

NAME \_\_\_\_\_

PERIOD \_\_\_\_\_

### POWERPOINT NOTES #4 - SOUNDS

**OR**

**INSERT**→

**CHOOSE SOUND**→

SOUND FROM CLIP ORGANIZER  
(This will get sounds from C:  
& Office Online)

**\*\*If you have a COPIED SOUND IN  
YOUR FOLDER**

**INSERT**→

**SOUND**→

SOUND FROM FILE→

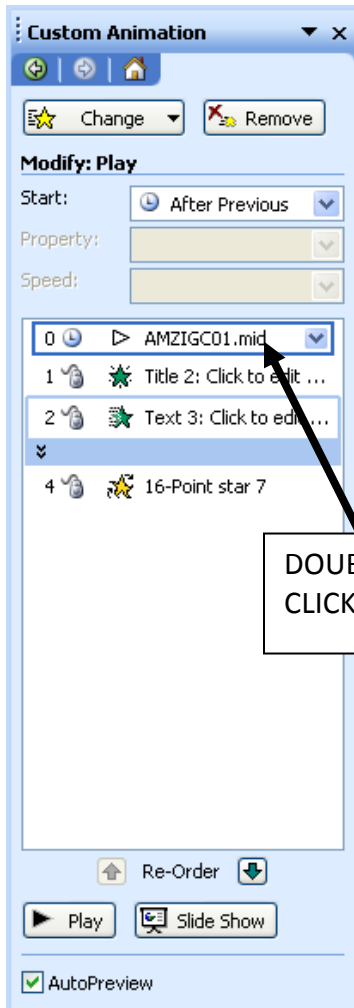
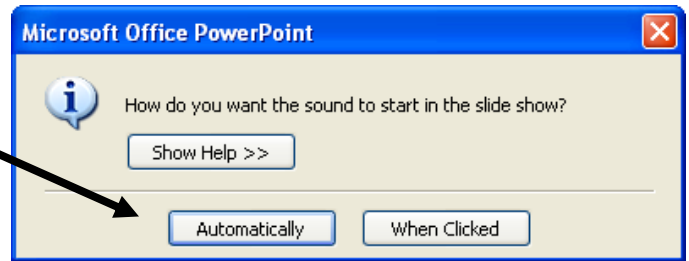
**GO TO YOUR FOLDER**

**INSERT**→

**SOUND**→SOUND FROM FILE→

Sharedroot on 'hendersonisd'  
HIGH SCHOOL→CLIPART  
MMEDIA or SOUNDS

Choose **AUTOMATICALLY** at this screen

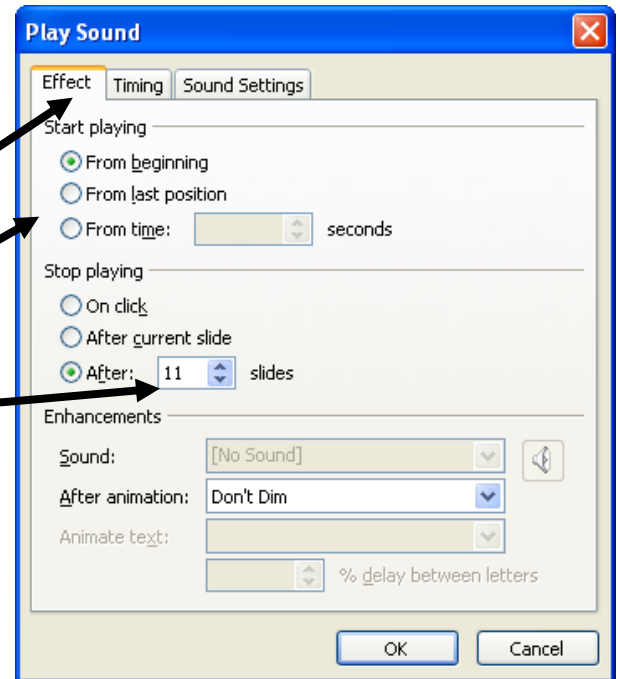


**CHOOSE TIMING**

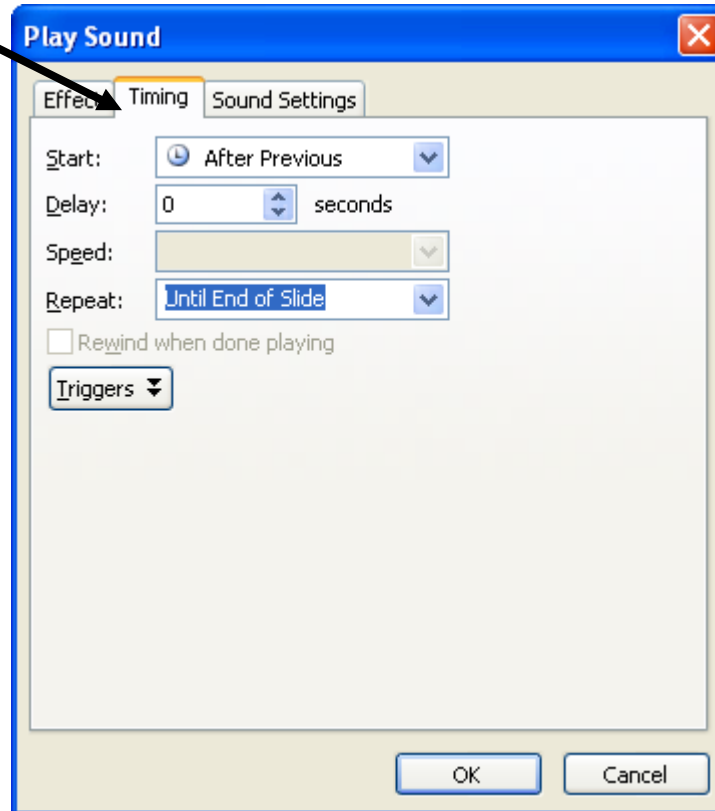
CLICK ON EFFECT TAB

CHOOSE THE OPTIONS  
SHOWN HERE

NUMBER OF SLIDES IN  
THE PRESENTATION



Make the settings in the Timing tab look like this



Make the settings in the Sound Setting tab look like this

