

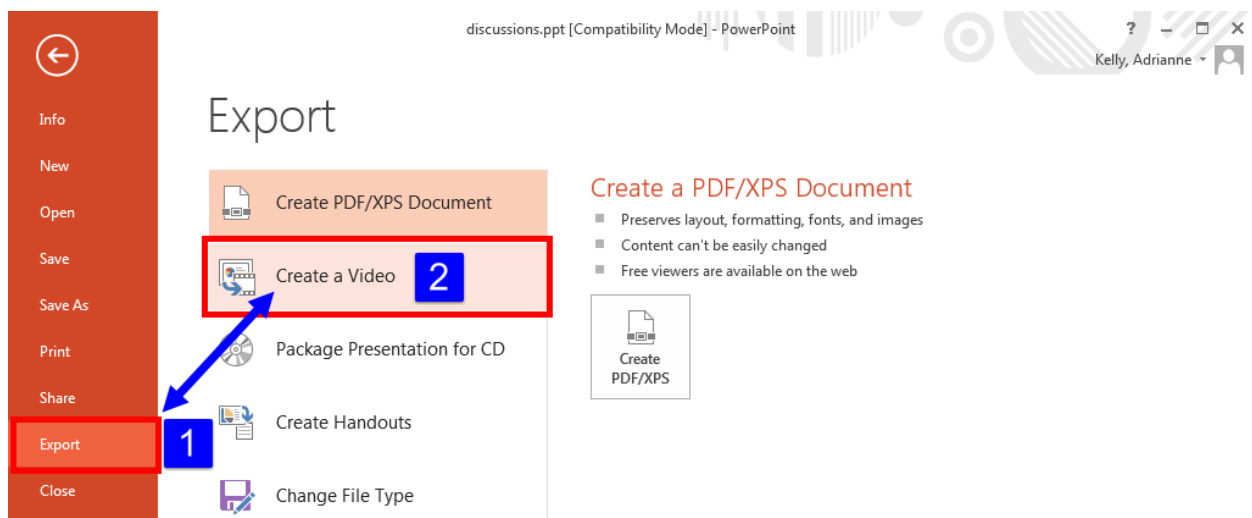
# Tunxis Distance Learning Documentation

## How to Convert a Narrated PowerPoint File to a Video File.

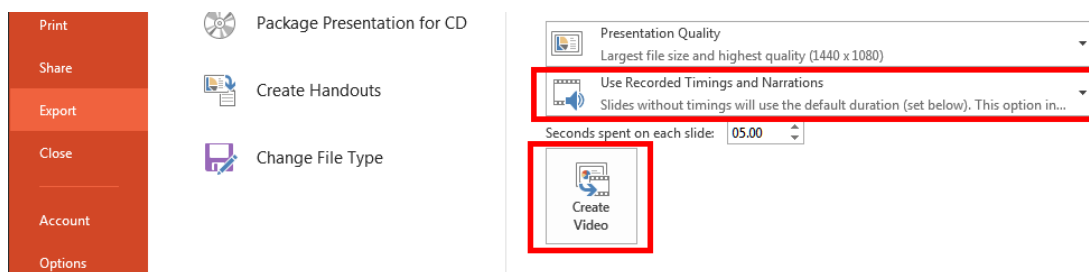
Once you've narrated your PowerPoint file, you will likely want to convert it to a video file for uploading to Blackboard or some other video streaming site (YouTube, Vimeo, etc...).

Converting your narrated PowerPoint files:

1. Open the narrated PowerPoint file.
2. From the **"File"** tab in the upper left-hand side of your screen, select **"Export"** (in 2013) or **"Save and Send"** (in 2010)
3. Choose **"Create a Video"**



4. Select **"Use Recorded Timings and Narrations"**
5. Select **"Create Video"**



While each PowerPoint will take some time to convert, I generally say it takes approximately 5 - 10 minutes depending upon the file size.

6. When you have your video output mp4 (or wmv) file, save it to your Desktop, Flash Drive or other location on your computer (please remember where you saved your file – we can't help you remember where you saved your file.)

You are now ready to upload the mp4 (or wmv) file to YouTube the same way you would upload any other video.