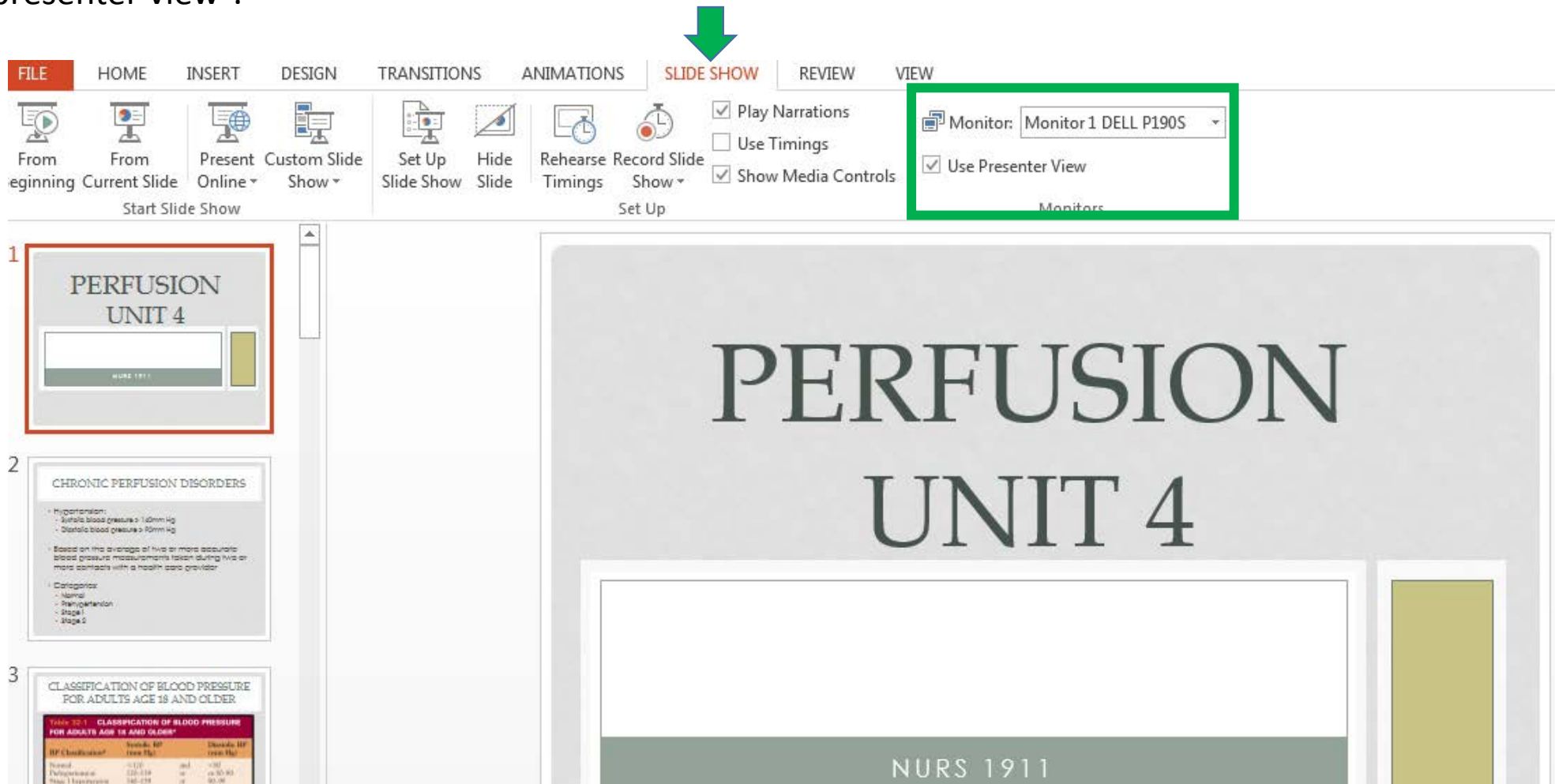


# Using Presenter View in PowerPoint

1. After opening the PowerPoint, choose "Monitor 1" in the Monitor dropdown under the "Slide Show" tab. Check "use presenter view".



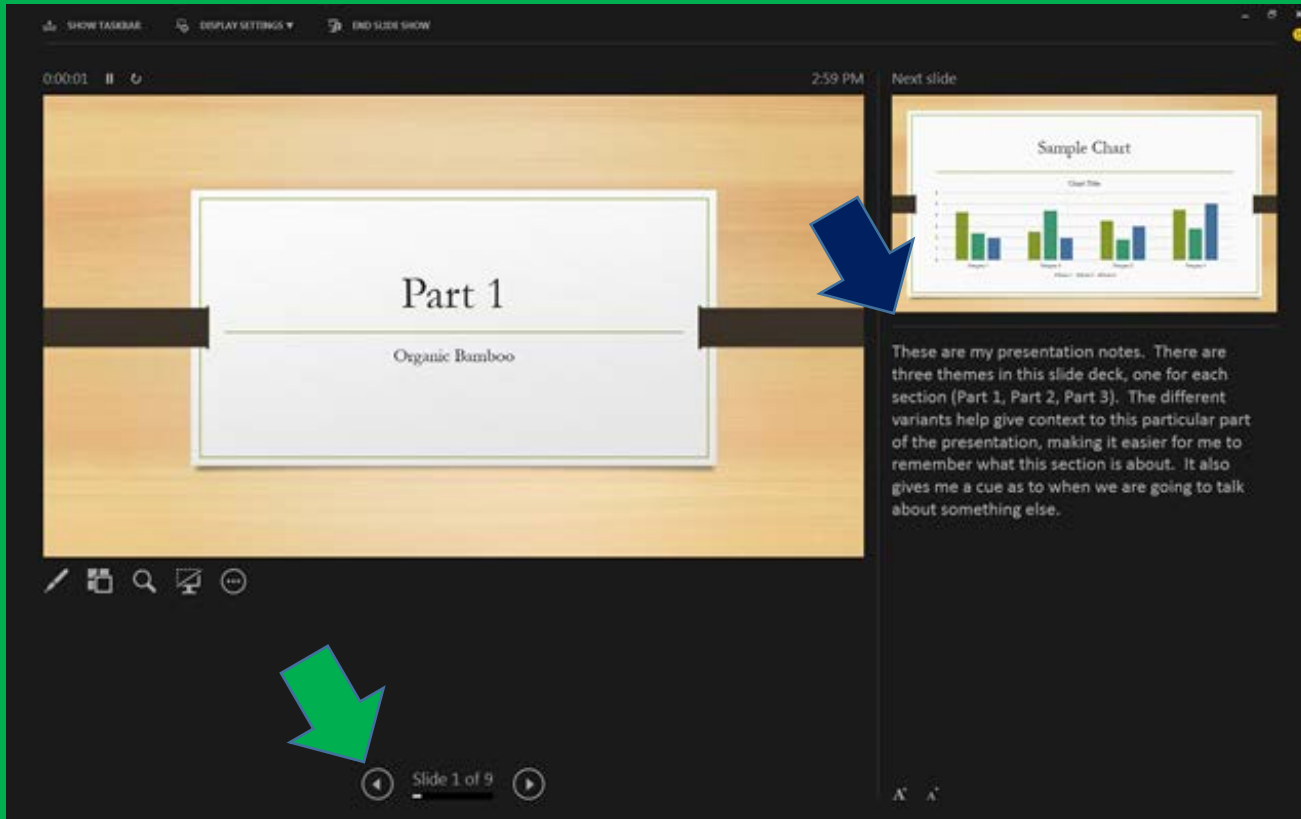
The screenshot shows the PowerPoint interface with the Slide Show tab selected. A green arrow points to the SLIDE SHOW tab. A green box highlights the Monitor dropdown menu, which is set to "Monitor 1 DELL P190S", and the "Use Presenter View" checkbox, which is checked. The main slide area displays "PERFUSION UNIT 4" and "NURS 1911". The left sidebar shows a slide thumbnail for "PERFUSION UNIT 4" and two other slides: "CHRONIC PERFUSION DISORDERS" and "CLASSIFICATION OF BLOOD PRESSURE FOR ADULTS AGE 18 AND OLDER".

BP Classification	Systolic BP (mm Hg)	Diastolic BP (mm Hg)
Normal	<120	<80
Elevated	120-139	or 80-89
Stage 1 Hypertension	140-159	or 90-99

2. The Host Monitor will display the presenter view with any notes you have included on the far right side. You may use the arrows (or the remote mouse) to move forward/backward.

The full screen image is projected to the students (via the projector) so that notes are not shown.

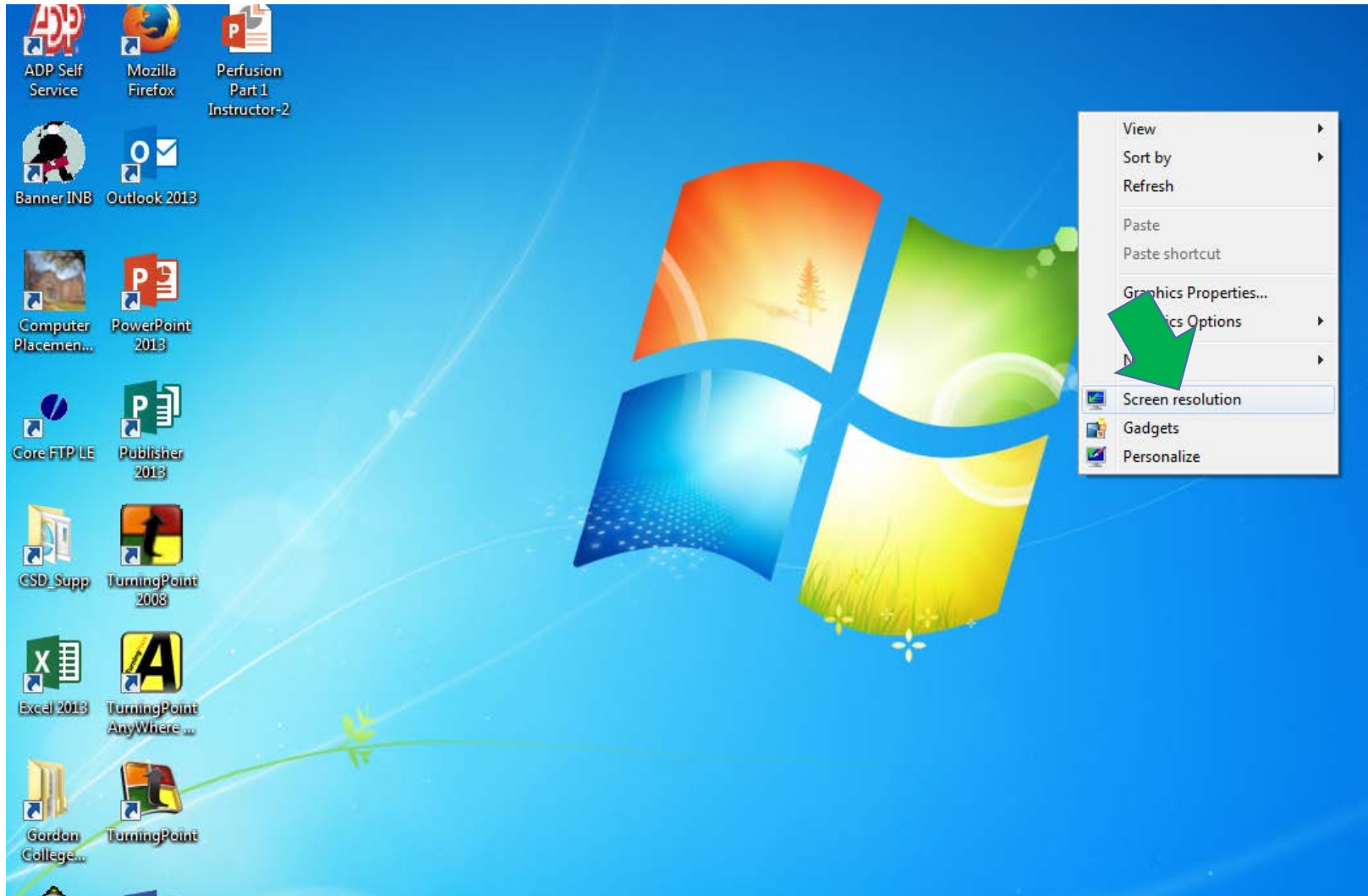
## View of Instructor (on Host Computer)



## View of Student (via the projector)



3. After completing your PowerPoint, please make sure to switch the screens back so that the host computer and projector are displaying the same image. You can do this by **right-clicking** on the desktop screen of the host computer and choosing **“screen resolution”**.



4. Choose “**Duplicate these displays**” under the “**Multiple Displays**” dropdown and choose “OK”. The projector should now reflect what is displayed on the host computer. *If you enter the room and the image on the projector is not displaying what is on the screen, complete steps #3-4.*

