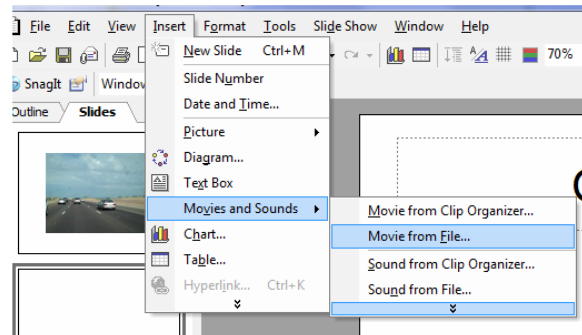1. Capture your movie.
2. Convert it to a file format that PowerPoint recognizes
   ❖ My version of PowerPoint recognizes *.avi and *.wmv, but not *.mp4 or *.mov
3. Save it in a folder where you can remember where you put it.
4. Go to the slide in PowerPoint where you want to put your movie.
5. Insert➔Movies and Sounds➔Movie from file

6. Browse for the movie you want
7. Click on it
8. You can resize the clip
9. You can also decide if you want it to play when the slide first shows, or if you have to click on it to make it play.