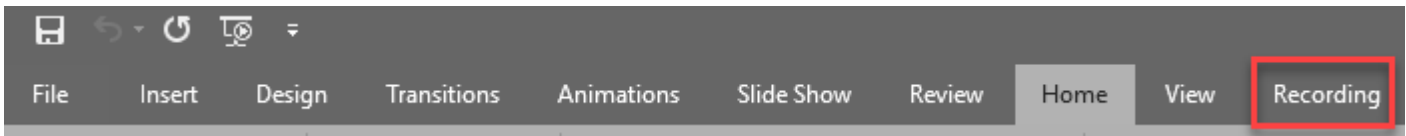




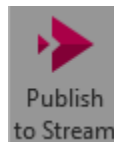
## College of Medicine Tutorial Series

### Sharing a Slide Show with Microsoft Stream

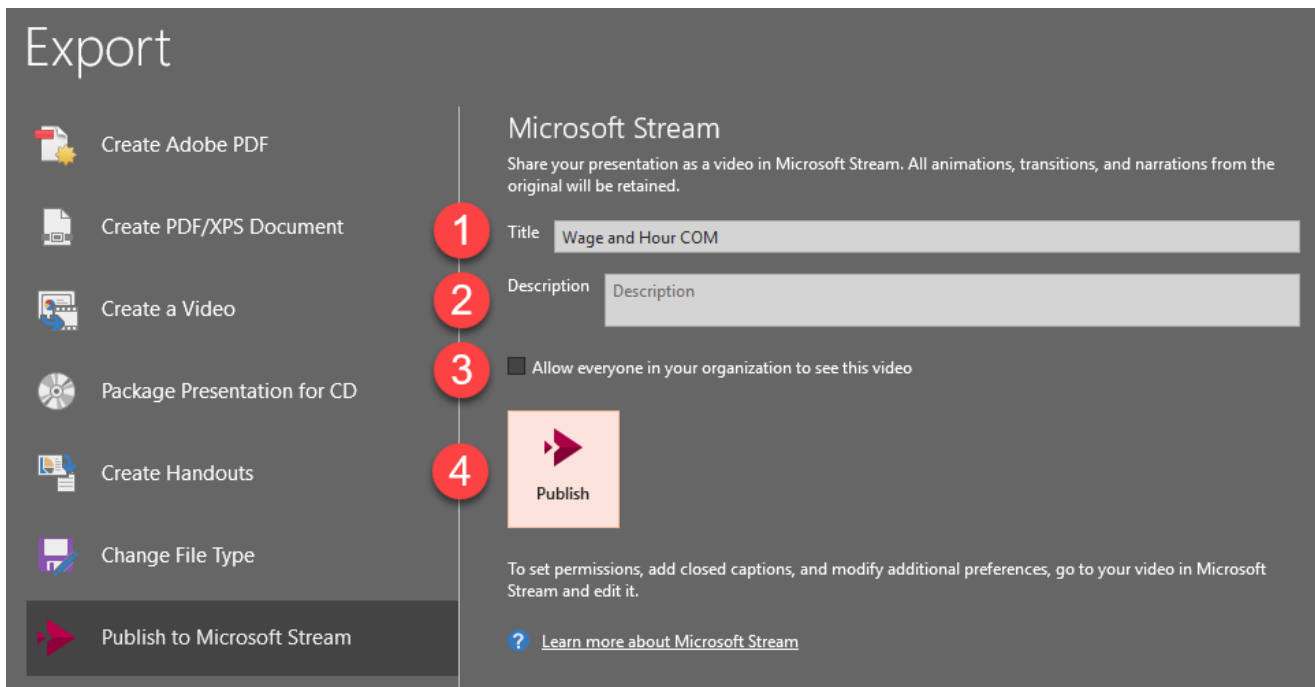
1. Open PowerPoint and a previous presentation
2. Record your presentation and save it
3. Click the Recording tab



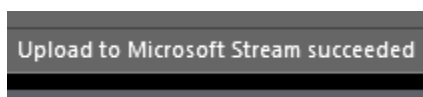
4. Select the Publish to Stream option



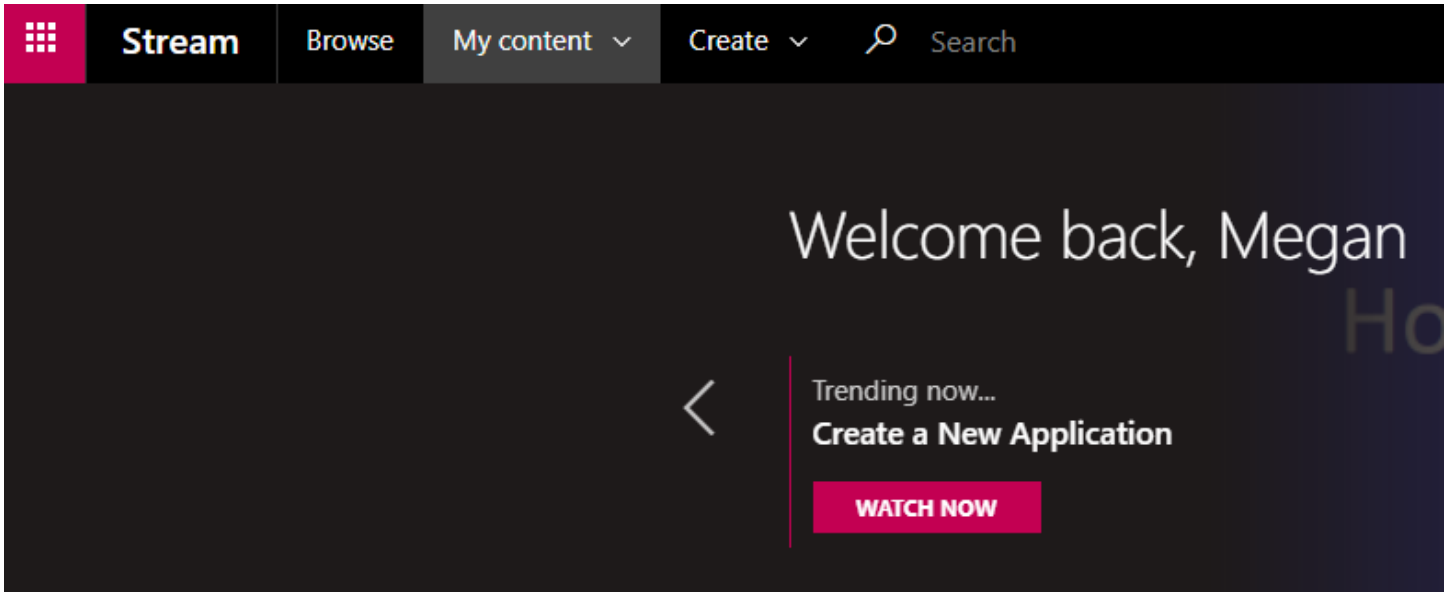
5. The Export screen will appear.



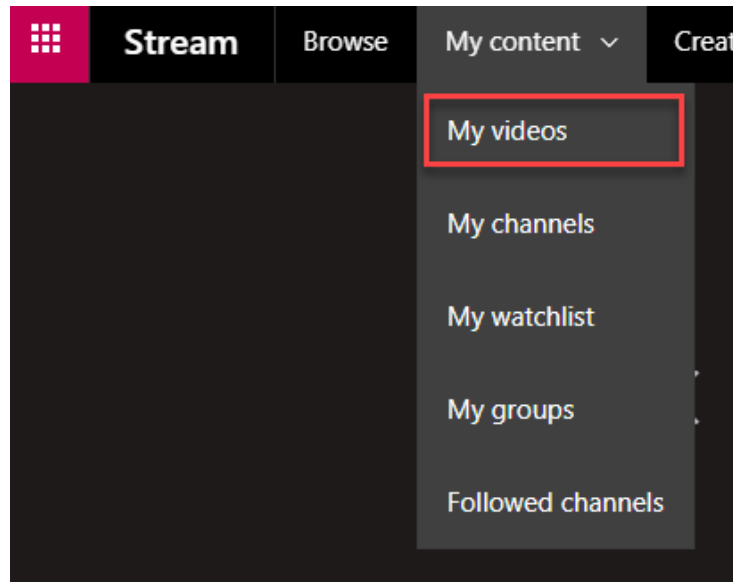
6. Set the title of the presentation (1), provide an optional description (2), and check the Allow everyone... option (3).
7. Click the Publish button (4) to begin uploading your presentation to Microsoft Stream.
8. Wait for the video to upload to Microsoft Stream. PowerPoint will display a success dialog after it has been uploaded successfully.



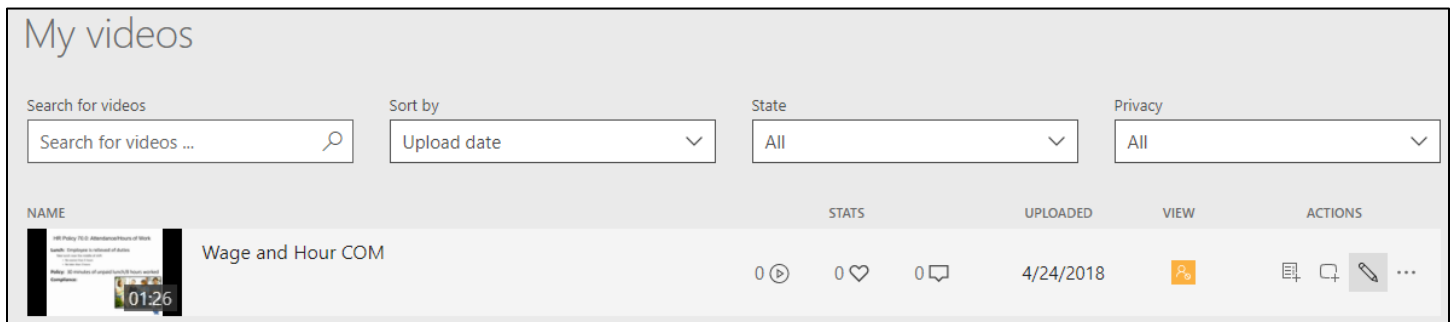
9. Navigate to Microsoft Stream in a web browser and log in using your linkblue credentials. [Click Here to visit https://web.microsoftstream.com](https://web.microsoftstream.com)



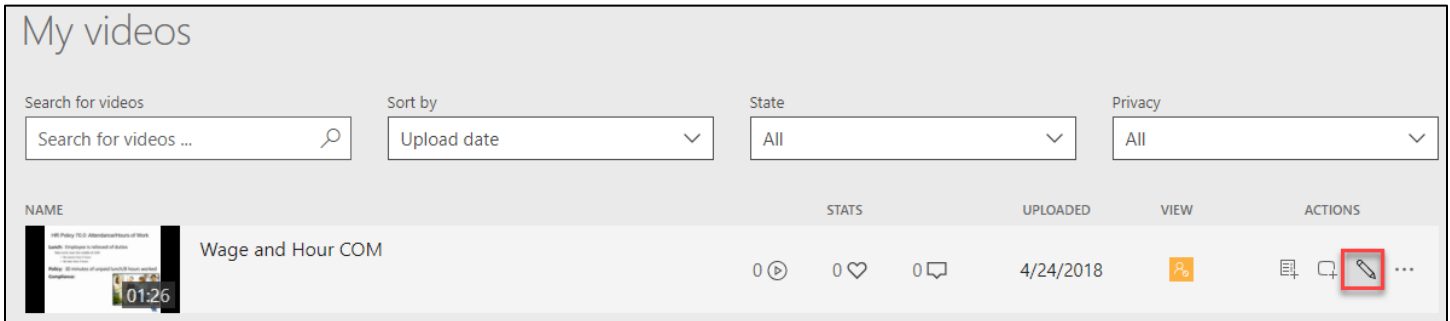
10. Select My Content  
11. Under My Content, select My Videos



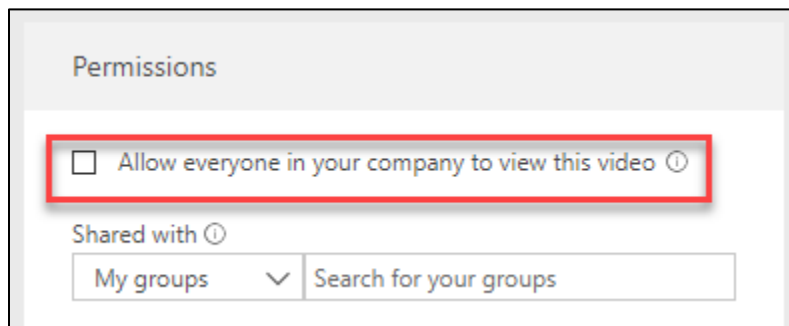
12. You should see your uploaded presentation.



13. You can share your uploads with your students and colleagues. Click the pencil icon to edit options for your video.



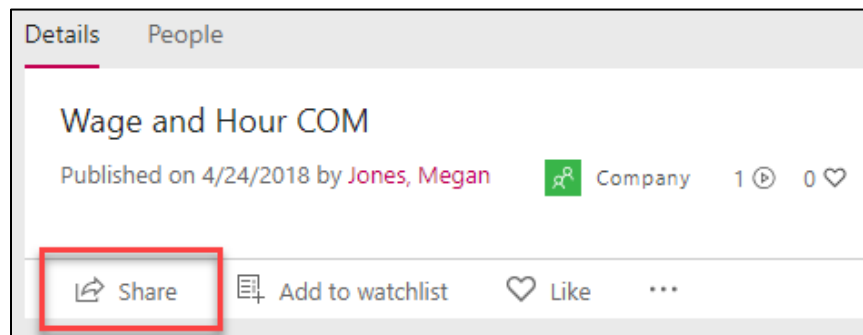
14. Select the checkmark to make sure your students and colleagues can see it. You may have done this earlier when you first uploaded the presentation from PowerPoint.



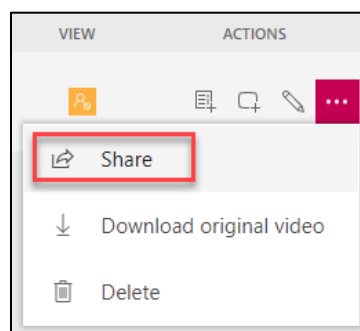
15. Select Apply to save your changes



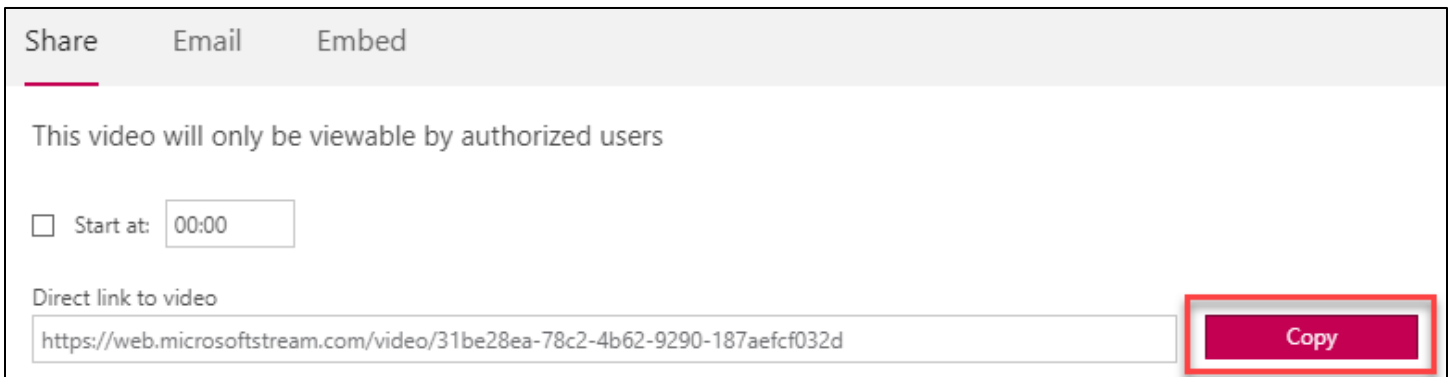
16. Click Share to copy the URL and share it with others



17. You may also find Share in My Videos



18. Select Copy to copy your link to your video.



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Direct link to video

**Copy**

19. Select Email to share your link via email



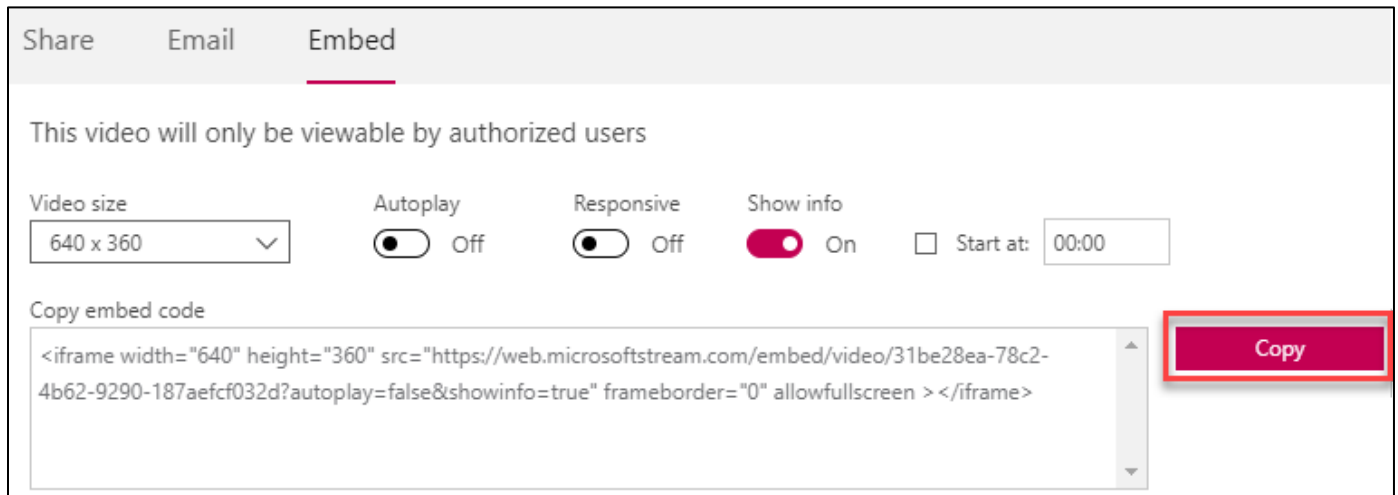
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20. Select Embed to copy the embed code for your video



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21. Select Copy to copy the embed code -- you can then embed the video in Canvas, for example.



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