Google Slides Animation

1. ☐ Login to your Google account using your BSD assigned Google login: first initial middle initial last name birth month (2 digit) @bsd48.org Use your normal Bkey password in the Password field.

2. ☐ Choose the yellow "Slides" icon from the Google Apps Launcher, then select a new "Blank" presentation from the choices given.

3. ☐ Click on the title "Untitled presentation" and rename this presentation as "last name Animation Test".

4. ☐ Before we start adding elements to our presentation, we need to decide the format. You'll notice when the blank presentation opens, it's in "Widescreen 16:9" format. If that's what you want, then you don't need to change anything. However, most projectors still present in "Standard 4:3" aspect ratio. If you know you're going to be presenting in 4:3 then you should change the format. Under the "File" menu, select "Page Setup", then change to "Standard 4:3".

5. ☐ For this tutorial we're going to stick with the "Simple Light" theme (white), but on this first slide, delete the two text boxes that appeared by default, so we have a completely blank white slide.

6. ☐ GETTING THIS FIRST SLIDE RIGHT IS EXTREMELY IMPORTANT!! On this first slide you're going to create your master slide. Most of the elements here will stay the same throughout your animation, so spend extra time making sure that everything is exactly the way you want it. Use the drawing tools to create your master slide.

7. ☐ After you get your master slide (slide 1) exactly the way you want it, duplicate the master slide. Click on the master slide in the slide tray, then choose "Duplicate" from the "Edit" menu. This will give you and identical slide as slide 2.

8. ☐ On slide 2, use the drawing tools to change something from the master slide just slightly, so that when we play the animation it gives the appearance of movement.

9. ☐ After you finish making slight changes to slide 2, repeat the process for as many slides as you like. This time "Duplicate" slide 2, then on slide 3 make slight changes and so on.

10. ☐ Making the animation play automatically. To do this, click on the first slide in the slide tray, then select "Publish To The Web" from the "File" menu. On the window that opens, change "Auto-advance slides:" to "every second". Also, check both of the boxes below the "Auto-advance slides:" pull-down. These will allow your animation to play automatically. Then select the blue button that says "Publish". Click OK when it asks if you're sure you want to publish.

11. ☐ On the next window, you will see the URL for your animation. Copy and paste this URL into a new tab on your web browser. The animation will play automatically and repeat.

12. ☐ You may notice that your animation is playing rather slow. Remember, we set the animation to advance automatically every second. But for an animation to look more fluid, we need to make that duration much shorter.

13. ☐ Close the tab where the animation is running. This should take us back to the previous page where we copied the URL from. Recopy the URL and again paste it into the URL field in a new tab. Only this time before you click return to start the animation, we're going to change the duration manually.

14. ☐ On the URL you just pasted, you'll notice that the URL ends in 1000. That is 1000 milliseconds (or 1 second). If we just take one of the zeroes off and make it 100, the duration of our slides will go from 1 second to 1/10 of a second. Make this change then click return.

15. ☐ You should see that the animation is moving much faster. You can use this process to check how your animation is looking at any time during the creation of your slide deck.

16. ☐ To get back to editing or adding more slides, simply close the tab the animation is running in, then close the "Publish To The Web" window on your animation slide deck, then continue working.

17. ☐ Keep adding slides and making changes until you get the desired result.