WORKFIRST ORIENTATION PRESENTATION TUTORIAL

1. Open ‘WorkFirst Orientation’ PowerPoint file.
2. A Security Warning in a yellow bar will appear at the top of the slide, click ‘Enable Content’.
3. A Security Warning pop up may appear asking “Do you want to make this file a Trusted Document?” Click ‘Yes’.
4. Click on the ‘Slide Show’ tab at the top of the screen to begin presentation.
5. Click ‘From Beginning’ tab.
6. Left click on mouse, press right arrow key or ‘enter’ key on keyboard to advance to next slide.
7. On slides with videos click ‘Play’ button in the center of the slide to play video.
8. When video ends click anywhere on slide (outside of the video) to advance to next slide or press right arrow key or ‘enter’ key on keyboard.

**Note: If presenting without videos then you will skip slides 4,7,11,14 and 19.**