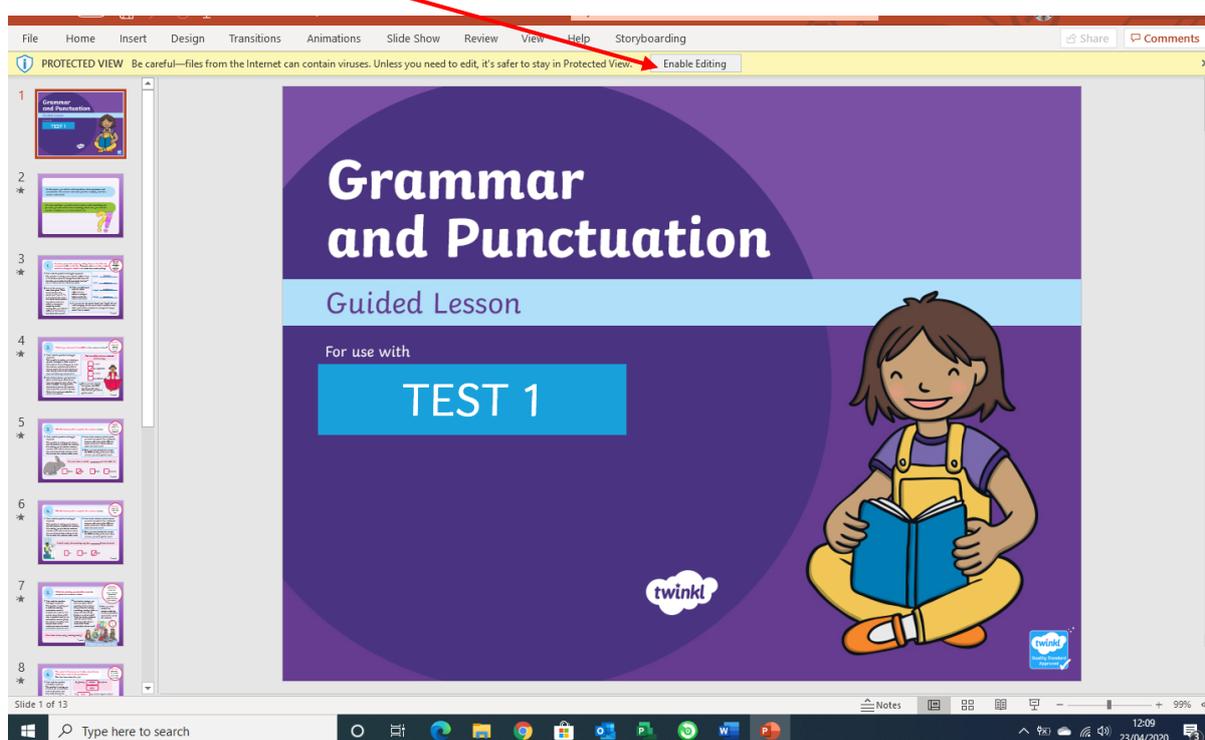
Click on the Download option to download the PowerPoint to your own computer.



You will see the PowerPoint download to here!

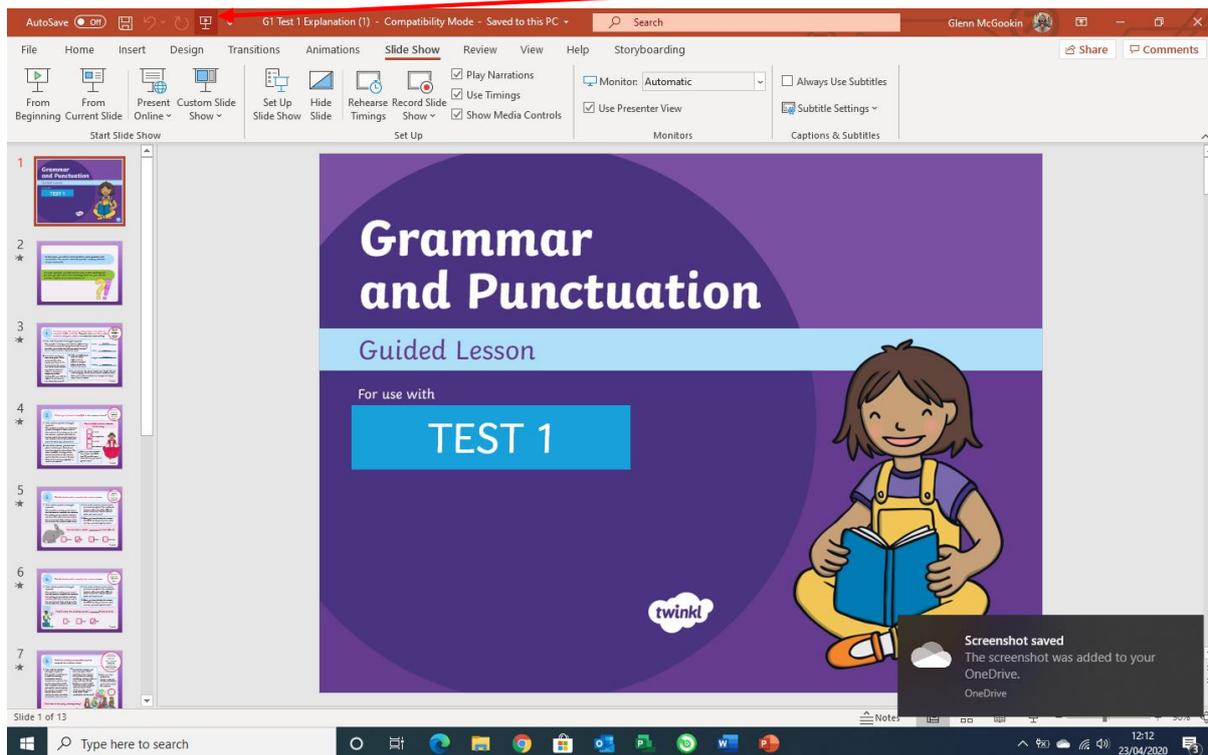
Click on this to open the PowerPoint presentation.

Next you must click "Enable Editing" to activate all the tools in MS PowerPoint.





Now you can play the PowerPoint presentation by clicking here.



Or choosing “SLIDE SHOW” along the top toolbar and then selecting “FROM BEGINNING”.

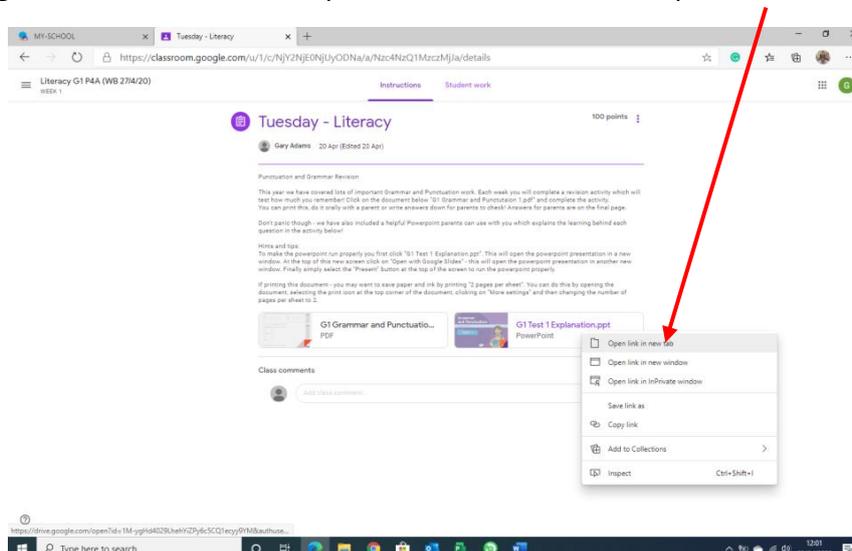
The PowerPoint will now play. Clicking on the screen will make things appear and will also move you onto the next slide.

Option Number 2 - If you do not have MS PowerPoint on your device!

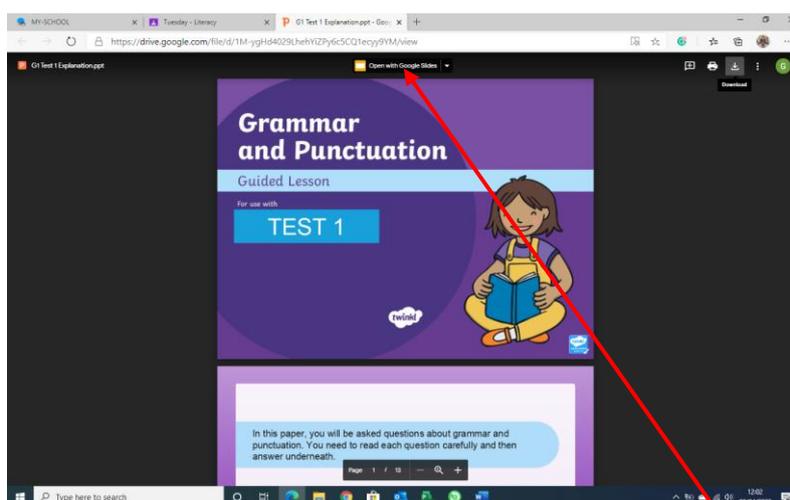
(Note some things may not play perfectly on the PowerPoint presentation using this method)

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Right-click the PowerPoint presentation and select “Open in a new tab”

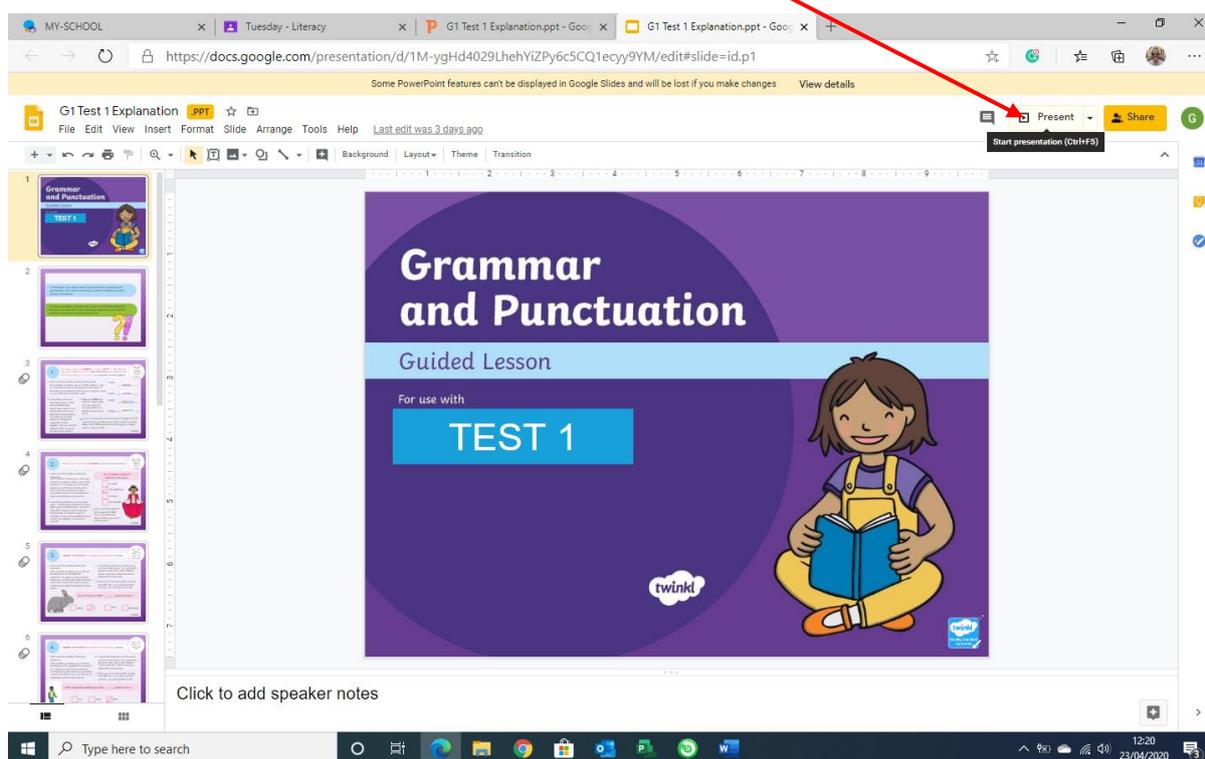


It will now appear in a new tab with these options.



Click on the option just above the PowerPoint presentation “**Open with Google Slides**”.

This will open the PowerPoint in another new window as you can see below. To play the PowerPoint simply click **PRESENT**.



We hope you found this document useful!