

Enabling Presenter mode in Powerpoint

Microsoft Powerpoint supports notes with each slide, yet the default slideshow view on most Powerpoint installations is a standard slideshow only, which hides the notes from the presenter.

The Mac versions seem to be the notable exception in that more of them default to “Presenter” mode for slideshows, which shows the Powerpoint slides only on the external display and the slides w/timer, forward/back filmstrip of slides, and the slide notes on the computer display.

To enable this in Microsoft Office 2003’s Powerpoint:

<http://office.microsoft.com/en-us/powerpoint/HA010565471033.aspx>

Ensure the projector is connected first and active, and set to clone the display.

1. In PowerPoint, on the *Slide Show* menu, click *Set Up Show*.
2. Under *Multiple monitors*, select the *Show Presenter View* check box.
3. In the *Display slide show on* list, click the monitor you want the slide show presentation to appear on.

To enable this in Microsoft Office 2007’s Powerpoint, it is almost identical:

<http://office.microsoft.com/en-us/powerpoint/HA100673831033.aspx>

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