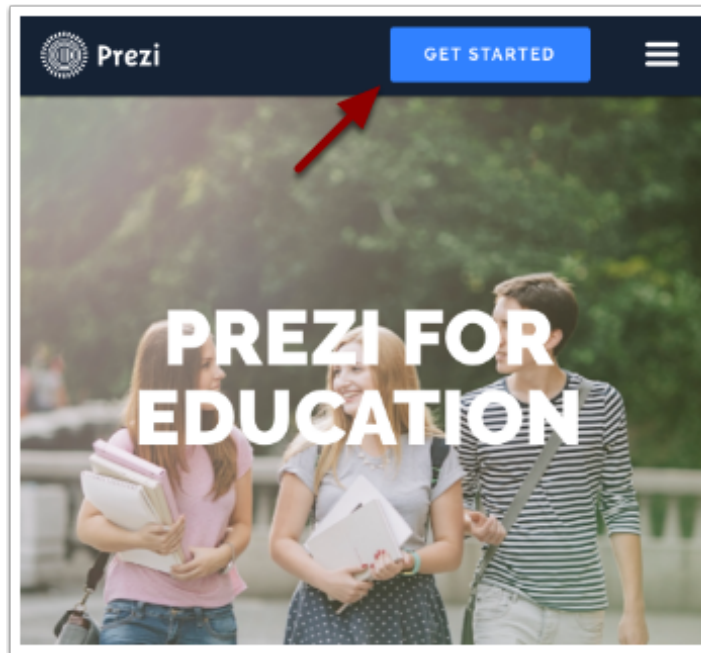




How to make your first Prezi.

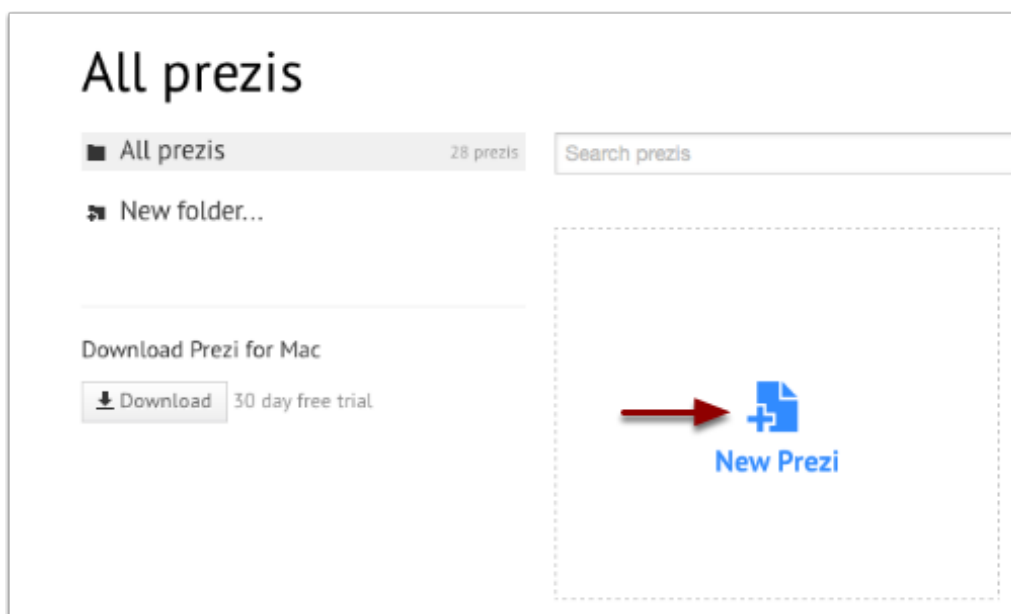
1. Create a free education account

Use your xxx@xxx.ku.dk email address to register for a free education account at prezi.com/prezi-for-education/.



2. Start a new Prezi

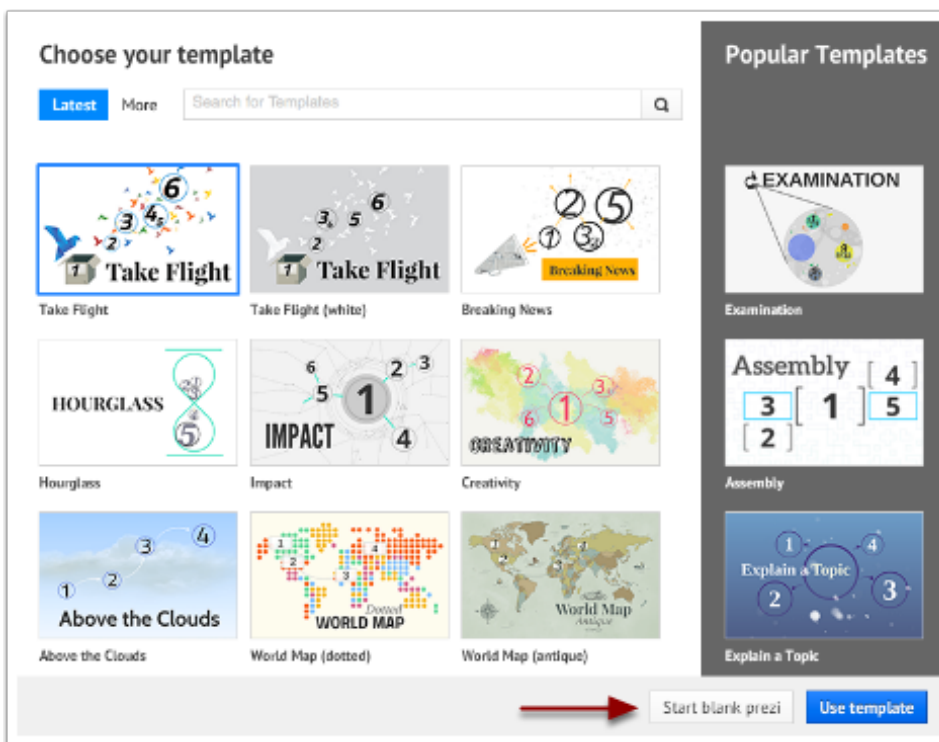
Use the plus symbol to start your first Prezi.





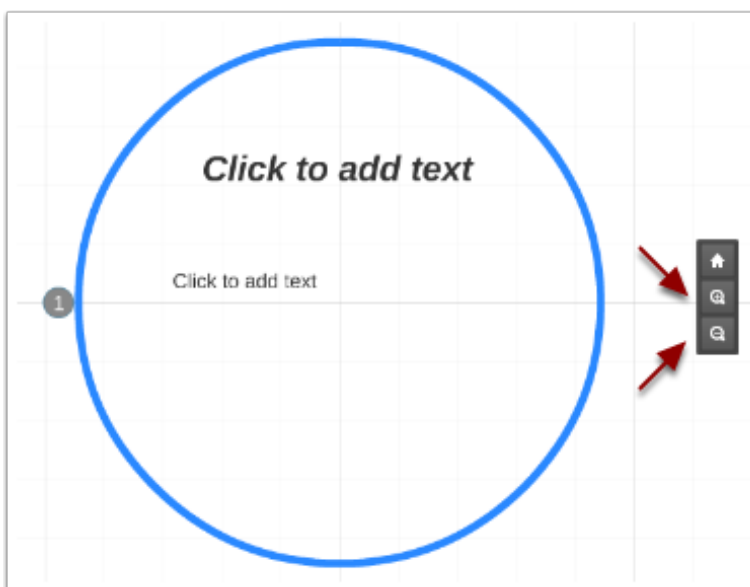
3. Create a blank Prezi

Create a blank Prezi without a template



4. Zooming in and out

Zoom in/out on the canvas by scrolling or using the plus/minus options. Drag the canvas around by pressing and moving the mouse at the same time.

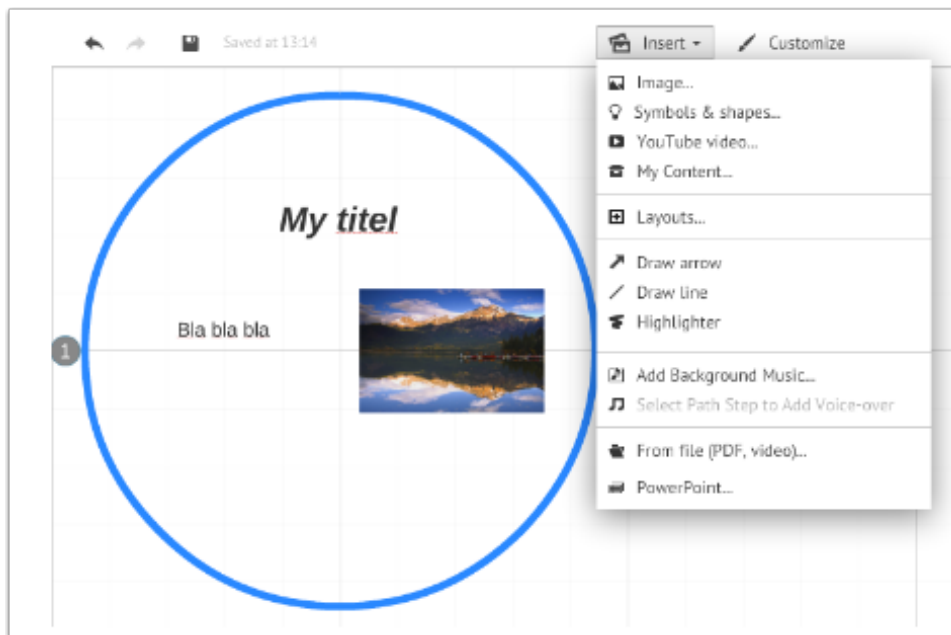




5. Add content inside the frame/circle

Click the text boxes to change the text or click anywhere on the canvas to add a new text box.

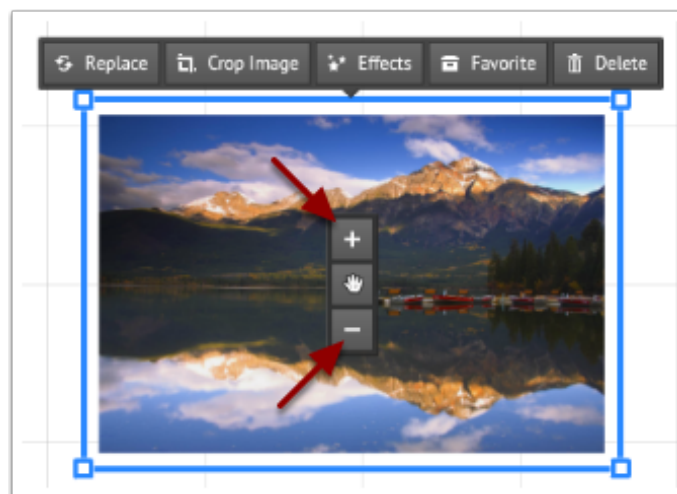
Use the Insert menu at the top to insert other types of media.



6. Change size of object or move object

Any text box, frame, picture or other types of media can be resized by using the plus/minus options in the middle of the element when chosen.

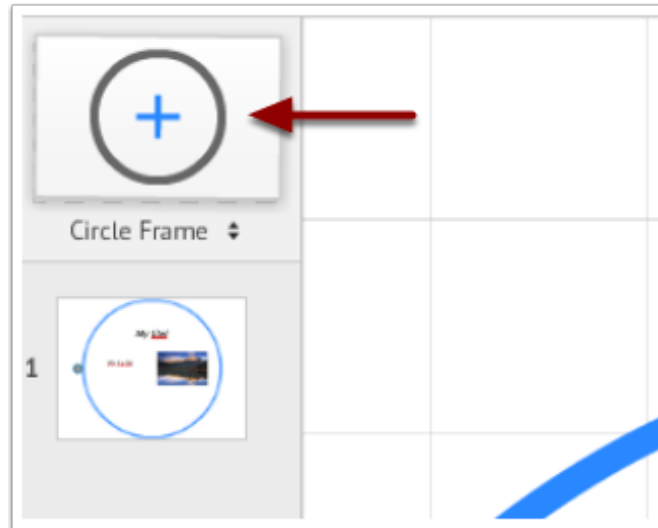
Use the hand to reposition the element on the canvas.





7. Add new frames

Click the plus symbol in the upper left corner to insert new frame on the canvas. The order of the frames ("slides") can be changed by dragging and dropping the thumbnails in the left panel.



8. Present and share

Use the play symbol in the upper right corner to start the Prezi in presentation mode.

To share your Prezi with students or collaborators use the share symbol next to the Present option.

