

How to Save a PowerPoint 2016 Presentation in 1366x768 Resolution for Digital Signage

This guide will show you how to save your PowerPoint presentation in the proper resolution for SOP digital signage.

Open PowerPoint

Launch PowerPoint 2016 and open the presentation you want to save.

Select the "Design" tab , and then "Slide Size" Presentation2 - PowerPoint McLean,.. lesign Transitions Animations Slide Show ADOBE PRESENTER ACROBAT Q Tell me... Q Sh Inse Review View Add-ins Aa Aa 2 lide Format Background Themes Variants Standard (4:3) Widescreen (16:9) Custom Slide Size...

Then click "Custom Slide Size"



Resize slide to 1366 x 768 needed for SOP Digital Signage.

Slide Size	<u>२</u>)
Slides sized for: Custom Width: 14.2 in Height: 8 in Number slides from: 1 1 ■	Orientation Slides Orientation Slides Orientati Orientat	TITL
	OK Cancel	

- 1. Slides sized for set to "Custom"
- 2. Width set to: 14.2 in and Height set to 8 in



Proper Scaling of slide.

Microsoft PowerPoint						
You are scaling to a new slide size. Would you like to maximize the size of your content, or scale it down to ensure it will fit on the new slide?						
Maximize	Ensure Fit					
<u>M</u> aximize <u>E</u> nsure Fit Cancel						

To be sure you content is not cut off choose "Ensure Fit"

Saving slide as a .Jpeg								
File name:	Presentation2				•			
Save as type:	JPEG File Interchange Forma	at			-			
suthors:	Melean, William	Tags: Add a tag	Title: Add a title	Subject: Specify the subject				
Browse Folders				Tools Save Cancel Cancel				

Choose : File - Save As - select your destination.

Choose : JPEG Fle Interchangeable Format as the "Save as type" Click "Save"