

Tip - How to view PDF and Kingsoft Presentation.

- Depending on what browser and PDF reader you are using, PDF file opens in a new tab or new window.**
- I recommend you use this Tip after the first session of this course or after Step 1 and Step 3 – Part A, so you know how to open Kingsoft Presentation.**
- Next is a sample of going to the on-line training and clicking on Step 3 – Part A. You are already in this Tip - PDF file, so you follow the same process in this PDF file.**

- Click on a Step to open the PDF file and next is a sample of Step 3 – Part A and what happens.



V C B Computer Basics **V C B**

Help people get started and move to the Next Level!!!

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Create Video with Kingsoft Presentation - Below are links to PDF files that are very similar to the slides in the Course that I show you. If you don't have a PDF reader, download free and safe at ninite.com. If you have any Questions or Comments, [Contact me](#).

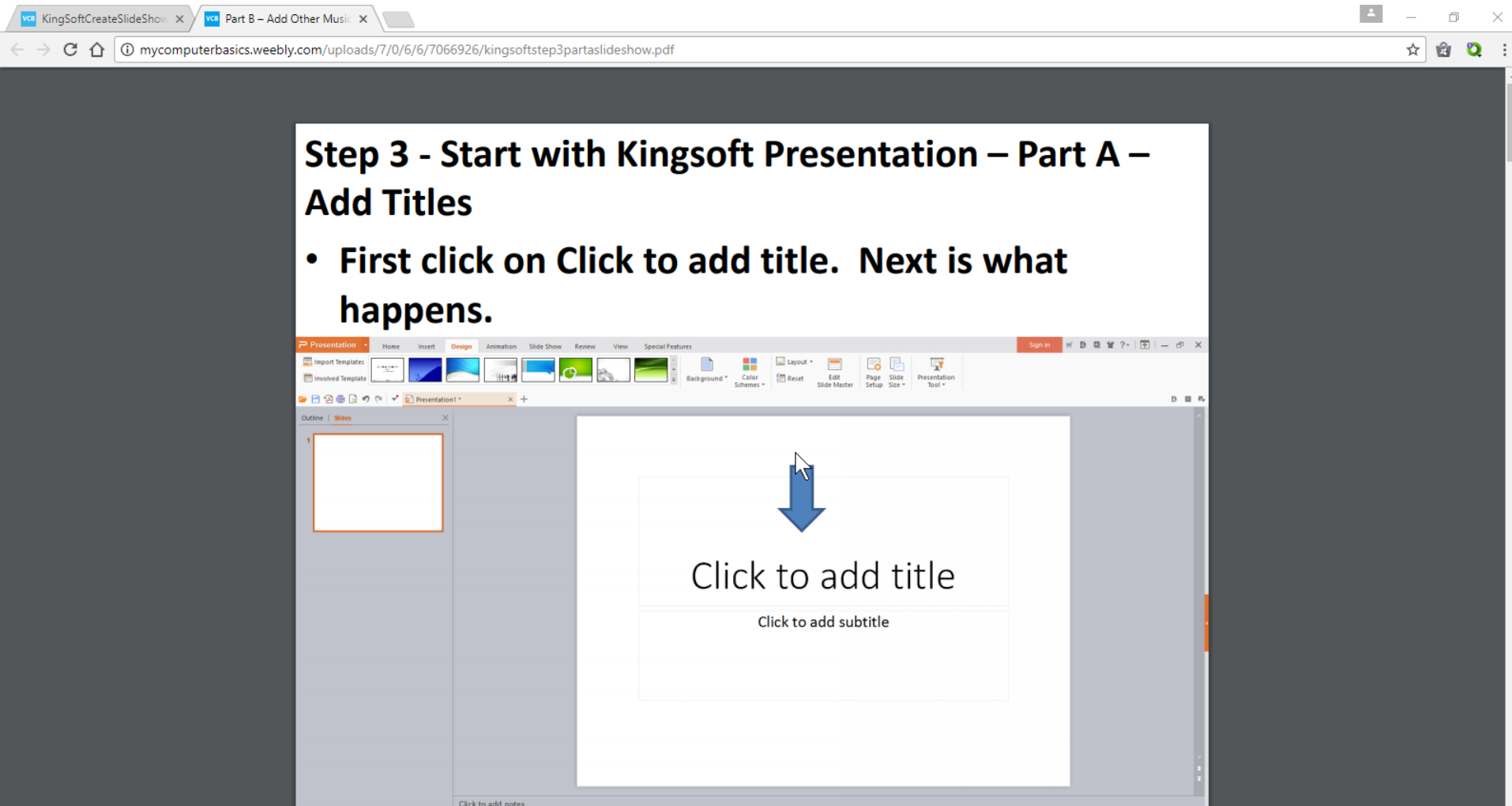
Tip - How to View PDF with Kingsoft Presentation

- [Step 1 - How to download Kingsoft and Pin to Taskbar and Open the Kingsoft Presentation](#)

Tip - How to Delete Download File

- [Step 2 - Organize Pictures, Videos with File Explorer \(Windows 8 or 10\)](#)
- **Step 3 - Start with Kingsoft Presentation with Titles, Photos, and Captions.**
 - [Part A](#) - Add Titles
 - [Part B](#) - Add Photos, Copy & Paste, Edit Photos, and change Background Color
 - [Part C](#) - Add Captions
 - [Part D](#) - Move Photo(s) location
 - [Part E](#) - How to change Seconds
- [Step 4 - Edit Photo\(s\)](#)

- In my Browser it opens in a new Tab. You Restore Down in the upper right. Next, I will zoom in so you can see it.



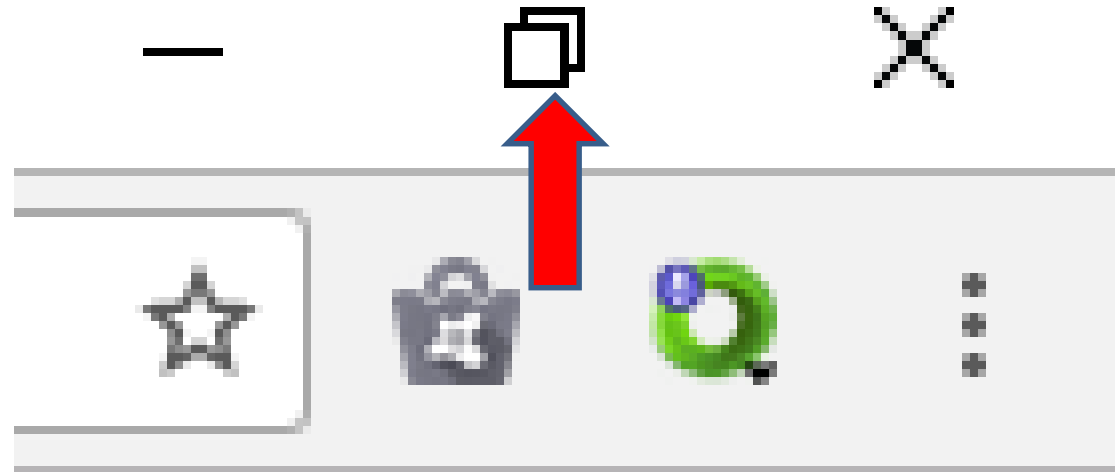
The screenshot shows a web browser window with two tabs. The active tab is titled "Part B – Add Other Music". The address bar shows the URL: mycomputerbasics.weebly.com/uploads/7/0/6/6/7066926/kingsoftstep3partaslideshow.pdf. The main content area displays a PDF document with the following text:

Step 3 - Start with Kingsoft Presentation – Part A – Add Titles

- First click on Click to add title. Next is what happens.

Below the text is a screenshot of the Kingsoft Presentation software interface. The interface shows a ribbon with tabs: Presentation, Home, Insert, Design, Animation, Slide Show, Review, View, and Special Features. The Design tab is active, showing options for Background, Color Schemes, Reset, Edit Slide Master, Page Setup, Slide Size, and Presentation Tool. The main workspace displays a slide with a blue arrow pointing to a text box containing "Click to add title". Below this box is another text box containing "Click to add subtitle". The left sidebar shows an Outline pane with a single slide thumbnail.

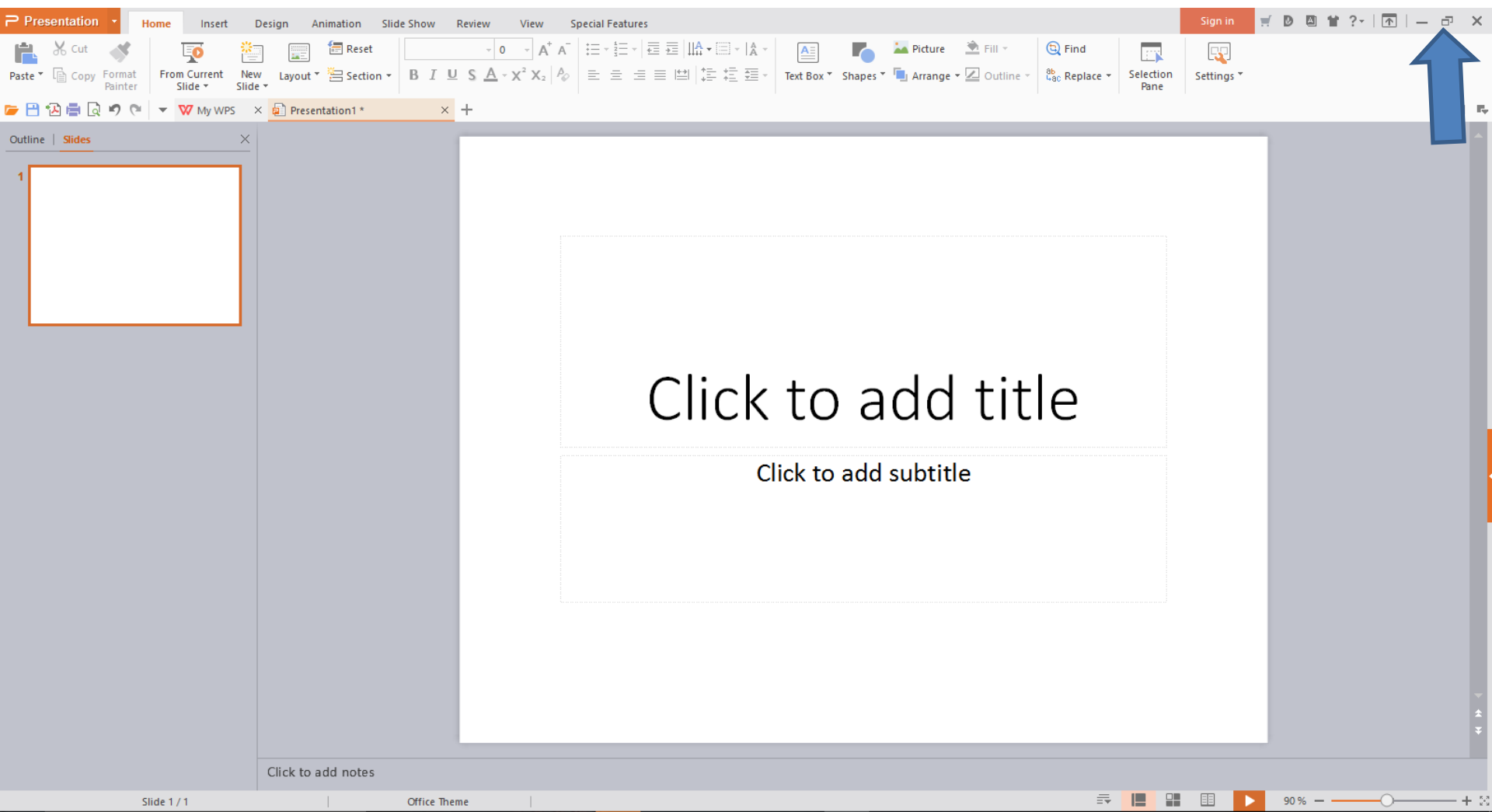
- In the upper right, click on the Restore Down Icon. Next is what happens.



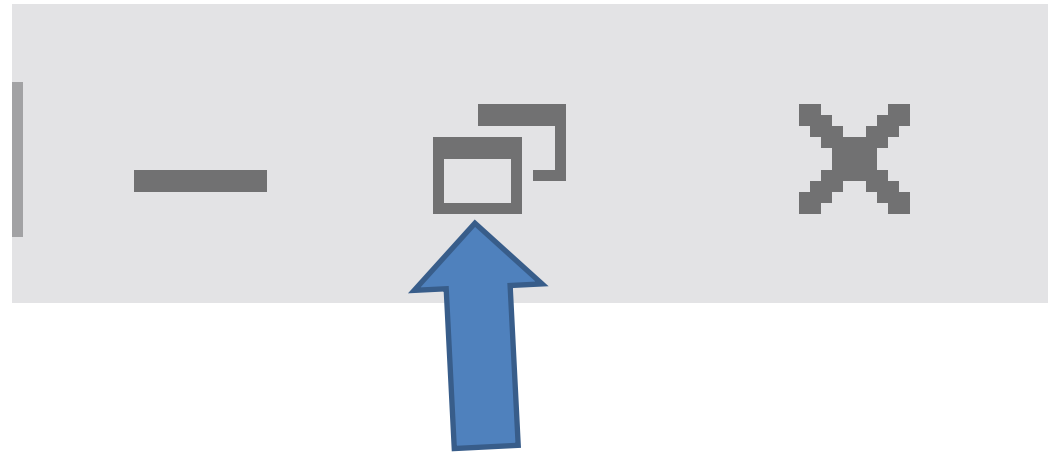
• Here is a sample without other programs. Next is to Restore Down Kingsoft Presentation.

A screenshot of a web browser window displaying a PDF document. The browser's address bar shows the URL: mycomputerbasics.weebly.com/uploads/7/0/6/6/7066926/kingsoftstep3partasideshow.pdf. The PDF content features a large heading: **Step 3 - Start with Kingsoft Presentation – Part A – Add Titles**. Below the heading is a bullet point: **• First click on Click to add title. Next is what happens.** Below the browser window, the Kingsoft Presentation software interface is visible. The software has a ribbon menu with tabs for Home, Insert, Design, Animation, Slide Show, Review, and View. The main workspace shows a slide with a blue arrow pointing down to the text "Click to add title" and "Click to add subtitle".

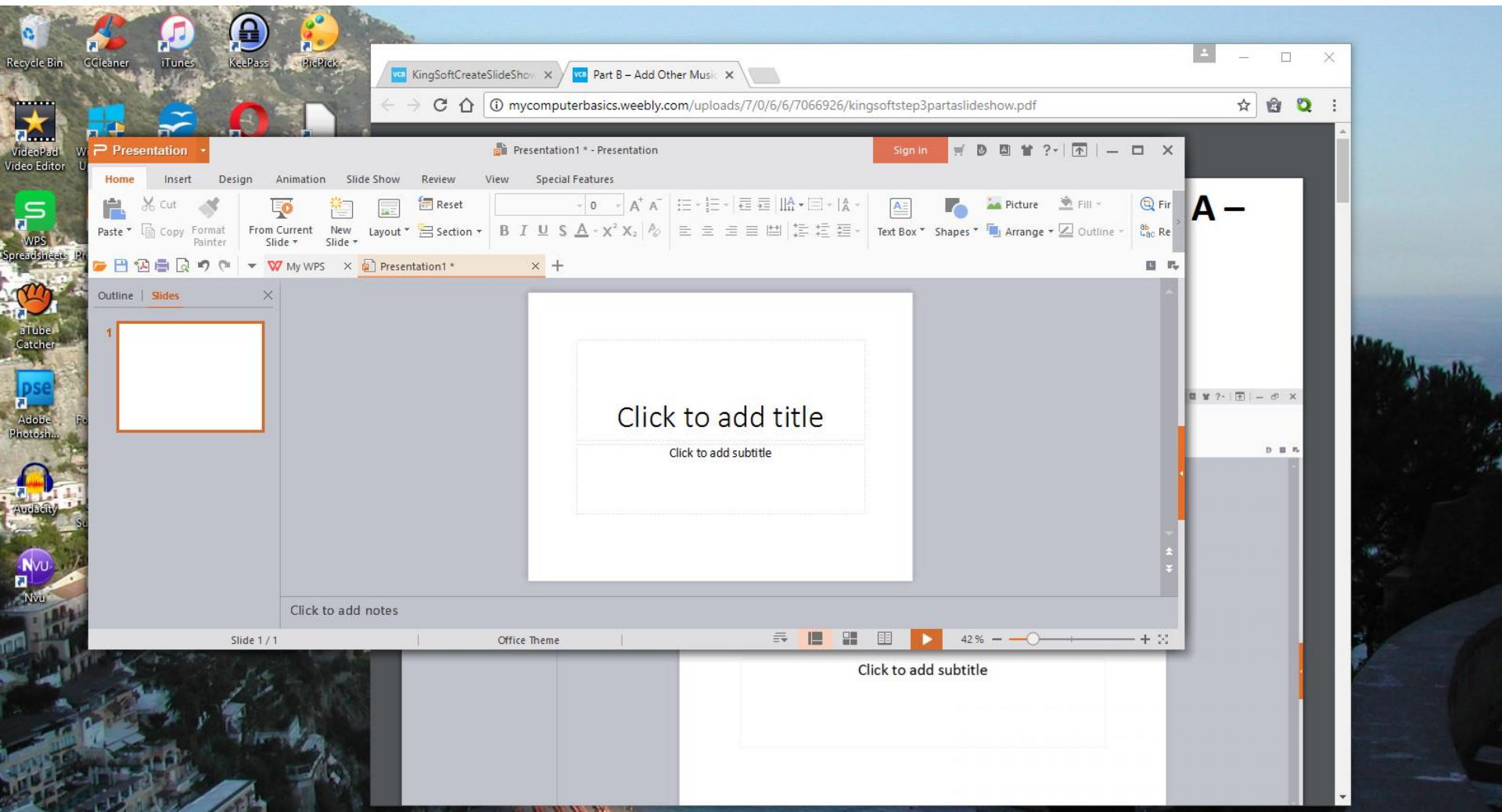
• Here is a sample of open Kingsoft Presentation with a New One. You Restore Down in the upper right. Next I will zoom in, so you can see it.



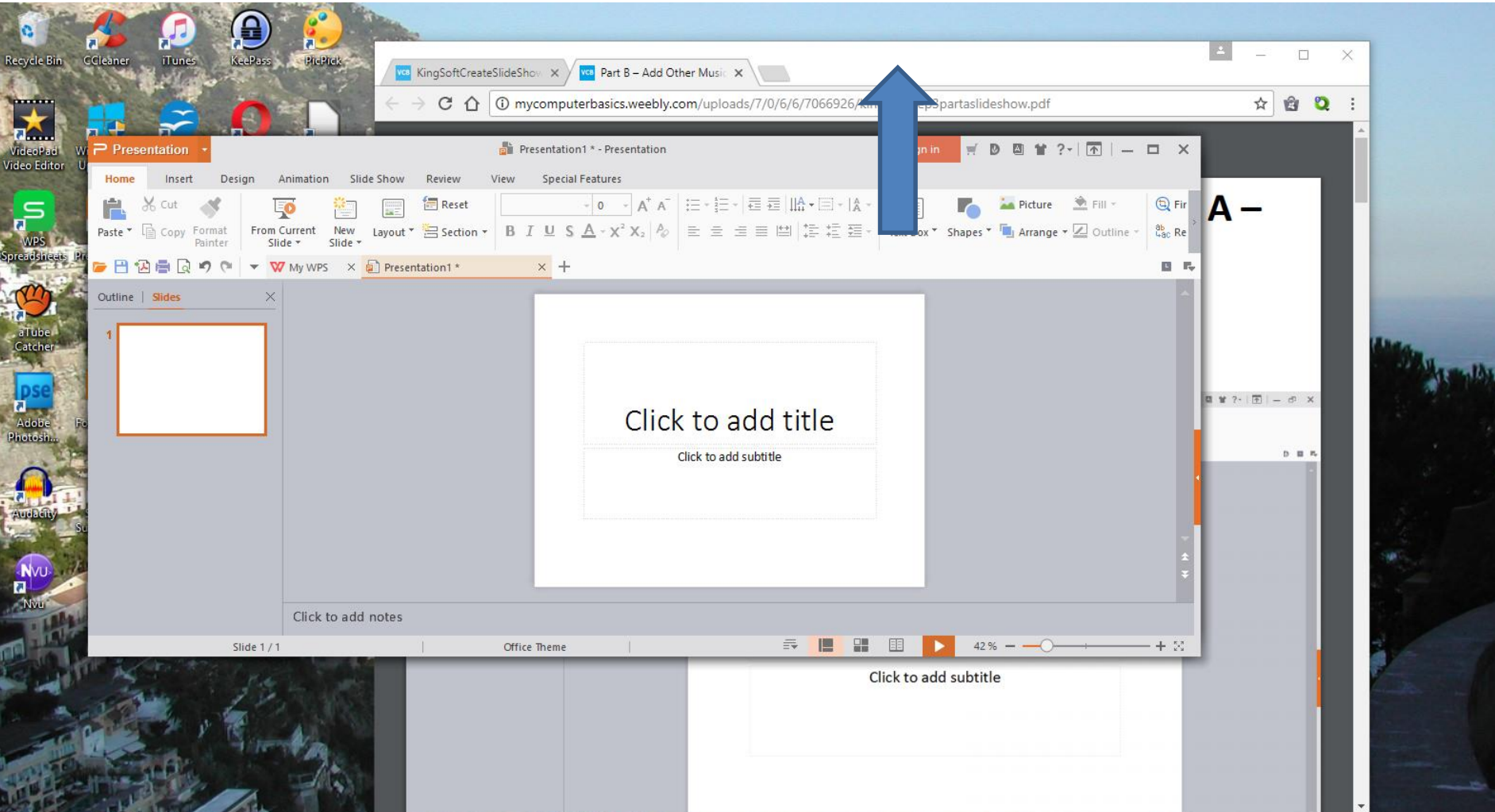
- You click on the Restore Down Icon and next is what happens.



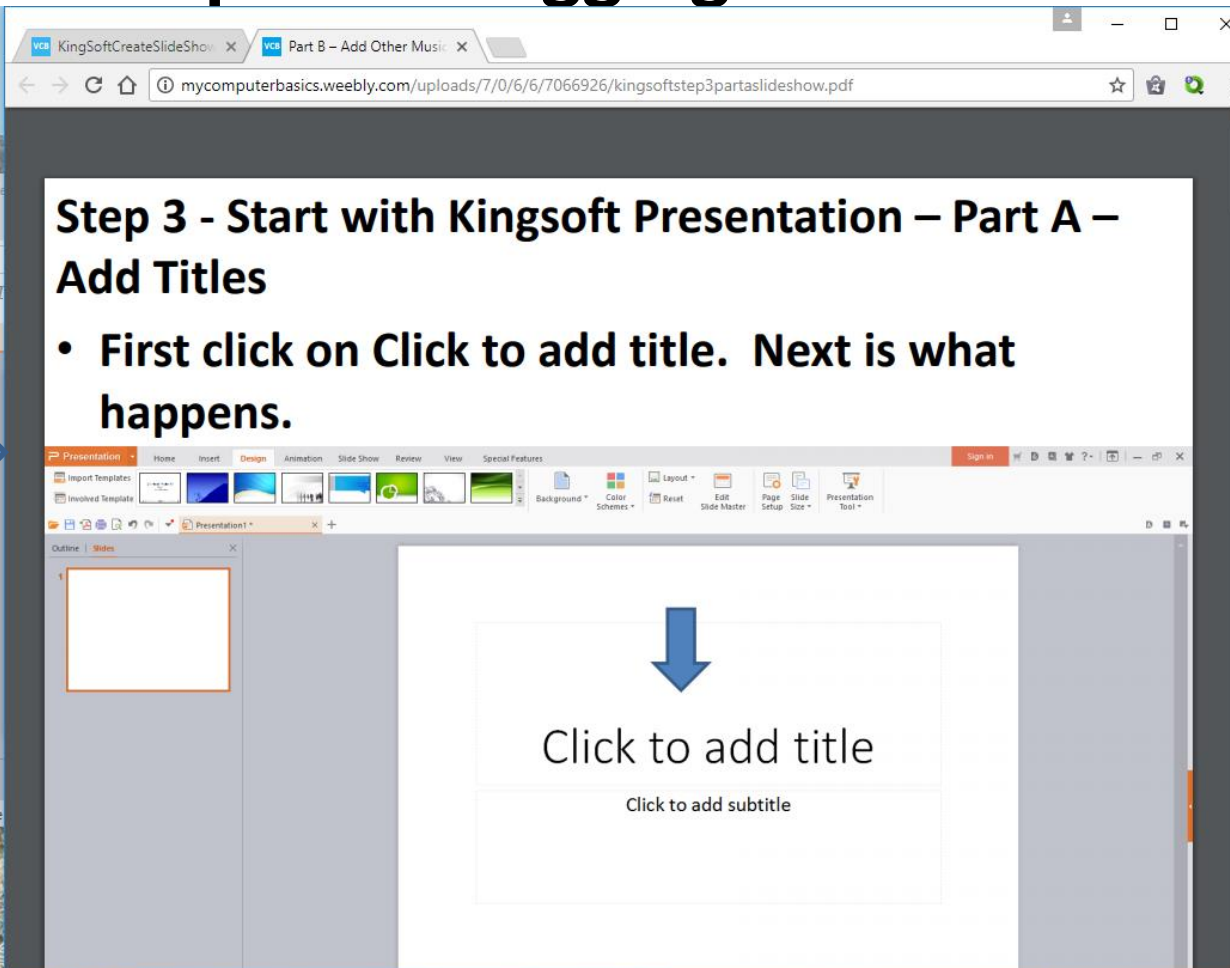
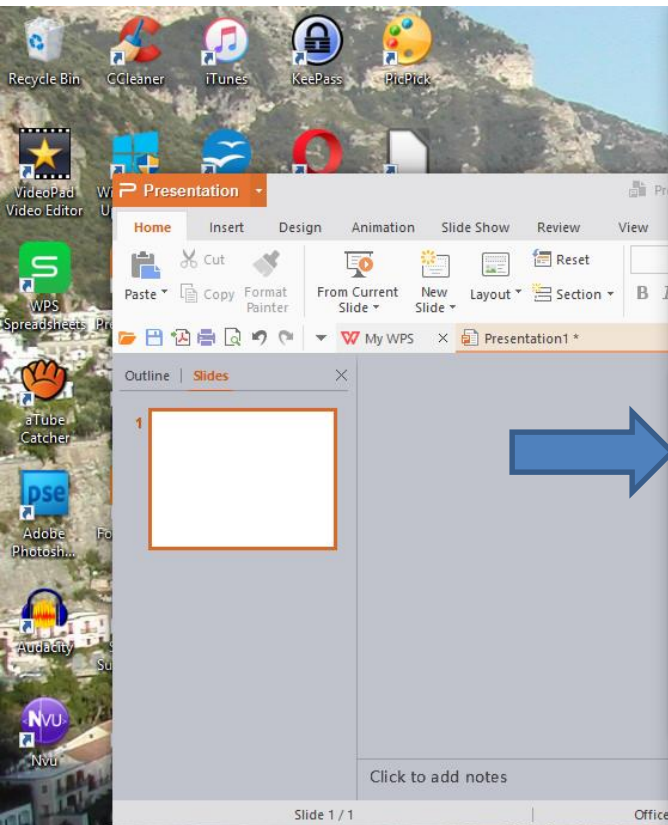
- You then see it above the Browser. Next is how to move them and change the size, so you see both together.



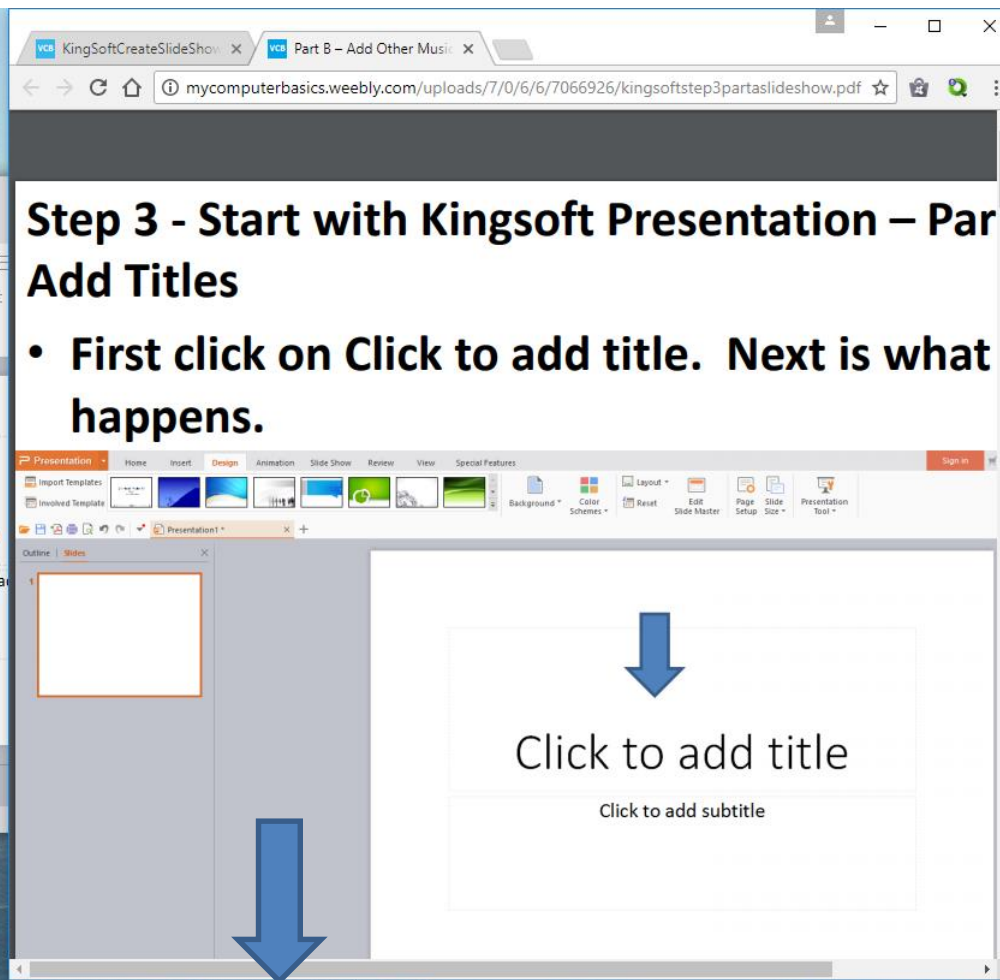
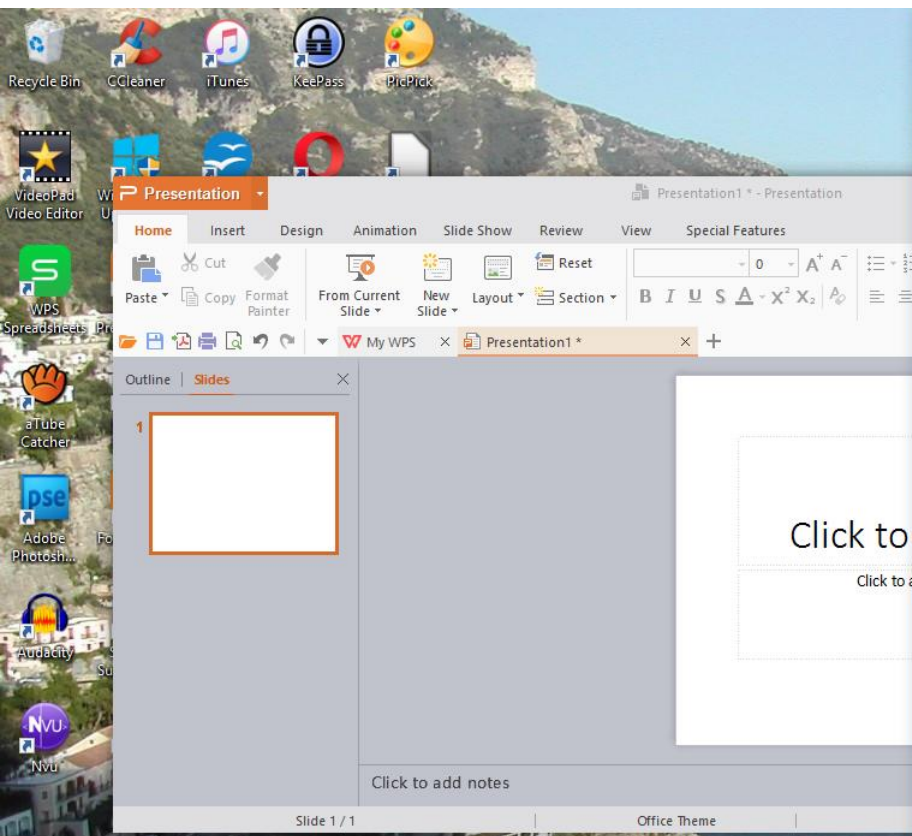
- You then left click on hold down at the top of the Browser and drag it to the right and a little on the Top. Next is a sample of dragging it.



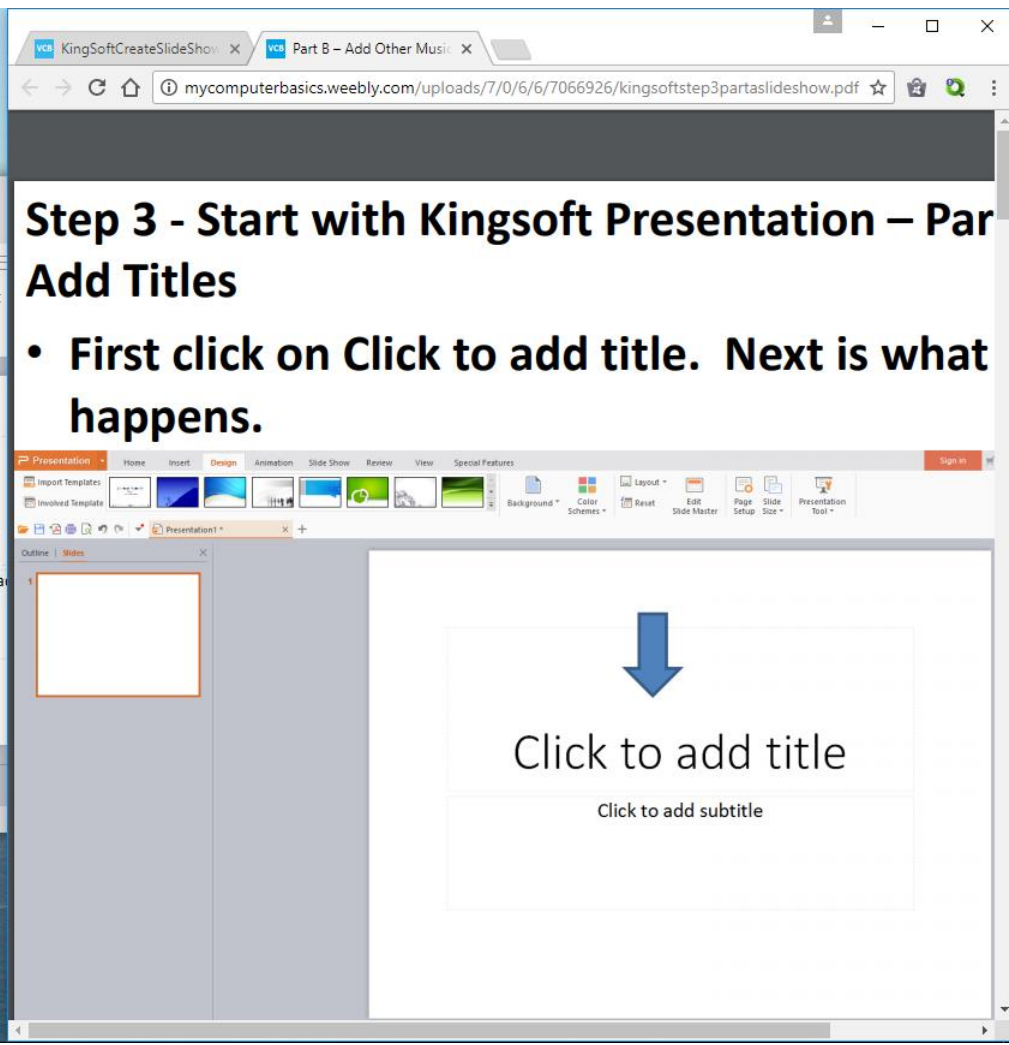
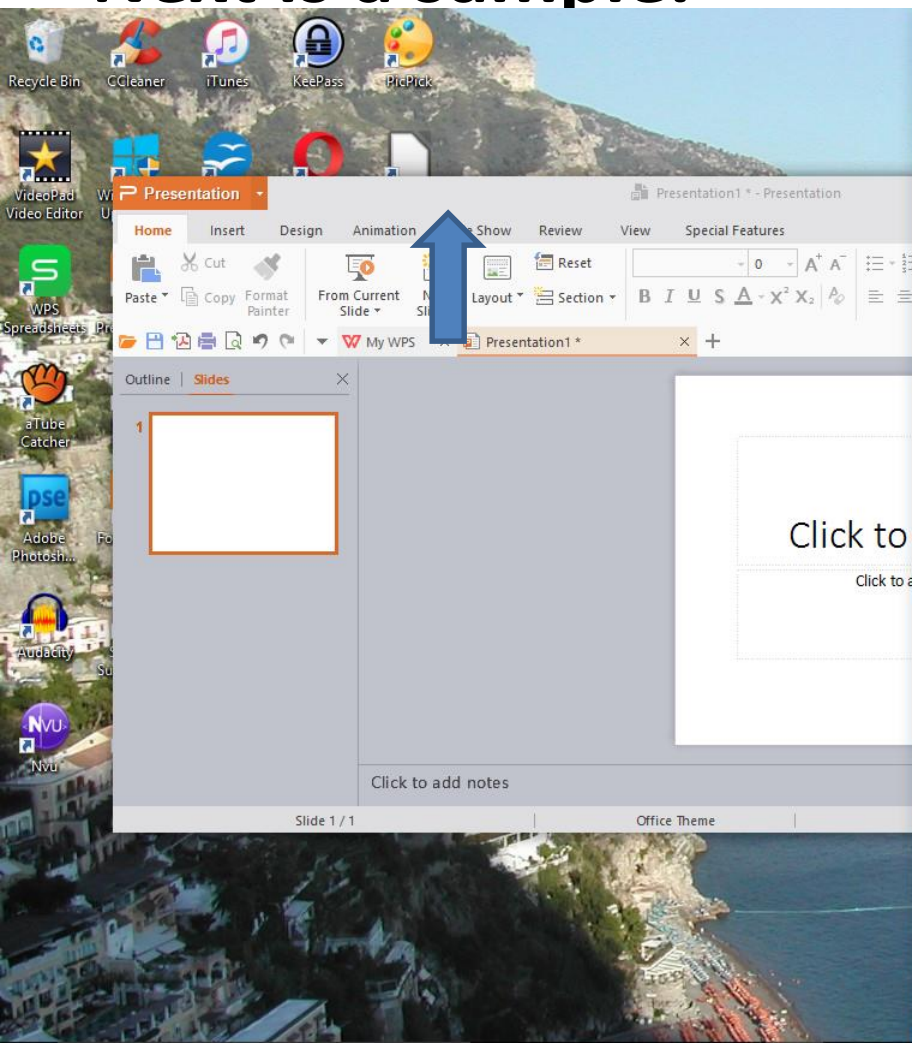
- Here is a sample of dragging it to the right and a little on the Top. Next is to left click and hold it down on the line on the left and drag it to the Middle. Next is a sample of dragging it.



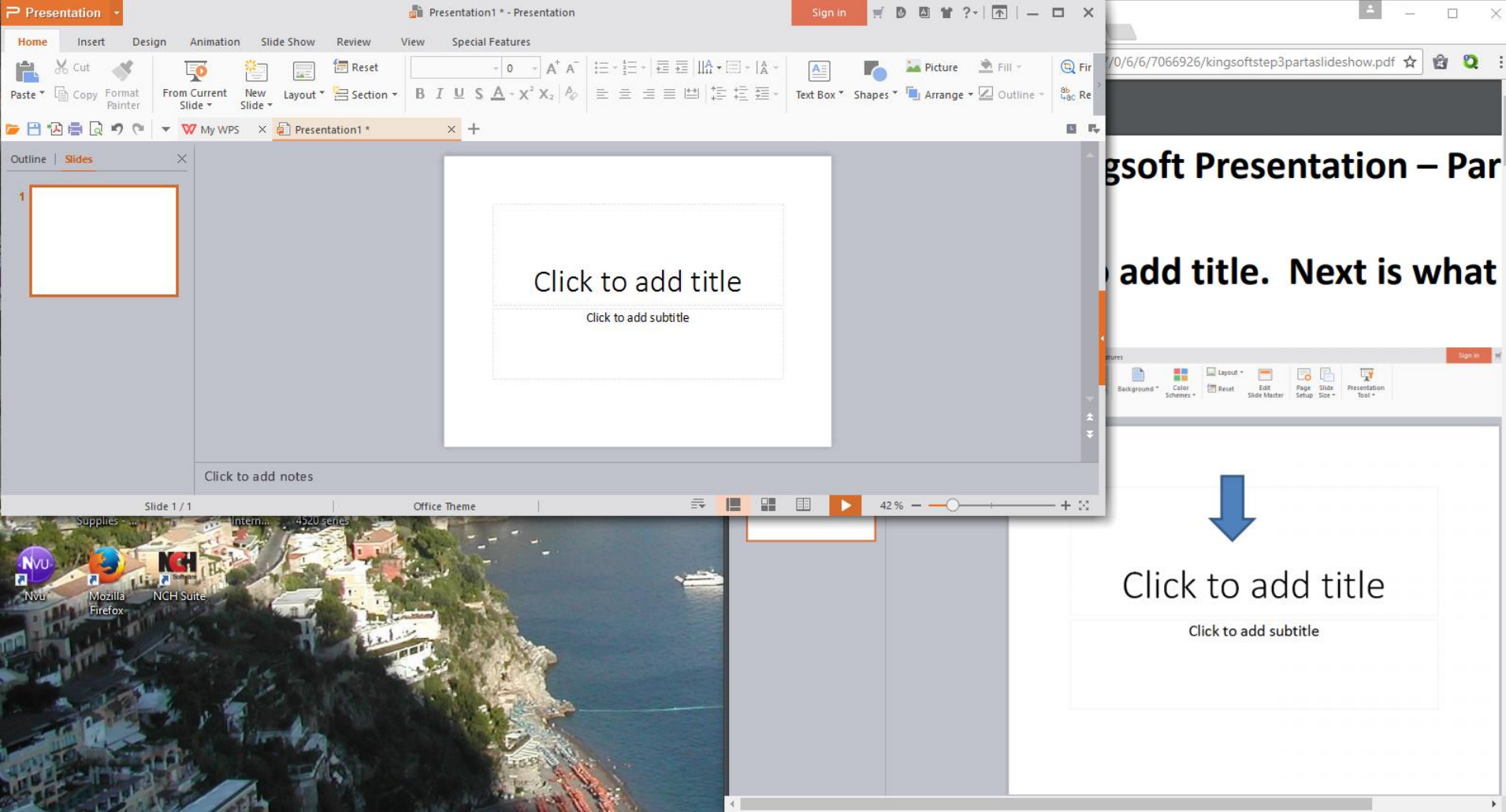
- Here is a sample of dragging it to the Middle. Next is to left click on the line at the bottom and hold it down to the bottom. Next is a sample.



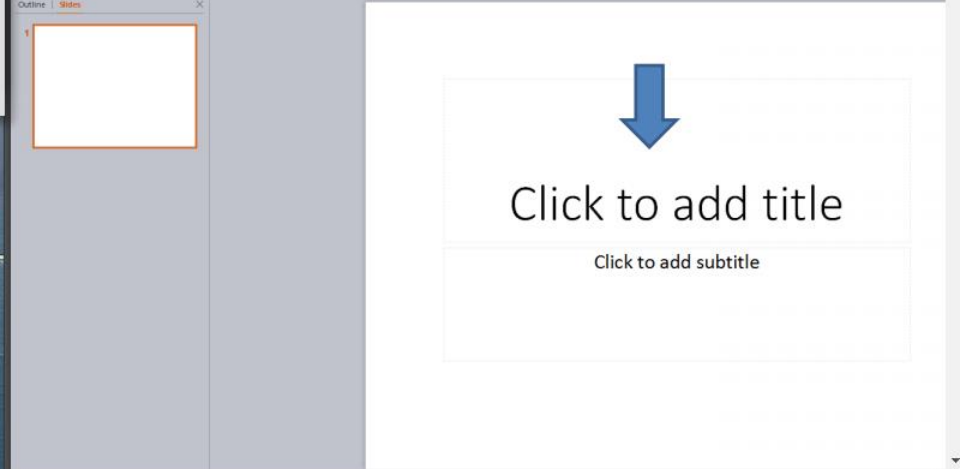
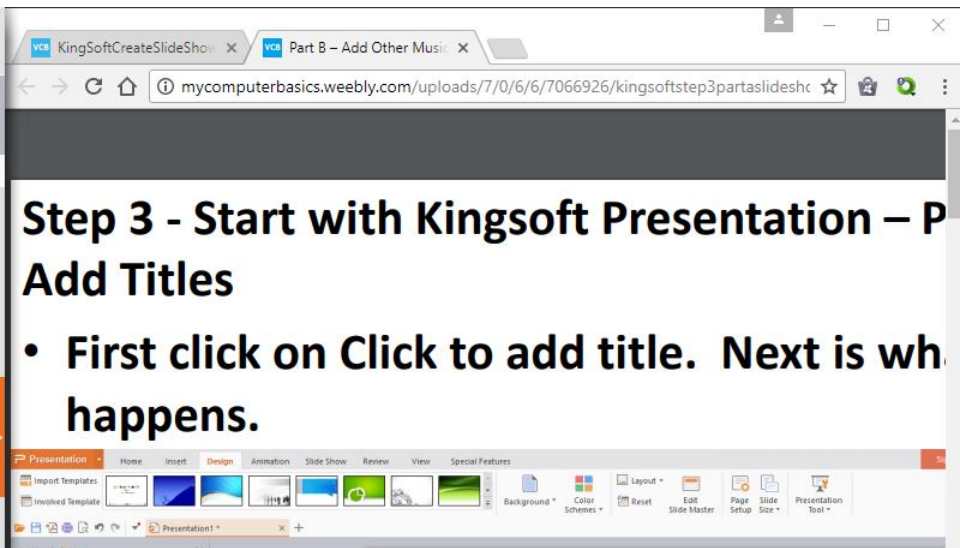
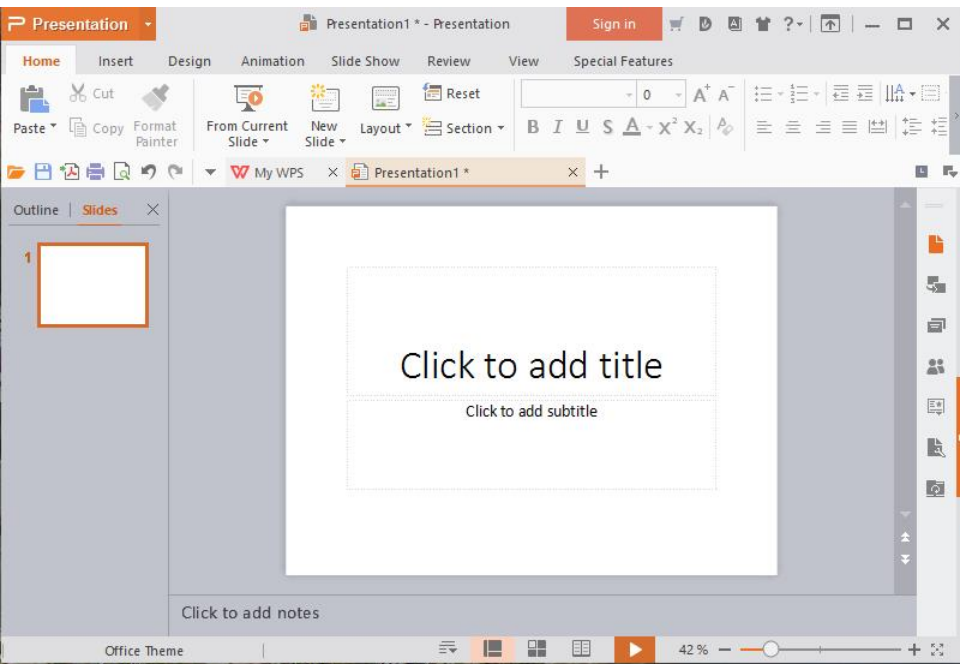
- Here is a sample of dragging to the bottom. Next is to left click on hold down on the Top of Kingsoft Presentation and drag it to the left and the Top. Next is a sample.



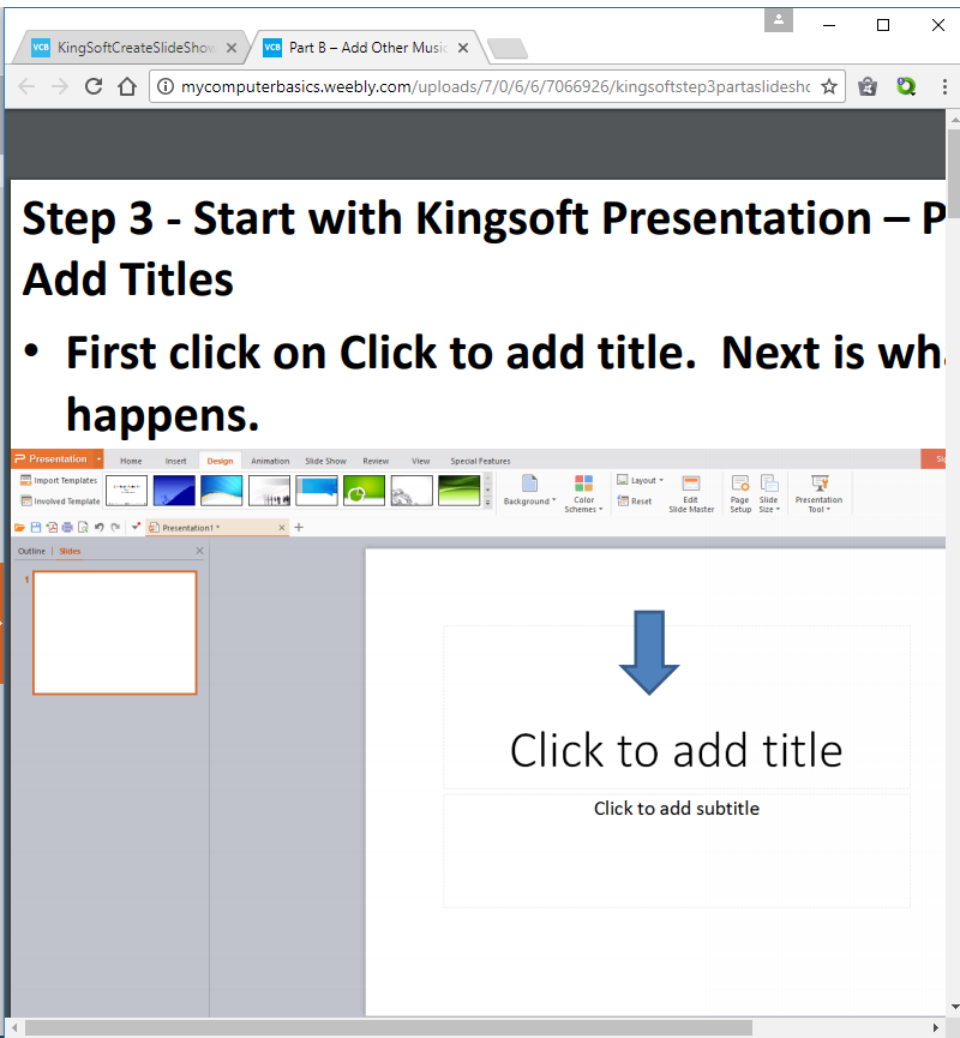
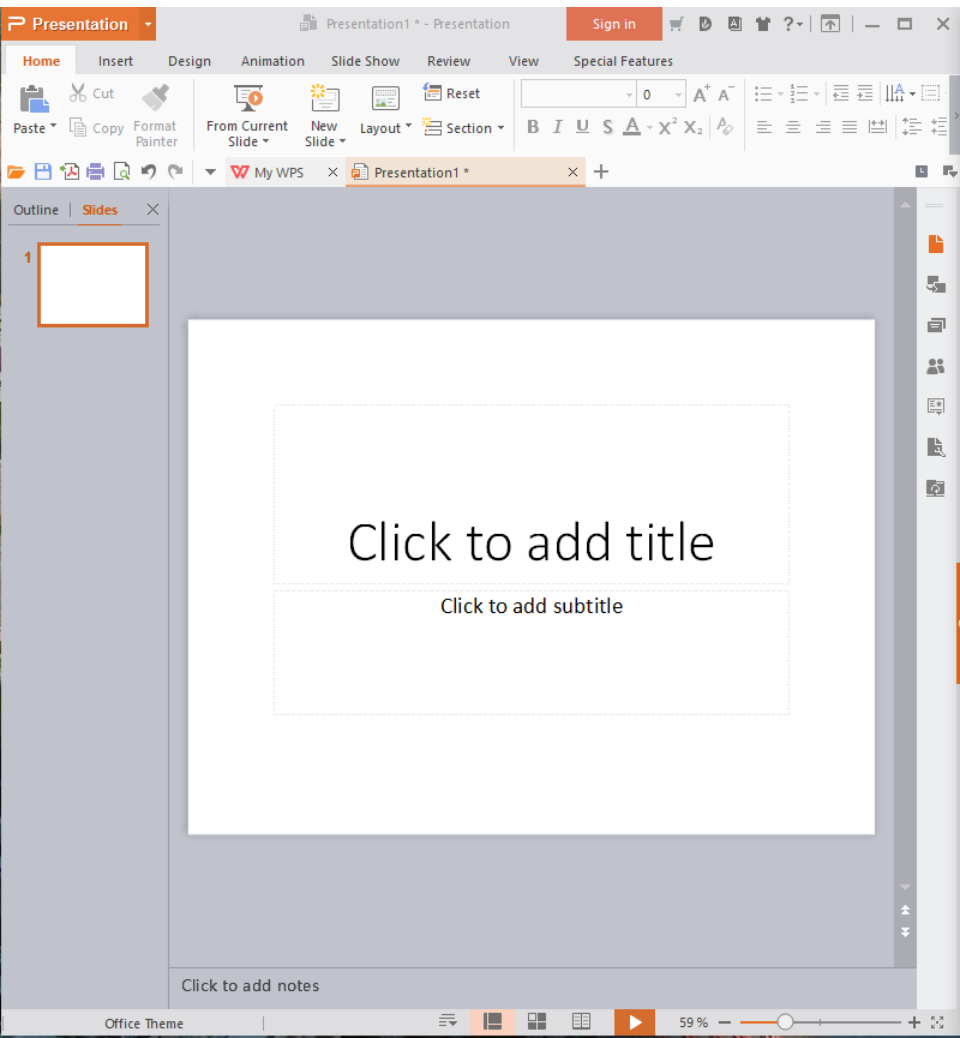
• Here is a sample of dragging to the left and the Top. You then click on the line on the right and hold it down and drag it to the left of the Browser. Next is a sample.



• Here is a sample of dragging to the left. Note – I decided to make the Browser a little smaller. You then click on the line on the bottom and hold it down and drag it to bottom. Next is a sample.



• Here is a sample. That way you can go back and forth to the PDF file and the Kingsoft Presentation.



Next you can follow instructions on PDF.

- **Once you see the step you have to do on Kingsoft Presentation, you then click on Kingsoft Presentation.**
- **Next is what to Practice.**

Practice a Step

- **Next, find an on-line Step that you would like to practice, like Step 3 – Part A.**
- **Follow the process of how to View PDF and Kingsoft Presentation.**
- **This is the End of the Tip.**