

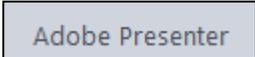
Setting up Your Presenter Profile

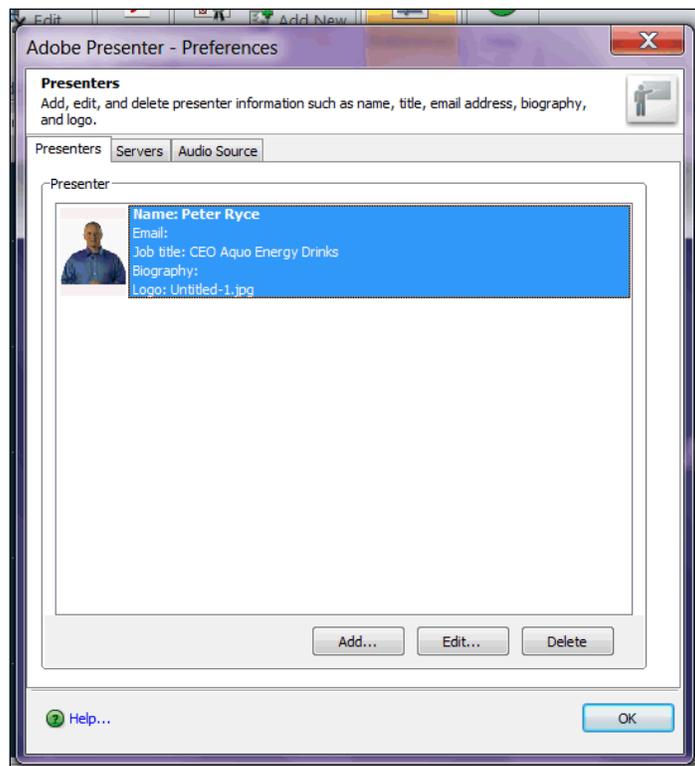
Concept

The Adobe Presenter profile is used to show viewers information about the individual giving the presentation. The profile allows you to display your name, title, email address, photo, university logo and biography. You can use all or some of these options for creating a profile. This topic will explain how to create a profile that will appear with your presentation once it is published.

Procedure

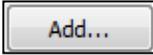
Begin by opening a new or existing PowerPoint presentation.

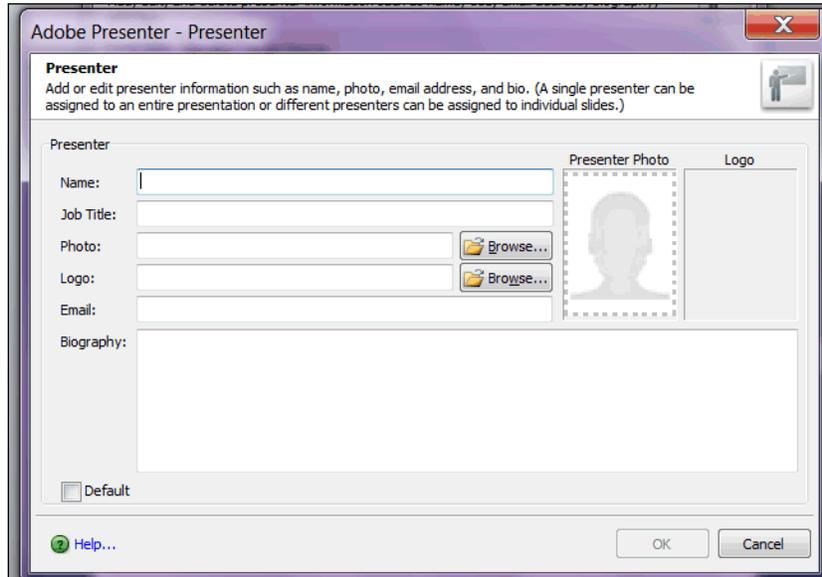
Step	Action
1.	Click the Adobe Presenter tab. 
2.	Click the Preferences button.

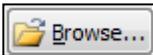


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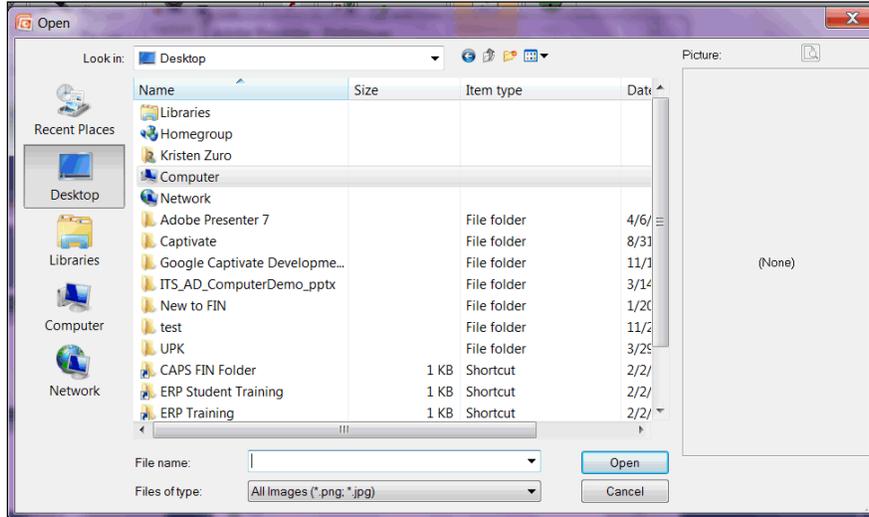
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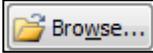
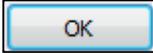
Step	Action
3.	<p>The Preferences window appears.</p> <p>Click the Add... button.</p> 



Step	Action
4.	<p>The Presenter window appears.</p> <p>Enter your name into the Name field.</p>
5.	<p>Enter your title into the Job Title field.</p>
6.	<p>To upload a photo of yourself, click the Browse... button to the right of the Photo field.</p> 

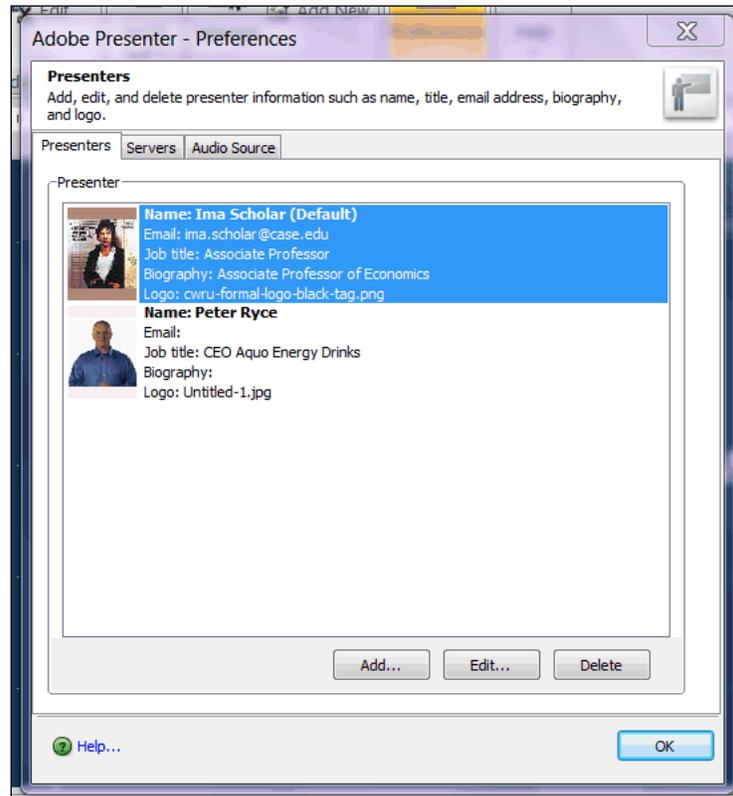
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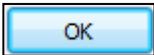


Step	Action
7.	The Open dialogue box appears. Locate and select your photo and click the Open button.
8.	To upload a university logo, click the Browse... button to the right of the Logo field. 
9.	The Open dialogue box appears. Locate and select the appropriate logo and click the Open button.
10.	Enter your email address into the Email field.
11.	Enter information about yourself into the Biography field.
12.	Click the Default option to make your profile the default profile for presentations developed on your machine. <input type="checkbox"/> Default
13.	Click the OK button. 

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Step	Action
14.	The Presenters tab appears containing your profile. To edit your profile, select it and click the Edit button.
15.	Click the OK button in the Preferences window. 
16.	This completes the process of setting up your profile in Adobe Presenter. End of Procedure.