Enabling the Presenter Add in

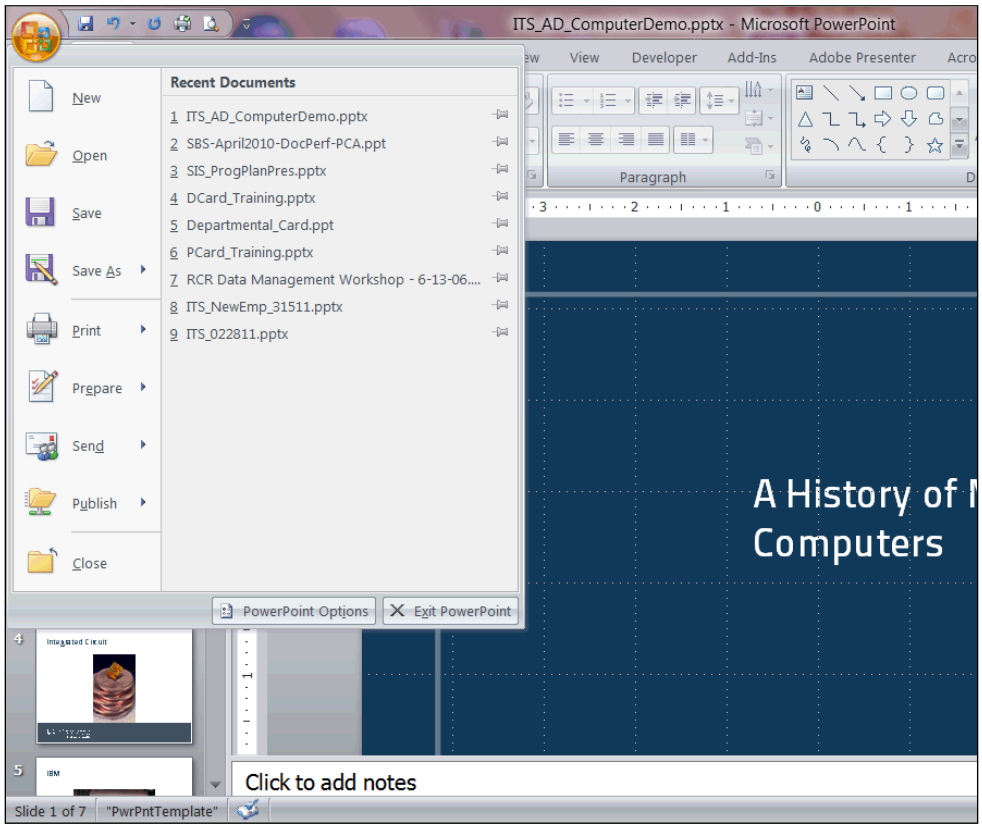
Concept

After you have installed Adobe Presenter on your machine, you should be able to open PowerPoint and see the Adobe Presenter tab in the ribbon at the top of the PowerPoint window. If you cannot see the Adobe Presenter tab, follow these directions to allow the add-in to be accessed in PowerPoint.

Procedure

Begin by opening a new or existing file in Microsoft PowerPoint.

Step	Action
1.	Click the **Office** button.



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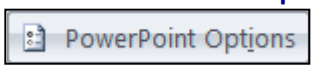
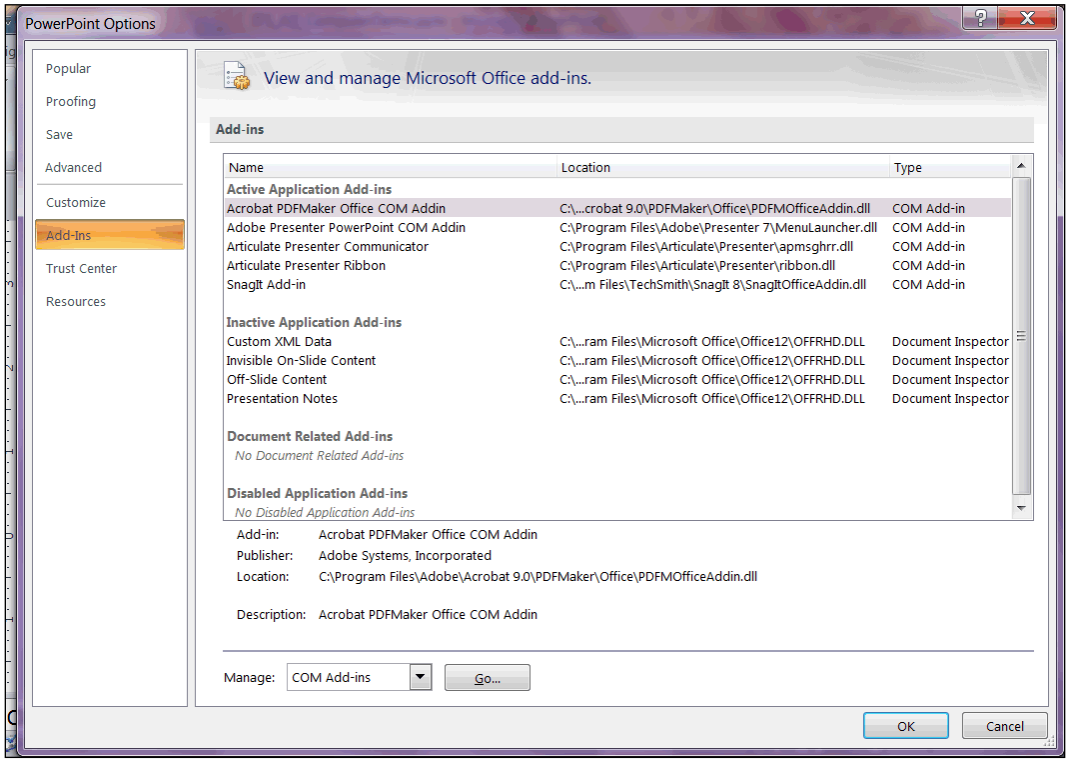
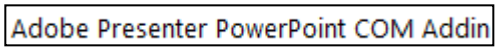
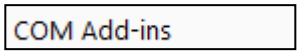
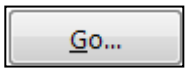
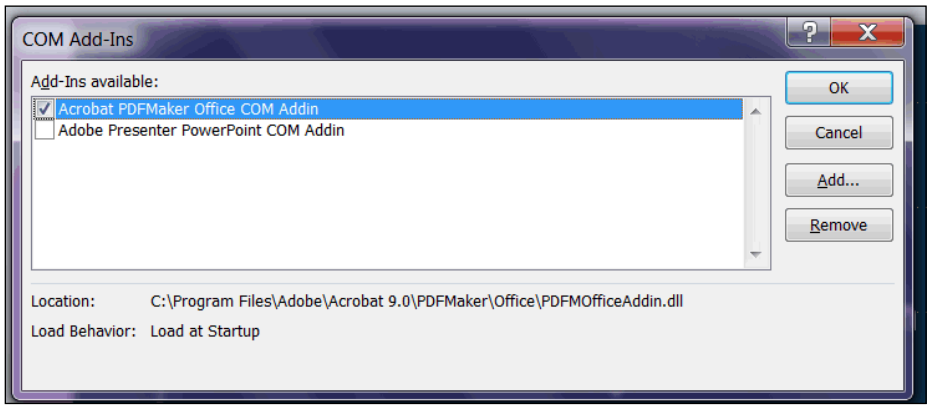
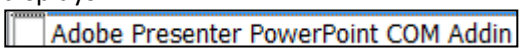
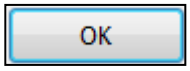
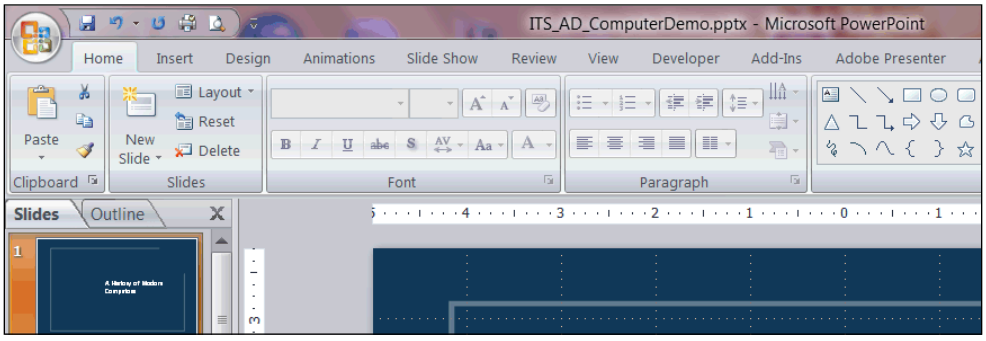
Step	Action
2.	Click the **PowerPoint Options** menu. 
3.	The PowerPoint Options window appears. Click the **Add-Ins** list item.



Step	Action
4.	Click in the **Adobe Presenter PowerPoint COM Addin** field. 
5.	Click the **Manage** dropdown button to activate the menu.
6.	Click the **COM Add-ins** list item. 
7.	Click the **Go...** button. 



Step	Action
8.	Click the **Adobe Presenter PowerPoint COM Addin** option so that its checkmark displays. 
9.	Click the **OK** button. 



Step	Action
10.	The Adobe Presenter tab should now appear in the ribbon at the top of the PowerPoint window.
11.	If you cannot activate your Presenter Add-in due to administrative rights on your computer, please contact your local IT authority. If you are having difficulty with Presenter that is not related to administrative security rights, please contact help@case.edu or 216.368.HELP. **End of Procedure.**

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