EMBED 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 included in the presentation. 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 website such as YouTube.
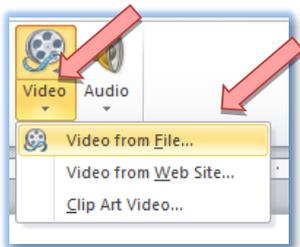
To add a video do one of the following:
1. Embed a video from a file.
2. Include a link to a video file in your presentation.
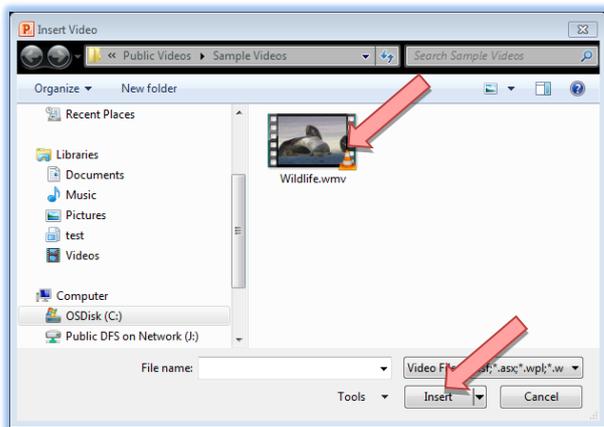3. Include a link to a video file on a website.

1. EMBED A VIDEO

With Microsoft PowerPoint 2010 you can now embed a video from a file directly into your presentation.
In other words, the video file is saved in the PowerPoint file. This will increase the size of your PowerPoint file. It is unlikely that the video will fail to play during your presentation.

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** dialogue box, locate the video you want to embed

4. Click the video.
5. Click **Insert**.

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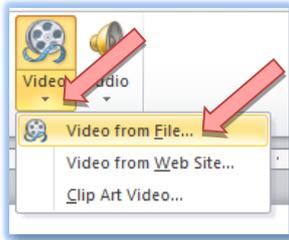

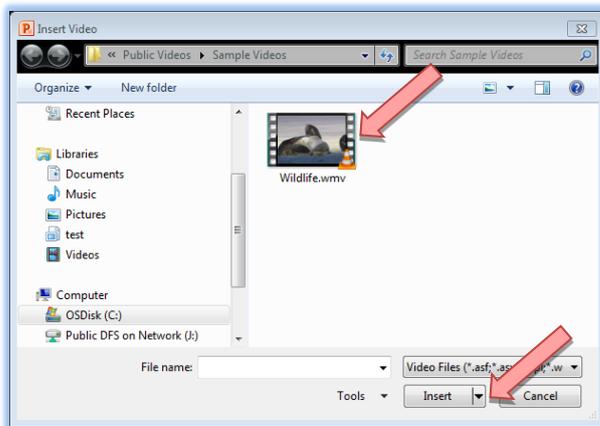
2. LINK TO A VIDEO FILE FROM YOU PRESENTATION

You can link to an external video or movie file from your Microsoft PowerPoint 2010. The link refers to a video that is not saved in your PowerPoint file. By linking your video, you can reduce the file size of your presentation. The PC on which you give your presentation should have access to the location where the video file is saved.

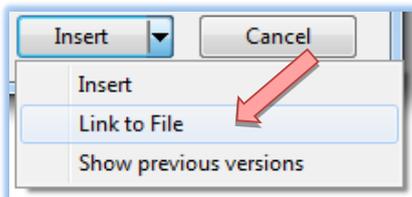**To add a link to a video, do the following**
1. On the **Slides** tab in **Normal** view, click the slide to which you want to add a video.
2. On the **Insert** tab, in the **Media** group, click the arrow under **Video**.

3. Click **Video from file…**
4. Select the file you want to link to.

5. 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.

3. LINK TO A VIDEO FILE ON A WEBSITE

You can link to a video file that you uploaded to a website such as YouTube. The link refers to a video that is not saved in your PowerPoint file. By linking your video you can reduce the file size of your presentation. The PC on which you give the presentation should have access to internet and the YouTube website.

There are two ways of doing this. Method 1 describes the standard and easily accessible procedure, method 2 describes a more complex number of steps. It requires turning on the **Developer** tab, adding a Shockwave Flash Object and pasting and modifying the code of the video.
Unfortunately, changes to websites such as YouTube often lead to method 1 resulting in an error report, while method 2 is consistently more effective.
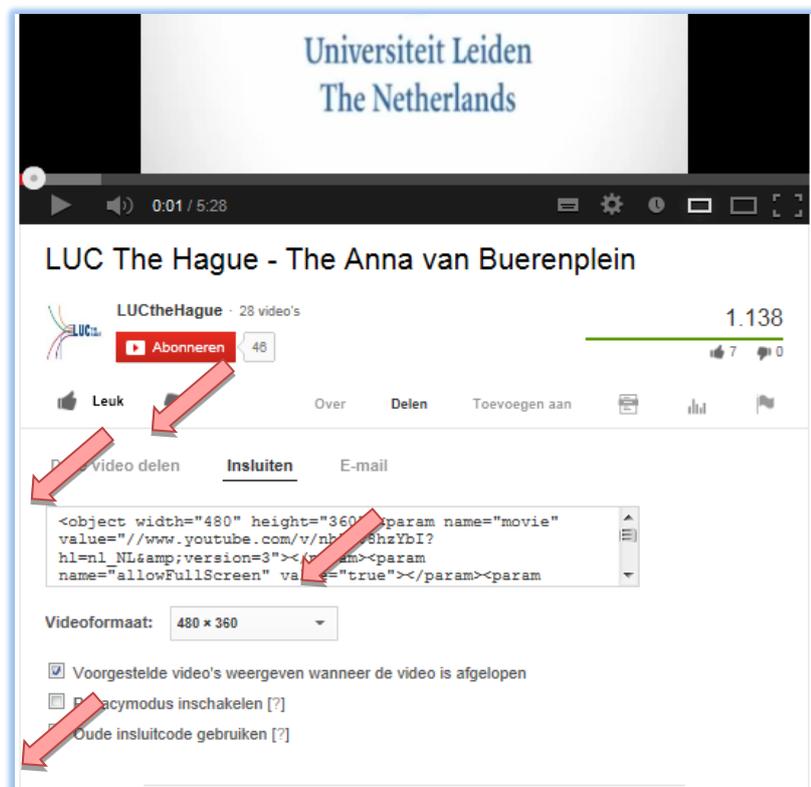
Important Please make sure that you obtain the owner's approval before you link to, use, or distribute content (that you did not create) that is copyrighted.

METHOD 1 LINK TO A VIDEO FILE ON A WEBSITE

1. On the **Slides** tab in **Normal** view, click the slide to which you want to add a video.
2. Open your browser and go to the website that contains the video that you want to link to such as YouTube.
3. On the website, locate the video, and then locate and select the **Embed** code.
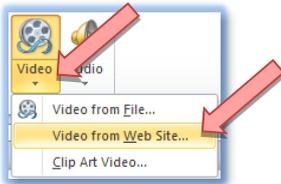
Note Most websites that contain videos include an embed code, yet the locations or embed codes will differ depending on each website. Some videos do not have an embed code, and you can therefore not link to them. And just to be clear, even though they are called 'embed codes', you are actually linking to the video and not embedding it in your presentation.
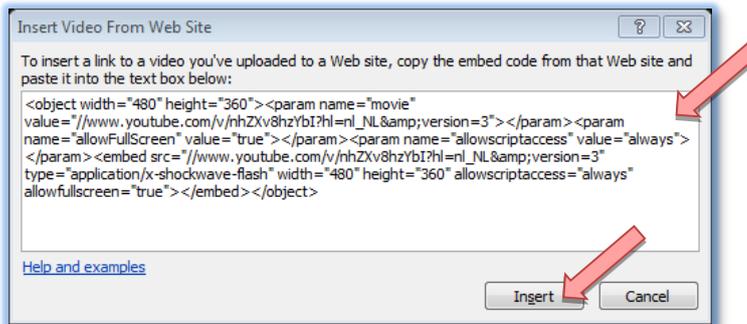
Image:

1. Click **Share** in YouTube.
2. Click **Embed.**
3. Select the **Use old embed code** checkbox.

4. Copy the embed code.
5. Back in PowerPoint, on the **Insert** tab, in the **Media** group, click the arrow under **Video**.
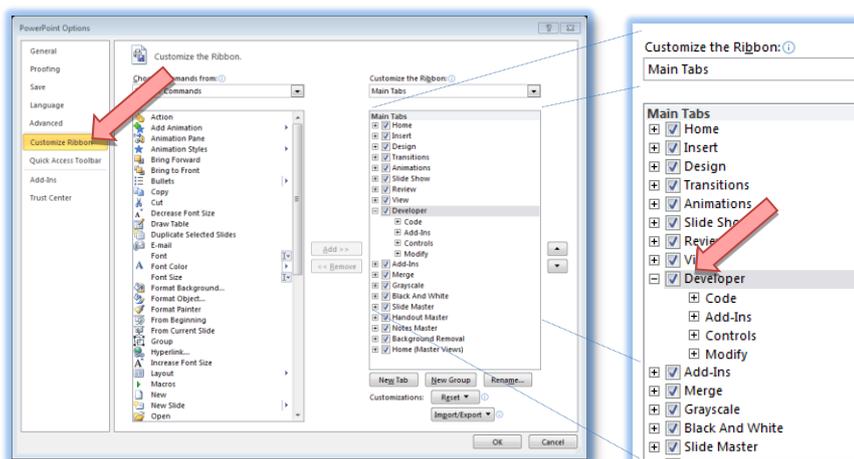6. Click **Video from Website**.

7. In the **Video from Website** dialogue box, paste the embed code, and then click **Insert**.

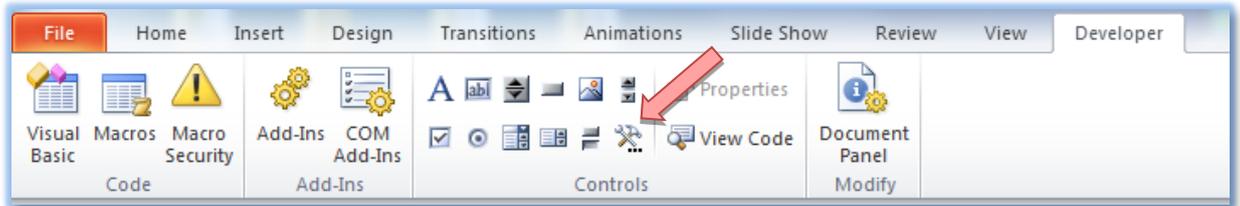## METHOD 2 LINKING TO A YOUTUBE VIDEO

Turning on the Developer Tab

1. Open Microsoft PowerPoint 2010. You will see an empty page. In order to be able to implement a YouTube video in PowerPoint you first have to turn on the so-called *Developer* Tab.
2. On the **File** tab, select the **Options** menu item.
3. In the left column, click **Customize Ribbon**. This will display all the buttons and tabs that are active in PowerPoint 2010.
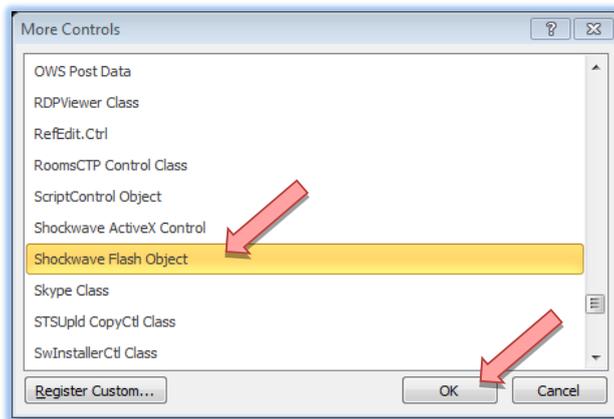

4. If necessary, put a check in the **Developer** checkbox.
5. Click **OK**. You will now return to the main screen of PowerPoint 2010. The tab will be displayed.
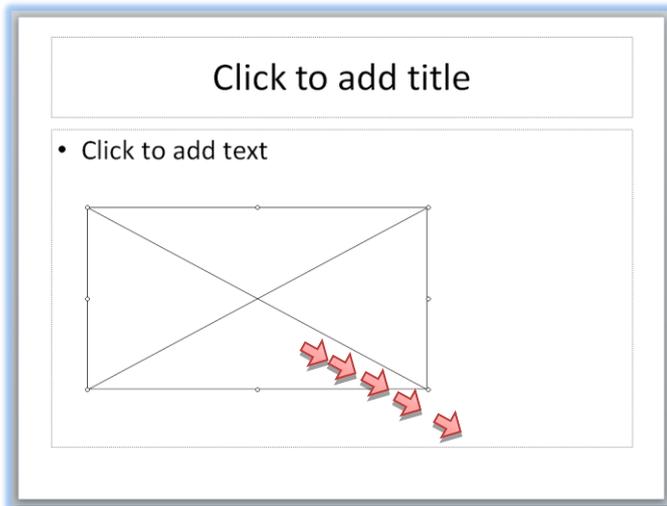
Add a Shockwave Flash Object

6. On the **Developer** tab, click **More Controls** (with the key and the hammer) in the **Controls** group to display more options.

7. The **More Controls** window will now open. Scroll all the way down - or use the S-key on your keyboard – until you see the Shockwave Flash Object.
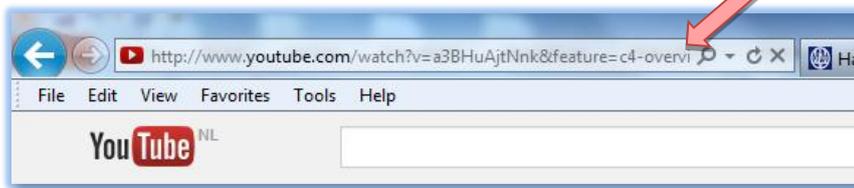8. First click **Shockwave Flash Object** then click **OK**.

9. Your cursor will now change to a cross. Draw an area on your page. This area with the cross is where your video will appear. If the area you drew is not the right size, you can easily resize it by clicking a corner and dragging it. You can obviously also reposition the entire area.
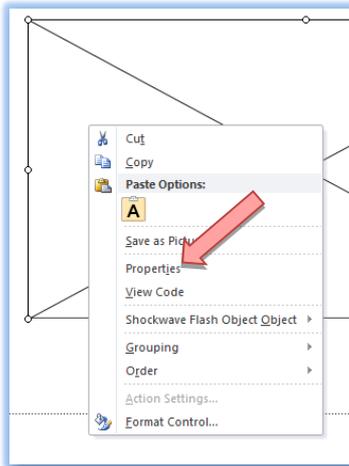

Pasting and modifying the code

10. Open your internet browser and surf to the YouTube page of the video you want to use for your presentation.

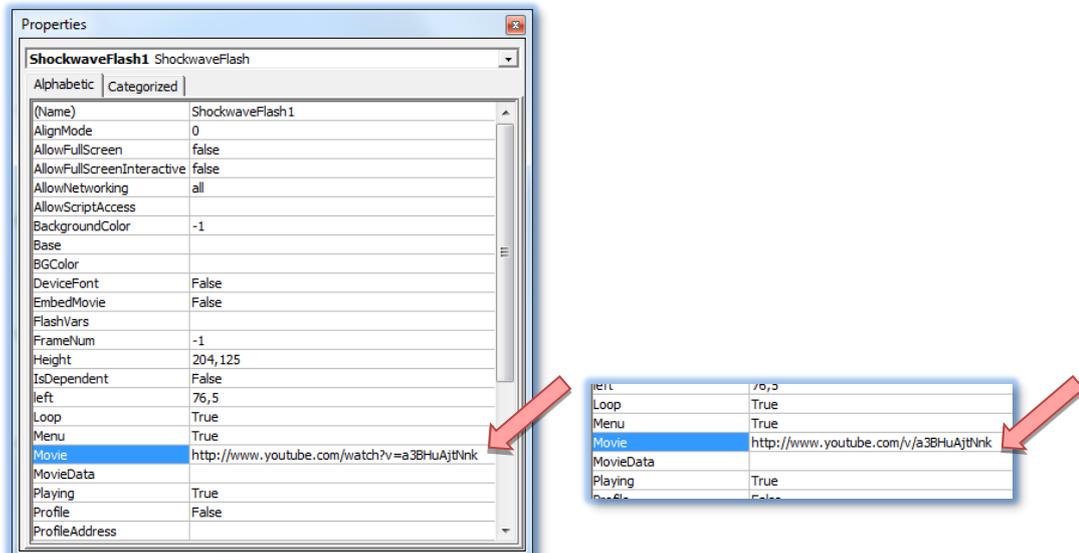11. Copy the address (URL) from the Internet Explorer address bar.

12. Return to PowerPoint 2010 and right-hand click on the area with the cross where your video should appear. Select **Properties**.

You will see a field with all kinds of codes.

13. Click the field next to **Movie** and paste the URL you copied to your clipboard in step 11 here (for instance by using the key combination **Ctrl**+**V**).

14. You have to modify the code slightly.
    Delete **watch?** and replace the equal symbol (=) with a slash (/). So
    http://www.youtube.com/watch?v=a3BHuAjtNnk becomes
    http://www.youtube.com/v/a3BHuAjtNnk.
    You can also adjust other parameters. If you want the video to start automatically during your presentation you have to set the value of *Playing* to *True*. If you prefer to start the video manually, select *False*. If you do not want the video to repeat, you have to set the value of *Loop* to *False*.
15. Close the window with the button with the red cross in the top right-hand corner and press **F5** to start the slide show so you can preview the result.