UNIT 3: DIGITAL PRESENTATION(INTERMIDIATE)
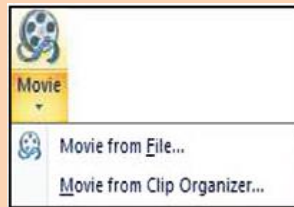
INSERTING A MOVIE CLIP

Movie clip allows to add clip presentation in order to make the presentation colorful and meaningful. You can insert movies or YouTube videos downloaded from the internet.

In this class you will teach how to insert a movie clips in slides. Open a new file using presentation software.
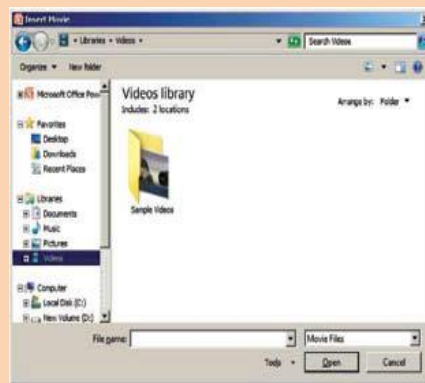
You can insert a movie in two ways:

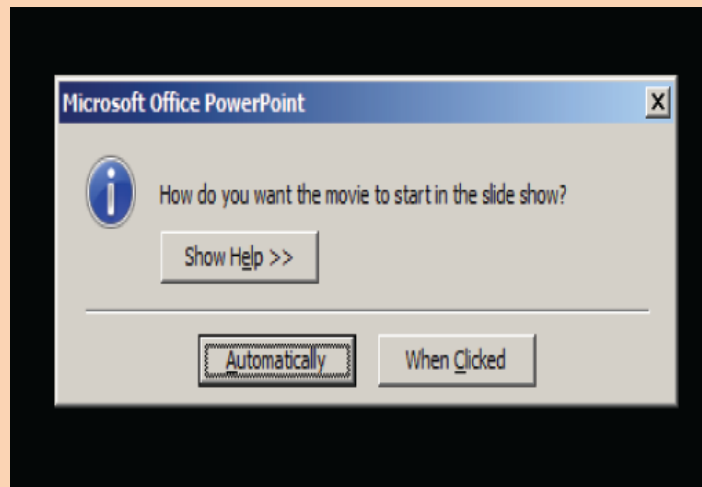 - ❖ Using Insert tab
 - ❖ Using Title and Content Layout Option

Click on Movie option under Media clips group in the Insert tab, a drop down appears as shown below.

You can select Movie from File…..option to insert the movie clip, that you have already downloaded from the Internet

You can locate the movie clip and click OK to insert the same in the slide. The presentation will be displayed in this figure.

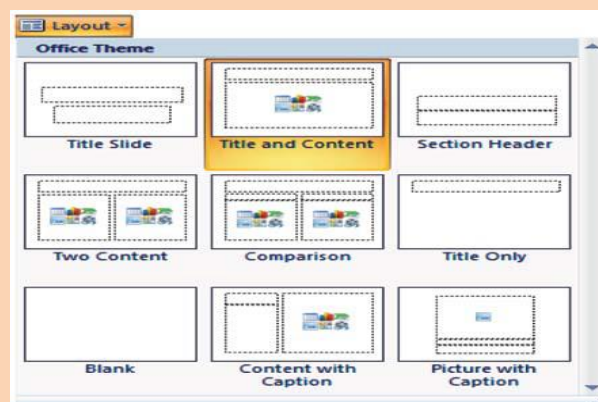You can set one of two options available for playing the media clip, i.e Automatically or when Clicked.

You can select Movie from Clip organizer…option to insert the movie clips that are available under clip organizer. Doing so display clip art task pane in this figure

USING LAYOUT OPTION

Open a new file using presentation software and change the layout of the slide.

Click on Layout option available under Slides group in the Home tab, a dropdown list appears in this figure.

Click on Title and Content option and a slide will be displayed with the layout in this figure

You can insert a movie in the slide by clicking the icon in the Layout option. Once you click the icon, a dialog appears in this figure.

EXERCISE

1. **Perform the following activities**

S.No.	Activities
1.	Insert a movie clip using Insert option
2.	Insert a movie clip using Layout option

2. **Fill in the blanks**
   a) Presentation allows the user to add _____ _____ to the presentation in order to make the presentation colorful and meaningful.
   b) You can use two options to insert a movie clip the _____ & _____.
   c) The two options available under movie option are _____ & _____.
   d) Movie option is available in _____ group under the insert tab.

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