

Building Presentations with Impress



Desktop Linux 101 Series

- Mar 7th : Presentations with OpenOffice.org Impress
- Apr 11th : Spreadsheets with OpenOffice.org Calc
- May 9th : OpenOffice.org Writer
- Jun 13th : OpenOffice.org 2.0
- Jul 11th : Firefox web browser Tips & Hacks
- Aug 8th : Thunderbird email client
- Sep 12th : Tour of the K Desktop Environment (KDE)
- Oct 10th : Tour of the Gnome Desktop Environment
- Nov 14th : Kmail vs. Evolution
- Dec 12th : Kopete vs. GAIM

Getting Started with Impress

- Brand New to Linux ?
 - Installfests, LiveCD's, CLUEbies great source for help
 - Linux Howtos, online help, Google
 - Visit your local LUG <http://clue.denver.co.us/>
- Almost all of the linux distros will include a version of OpenOffice.org Impress
 - if not, you can download it from OpenOffice.org

Agenda

- Navigation & Everyday Functionality
- Favorite 3 Features
 - Master View
 - Templates
 - Compatibility Features
- Migrating Powerpoint presentations to OpenOffice
- Gotchas & Tips
- Resources

OpenOffice Impress : Demonstration



Favorite 3 Features

- Master View
 - View > Master > Slide Master
 - The ability to change multiple slides at once
- Templates
 - File > Templates > Save
 - The ability to create and save custom templates and backgrounds to build future presentations on.
- Compatibility Features
 - Tools > Options > Load/Save > Microsoft Office
 - NeoOffice on Mac and ability to set defaults = Marriage Saver

Power Features

- Export presentation as PDF
 - File > Export as PDF
 - This is great for sharing a finished version on the web
- Signing presentations with Digital Signatures
 - File > Digital Signatures
 - Verify authenticity of content and source
 - Apparently in some states digitally signed PDF's are accepted in the stead of the hard copy.

Migrating Powerpoints to OpenOffice Impress

- With the OpenOffice.org 2.0 version of Impress most of the conversion is handled automatically for you
 - Open up the powerpoint.ppt in Impress
 - check to see if anything was not converted eg. bullets
 - open up the master slide view fix any layout or bullets
 - check to see if it handles the font often ppt's are created using proprietary fonts.
 - check to see if there were any inserted text blocks or animations that were not handled.
- Your Done – It is pretty painless.

Migrating Powerpoints : Demonstration



Gotchas & Tips

- The only time I have seen gotchas are with converting bullets , proprietary fonts, and complex animations.
 - try to avoid proprietary font's
 - some distros ship will free compatible fonts, other people download and install them if they work with a lot of people using powerpoint
- Really question if you need a particular animation – often they distract the audience and detract from the presentation.

Resources & Credits

- OpenOffice.org Impress project HomePage
 - <http://www.openoffice.org/product/impress.html>
- Search Google for Fonts
 - eg. 'Arial linux compatible font'
- Thanks to www.kubuntu.org for a desktop background worthy of drawing inspiration from.
- **Impress may not have all the bells and whistles but it get's the job done, and keeps getting better.**