

# How to Convert a Power Point Presentation to a series of JPG files.

This process is necessary if you want to give a presentation to the Chippewa Falls Rotary Club using their digital projector without an attached laptop computer.

When your Power Point presentation is open click on "File," then click on "Save As", then on the bottom of the screen where it says ""Save as type:" scroll down to where it says "JPEG File Interchange Format" and click on that, then be sure the name is what you want (defaulted to the name of the PPT file), then click "Save", then a box will pop up asking "Do you want to export every slide in the presentation or only the current slide", then click "Every Slide". This will then save all your slides as an individual JPG files in a new folder. The entire process should take less then a minute.