Embed in, or link to a video from your presentation

You can embed a video or link to a video from your PowerPoint presentation. When you embed your video, you don't have to worry about lost files when you deliver your presentation because all the files are there. If you want to limit the size of your presentation, you can link to a video file on your local drive or to a video file that you uploaded to a web site, such as YouTube or hulu.

NOTES

- When you want to save disk space and improve playback performance, Compress your media files.
- To set the 'Play' options for your video, see Set 'Play' options for a video.

What do you want to do?

- Overview of embedding a video
- Embed a video from a file
- Embed an animated GIF from the Clip Art library
- Link to a video file from your presentation
- Link to a video file on a web site



All options to insert a video are located on the Insert tab, in the Media group.

Overview of embedding a video

With Microsoft PowerPoint 2010, you can now embed a video from a file directly into your presentation. And, as you have with earlier versions of PowerPoint, you can also embed an animated .gif file from the Clip Art library.

NOTES

- 1. PowerPoint will support QuickTime (.mov, .mp4) and Adobe Flash (.swf) files when you have installed the QuickTime and Adobe Flash players.
- 2. There are some limitations when using Flash in PowerPoint 2010, including the inability to use special effects (such as shadows, reflections, glow effects,
- soft edges, bevels, and 3-D rotation), the fade and trim capabilities, and the ability to compress these files for easier sharing and distribution.
 PowerPoint 2010 64-bit is not compatible with 32-bit versions of QuickTime or Flash. You must install a 64-bit version of QuickTime or Flash, or a 32-bit version of PowerPoint 2010.

Embed a video from a file

- 1. In **Normal** view, click the slide in which you want to embed a video.
- 2. On the Insert tab, in the Media group, click the arrow under Video, and then click Video from file.
- 3. In the Insert Video dialog box, locate and click the video that you want to embed, and then click Insert.

TIP You can also click the Video icon in a content layout to insert a video.

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Embed an animated GIF from the Clip Art library

- 1. In Normal view, click the slide in which you want to embed an animated GIF file.
- 2. On the **Insert** tab, in the **Media** group, click the arrow under **Video**, and then click **Clip Art Video**.
- 3. In the Clip Art task pane, in the Search for box, enter the key word that describes the selection of animated GIFs that you want to preview.
- 4. In the Search in box, select the check boxes that apply to the scope of your search.
- 5. In the **Results should be** box, ensure that only the **Movies** check box is selected.

6. Click **Go**.

TIP You may have to reword your request for a video clip until you get the results you like.

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Link to a video file from your presentation

You can link to an external video or movie file from your Microsoft PowerPoint 2010 presentation. By linking your video, you can reduce the file size of your presentation.

IMPORTANT Please make sure that you have the owner's approval before you link to, use, or distribute content that is copyrighted.

To add a link to a video from your PowerPoint presentation, do the following:

- 1. On the Slides tab in Normal view, click the slide to which you want to add a video or animated GIF file.
- 2. On the **Insert** tab, in the **Media** group, click the arrow under **Video**.
- 3. Click Video from File, locate and click the file that you want to link to.
- 4. On the Insert button, click the down arrow, and then click Link to file.

IMPORTANT To prevent possible problems with broken links, it is a good idea to copy the videos into the same folder as your presentation, and link to them there.

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Link to a video file on a web site

You can link to a video file on your local drive or to a video file that you uploaded to a web site, such as YouTube or hulu. For specific instructions on how to link to a video on YouTube, go to

IMPORTANT Please make sure that you obtain the owner's approval before you link to, use, or distribute content (that you did not create) that is copyrighted.

- 1. On the **Slides** tab in **Normal** view, click the slide to which you want to add a video.
- 2. In your browser, go to the web site that contains the video that you want to link to, such as YouTube or hulu.
- 3. On the web site, locate the video, and then locate and copy the **Embed** code.

NOTE Most web sites that contain videos include an embed code, yet the locations of embed codes will differ depending on each web site. And, some videos do not have an embed code, and therefore you cannot link to those. And, to be clear, even though they are called 'embed codes', you are actually linking to the video and not embedding it in your presentation.

Below: For example, in YouTube, click Share, select the Use old embed code checkbox, click Embed, and then copy the embed code.

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- 4. Back in PowerPoint, on the Insert tab, in the Media group, click the arrow under Video.
- 5. Click Video From Web Site.
- 6. In the Video From Web Site dialog box, paste the embed code, and then click Insert.