

How to download your slide as an image for presentation mode.

There are two ways to export your slides as images from your chosen presentation tool. For both methods, we recommend the following: To optimize space, use a **16:9** aspect ratio with a recommended resolution of 2000x1125 pixels.

Supported formats: JPEG or PNG.



Specfic window



Specific window





Instructions are available for the following platforms: **Google Slides, PowerPoint, Prezi, Canva, SMART Notebook, ActivInspire, and Keynote.** If your platform isn't listed, please visit its help and support section.



Go to **File** > Download, and choose either **JPEG Image or PNG** Image. The selected slide will be downloaded instantly.



- 1. After you've selected your slide go to **File > Save As (Export** for Mac)
- 2. Choose the location where you want to save the image
- 3. In the Save As Type dropdown menu select either JPEG or PNG
- 4. After clicking **Save** a dialog box will appear asking you either either export **All Slides** or **Just This One**



- 1. From the Dashboard, click the three dots (...).
- 2. In the detailed view screen, select **Export** or the **Download** button.
- 3. Choose the format you'd like the presentation to use.
- 1. In the **Editor**, click the **Download** button in the top right corner.
- 2. Choose to download in either **PNG or JPG**.
- 3. Adjust your quality/size multiplier, then click Download.

NOTE: Downloading a presentation is not available when using Prezi Present online; you'll need the desktop application. This feature is only accessible to users with a paid Plus plan or higher.



- 1. Go to File > Download,
- 2. Choose your format (JPG or PNG),
- 3. Adjust the size and quality (available for paid accounts only),
- 4. Then click **Download**.



To export a file as an image on Windows:

- 1. Go to File > Export As > Image Files.
- 2. A dialog box appears.
- 3. Select a folder where you want to export the files.
- 4. Select a picture format in the Image Type drop-down list.
- 5. Select a picture size in the **Size** drop-down list.
- 6. Click OK.

To export a file as an image on Mac:

- 1. Go to File > Export As > Image Files.
- 2. A dialog box appears.
- 3. Select a folder where you want to export the files.
- 4. Select a picture format in the **Image Format** drop-down list.
- 5. Select a picture size in the **Image Size** drop-down list.
- 6 Type a name for the files in the **Save As** box.
- 7. Click Save.

ActivInspire

You can only export all pages as image files, not indivdiaully

- 1. Go to File > Export > All Pages To...
- 2. Then select JPEG (.jpg).

- 1. Go to File > Export To > Images
- 2. In the **Export Your Presentation** window, choose your slides and desired format.
- 3. Click **Next** to select your file destination.
- 4. Cick Export

If you need further support with extending your display, please contact enquiries@kapowprimary.com.

