

Using the Utah 4-H GPS Training PowerPoint

The Utah 4-H GPS Training PowerPoint is included on this CD for your use.

Using the CD menu to open the PowerPoint presentation uses the free PowerPoint Viewer to display the presentation. This means it doesn't matter if the computer that will be used for the training has PowerPoint installed or not.

Viewing a PowerPoint presentation with the free PowerPoint Viewer is almost identical to viewing a PowerPoint presentation from the full PowerPoint program.

To advance to the next slide either:

- Click the mouse
- Press the space bar, enter key or the right arrow on your keyboard

To go to the previous slide either:

- Click the left arrow on the keyboard
- Click with the right mouse button and select "Previous" from the menu

To go to a specific slide:

1. Click with the right mouse button
2. Move the mouse over "Go to Slide"
3. Click on the slide you would like to view

Before teaching a workshop using this presentation it is suggested that you view the presentation to become familiar with it and customize the presentation to your needs.

Customizing the Utah 4-H GPS Training PowerPoint

To customize the PowerPoint presentation Microsoft PowerPoint must be installed on your computer.

To customize the Utah 4-H GPS Training PowerPoint:

1. With the Utah 4-H GPS Resource CD in your CD-ROM or DVD drive, open Microsoft PowerPoint
2. Go to the "File" menu and select "Open"
3. Navigate to your CD-ROM or DVD drive and choose "4hGPS" and click "Open"
4. Make desired changes to the presentation
5. Go to the "File" menu and select "Save As" and choose where on your computer to save the file.
6. Go to the CD menu and click on "Browse CD"
7. Click on "jenny.mpg" and go to the "Edit" menu and select "Copy"
8. Open the folder where you saved the customized GPS PowerPoint and go to the "Edit" menu and click "Paste"

You should now be able to use the customized version of the GPS PowerPoint including the Jeep Commercial.