

# Tools and Delivery Options for Narrated PowerPoint Presentations

---

Derek Cowan, Computer Professional  
Jeanne Le Ber, Education Services  
Spencer S. Eccles Health Sciences Library



# Narrated PowerPoint Presentations Inside and Out

---

(Alternate Title)





## Overview

- Why narrate a PPT presentation?
- Inside PowerPoint Issues
  - Tool and delivery options and issues
- Outside PowerPoint Issues
  - Tools and delivery options and issues
  - Captivate, Windows Media Encoder, ProfCast.
- Summary
- We can help!



## Why narrate a PPT presentation?

- Scenario
  - Faculty point of view
    - Nutrition example
    - OB/GYN example
  - Students point of view

## PowerPoint Issues



- PowerPoint
  - Easy to use
  - Ubiquitous
  - Built in features
  - Speaker notes
  - Audience handouts
  - Transportable

## Show and Tell PowerPoint

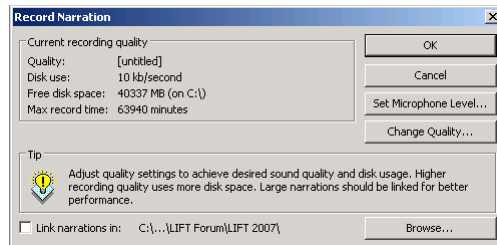
**Slide Show > Record Narration**



## PowerPoint Issues



- Demo - record narration feature
  - Embedded or linked
  - Creates wave files
  - File size
  - Format: ppt vs pps
  - What works?
  - What doesn't?
  - Save as Web and Publish



## Example narration at 7KB/sec



- This is an example of sound recorded at 7 kilobytes per second (mono)



## Example narration at 93 KB/sec



- This is an example of sound recorded at 93 kilobytes per second (mono)



## Outside PowerPoint Tools and Delivery Issues



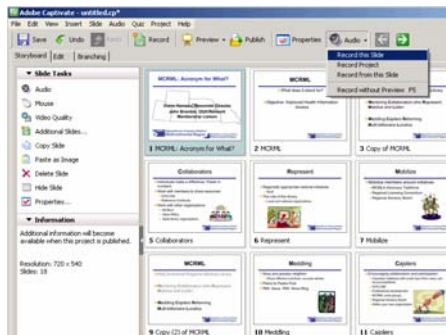
- Captivate
- Windows Media Encoder (screen capture)
- ProfCast

# Show and Tell Captive



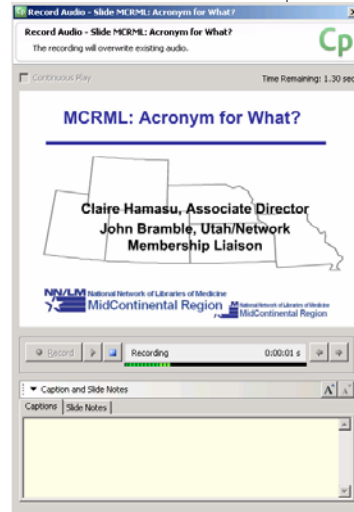
## Captivate (Adobe)

- Record or create a new project
- Import from PowerPoint
- Navigate to the PPT file
- It converts the file
- Click on slide > Audio > Record this slide



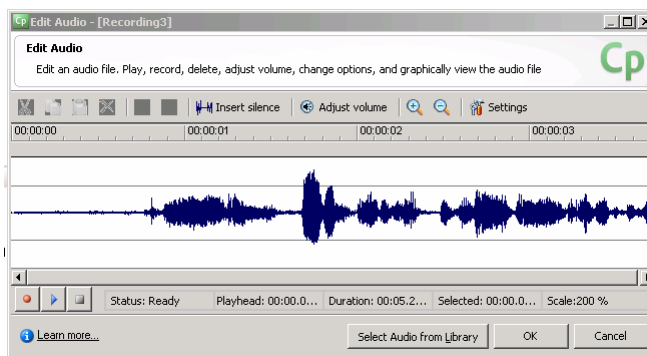
# Captivate

- Press record
- Talk
- Press stop audio



# Captivate

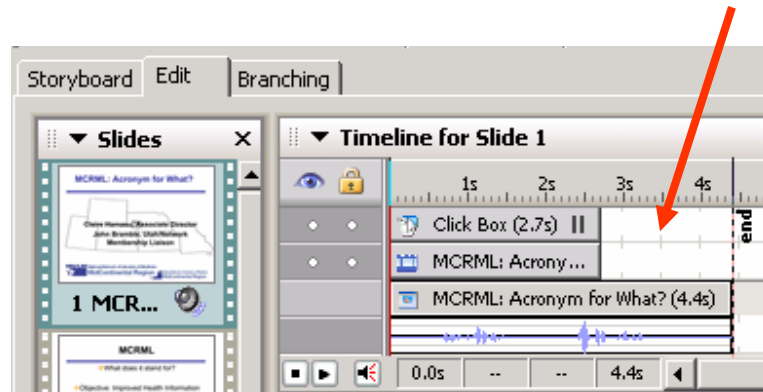
- Edit audio with tools
  - to remove silence, breaths, *ums*
  - to insert a word, sentence



# Captivate



- Align audio to playhead



# Captivate



- My Adobe Captivate Projects
- Each project gets its own folder
- Creates four file
  - .htm
  - .swf (the largest file)
  - \_skin.swf
  - js (java script)
- SWF is a Flash file
  - Flash – designed by Macromedia
  - For web-based delivery
  - Requires Flash player

## Windows Media Encoder



## ProfCast



## Camtasia Studio 5



- Developed by TechSmith (\$300)
- Similar to Captivate
- Tutorial creator
- Screen capture
- Web delivery
- Record or import audio

## Summary Tool, File Size and Delivery



Program	Format	File size	Web Delivery
<b>PowerPoint</b> (10 minutes)	PPT	34,000 KB	3-4 minutes upload and download
<b>PowerPoint Published</b> (10 minutes)	PPS (show) MHT	34,000 kb 45,000 kb	Create a web link. Can only be viewed in Internet Explorer (but not on Mac)
<b>Captivate</b> (10 minutes)	Swf (FLASH)	6,533 KB	FLASH file. Create a web link. Fast; any browser
<b>Windows Media Encoder</b>	WMV	20,000 KB	Download, streaming video
<b>ProfCast</b>	M4v, M4b		iTunes U

## Summary



- Narrating a PowerPoint presentation is easy
- File size can be large making Web delivery problematic
- Other tools can be used to address the file size and delivery
  - Captivate
  - Windows Media Encoder
  - ProfCast
- Ask us for help!

## Contact us! We can help!

**Derek Cowan;** 801-350-1720 or  
davarryl@gmail.com  
**Jeanne Le Ber;** 801-585-6744 or  
jeannele@lib.med.utah.edu

