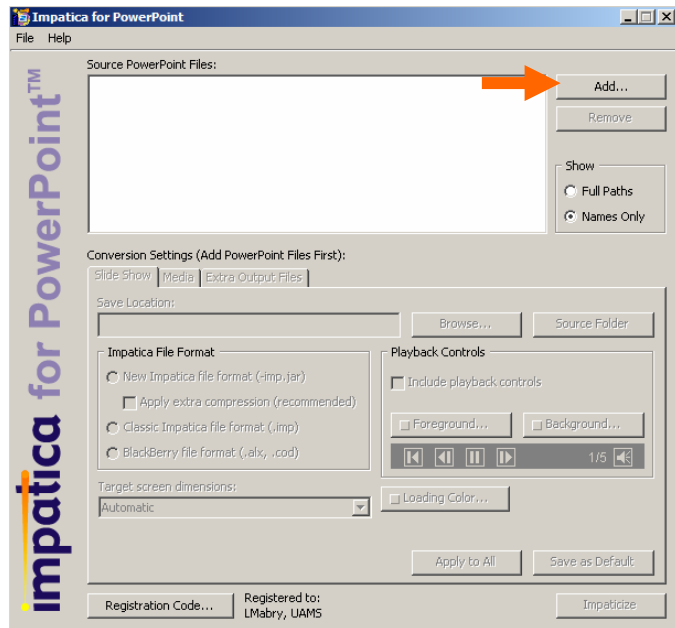



Impatica 3.3.3

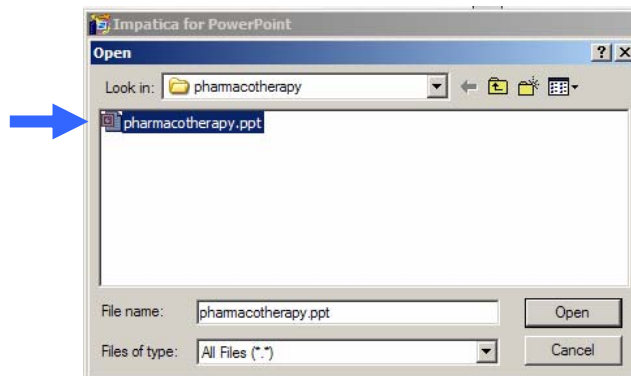
Create Impaticized PowerPoint® Files

Open Impatica

Choose  



Double click on the PowerPoint® file to impaticize 



At the Slide Show tab, →

Check to see that the output files are going to save into the source folder. →

Note: The PowerPoint file should have been saved into its own folder. If **not**, a folder needs to be made into which the Impatica files will save.

Click Include playback controls →

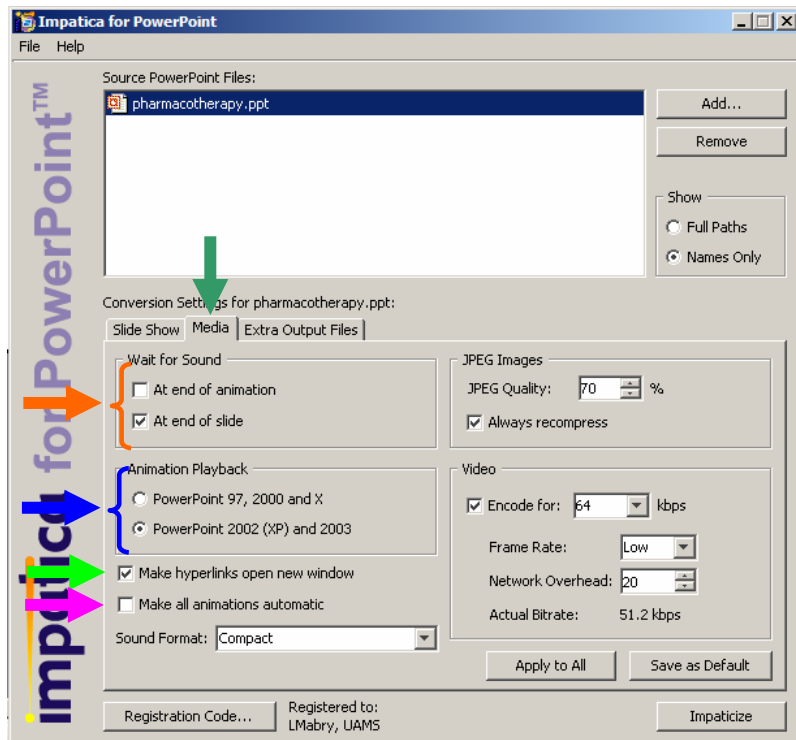
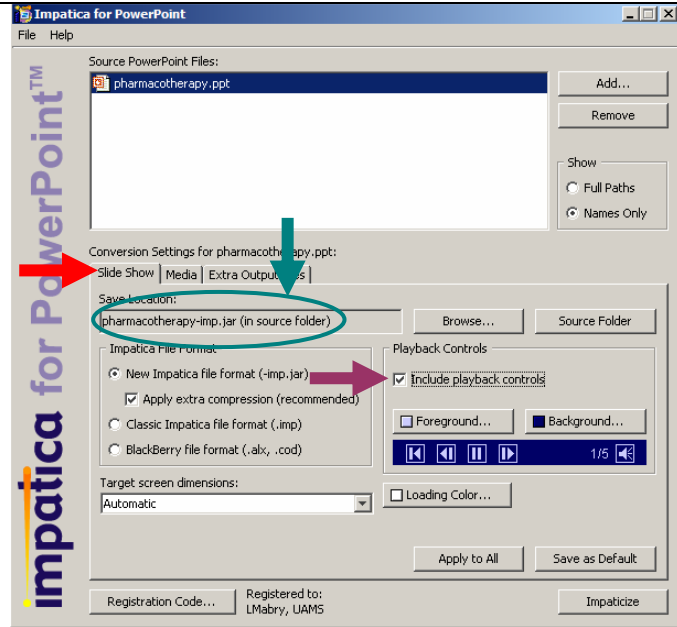
Click on the Media tab →

Indicate when to play the sound →

Select the appropriate version of PowerPoint →

Select whether to make hyperlinks open in a new window (recommended) →

Select whether to make animations automatic →



At the Extra Output Files Tab →

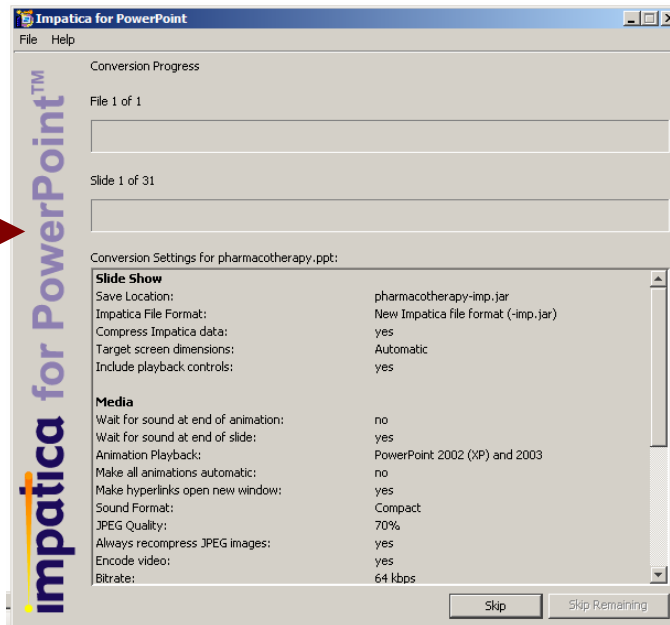
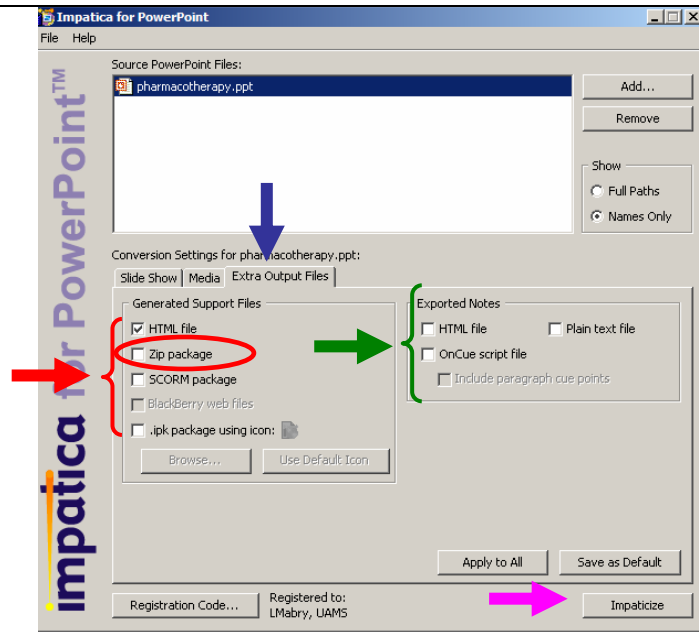
Select the type of files to be generated. (Zip package will create a zip file of the three Impatica files for easy upload into WebCT) →

Select type of files to export PowerPoint Notes, if desired →

When all settings have been set, choose  →

The conversion process begins →

This process may take a few minutes depending on the size of the PowerPoint® presentation



Once the file has been converted, it can be previewed by choosing



If the file is unsatisfactory, it can be deleted by choosing



If the file is satisfactory, choose



Upload Impatica Files into WebCT

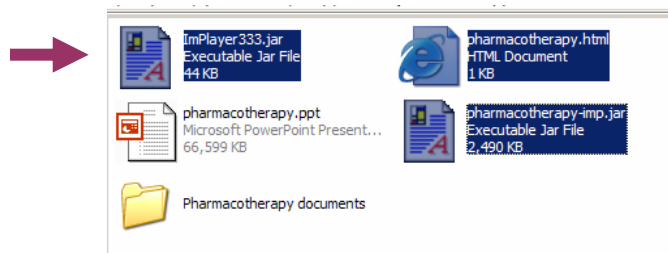
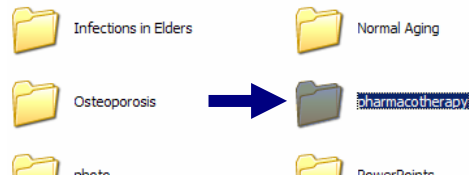
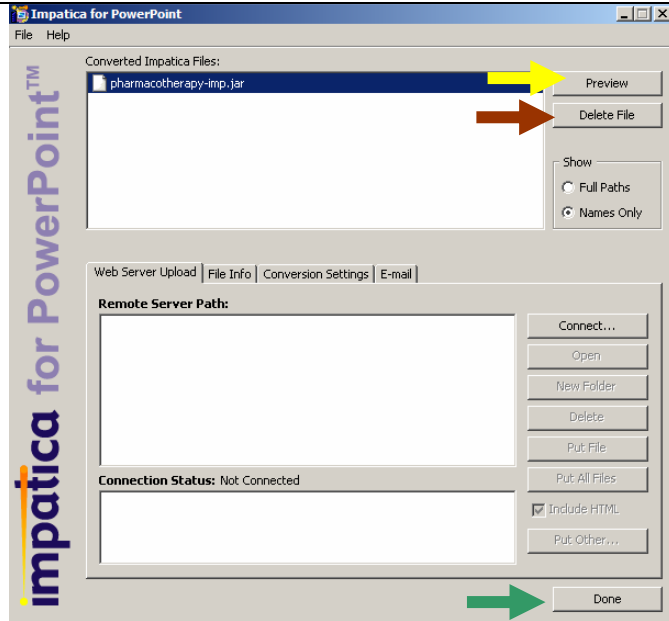
Locate the folder in which the Impatica files have been saved



If you did not choose to zip the files, select the three Impatica files:

- .jar file
- .html file
- -imp.jar file

The three files must be uploaded into the same folder in WebCT.



Login to WebCT →

Select the appropriate course in which to upload the files →

Choose **Control Panel** →

Choose **Manage Files** →

Create a folder in which to upload the Impatica files →

Name the folder →

Indicate where to place the folder →

Choose **Create** →

Choose **Upload** →

Choose **Browse...** →

The screenshots illustrate the following steps:

- Login to WebCT:** The user enters 'DoeJohn' for the WebCT ID and a password, then clicks 'Log in'.
- Course Selection:** The user selects 'WebCT Summer Blast Basics [LEAM1023]' from a list of courses.
- Control Panel:** The user navigates to the 'Control Panel' for the selected course.
- Manage Files:** The user clicks on the 'Manage Files' tab in the Basic Control Panel.
- Create Folder:** The user clicks 'Create folder' in the 'Options: Folders' menu.
- Name Folder:** The user enters 'Pharmacotherapy' as the folder name.
- Destination:** The user selects 'My-Files' as the destination folder.
- Create:** The user clicks the 'Create' button to finalize the folder creation.
- Upload:** The user clicks the 'Upload' button in the file management options.
- Upload File:** The user clicks 'Browse...' to select a file for upload.

Select one of the files (or the zipped file, if you have the 3 files zipped) →

Choose →

Select the folder created for the files →

Choose →

Repeat until all three files are uploaded

