Prezi is a new online application that allows you to make amazing presentations in a non-linear fashion.

- 1. In the browser of your choice, go to www.prezi.com and click on the, "Sign up now" button.
- 2. Choose the "Public" license and note the "Goodies and Limitations on the right.
- 3. Fill in the information requested, read the Terms of Use, then click, "Register and Continue". NOTE: Your email will be your username.
- 4. A confirmation email will be sent to you. Click the link in the email to complete registration. You will be asked for your details, and password.
- 5. Watch the "Get Started" video under the "Learn" TAB then "Explore" some "Get Inspired" Prezis. You can look at, "Cheat Sheet" under Get Started for more details.
- 6. Now, to create your own Prezi. First, decide on a topic. For this tutorial, let's do one on, "What I Like About Spring" or a topic of your choice.
- 7. Under the, "Your Prezis" TAB, click the, "New Prezi" button.
- 8. Give it a title and description which will tell people what it's about. Click the, "New Prezi" button.
- 9. Choose the Blank template then click, "Start Editing".
- 10. Click anywhere on the screen to add the first reason why you like spring, Warmer Weather.
- 11. Now click somewhere else and add the other reasons, New Life, Cookouts, and Outdoor Sports. Your Prezi is automatically saved but you can manually save it too from the blue button up top.
- 12. Now, go to Google and find an image that depicts, "Warmer Weather", right-click on it and take, "Save image as:", and save it to your desktop or a folder on your computer. NOTE: Give it a new name with a "1" in front to distinguish it from the other images you will save and keep them in order.
- 13. Do the same and get pictures for New Life, Cookouts, and Outdoor Sports.
- 14. From the Bubble menu in the upper-left, click, "Insert" then, "Image".
- 15. Locate your first image and double-click on it. It will take a few seconds to appear depending on the size of the image. Click-hold and drag each image away from the upload spot. Do the same for the other images.
- 16. If you wanted to add a YouTube video, you could do that here on this Insert menu also.
- 17. Now you've gotten your text and images on the screen. On the left side Zoom Bar, click the Minus Sign a couple of times to zoom out the screen.
- 18. Let's look at what you can do with each item. Click once on one of the text items. The Transformation Zebra wheel will show. Drag the outside wheel to rotate, the next wheel in to resize, and the center area to move. Click the Plus Sign to open a menu with other choices. You do the same with image items.
- 19. Resize all your text items to about the same size.
- 20. Drag your "New Life" image near the text and use the Plus Sign on the Zoom Bar to zoom the screen about four times still being able to see both of them. Now resize the New Life image very small and drag it to replace the dot over the "i" in Life. Use the Minus Sign to zoom out again.
- 21. Arrange the other text items and images somewhere on the screen.
- 22. On the Bubble Menu in the upper-left, click the arrow to the left of "Insert" to return to the whole menu. Click, "Path".

- 25. Click on the text, "Warmer Weather" and a "1" will appear designating that as the first stop in the path. Now click on the image you have for Warmer Weather and a "2" will appear with an adjoining line.
- 26. Now click on New Life then, using the Plus Sign on the right, zoom in so you can then click on the little image you have as the dot on the "i".
- 27. Zoom back out and click on Cookouts, the Cookout image, Outdoor Sports, and then the Outdoor Sports image. All should be connected now in the right order.
- 28. Click the arrow on the "Path" menu cluster, and then click on "Colors and Fonts". You can see the limited choices you have with Background Colors and Fonts. Let's keep the standard theme.
- 29. Click on the arrow to go back to the whole menu. Notice the arrows in the bottom-right corner. Click the right arrow to see your show.
- 30. To edit, use the back arrow on your browser which will take you back to the home page where you'll see "Your Prezis". At the bottom see, "Edit Prezi". Click this and do your editing. Your Prezi will be automatically saved online for your use.
- 31. There is a "Share" button at the bottom which will allow you to send the link of your Prezi to someone or click the "Email" icon to send by email.