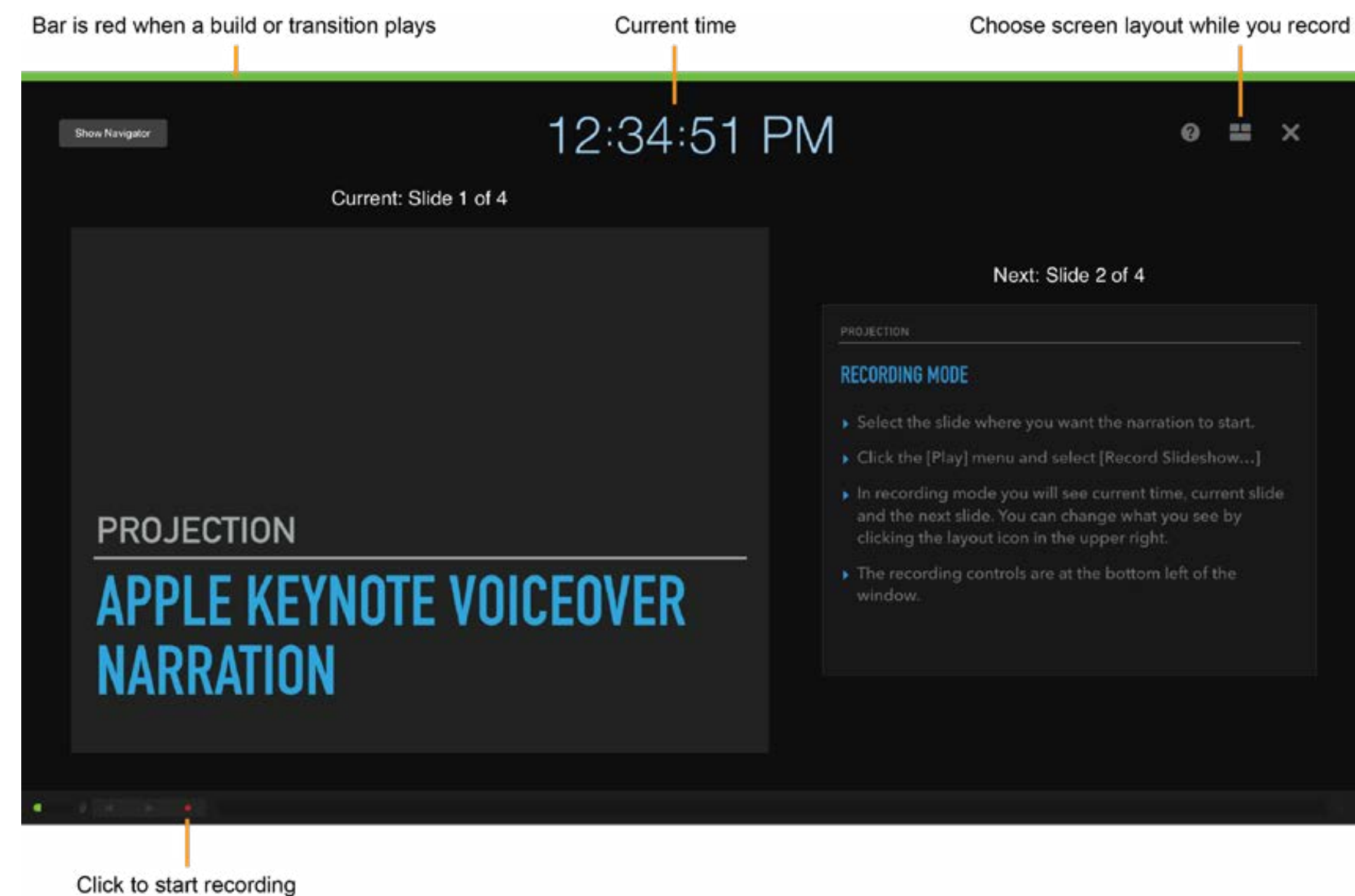


APPLE KEYNOTE WITH NARRATION

Please follow these steps to create, test and upload your narrated presentation:

- Select the slide where you want the narration to start.
- Click the [Play] menu and select [Record Slideshow...].
- In recording mode you will see current time, current slide and the next slide. You can change what you see by clicking the layout icon in the upper right.
- The recording controls are at the bottom left of the window.

KEYNOTE RECORDING MODE SCREEN



- To start recording, click the [Red Circle] icon at the bottom of the window in the recording controls. The timer begins a 3 second countdown before recording starts.
- Begin speaking into the microphone. You can pause recording by clicking the pause button at any time.
- Advance to the next slide using the [Shift] + [Down Arrow]. Make sure you stop speaking your narration during every slide advance to avoid any loss of audio in your recording.
- When you have finished recording click the [Red Circle] icon to stop recording.
- Press the Escape [Esc] key or the [Exit] button in the upper left to save the recording and exit recording mode.
- To export your presentation to a movie file click the [File] menu and select [Export to] then [Movie]. Select Playback [Slideshow Recording] and Resolution [1080p] then export your presentation:



- Now, please login to the provided ProjectionNet upload site and upload this file to our presentation management system. The file will be available for viewing online exactly as it appears on your machine.

NOTE: Adding a new slide to your presentation after recording narration will trigger an alert that the recording could be out of sync with the presentation. To delete a voiceover narration in a presentation, in the [Play] menu select [Clear Recording]. To delete your narration in recording mode click the [Trash Can] icon in the lower left.