

# Instructions for Chromebook Users

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## PLEASE NOTE:

*Some computers are not compatible with PowerPoint. If you want to convert a PowerPoint presentation to Google Slides, follow these instructions or email us for assistance.*

## HOW TO CONVERT A POWERPOINT TO GOOGLE SLIDES BY IMPORTING SLIDES:

1. Go to Google Drive.
2. Go to Google Slides.
3. Create a new 'Blank Presentation'.
4. In the new Presentation, select File>Import Slides.
5. Upload the PowerPoint file.
6. Select all the newly converted slides

## QUESTIONS:

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