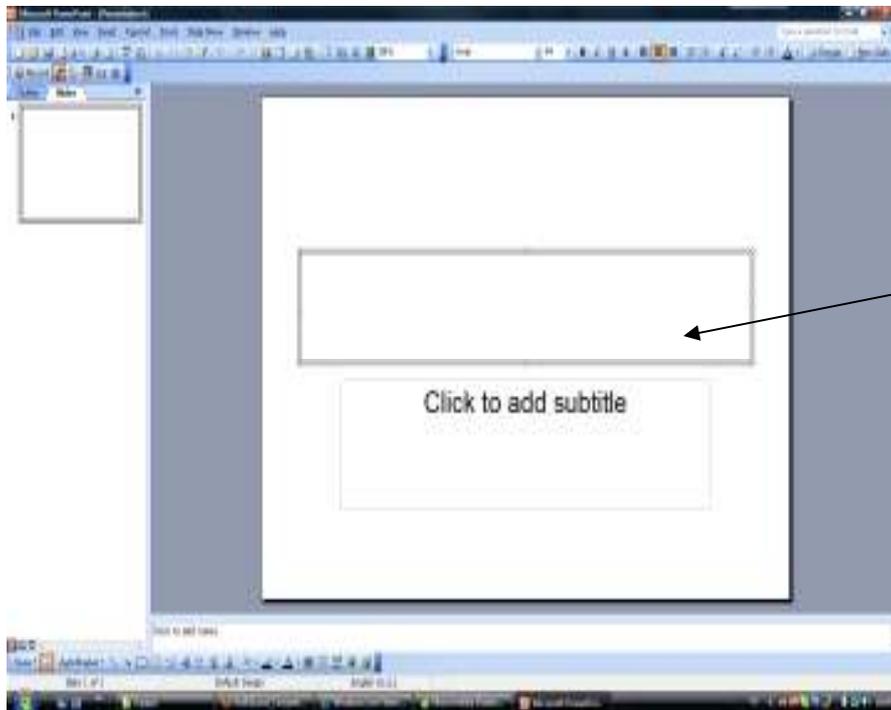


HOW TO INSERT SOUND INTO A POWERPOINT SLIDE

- 1. Open the PowerPoint Presentation**
- 2. Place the cursor in the slide where you want the music**
- 3.**

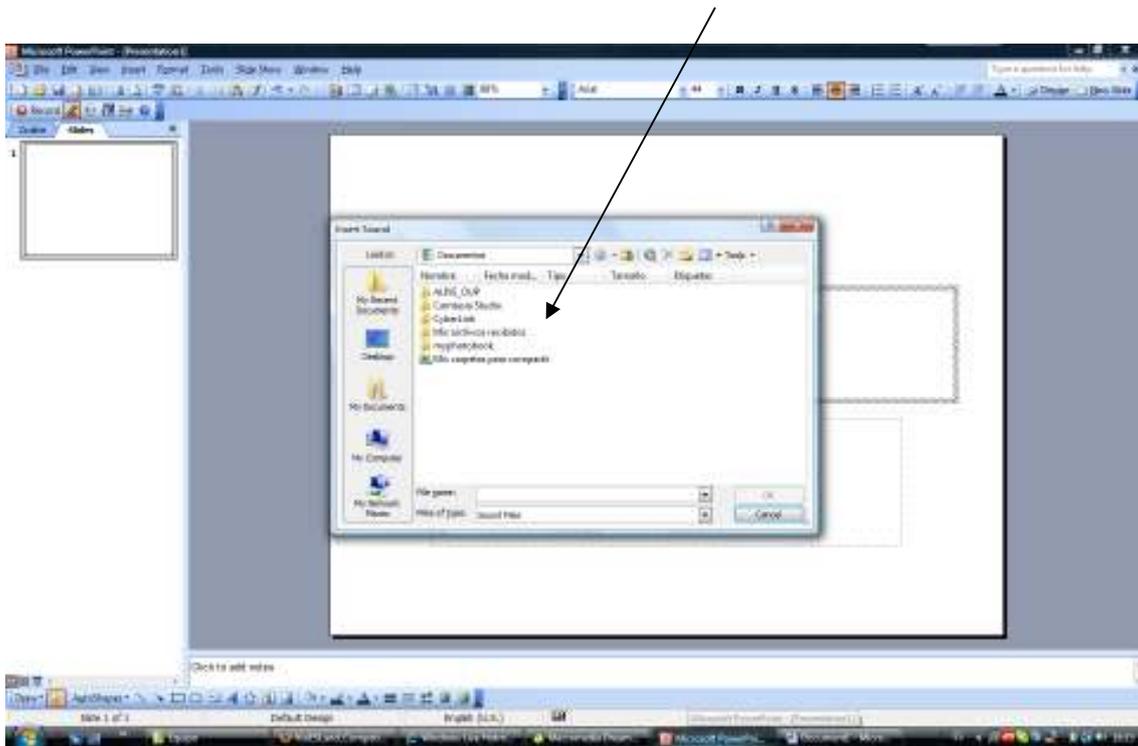


2. place the cursor anywhere on the slide

- 3. Go to menu , insert , movies and sounds , sound from file (if you have PowerPoint in Catalan or Spanish these will be insertar , sonidos ...)**



4. look for the audio file (a song that you may like or whatever sound) in your computer or the sounds that accompany the games that you can download from the website.

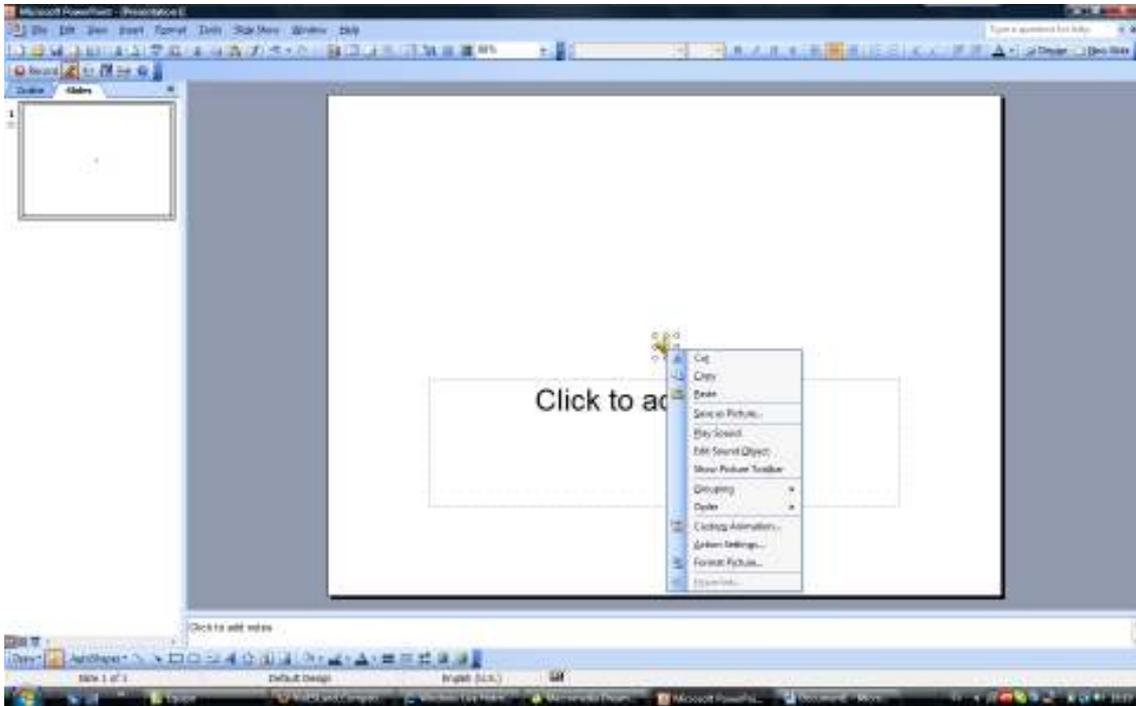


Once you find the file, click on aceptar.

You may get at this point a question whether to click to open the sound or automatically play it. I usually choose automatically.

If you don 't want to see the volume icon  on the slide, right click and choose edit sound object , hide sound icon during slideshow.

When you rightclick on the icon , you can customize when you want the sound to stop or last in action settings.



I hope this helps , if not , send me an email at

visialaminos@yahoo.es