

Creating a prez

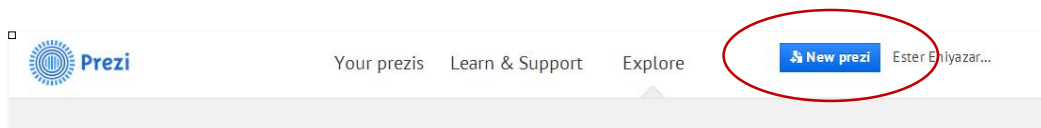
(Dr Ester Ehiyazaryan-White, 31 October 2013)

Go to <http://prezi.com/index/>

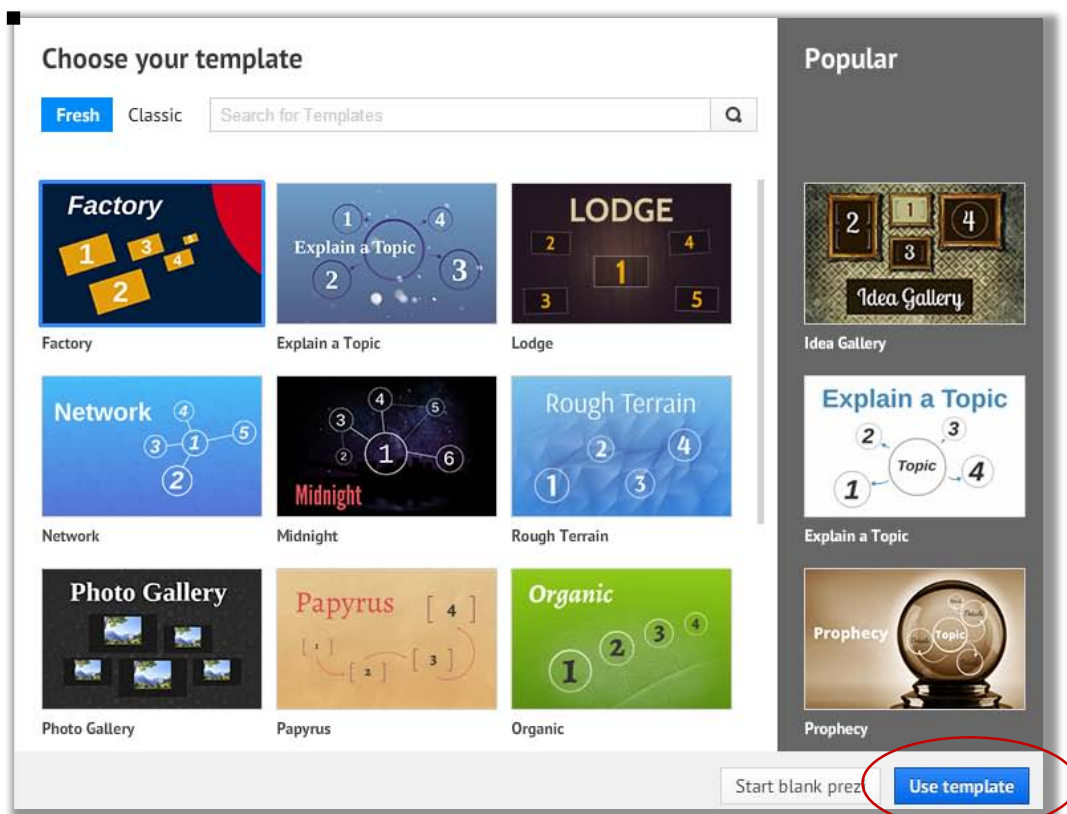
Sign up if you do not already have an account.

Setting up and choosing a template

1. Click on **create new prez**



2. Choose a template for your prez:

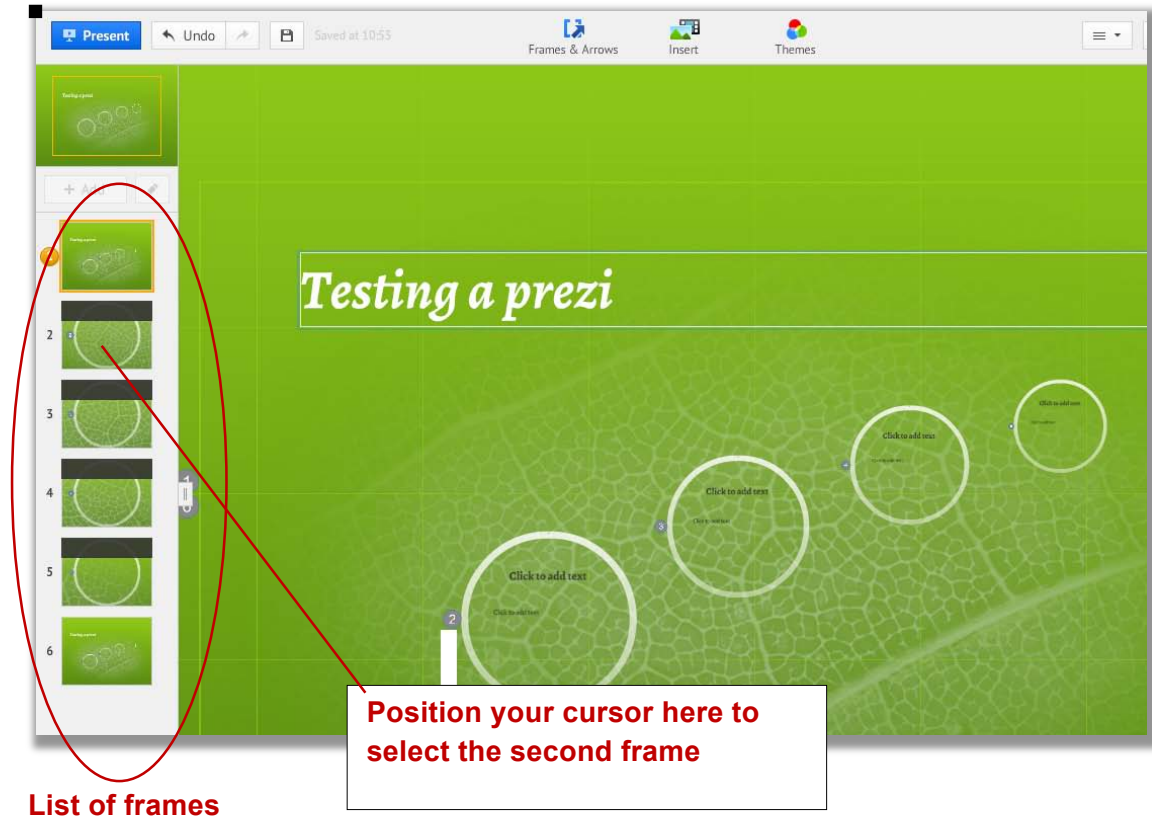


Click on **'use template'** in the bottom right corner.

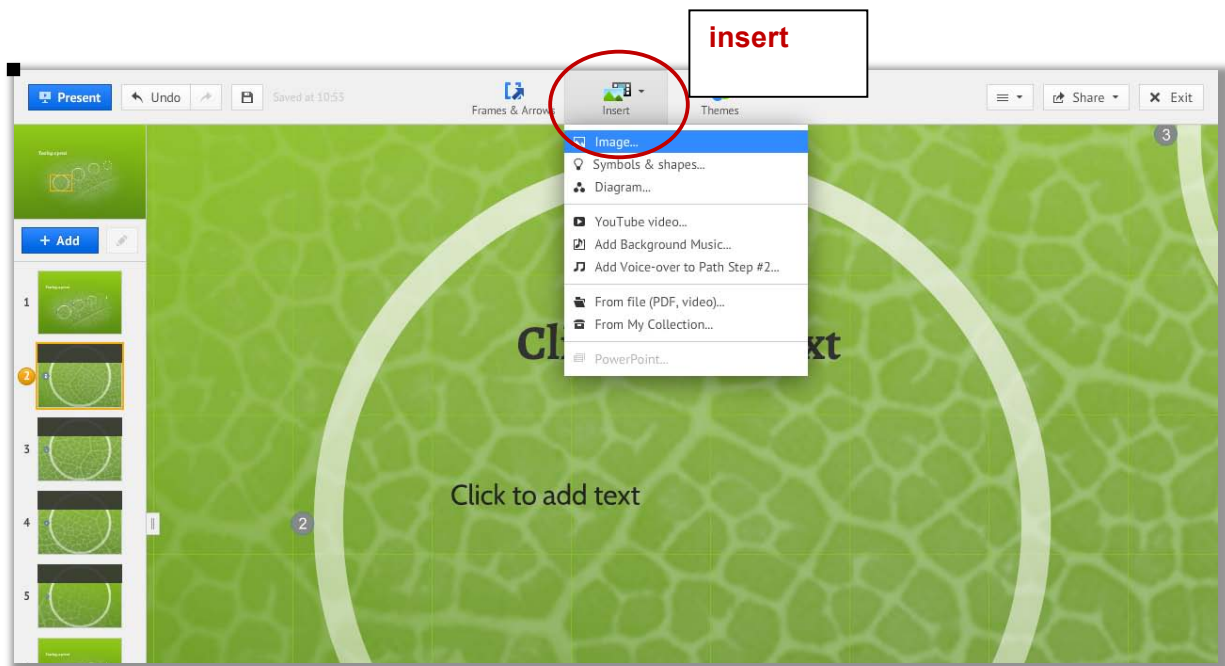
3. Add a title in the **'click to add title'** space. Notice that as you start typing a menu appears at the top of the text – you can use this menu to change the size of the font, the style, colour and alignment of the title.

Adding content

- To add content, select a **frame**. You will see a list of frames on the left hand side of your prez! main window (see figure below). The first frame listed is your **title frame**. Select the second frame to add new content. Position your cursor over the frame in the left hand side menu list:

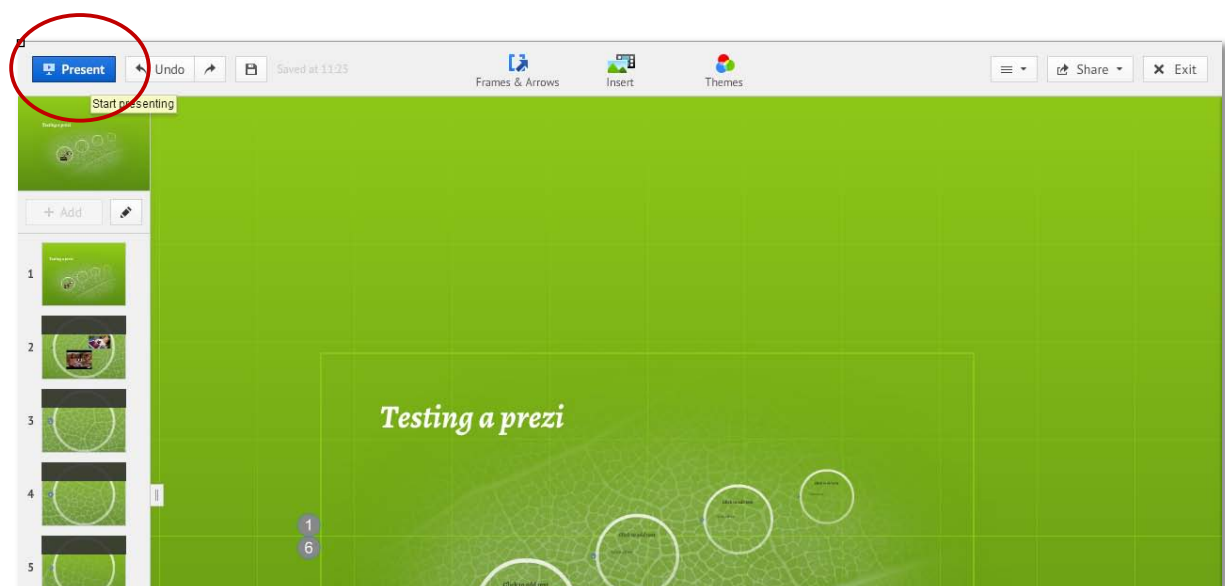


- This will take you to the frame. From the top menu select **insert** and choose the type of content you want to add. You can choose between images, diagrams, youTube videos, voice recordings, files on your computer. Try this out. Add an image, then a YouTube video and finally a file from your computer.

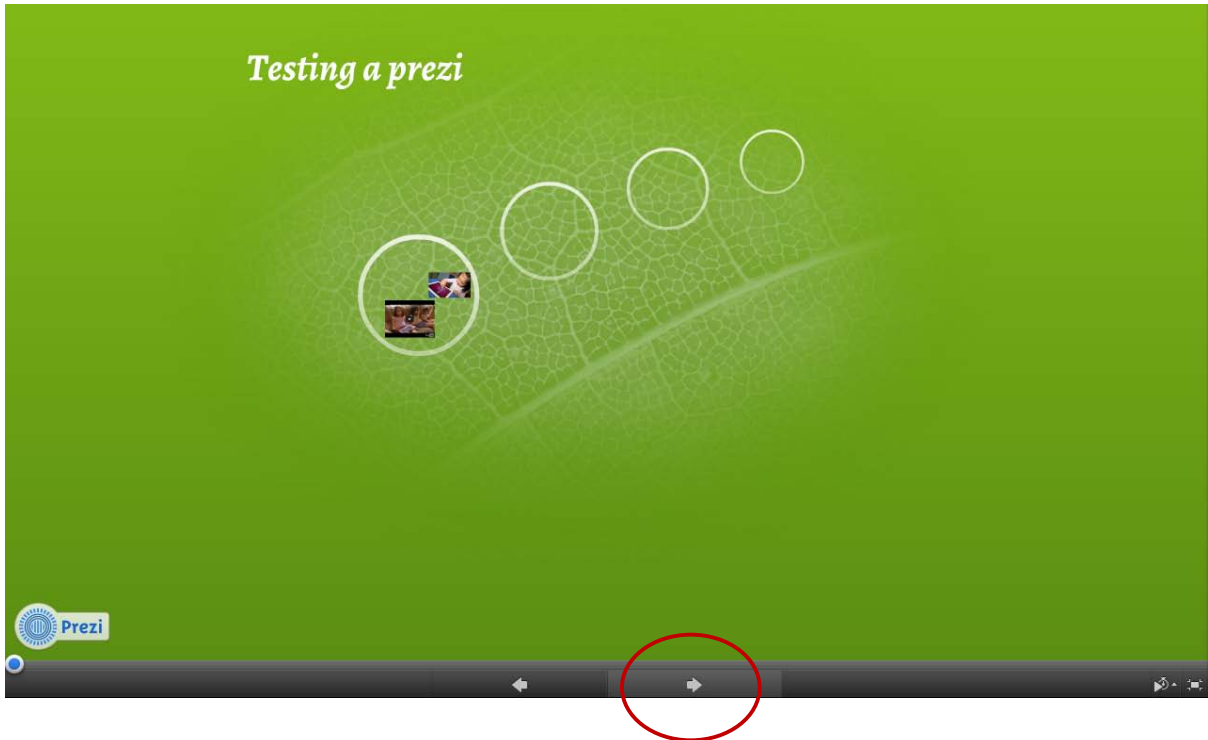


Playing the prezi

6. Now try out the presentation you have created so far. Click on **present** in the top left corner of the screen. This will take you to **full screen mode**.

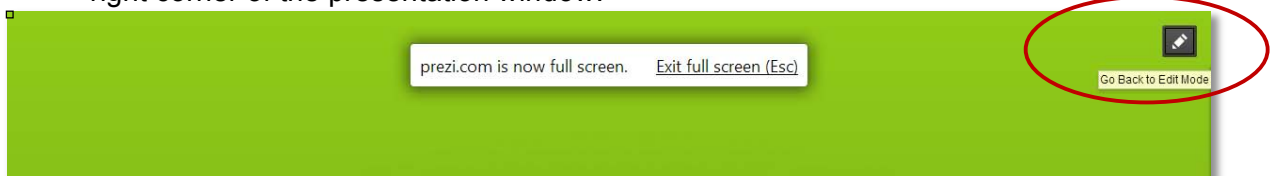


7. Use the **arrows at the bottom** of the screen to navigate through the presentation.



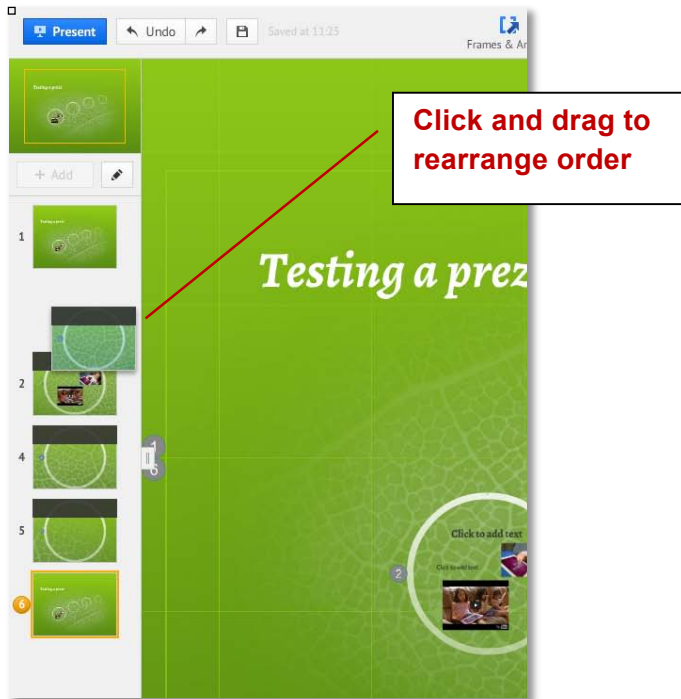
You will see that the presentation takes you through the title frame, then the frame you added content to, and then through all the rest of the empty frames which were listed in the left hand side menu of your edit window.

8. To go back to editing the prezi, click on the **go back to edit mode** button in the top right corner of the presentation window.



Adding more frames

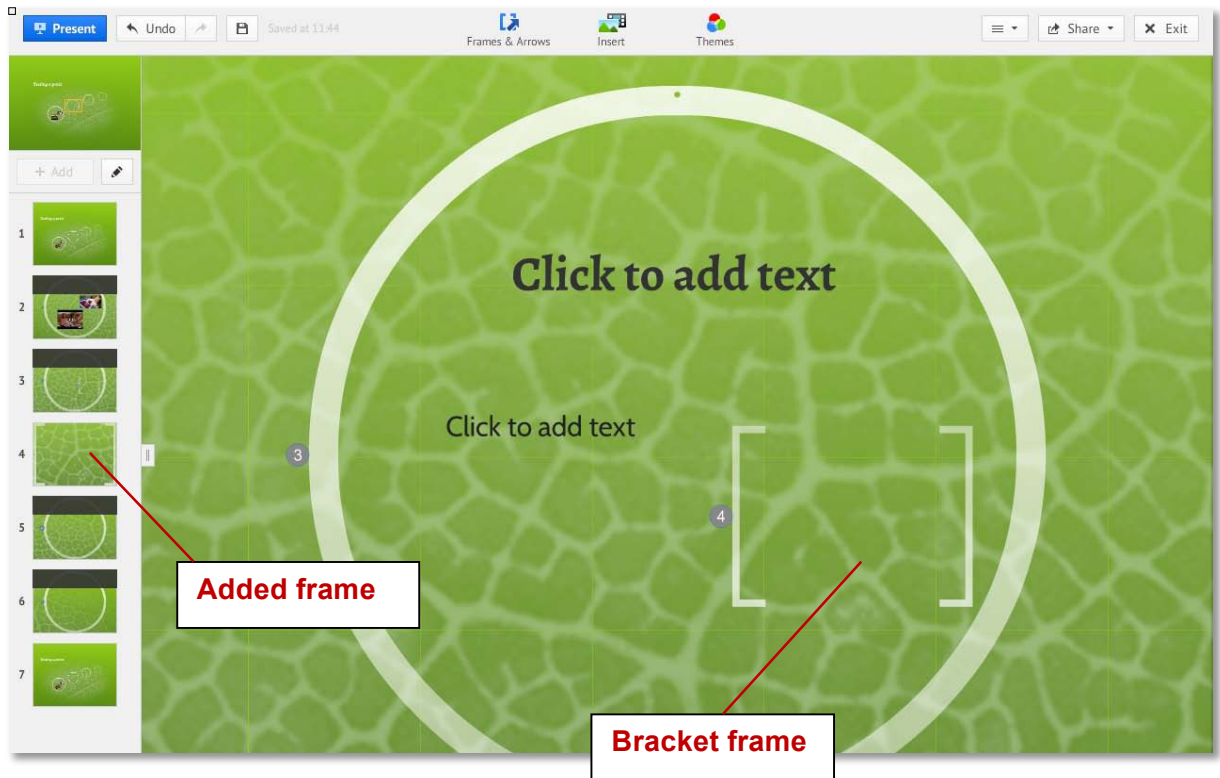
9. Look again at the order of the frames in your left hand side menu. You can rearrange the order of the frames and add more frames as well. To rearrange the order of the frames you have so far just click and drag the frame up or down:



10. Click on **present** again to see how this affects the way your presentation plays out.
11. In some of your frames you may wish to add nested content – zoom in deeper into one frame. Click on one of the frames, then select **zoom to frame**:



12. Click on the **frames and arrows** menu at the top of the screen. Select **draw bracket frame**.
13. Click with your cursor in the main circle frame which you are working in and drag to create the bracket frame. Release the mouse button. You will notice that a frame is immediately added to your left hand side menu:



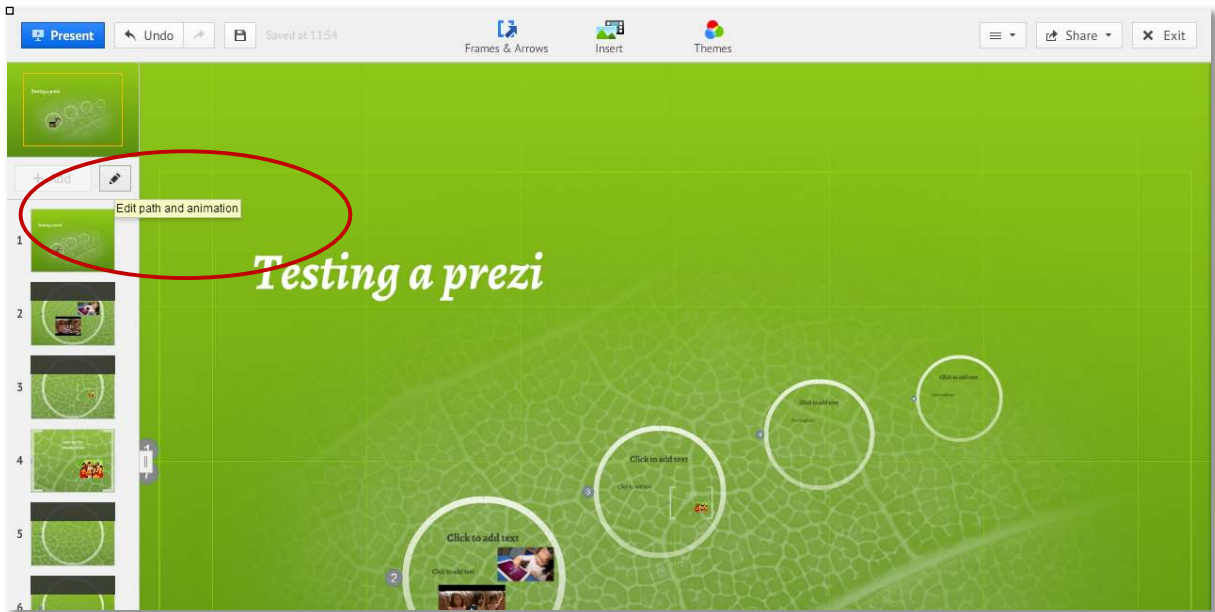
Notice also that the new bracket frame is numbered (number 4 on this example). The number shows the sequence in which the frames will play out when you play the prezi.

14. Type some text in the bracket frame. You can also insert a variety of elements (images, video etc.)
15. Test your presentation by clicking on **present** (top left hand side corner of the screen). You will notice that the presentation now zooms to the bracket frame you created as well – this is because each frame you add is a prompt for the prezi that there is content to zoom to during the presentation.

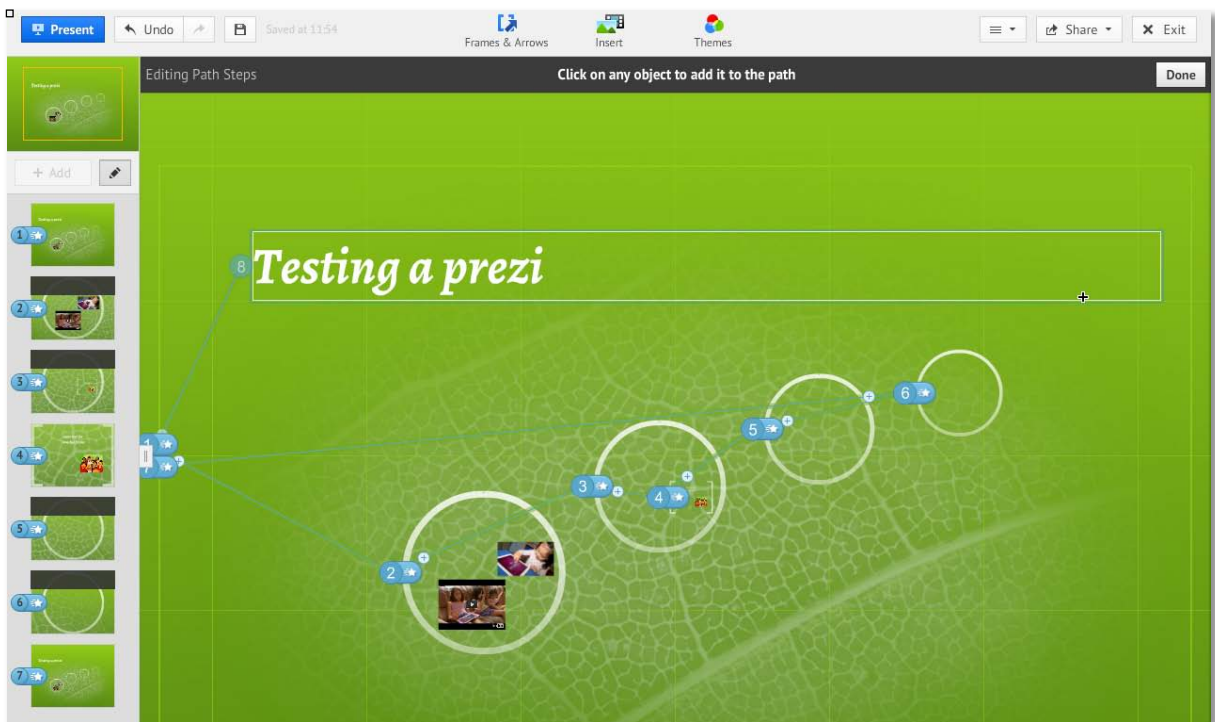
Edit path and animation

As you keep adding content to your prezi and the presentation becomes more complex, you will find that you want to fine tune the areas on which the presentation zooms and the order in which this happens. To do this you need to **edit the presentation path**.

16. In the left hand side menu, click on **edit path and animation**.



This will show you the path which the prezi uses to sequence its frames. Notice that the numbers in the presentation window correspond to those in the left hand side menu:



Let's say you wanted to zoom more closely to a video in the prezi. **Click on the plus sign** next to the numbered path point. Drag the plus sign to the centre of the video thumbnail:



You will notice two things happening – the presentation path is altered so that the YouTube video now has a numbered path point added to it, and a new frame is inserted in the left hand side menu. Play the presentation again to see the results.

When you are finished with editing the presentation path, click on **done** in the top right hand side corner of the screen.

Save your work

Your prezi saves automatically as you are working on it but it is also worth saving it manually when you have created a major change – the save button is in the top left corner of the screen.

Share your work

To share your prezi with others, click on the share button at the top right hand side corner of your screen. This will give you a web link which you can then share with others. There are also options to share on facebook, twitter and linkedIn.

To access the test prezi which I worked on here go to:

http://prezi.com/murhpgknczep/?utm_campaign=share&utm_medium=copy

References:

Prezi inc (2013) Learn and support: get started with prezi. [online] Available from: <http://prezi.com/support/>. Accessed: 31 October 2013.

Ehiyazaryan-White, E. (2013) Testing a prezi. [online] Available from: http://prezi.com/murhpgknczep/?utm_campaign=share&utm_medium=copy Accessed 31 October 2013.

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