Quick Instructions and Tips for

**PhotoStory**

Before uploading and creating any videos, please make sure you have downloaded PhotoStory at the following site:

<http://www.microsoft.com/en-us/download/details.aspx?id=11132>

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| **1.** | After downloading the application, open the program and select ‘**begin a new story’** and ‘**Next’** to begin. |
| **2.** | Plug in the camera or make sure the images are downloaded to your computer. Click ‘Import Images’ to select the photos you want to use in your video.    Click ‘**Next’** |
|  | These next features are optional, if you do not want text, narration, and/or music, simply click ‘**Next’** |
| **3.** | Here you can add text to your photos. You can adjust the font, color, and location of the text.  Select the photo you want to add text to and type it into the text box. When complete, click ‘**Next’** |
| **4.** | You can add a narration to your video. Make sure your microphone is plugged into your computer and you have ran the microphone test. Select the record button and add narration to each slide. When complete, click ‘**Next’** |
| **5.** | This slide allows you to add background music to your video. You can upload a personal song or create your own by choosing a selection from PhotoStory. You can preview your video by selecting ‘**preview’**. When complete, click ‘**next’** |
| **6.** | Finally, select how and where you want to save your video and it is ready for viewing. |