

2. PRESENTATIONS

Definition / examples

Documents containing text and graphics intended to accompany a speech or public presentation. Examples include Microsoft PowerPoint, Apple Keynote, OpenDocument Presentation.

Preferred formats	<u>Preservation format</u>	<u>Access format</u>	<u>Level of support</u>
Portable Document Format (pdf)	Acrobat PDF/A (pdf)	Original	Normalize

Acceptable formats	<u>Preservation format</u>	<u>Access format</u>	<u>Level of support</u>
Apple Keynote (key)	Original	Original	Watch
Microsoft PowerPoint (ppt, pptx)	Original	Portable Document Format (pdf)	Watch
OpenDocument Presentation (odp)	Acrobat PDF/A (pdf)	Portable Document Format (pdf)	Normalize

Do not transfer	<u>Preservation format</u>	<u>Access format</u>	<u>Level of support</u>
Google Document Link File (gslides)	n/a	n/a	Cannot be preserved