

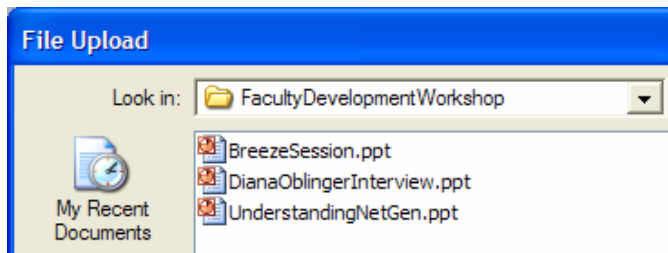
How do I upload PowerPoint files into a meeting?

A video tutorial on how to upload a PowerPoint presentation is available at https://admin.adobe.acrobat.com/_a39122978/usingpptinmeeting

1. Access your meeting room
2. Click the Documents button in the middle of the Share pod
3. Select the option for "select from My Computer"



4. A File Upload window appears. Navigate to the PowerPoint that you want to upload and click Open.



The PowerPoint file uploads to the Breeze server and is converted to a Breeze Presentation. The added content appears in the Share pod, which is renamed to match the content you selected.