

PowerPoint

RUNNING HFA SLIDESHOW

Exclusive for the Hildreth Family Association
Click on the blue, underlined text to go to its linked reference.¹

1. Click on the slideshow you wish to view.
2. One or two things will happen:
 - If using Internet Explorer, the slideshow will open. Go to **Step 3**.
 - If using Google Chrome, [click here](#).

The first slide will appear (Figure 1).

To **advance** to the next slide by one of three ways:

- ➊ Left-click anywhere on the screen,
- or...
- ➋ Touch the Right Arrow key, or...
 - ➌ Touch the **Enter** key — which I recommend.

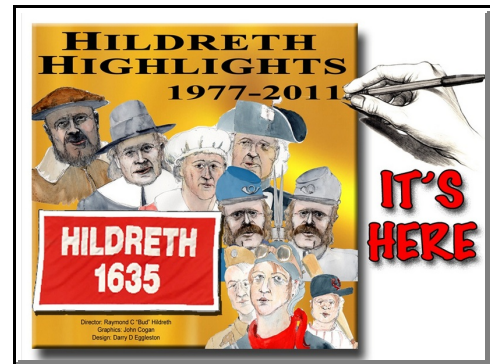
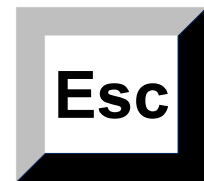


Figure 1

To go back:

- ➊ Touch the Left Arrow key.
- ➋ RIGHT-click on the screen, and left-click on "Go back"

The slideshow will continue until you touch the Esc key. That is good because you'll know the show is finished when you see the first slide (**Figure 1**) for the second time.



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INSTRUCTIONS FOR GOOGLE CHROME

1. Google will download the file with progress showing at the bottom of the screen.



2. One or two things will happen:

- If you have PowerPoint, the slideshow will open in it.
- If you use the PowerPoint Viewer, skip to **Step 6**.

3. In PowerPoint, the slideshow will open. Single, left-click on 'Slideshow' on the MenuBar (Figure 2).

4. Left-click on "From Beginning" (Figure 4).

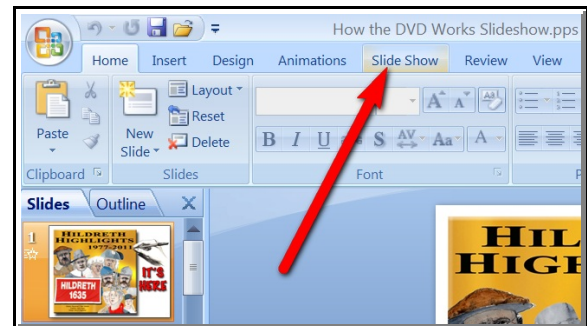


Figure 2

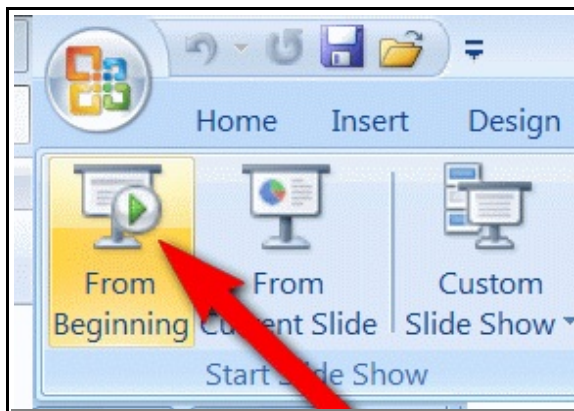


Figure 4

5. To continue, [click here](#).