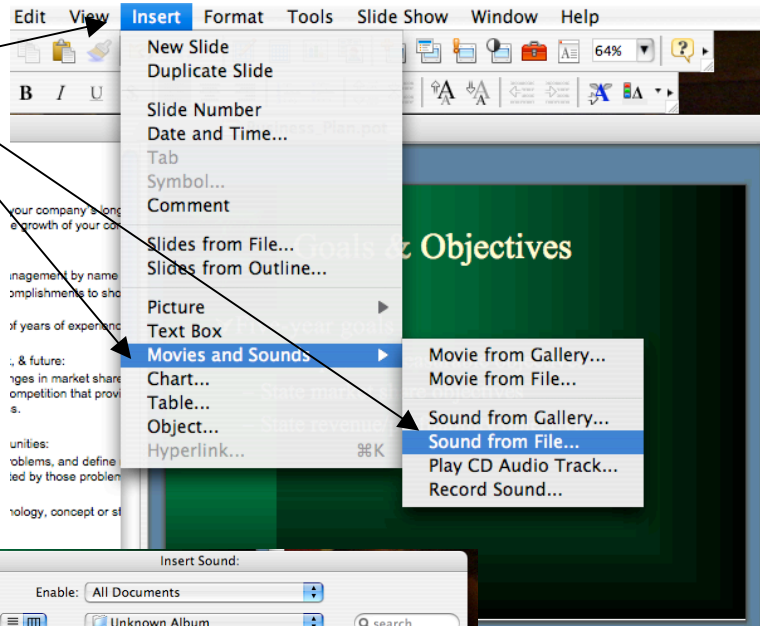


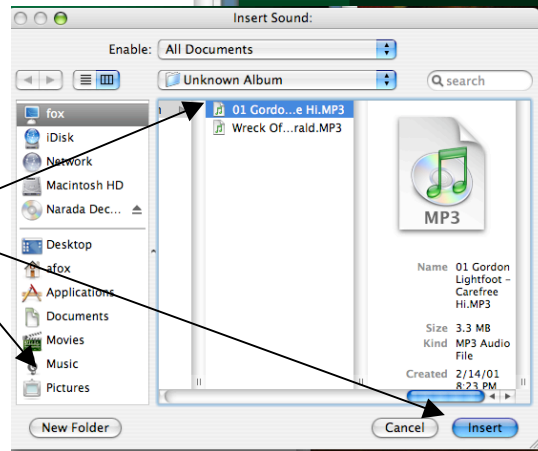
POWERPOINT Inserting Audio OS X

1. Enter all slide information first!
2. Go to INSERT>Movie and Sounds>Sound From File

(if you have no music in your itunes library see directions for importing music to itunes)

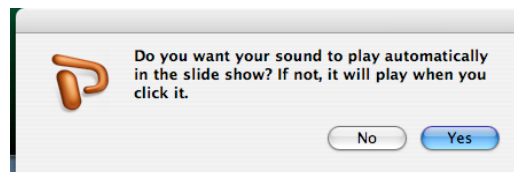


3. Use your finder to select the song you wish to add. If your song is stored in itunes click the music folder.

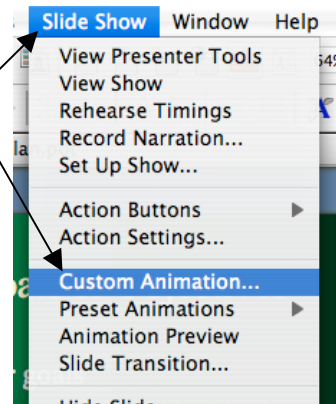


4. Click Insert

5. Choose Yes or No (I usually select Yes)

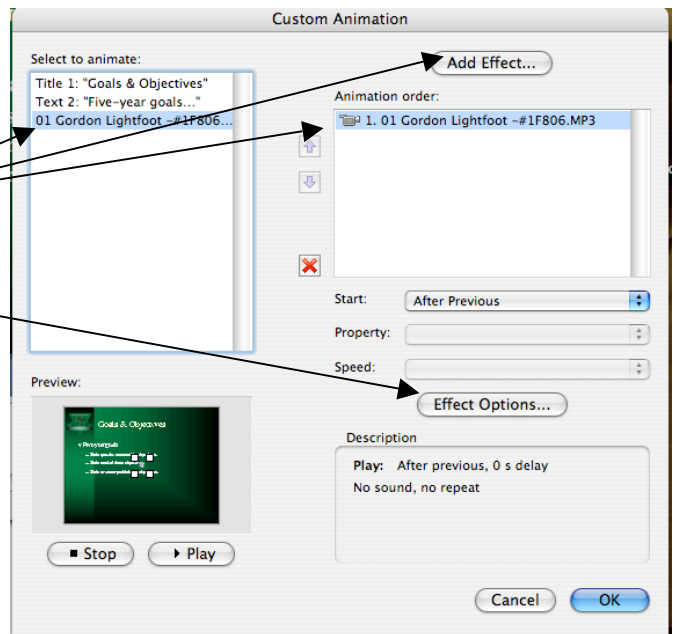


6. Now Click on Slide Show>Custom Animations



7. Your music should come up in the box to the right. If it doesn't appear to the right, select the song and click Add Effect.

8. Now click on Effect Options



9. Click on Media Options.

10. Select the number of slides you would like the song to play during. And select this bubble next to after.

11. Click OK

