

Prezi Project

1. Sign up for Prezi by following the attached page. Make sure to sign up for an educator account so you have access to even more space.
2. Once you are signed up and signed in, in the upper-left hand corner, click **New Prezi**. Add the title "Boston." In the description, write "A Trip Around the Infamous Town."
3. The tutorial will pop up. Follow through to learn a little bit more about Prezi. When finished, click on the text that is on the middle of your screen. The blue zebra wheel will come up. Hit the delete on your keyboard to get rid of the text.
4. Click anywhere on your screen to type text. Type Boston. Then, hit OK. Click on the word you just typed. This will bring up the blue zebra wheel again. Click on the middle circle and drag to make your word larger.
5. Click on the wheel in the upper-left that says **Colors and Fonts**. Choose the theme that you would like for your prezi. You can click through them to decide on your favorite. Then, click on the little, blue arrow about where it says **Colors and Fonts** to go back to the main editing wheel.
6. Next, we will add a few pictures that we saved on our computer earlier. From your editing wheel, click **Insert**. Then, click **Load File**. Find the picture that you would like to add. After the picture has loaded, click on it to bring up your zebra wheel. Use the outer wheel to rotate it. Use the middle wheel to resize it. Use the middle circle to move it where you'd like.
7. Add a couple more pictures to help add to your presentation.
8. Next, we'll add a video. Go back to the Cool Tools wiki. You will find a link to a YouTube video. Copy the link and head back over to your prezi. On your editing wheel, click **YouTube**. Past the link that you had previously copied. This will bring up your video. Again, you can rotate or resize as you'd like. When finished, click the little blue arrow on your editing wheel again to go back to the main editing wheel.
9. Let's add some more text. Click anywhere to add text. You may type whatever you'd like to go along with the presentation.
10. Now, we need to make our prezi come to life! On your editing wheel, click **Path**. Zoom out until everything you've put in your prezi is in view. Then, click on **Capture View**. Next, click on the one that says **1-2-arrow Add**. Click on the different items, in the order that you would like people to view them. You may have to zoom in or out to click on certain items. Again, when you're done, click the little blue arrow on your editing wheel to get back to the main editing wheel.
11. When you're completely finished, click **Show**. Use the arrows on the bottom-right hand portion of your screen to navigate through your prezi. Now you're on your way to being able to create prezis on any type of topic!