Share your Slideshow Presentation
1. From the Slides editing page of your presentation, click the share icon in the upper right-hand corner of the screen.

2. Use the dropdown menu next to Category to select a category.
3. Enter a Title, Description, and add Tags to your presentation.
4. Click Publish.
5. You will receive an e-mail notification of your published slideshow.

Publish your Animated Presentation
1. From the Studio editing page of your presentation, click the Export icon located in the Menu Panel.

2. Select your publishing options and click Next.
   Note: Some options are only available with a premium account.
3. Without a premium account, the standard resolution is the only resolution available. Click Next.
4. Use the drop-down arrow next to Category, to select a category for your presentation.
5. Enter a title for your presentation.
6. Enter a description for your presentation.
7. Add any desired tags and separate each tag with a space.
8. Click Publish.
9. You will receive an e-mail notification informing you that your presentation is published.

Copy the Link to your Presentation
1. Login to www.powtoons.com and click the Dashboard tab at the top of the page.
2. Click on your published presentation.
3. Click on the Share tab.
4. Highlight the link.
5. Right-click and select Copy, press Ctrl + C (Windows), or press Command + C (Mac).

Add the Link to a Lesson in Sakai
1. Open your Sakai course.
2. Click on the Lesson tool on the left-hand side of the page.
3. Click Add Content.
4. Select Add Content Link.
5. Paste the link in the text box by right-clicking and selecting Paste, pressing Ctrl + C (Windows), or pressing Command + C (Mac).

6. Click Save.

**Add the Link to Resources in a Sakai Course**

1. Open a Sakai course.
2. Click the Resources tool on the left-hand side of the page.
3. Click Add next to your course resources folder.
4. Select Add Web Links (URLs).

5. Paste the link in the text box by right-clicking and selecting Paste, pressing Ctrl + C (Windows), or pressing Command + C (Mac).
6. Click **Add details for this item** to add a description and change availability of the item.
7. Use the drop-down arrow next to **Email Notification** to determine if students will receive an email notification.
8. Click **Add Web Links Now**.