

## Presenting with Prezi

In the PowerPoint and Beyond workshop, we introduced you to the non-linear, web-based presentation program, Prezi. Now, take your skills a step further in this interactive workshop where you'll learn how to create your own Prezi and avoid some of the common design pitfalls of new Prezi users.

### 1. What is Prezi?

- a. Cloud-based presentation software
- b. Visually dynamic, zoomable canvas
- c. Leads audience on a visual journey

### 2. What is it good for?

- a. refer to complex visuals, particularly those with different elements you will want to focus on at different points in your talk;
- b. illustrate relationships between different visual or textual elements; or
- c. deal explicitly with issues of scale, either literal or conceptual.

### 3. Getting Started

- a. Go to <http://prezi.com/pricing/edu/> and create an account
  - i. "Enjoy" license is FREE for Educators!
  - ii. Edit & Share, Public/Private, 500 MB

### 4. The ABCs (in reverse) of Creating a Prezi

#### a. Conceptualize

- i. What's your objective/title?
- ii. What's the BIG picture?
- iii. Outline it, maybe even draw it out
- iv. Capitalize on creative capacity of Prezi

#### b. Build

- i. New Prezi from Template or Diagram, OR Reusable Prezi from Explore
- ii. Choose the template, diagram, or reusable Prezi that best conveys your message (steps of a process, explore a topic, the big idea, different points of view, etc.)
- iii. Choose a theme (fonts, colors, background)
- iv. Start by adding title and main ideas (Level 1 outline headings)
- v. Now add frames and sub-headings (Level 2, 3, ... outline headings)

**TIP:**

- Low light (dark background, light text)
- Bright light (light background, dark text)
- Sans serif fonts (Arial, Tahoma, Calibri)

#### c. Add Detail and Dimension

- i. Transformation Tool
- ii. Zooming
- iii. Editing the Path

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**5. Tips and Tricks (and Things to Avoid)**

- a. Hold SHIFT key down while drawing to create frames with 4:3, projector-friendly aspect ratio
- b. Zoom out if you have difficulty selecting elements
- c. Select and group multiple items to manipulate them together
- d. ESC will get you out of most things
- e. Don't try to use every feature (zooming, animation, etc.) in one Prezi
- f. Use consistent fonts, colors, shapes
- g. Learn to use hidden frames to keep from cluttering canvas
- h. Limit text (5 x 5 rule) or use images (a picture is worth 1000 words)
- i. When you're done, be sure to preview on a different size screen/browser

**Nicole's Prezi Planner**

**My Objective:** *To teach people how to make a basic Prezi in 3 easy steps*

**The BIG Picture (Template or Diagram):** *Steps in a process*

**Title:** An ABC Guide to Making Your First Prezi

**Creative Visualization Ideas:** *ABCs in reverse, children's ABC blocks*

**My Content:**

1. **Conceptualize**
  - a. Objective/Big Picture/Title
  - b. Outline and/or Draw
  - c. Capitalize on Creativity
2. **Build**
  - a. New Prezi from Template or Diagram, or Reusable Prezi from Explore
  - b. Add Title & Main ideas
  - c. Add Frames & Subheadings
3. **Add Details and Dimension**
  - a. Transformation Tool
  - b. Zooming
  - c. Editing the Path

**DIAGRAM OPTIONS:**

- Linear Process
- Cycle
- Divergent
- Convergent
- Funnel
- Balance
- Overlap
- Alternatives
- Timeline
- Growth
- Iceberg
- Turn the situation around
- Central Topic
- Around a Topic