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# Get Started with Prezi

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This is a very exciting moment, you're about to create your first prezi. If you haven't already, check out the [video tutorial](#) on the previous page. Alternatively, you can look through the information below to get some more hints and tips on creating your first zooming masterpiece.

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## Start from a template

When you create a prezi, you can choose from a number of reusable templates or a blank canvas. When you decide to use a template, you can edit everything you see on the canvas just as if you were creating your own prezi, including copying and pasting pre-made content from other prezis or applications.

Click 'More' for the complete list

Search here for templates

Choose your template

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Mission to Mars Growth Cells

Input-Output Vital Sign Headline

Popular Templates

Journey

World Map 1

From Roots to Results

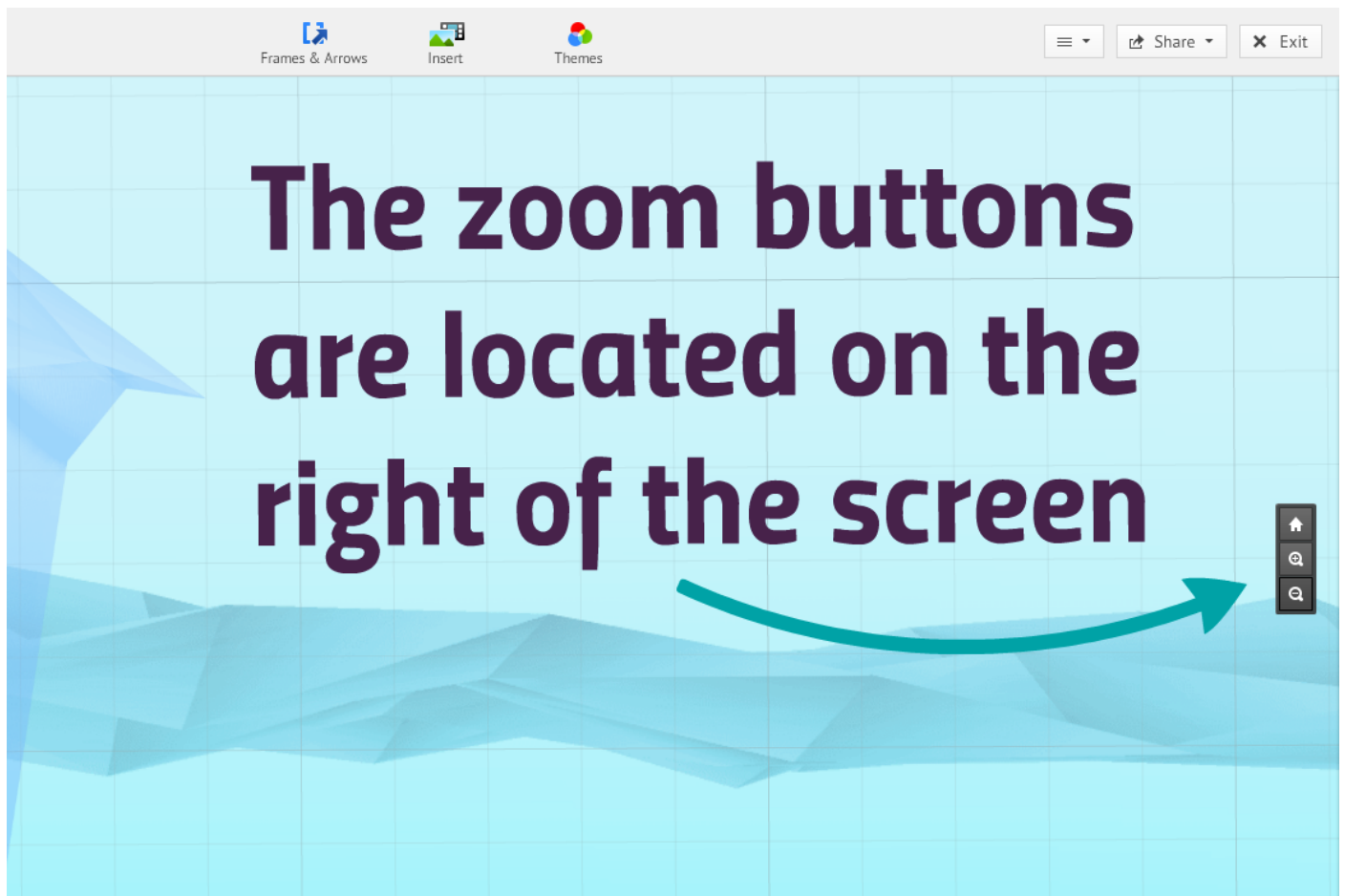
Start blank prezi Use template

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## Navigate the canvas

Getting around your prezi canvas couldn't be easier.

**Zooming around:** This is a key feature of Prezi, so naturally we made it simple. You can zoom in and out by using your mouse's scroll wheel or by clicking the + and - symbols on the right hand side of your screen.



**Panning:** To move your prezi canvas left, right, up, or down, hold down the left button of your mouse and then move in the direction you want to go.

To take a step back and get an overview of everything you've added so far (both in Edit and Present mode), you can use the Home button

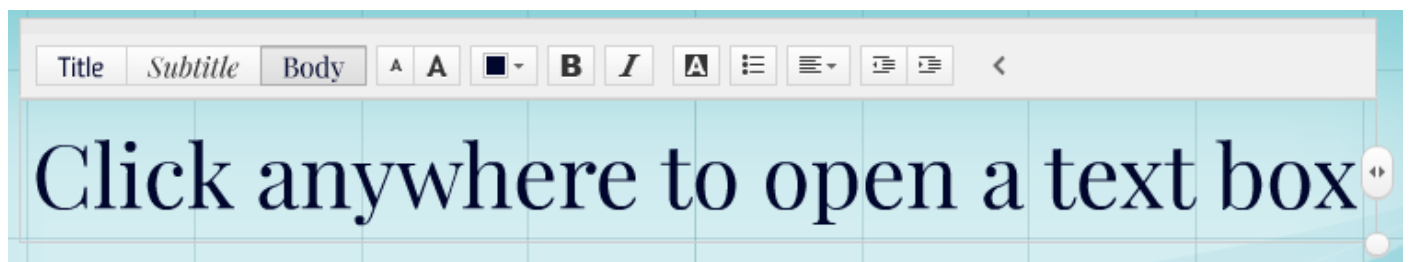


on the right hand side of your screen (you can find it just above the zoom + and - buttons). Clicking the Home button before you start making a prezi will also ensure that you're starting from the right place.

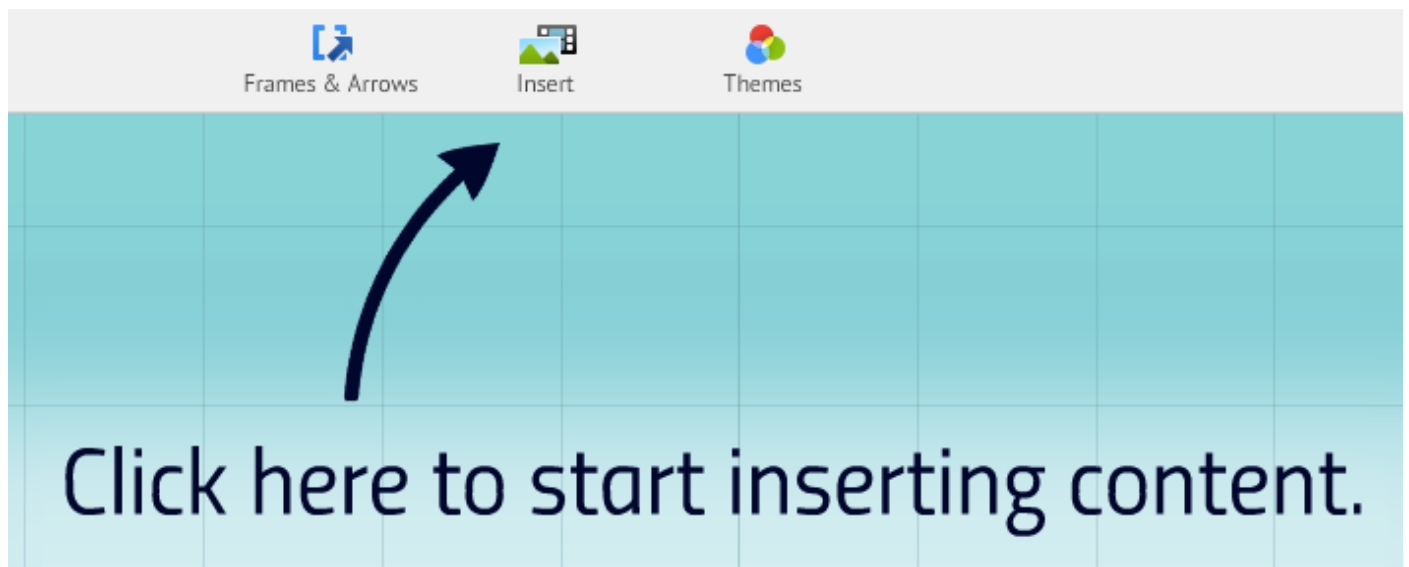
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## Add text and images

Click anywhere and start typing to add text.



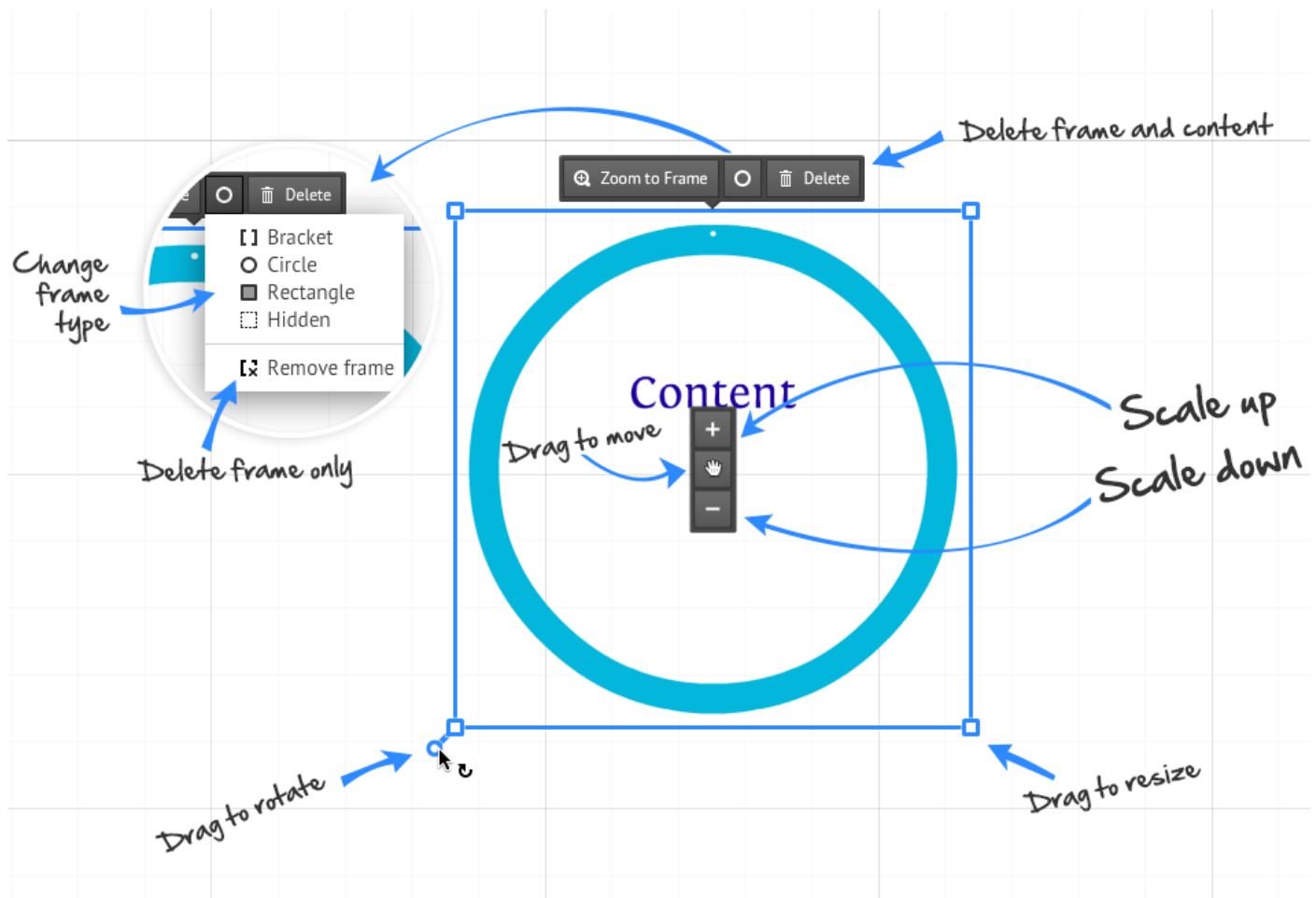
Select '**Insert**' from the top-menu to start adding images from the web or your computer.



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## Get to know the Transformation Tool

In Prezi, the Transformation Tool is your best friend. Once you add anything to your canvas, click on it once to bring up the Transformation Tool. Now you can move, size, and rotate your content any way you like. If you add a frame to your prezi, you can click on it once to bring up the Transformation Tool and move, scale, or rotate everything inside.

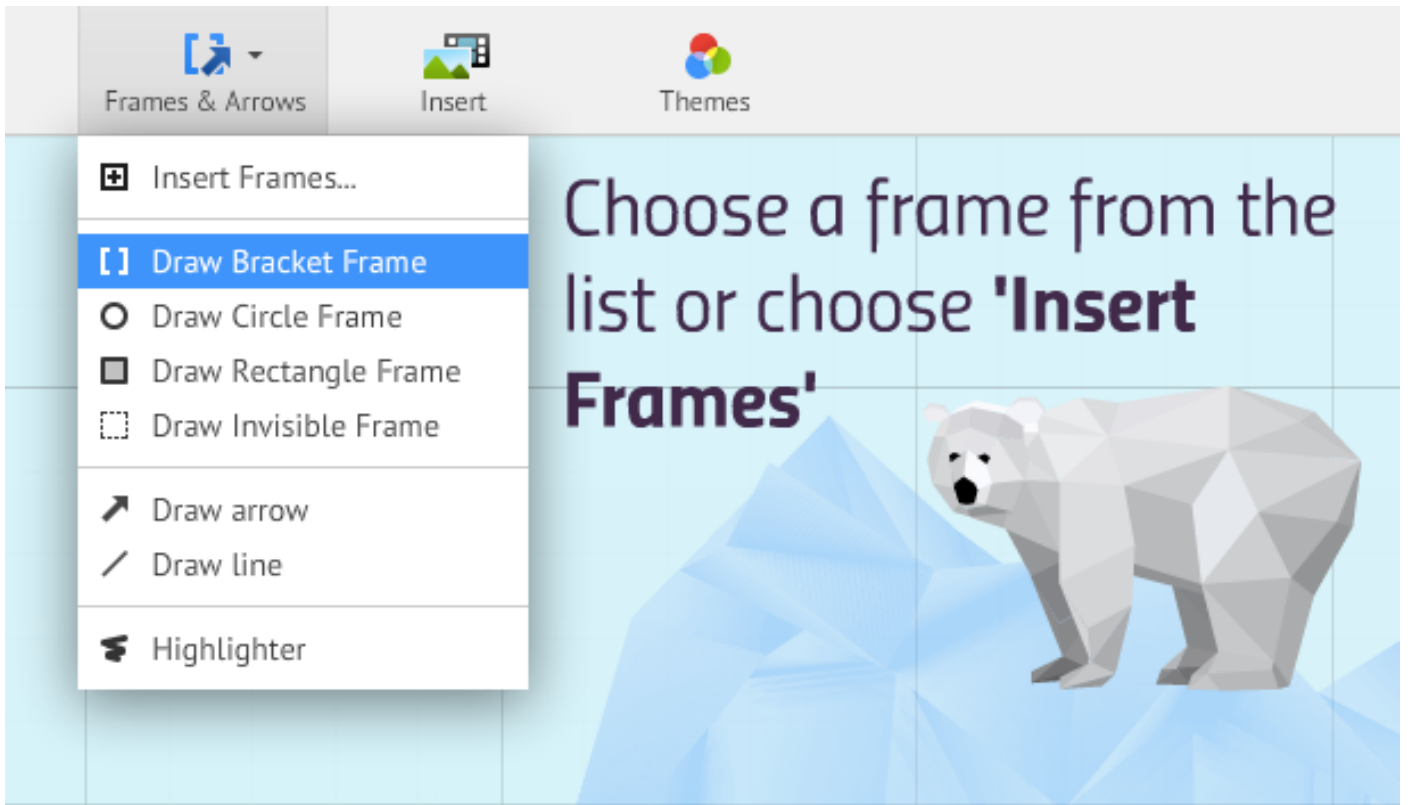


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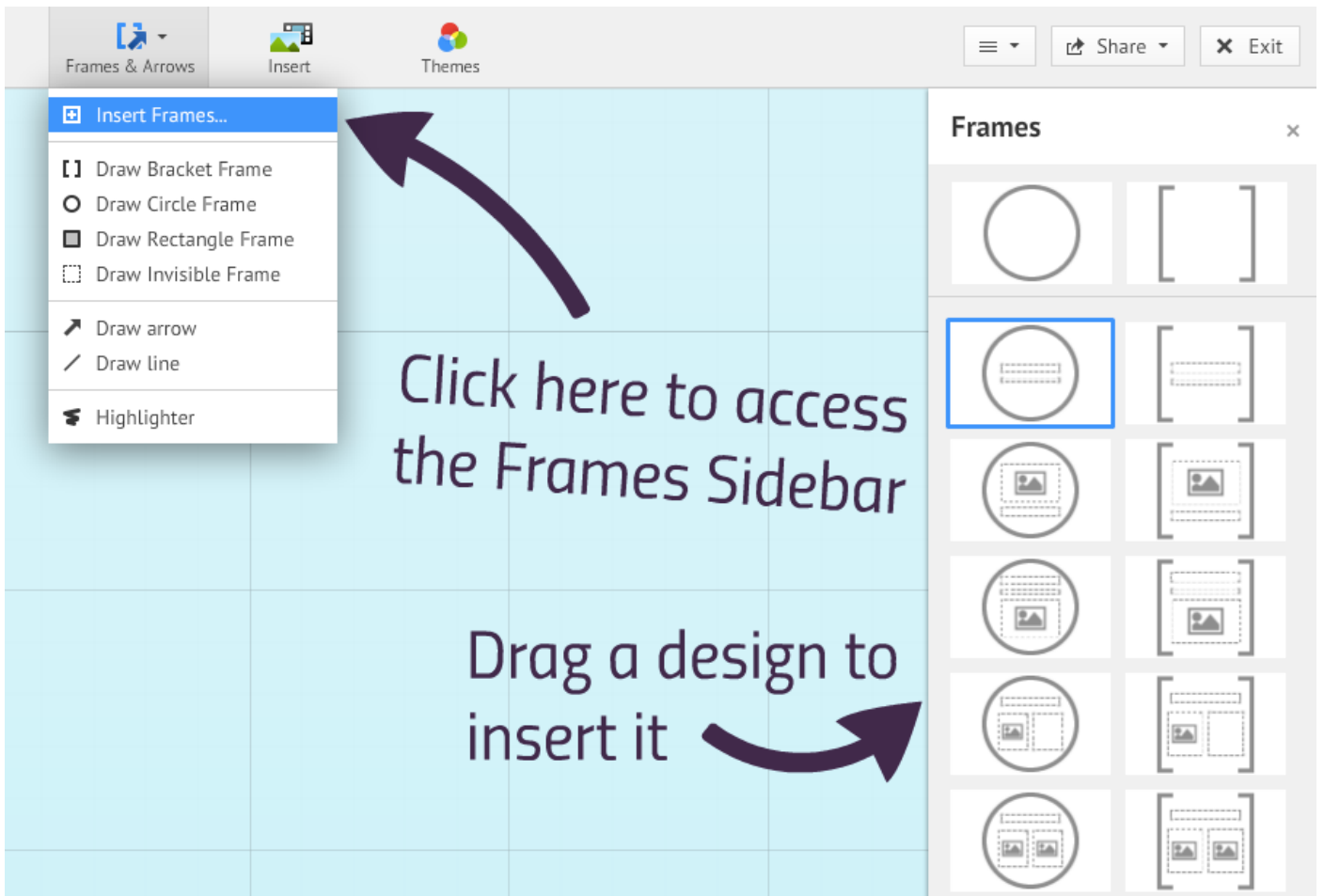
## Frame your content

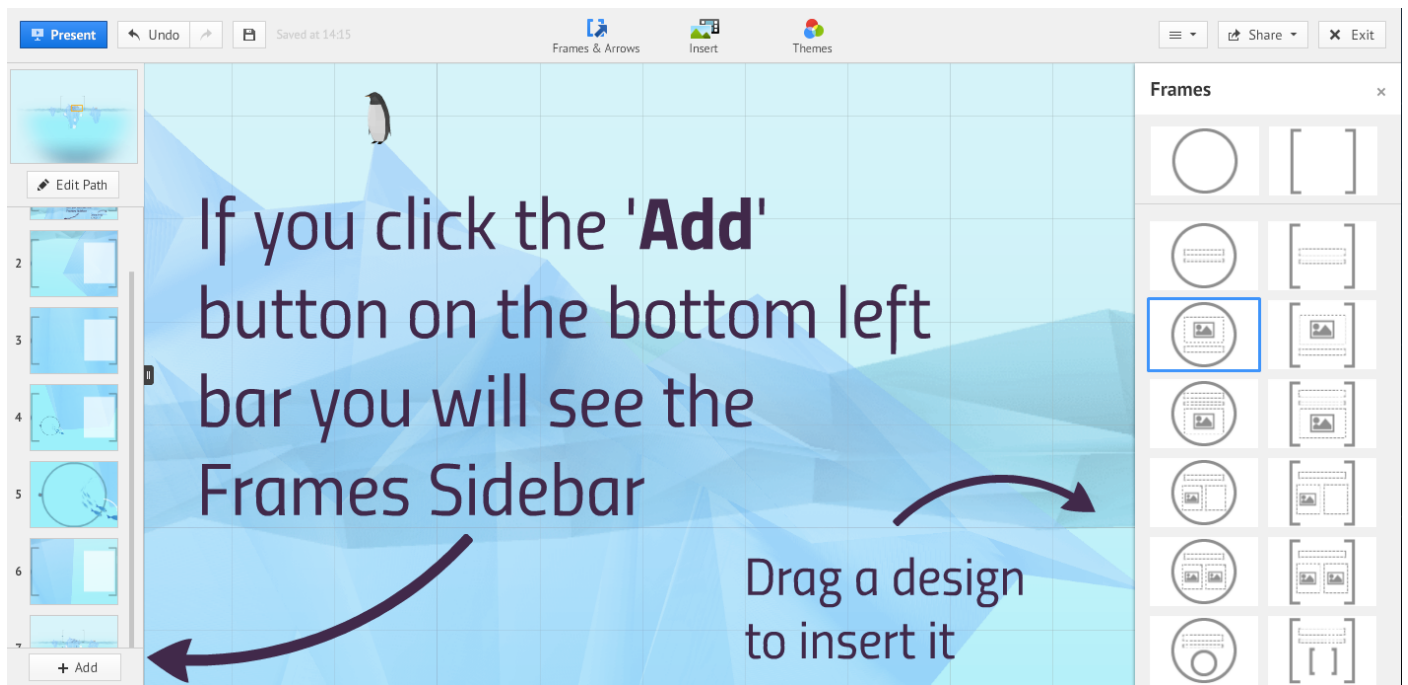
Frames are a signature part of Prezi and a great way to manage your content. Frames work like slides and can be used to group your ideas. Use frames to create a placeholder in your prezi and then add content to them. Frames come in a variety of shapes and sizes, and you can change the color of them as well as their size and position. The other great thing about frames is that once you place one on your prezi canvas, you can move, size, and rotate it, and all the content within your frame will move, size, and rotate too.

### Create frames:



Choose 'Frames & Arrows' from the top menu.





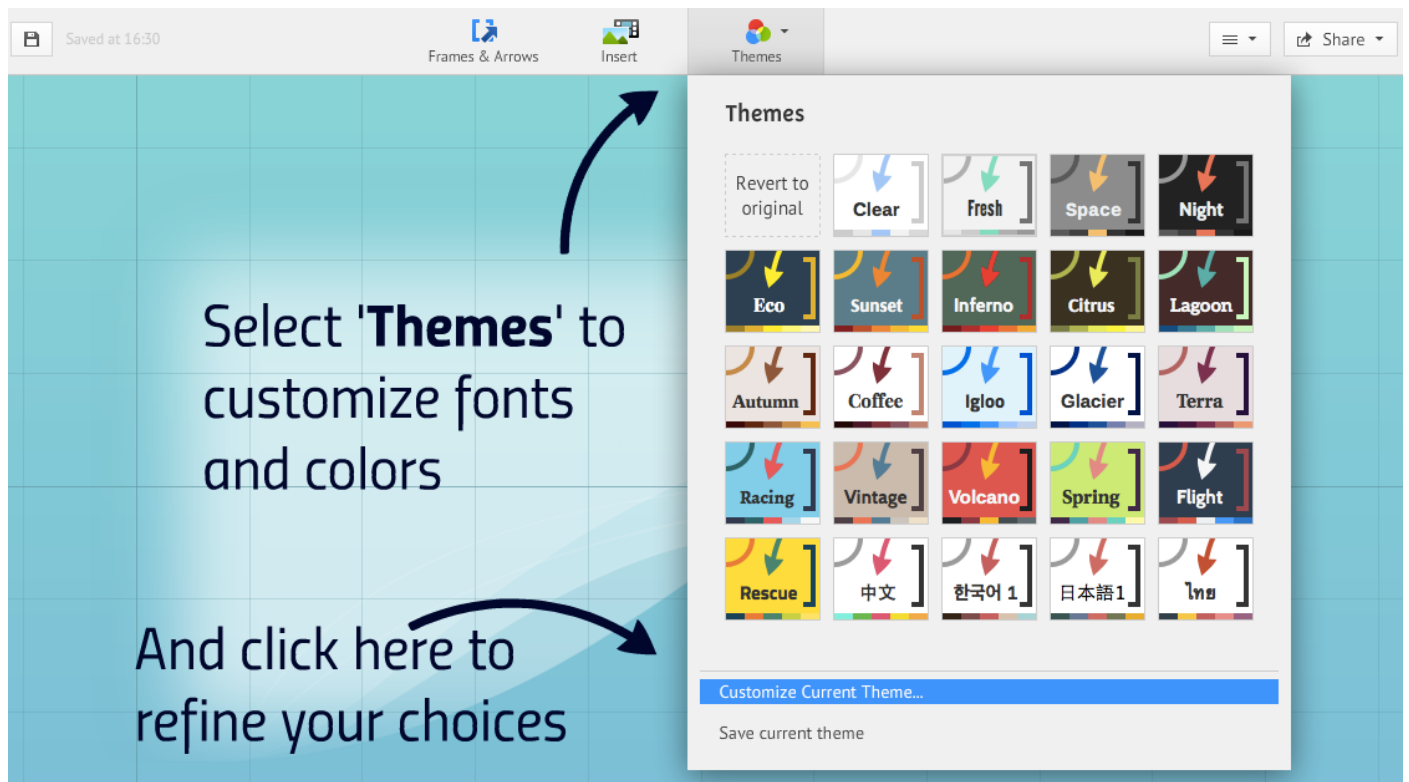
Choose **'Frames & Arrows'** from the top menu.

Then choose whether you want a circle, rectangle, bracket, or invisible frame. Use frames to add animation and take your audience through your prezi.

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## Customize colors and fonts: Theme Wizard

Use the Theme Wizard to customize the colors of your prezi and to set your font choices from Prezi's font library.





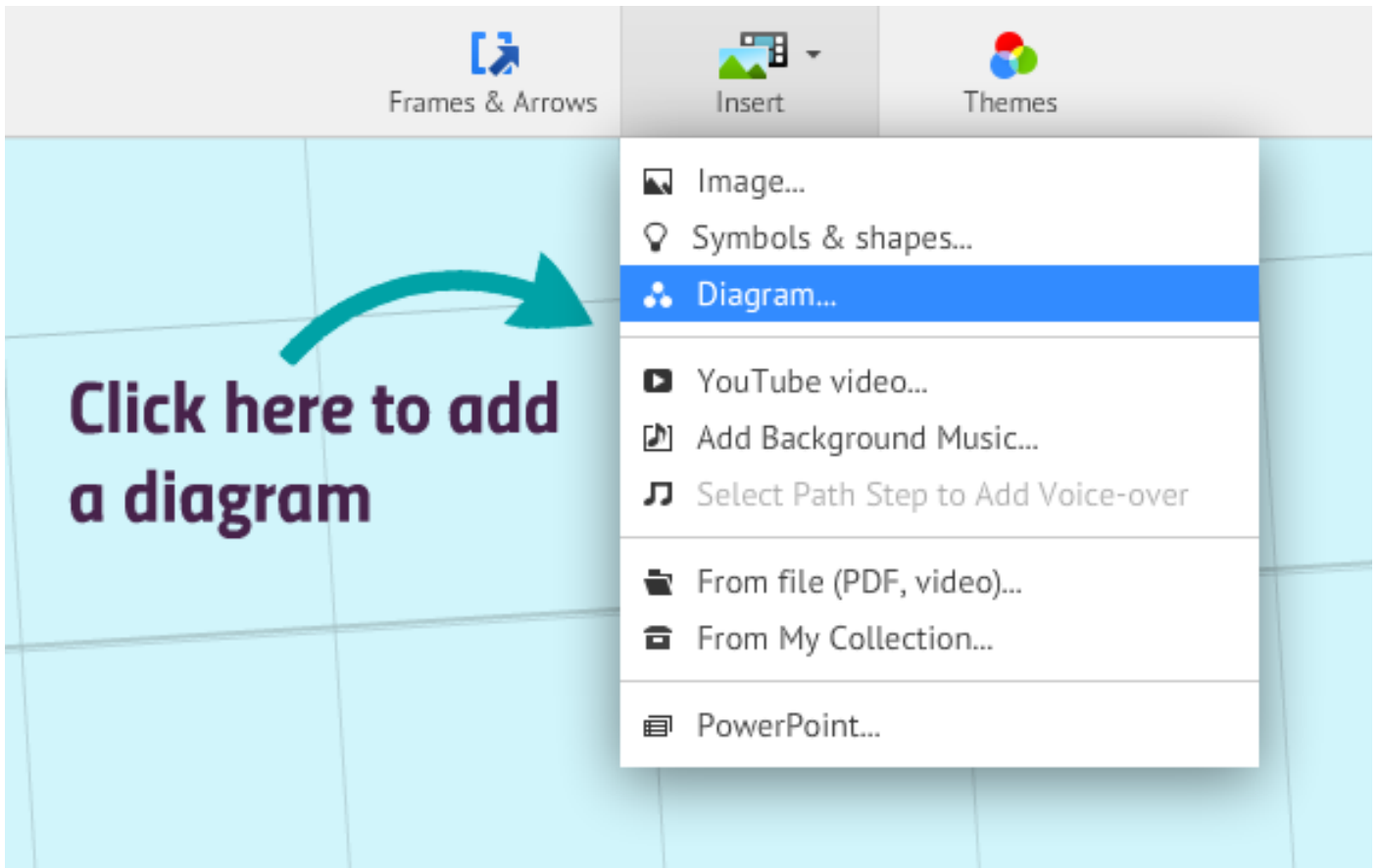


You can also create branded Prezi themes by adding your exact company colors to the wizard. Paying users (Pro, EduPro, Enjoy, and EduEnjoy license holders) can even add their own logo to a customized theme.

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## Insert diagrams

Prezi has created layout drawings, diagrams, and charts that can help you better communicate your ideas to your audience.



Quickly add content to your diagrams, and duplicate them (using the right-click menu or keyboard [shortcuts](#)) to start filling your prezi with inspiring content.

### Insert a diagram

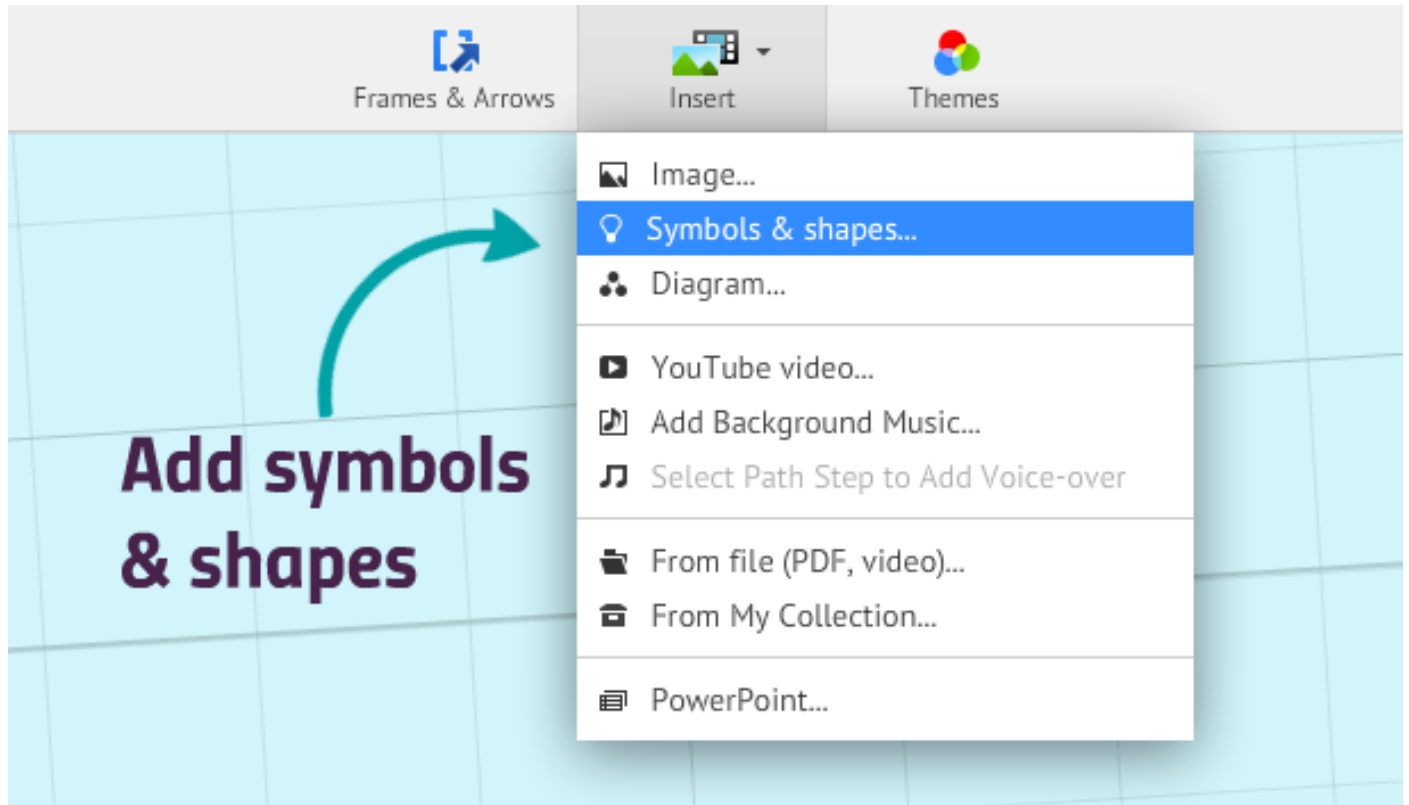
The diagram selection interface shows a grid of 12 diagram templates. The first row contains four 'Linear Process' diagrams: 'Linear Process 1' (one circle with an arrow), 'Linear Process 2' (two circles with arrows), 'Linear Process 3' (three circles with arrows), and 'Linear Process 4' (four circles with arrows). The second row contains four 'Cycle' diagrams: 'Cycle 1' (two circles in a loop), 'Cycle 2' (three circles in a loop), 'Cycle 3' (four circles in a loop), and 'Cycle 4' (five circles in a loop). Below the grid, there are four partially visible rectangular boxes, each containing the text 'Your Text'. A blue 'Choose' button is located at the bottom right of the interface.

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## Add symbols and shapes

Click 'Insert' and then select the **'Symbols and shapes'** icon at the top of the screen to add shapes, lines, arrows, and more to your prezi.

Insert rectangles, circles, and triangles to frame your content. Alternatively, add symbols from a huge library or purpose designed drawings to further enhance your prezi.



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## Add URLs to your prezi

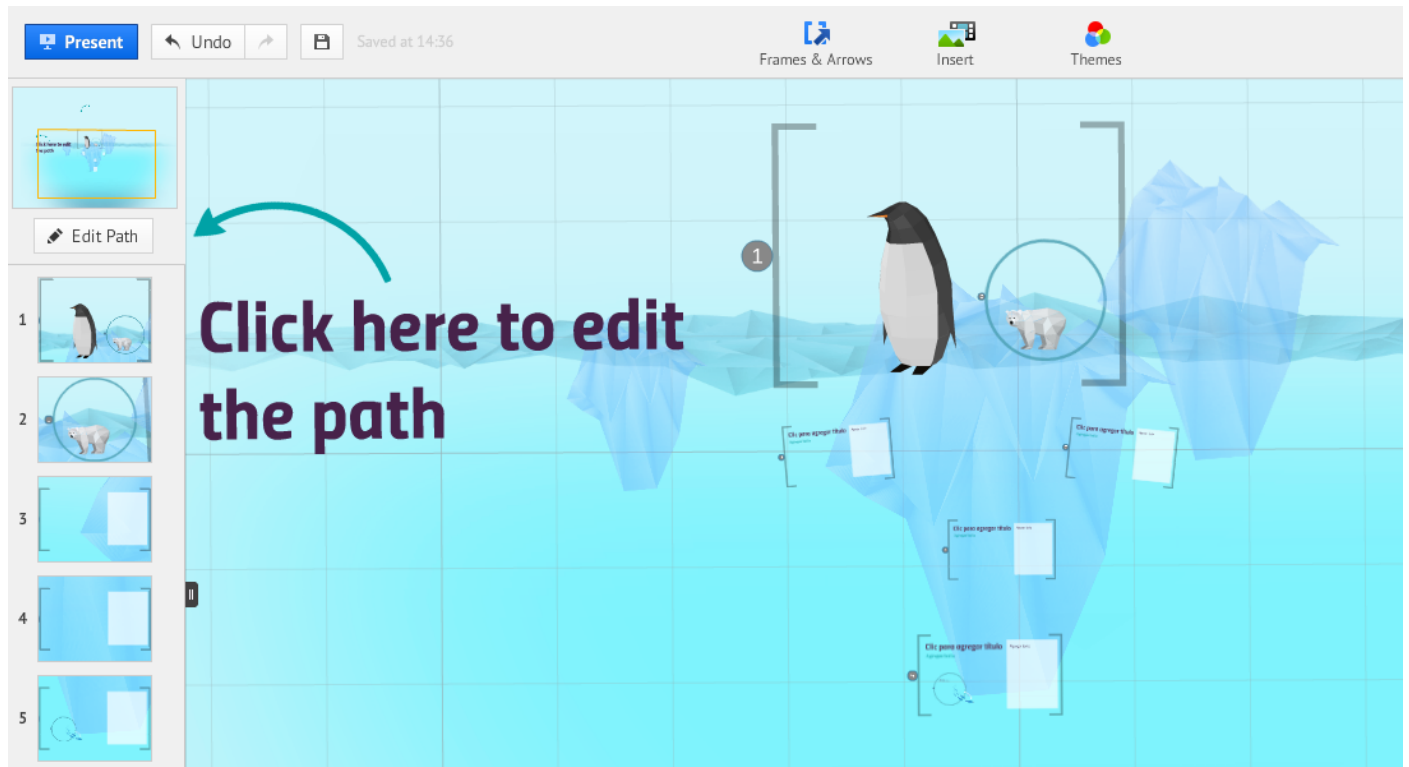
To put live links into your prezi, copy and paste the desired URL into a text box. Then click away from the text box and your link will become active (you will see it automatically underline).



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## Path: navigate and rearrange with the Path sidebar

When presenting your ideas, it can sometimes help to have a clear narrative that takes your audience through your prezi. With the Left Sidebar, you can create a journey from one idea to the next. Edit your path and its points in Edit mode and take your audience along that path in Present mode.



To set your path, click the **'EditPath'** on the left-hand side of screen. Then click on the objects in your prezi canvas in the order you wish them to appear.

You can also use the sidebar to rearrange and delete path points or to zoom to a specific path point.

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## “Borrow” from other prezis

On the Prezi Explore page you can find loads of great prezis from which you can “borrow” content, animations or even sound effects. Reusing content in this way allows you to share your ideas more effectively and is a great way to get started with Prezi. To use content from another prezi, first select a reusable prezi you like from the Explore page, then click ‘Save a copy’ to place a copy of the prezi in your own prezi library. From here, you can open the prezi and start putting your own content into it. Alternatively, cut and paste the elements you like into one of your own prezis.

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