

# PREZI

Prezi is an interactive non-linear alternative to powerpoints and other presentation software. It's cloud computing which means it's web based with all information stored in the cloud and accessible from any computer with internet access.

So, you're probably saying to yourself "Well that's just great but what am I supposed to do with it?" I recommend you view the following video (<http://www.screencast.com/t/SyILPSe6rf>) which specifically addresses how Prezi can be used in a classroom.

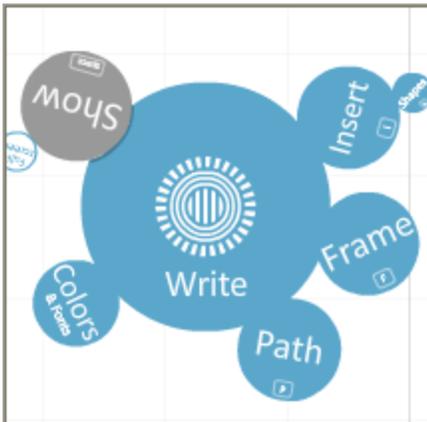
Just a few examples:

- Can be used to focus students' attention on certain vocabulary and provide a definition, example, or picture within the text of the word.
- Because Prezi is nonlinear, it can be used as a mind map to show relationships among key concepts
- Prezi can be used with whole to part applications.
- In instances where embedded video or images would contribute to understanding, Prezi is a great alternative.
- Interactive timelines with embedded images/videos and text.
- Interactive study guides
- Anywhere you use powerpoint, you can use Prezi

Go to the website [www.prezi.com](http://www.prezi.com). To get started, you will need to register for an account. Click on "sign up now". In the lower left hand corner you will see a student/teacher account choice. Select. You will need to enter your school email. It will then ask you for school name, city, and website address to verify that you are indeed an educator. It will send a confirmation email to your school account. You click on the link within the email and it takes you back to Prezi to choose a password. Then you're all set up. From there, you can view a tutorial or start using Prezi.

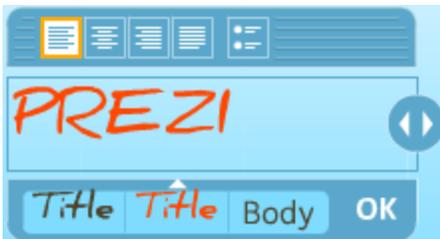


This is the basic way you navigate in Prezi. Before or after you create it always comes back to this menu. Click on New Prezi. At first use, a video tutorial will popup. It's designed to help you use the tools in Prezi. Click on New Prezi. It will ask for a name and description for your work. You will be presented with a blank canvas which says to click anywhere to begin. When you click on the page a navigation tool will appear.

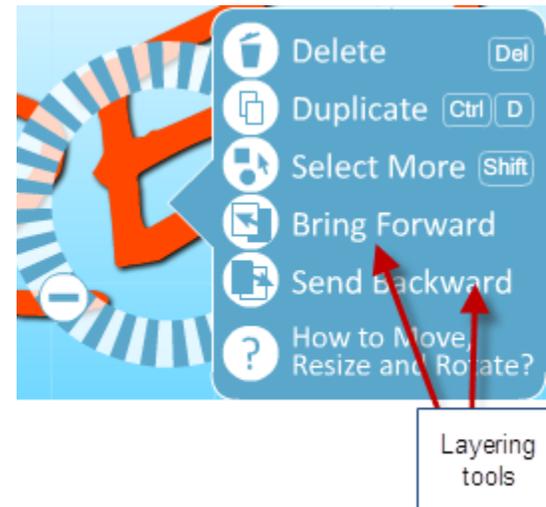
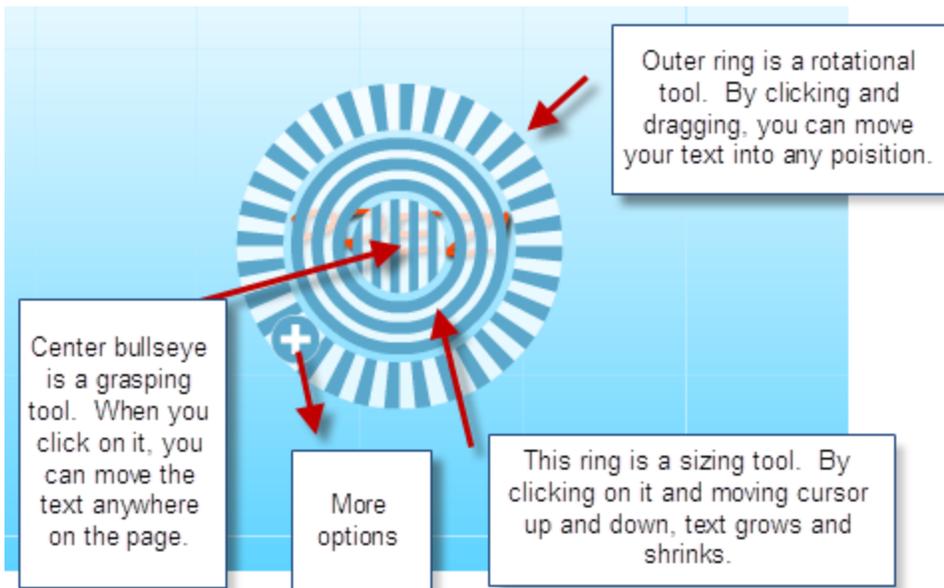


This is one of the tools Prezi uses. Think of it as the tabs you use in Word. When you click on them, you will have more options open up.

When you click on colors and fonts, you will see your choices for backgrounds. Pick one and try it out. Don't worry. You can change it without losing any work. Theme wizard allows you to customize colors and fonts. I recommend this only for advanced users.



To add text, simply click on the canvas. A cursor will appear. Start typing. An editable text box appears with your text. From here you can choose to center, a bullet list, or different styles. Click OK when done. Now when you click on that text again, you will get this funky navigational tool called a "transformation zebra". It looks like this:

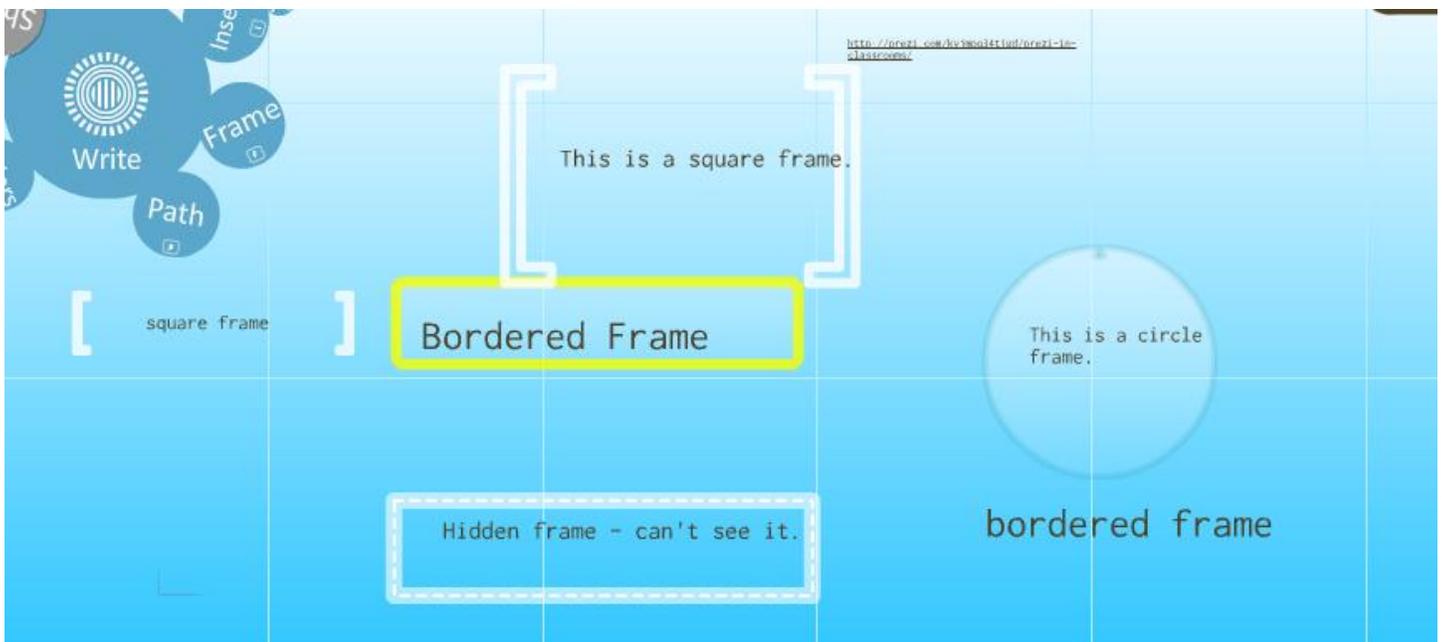


Text can also be made to appear smaller or larger by using the zoom feature when viewing. On the right hand side up against the margins is a zoom tool which looks like this:

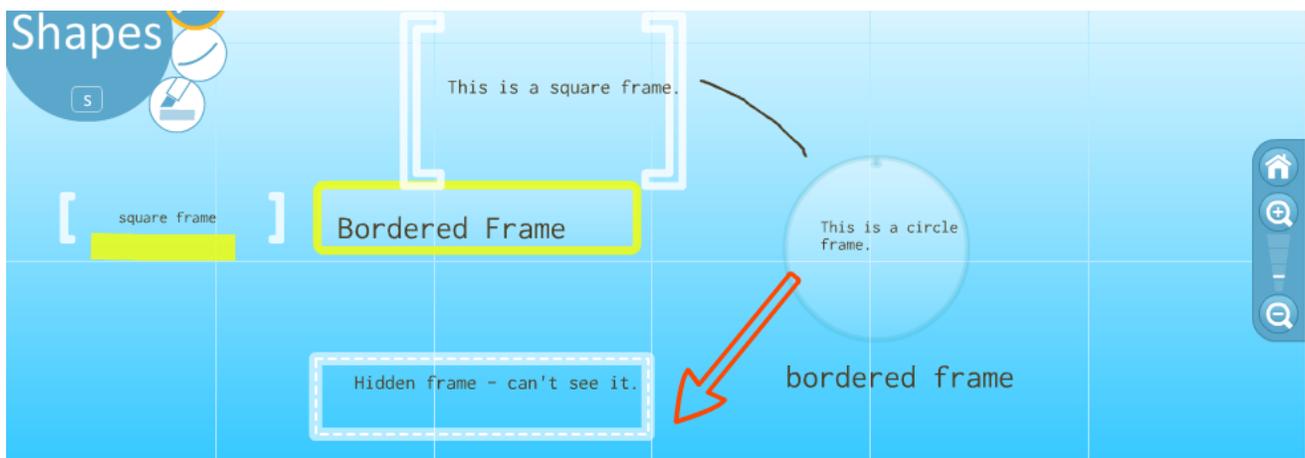


By clicking on plus or minus you can zoom in and out. This is useful when trying to embed smaller text or images inside of larger text or images. Clicking home returns it to a size where the whole page can be viewed and reorients it. This is a good tool to use if you find you've zoomed too much or have gotten too far to one side of the page.

If you want to group text together (like a main idea's supporting details), you can add a circular or rectangular frame. Frames allow you to group like things and avoid excessive panning and zooming. To add a frame, go back to the bubble menu and select frame. Choose either square, circle, bordered, or hidden. Click and drag to add to Prezi. You can resize as well using the transformation zebra. Type your text somewhere on the page and then move it into the frame, or if you already have the text simply drag it to the frame. To move your text and frame together, use shift + drag. It will treat it as a whole. Frames can also be used around images, videos, and links.



You can also add shapes like arrows, line, and highlighting. Click on insert – shapes. Select what you want to add. These are great tools for showing flow or relationships, as well as bringing focus to a particular idea.

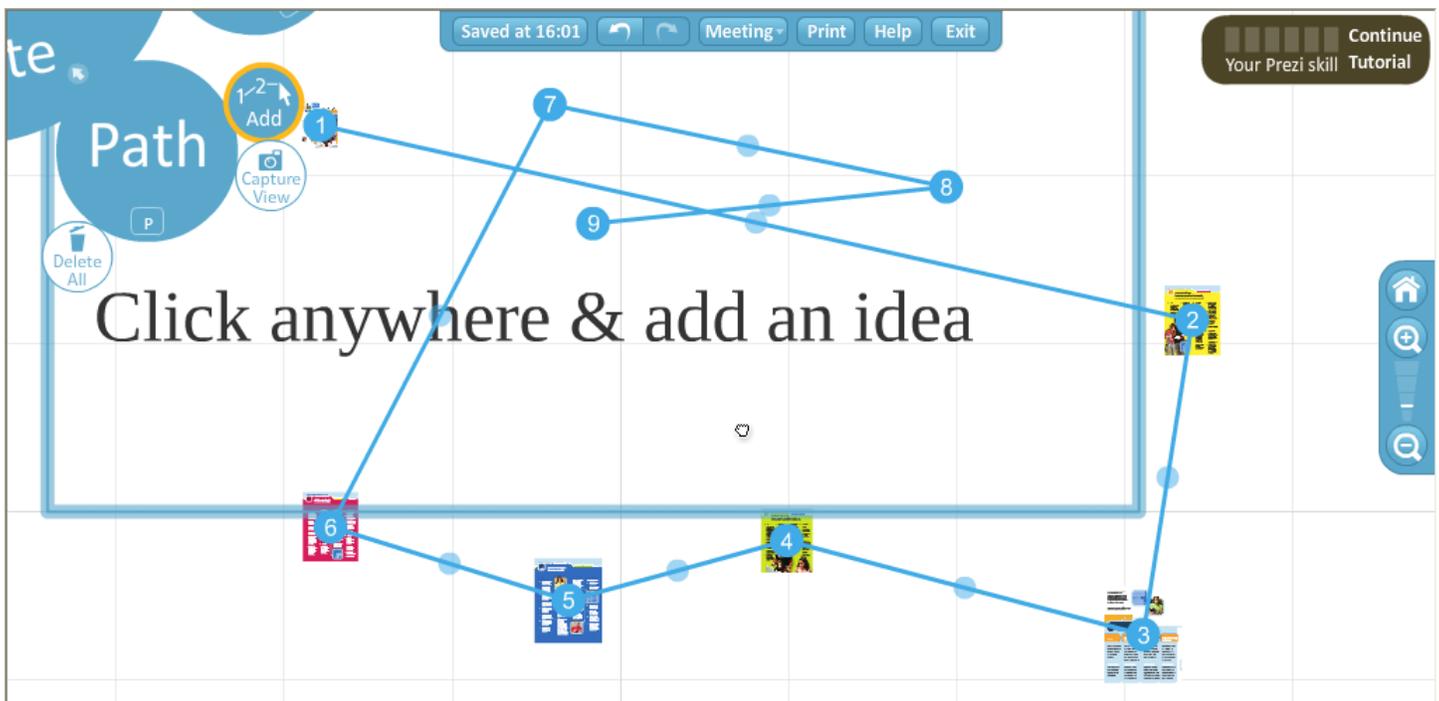


To insert a link to web sites (excluding YouTube which is unique) you use the text box. First, go to the page you wish to use. Copy the URL. URL must be http. It will not accept https: ftp: etc. Go back to your Prezi and paste the URL in the text editor. You should see the actual URL on your page. (Using a frame around URL is a good idea.) Save your Prezi. Reload. By clicking shift + drag on the text, you will be directed to the link which will open in a new window.

To insert images or video saved to your documents folder: Once again, we go back to the bubble menu and select insert. We are going to load the file from our documents folder. Your computer dialog box will open and ask you to select which file to upload. Find it and select. Your image should now be included on your page after it downloads. The same process can be used with video files. In this same way, whole documents can be inserted on to the same page, when you choose Insert – Load – and then choose a document instead of an image. Multiple pages will appear as separate pages on the Prezi. Because of the zoom tool, pages could be very small but then zoom in when dealing with individual pages.

**YouTube** is very easy to upload to Prezi. It even has its own special menu. First find the video you want to use on YouTube. Copy the URL. Go back to the bubble menu. Choose insert. Choose YouTube. Paste URL. Your video will appear on your Prezi page. The zebra tool can be used to resize, rotate, etc.

Once you have all the elements you want to include on your page, it's time to create a path. The path is the route the elements on your page will follow when you click next. To create a presentation path, go to your bubble menu and select path and then add. Click on elements in the order you want them to appear. You should see a numbered circle appear next to each stop along your path.



After you've plotted your path, you can view it by returning to the bubble menu once again and selecting show. When you've got the path you want, save and exit. Your video will now be located on the "Your Prezis" tab. You can play the Prezi by using the tool at the bottom of the Prezi to advance the path. To edit your Prezi, use the toolbar located on the right hand side. This is also where you can delete the Prezi.

The screenshot shows the top navigation bar of the Prezi interface. On the left, there are icons for 'Get link or share' (a link icon) and 'Embed' (code icons). In the center, there is a play button icon (a right-pointing triangle) with a red arrow pointing to it from the right. On the far right, there is a gear icon for settings. Below the navigation bar, there is a settings panel with three radio button options: 'Public & allow copy' (with a recycling icon), 'Public' (with a green padlock icon), and 'Private' (with a red padlock icon). To the right of these options, there is a section titled 'Who can edit:' with the text 'You owner'. At the bottom right of the settings panel, there is a green plus icon followed by the text 'Invite editors'.

Below the advancement tool, the creator can choose the properties of the Prezi. You can make it public and anyone can view or private or public and allow others to copy it (and then they can make changes if needed). If Prezi is being created by more than one person, you can invite editors. When you click on that, you are given a URL to share with coeditors via email.

\*\*\*One caveat – According to the terms of use, Prezi can only be used by those 18 years or older without parent permission. If you decided to have students create their own, they would need parental permission.