

# QUICK REFERENCE GUIDE

## Adding PowerPoints to Vivi Signage



PowerPoints can not be directly uploaded to the Vivi signage platform. To add one you simply turn them into a video.

### STEPS

1. Open the file in Microsoft PowerPoint
2. Go to the File Tab
3. Click on Export
4. Select Create a Video
5. Choose Quality and Seconds spent on each slide
6. Now press Create Video and save to hard drive
7. Upload video to the Vivi Signage platform

