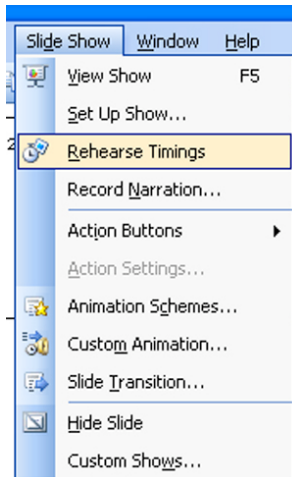


How to Setup a Self-Running Slideshow in PowerPoint

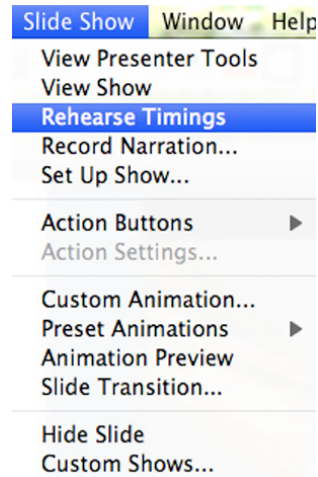
To setup a self-running slideshow in **PowerPoint 2003 (Win)** or **2004 (Mac)**, you will need to:

1. Go to the **Slide Show** menu and select the **Rehearse Timings** option.

2003 (Win)

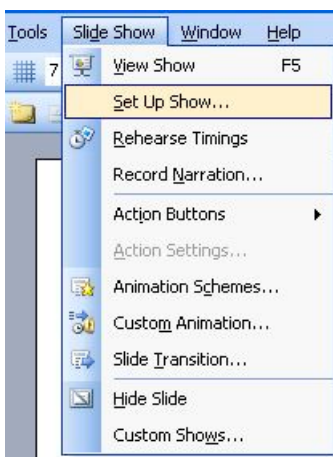


2004 (Mac)

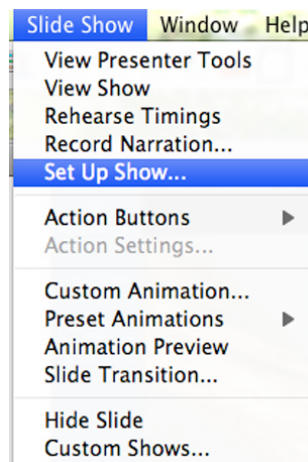


2. This will run your PowerPoint file as a Slide Show and record the amount of time you let each slide stay on the screen before you cue up another by clicking. At the end of the show, a dialog box will state the total time and ask you to confirm saving the information with your file by clicking **Yes**. Optionally you can review timings in *Slide Sorter* view.
3. With Slide 1 selected, go to the **Slide Show** menu and click the **Set Up Show** option.

2003 (Win)

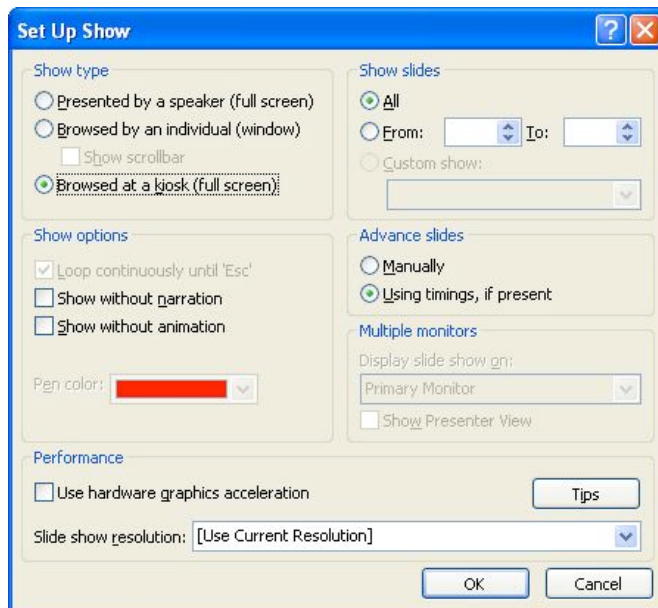


2004 (Mac)

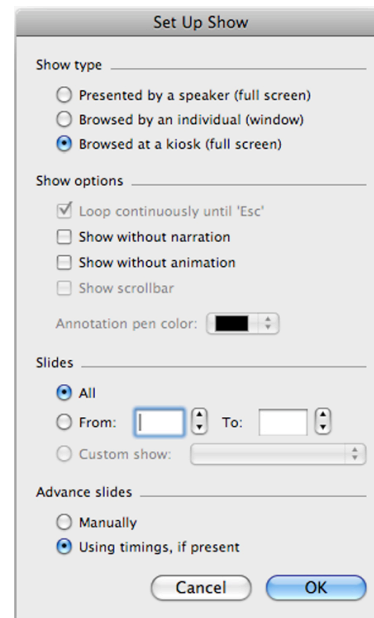


- In the *Set Up Show* dialog box's *Show type* area, click the **Browsed at a kiosk (full screen)** radio button and click the **OK** button.

2003 (Win)

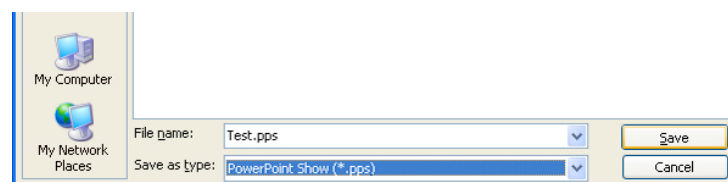


2004 (Mac)



- To test the show and click the **Slide Show** button in the lower left corner of the **2003 (Win) or 2004 (Mac)** screen.
- Press the **ESC** key to stop the slide show after it has looped through all of the slides.
- Go to the **File** menu, click **Save As** and navigate to the folder where you want to store your self-running presentation.
- In **2003 (Win)**, click the down arrow to the right of the **Save as Type** box, and select **PowerPoint Show** in the drop-down list. In **2004 (Mac)**, it is the **Format** dropdown you use to select **PowerPoint Show**.

2003 (Win)



2004 (Mac)

