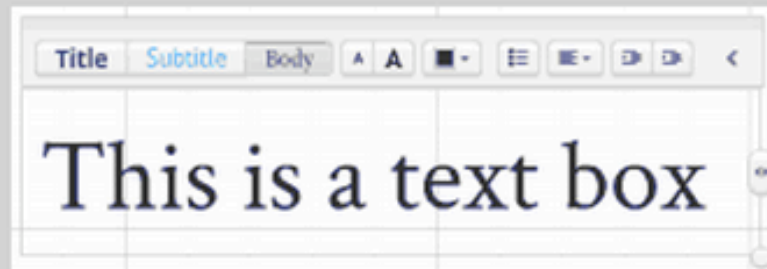


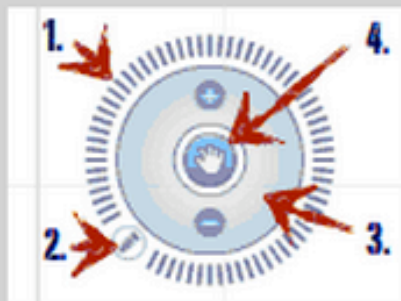
ANATOMY OF THE PREZI CANVAS

THE TEXT BOX



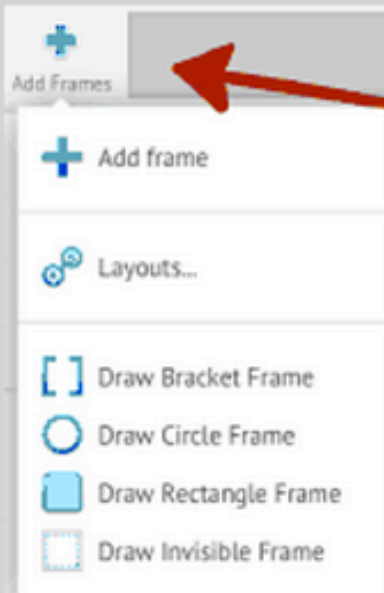
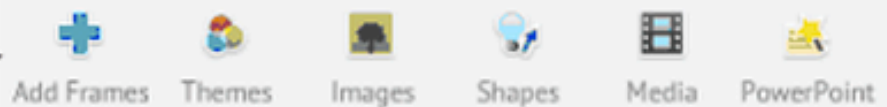
- The text box is the bread-and-butter of your Prezi. You can click anywhere on the canvas to open a new text box and customize your message.
- The styles along the top of the text box allow you to choose between two title fonts and a body font.
- The icons along the top of the text box allow you to left/right/center justify your message, use bullets, indent, and modify the color of your text.

THE ZEBRA



- The zebra tool allows you to manipulate existing objects on your Prezi canvas. Whenever you click on an object in edit mode, the zebra will appear.
- The dashed circle (1) around the outer part of the zebra allows you to rotate objects. You can click on it and move your mouse to rotate the object left, right, and upside down.
- The pencil icon (2) appears on text boxes. Clicking on it allows you to edit existing text.
- The main blue colored circle (3) controls the size of an object. You can click on it and move your mouse up/down to adjust the size. You can also adjust the size using the +/- icons.
- The hand icon (4) in the middle controls object placement. You can click on it and use the mouse to move any object around on the canvas.

THE TOOLBAR

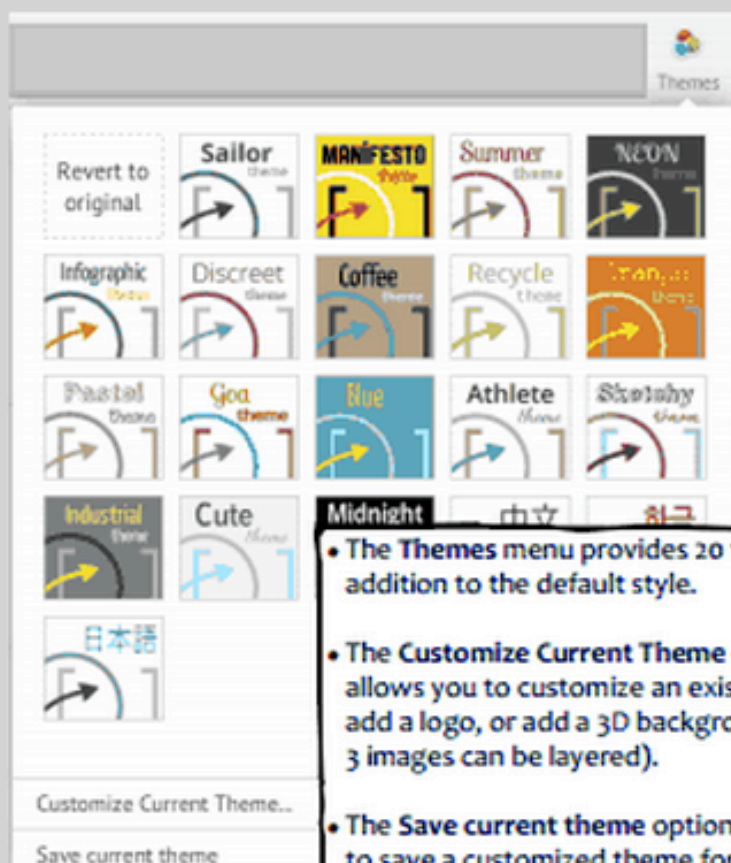


A snapshot of the Add Frames menu:

- **+Add frame:** inserts the standard bracket frame
- **Layouts:** provides various frame templates (i.e., graphic organizers)
- **Draw Bracket Frame**
- **Draw Circle Frame**
- **Draw Rectangle Frame**
- **Draw Invisible Frame:** this frame is not visible to the user during the presentation.

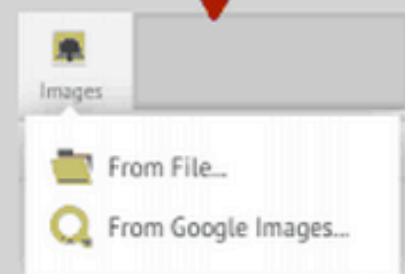


- The **Shapes** menu allows the user to insert a variety of shapes, symbols, lines, arrows, and drawings.



- The **Themes** menu provides 20 themes in addition to the default style.
- The **Customize Current Theme** option allows you to customize an existing theme, add a logo, or add a 3D background (up to 3 images can be layered).
- The **Save current theme** option allows you to save a customized theme for later use in other presentations.

- The **Images** menu allows the user to insert images *From File* (i.e., images saved to the computer) or *From Google Images*.



THE TOOLBAR, CONTINUED



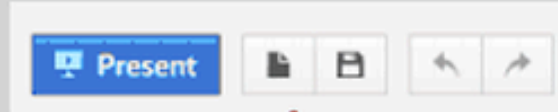
- The PowerPoint menu allows the user to insert an existing PowerPoint Presentation and prezify it!



- The Media menu allows the user to insert videos, PDF documents and other files from the computer.
- It also allows the user to embed YouTube videos using the video URL.

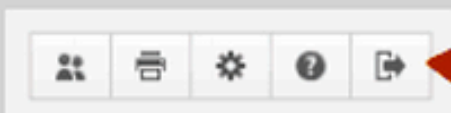


- The path of your Prezi is the order in which you will move from object to object on the canvas. This is very important to the user experience. You can have a free-form Prezi where the user clicks on frames, but most Prezi presentations require a path to help shape the message and tell the story.
- Once you click on the Edit Path icon (1), a panel will appear on the left-hand side of your canvas (2). This shows the sequence of your content. As you click on an object on the Prezi canvas, a snapshot of it will appear on the left-hand side. If you click on the star icon (3) next to a path, you can establish fade-in animations for content that has been grouped together.



From left to right, the toolbar in the upper right-hand corner of the screen allows the user to:

- View a Prezi in presentation mode (ie, full screen)
- Create a new Prezi in a new window
- Save a work in progress (*Prezi also has an auto-save function)
- Undo / Redo actions on the canvas



From left to right, the toolbar in the upper right-hand corner of the screen allows the user to:

- Share the Prezi or invite others to watch / edit the Prezi
- Save the Prezi as a printable PDF document
- Customize the settings
- Get help
- Save and close the Prezi