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| Description:  This workshop will introduce you to how to create a Prezi. We’ll cover how to use templates to design a custom Prezi, link frames together, layer and zoom, and insert YouTube videos.  Duration:  1 hour    Format of workshop  F2F | Objectives:   * Distinguish the advantages and various ways of using Prezi * Identify best practices to using Prezi * Construct, present and share a Prezi |

**Agenda**

1. Welcome - Attendance Sign-in
2. Demonstration – What is a Prezi
   1. Advantages of Prezi:
      1. Cloud-based presentation software
      2. More modern and cinematic than a PowerPoint presentation
      3. Enables a fun way to explore ideas and see the relationships between them
   2. Examples of popular Prezis: http://prezi.com/explore/
   3. 13 Interesting Ways to use Prezi in the Classroom: <http://www.slideshare.net/j3pr0x/13-interesting-ways-to-use-prezi-in-the-classroom>

**Hands on Activities**

1. Getting Started
   1. Sign up for a free Prezi account at [www.prezi.com/pricing/](http://www.prezi.com/pricing/)
   2. http://prezi.com/pricing/edu/ - Educational Account that allows private Prezis
   3. Learn basic Prezi skills (move canvas, zoom in & out, undo, etc.)
2. Creating your first Prezi
   1. Select a template
   2. Select a theme (color palettes are easy on the eyes)
   3. Navigating between frames (think of a frame as a PowerPoint slide)
      1. Resize, move, and rotate frames
      2. Using the Undo and Redo buttons
   4. Adding content to a frame
      1. Text – Frame heading, detailed descriptions, bulleted lists
      2. Image – upload a file from your PC; import one from the web via Google
      3. Embedding a YouTube video
      4. Using shapes (arrows, lines, circles, etc.) to add visual analogy between frames
3. Presenting and Sharing your Prezi
   1. Saving
   2. Printing
   3. Download a copy of your Prezi to your PC
   4. Embedding your Prezi on a web page

1. Prezify a PowerPoint Presentation
   1. Importing a PPT into Prezi
   2. Rearranging position of frames from a generic grid into grouped sections of related content.
2. Best Practices
   1. Don’t use excessive panning – it can cause your audience to feel dizzy
   2. Creating path points near each other (rather than zooming back and forth between opposite sides of the canvas)
   3. Increase the font size of the section headings and make details smaller
   4. Reusable Prezis Reuse allows you to share ideas more effectively and helps you get started by saving an editable copy of another user’s prezi. Through reuse, you can borrow assets, animations or sound affects you see in another prezi. Select a reusable prezi from the Explore page, then click Make a Copy to create a copy of it in Your Prezi page.
3. Prezi Meeting – edit a Prezi with others in real-time
   1. Generate a link that you can send to anyone so they can participate in modifying your Prezi. \*Useful for student Collaboration
4. Additional Resources
   1. Step-by-Step Video Tutorials available at www.prezi.com/learn/
   2. Contact EdTech@wilmu.edu for support