

If your software is already installed and registered, please skip to Step 3.

## 1. Download and install Impatica for PowerPoint

- Download the software from <http://www.impatica.com/products/imp4ppt/mac.html>
- Once the download of “**impatica-ppt.dmg**” is complete, the file will automatically mount itself. The mounted volume will be named “Impatica for PowerPoint”. If it does not automatically mount, double click the **Impatica-ppt.dmg** file;
- Open the mounted volume by selecting it from the Desktop or in the finder. You should see a folder called “Impatica for PowerPoint {version number}”. Click and drag the folder to the “Applications” folder on your hard drive to complete the installation.

## 2. Register your software

- Launch Impatica for PowerPoint by double clicking on the Impatica for PowerPoint icon in your Applications folder. You may also choose to drag the icon to your dock.
- Click on the “**Registration Code...**” button.
- Enter your license details exactly as they were provided to you, including spaces, punctuation and case sensitivity. For example, if the registration information states the name field as:  
**Name:** User1  
Enter “User1” for the name, not “user 1”, “user1” or “Joe Smith”.  
The same applies to the Organization and Registration Code fields.

## 3. Provide your PowerPoint presentation

- Place your PowerPoint file in the software one of two ways:
  1. Drag and drop your PowerPoint file into the “Source PowerPoint Files” area of the software.  
*or*
  2. Click the “Browse” button and select your file.

## 4. Set up Impatica for PowerPoint for your environment

- **Slide Show Tab**
  - If desired, select the **Include playback controls** checkbox – this will allow your audience to control playback of your impaticized presentation
  - **Save Location** setting: Your converted presentation will be saved in the same folder where your original PowerPoint presentation is located. If desired, you can change this by using the “**Browse**” button.
- **Media Tab**
  - Ensure the Animation Playback setting is set to match your version of Microsoft PowerPoint. Click the Save as Default button to save this setting for all future conversions.
- All other out-of-the-box settings are most likely adequate.

## 5. Convert your PowerPoint file into Impatica format

- Click **Impaticize**

For more advanced functions including adjusting the audio/video quality, uploading your files to a web server, creating zip packages for LMS uploads and more, please refer to the Impatica for PowerPoint users’ manual (PDF) found here:

**Impatica for PowerPoint – Mac**

<http://www.impatica.com/products/imp4ppt/mac.html>