https://support.office.com/en-us/article/save-a-presentation-as-a-movie-file-or-mp4-4e1ebcc1-f46b-47b6-922a-bac76c4a5691

## Save a presentation as a movie file or MP4

## Save in a video format

1. Select File > Export.

File		
New Presentation #N		
New fro	<b>企</b> 器Ρ	
Open	жo	
Open F	Recent	•
Close		жw
Save		ЖS
Save A	s	企業S
Save as	s Template	
Export.		
Browse	Version Histor	y

(Don't use **Save As**, because it doesn't offer video options.)

2. Open the **File Format** list and select the video format that you want (**MP4** or **MOV**).

Export As:	PresentationAsVideo	▼
Tags:		
Where:	ownloads	<b>\$</b>
	PDF	
File Format 🗸	MP4	
	MOV	
Quality	JPEG	
	TIFF	
	PNG	
Timing	GIF BMP	15
	Rich Text Format (.rtf)	
	PowerPoint Add-In (.ppam)	set timing: 5
PowerPoint 97-2003 Add-In (.ppa)		
	2000 rad in (ippa)	Cancel Export

If the MP4 and MOV options aren't in your version of PowerPoint, see Requirements below for more information.

 Select the video Quality you want: Presentation Quality, Internet Quality, or Low Quality. The higher the video quality, the larger the file

Size. Professor Gernsbacher recommends you use "Internet Quality."

- If you have recorded timings and want to use them in the video you create from your presentation, make sure the box next to Use Recorded Timings and Narrations is checked. You can also choose to set the amount of time the video will spend on each slide if you don't have a set timing.
- 5. When you've made all your selections, choose **Export**.

**Note:** When you export your presentation as a video, any narrated audio that was recorded in Slide Show will play, but other embedded media files won't play.

After you've saved your presentation as a video, you can share it just as you

would any other video, by using applications or devices that can open and play videos.

## **Requirements for saving in a video format**

 Applies to: PowerPoint for Office 365 for Mac Version 15.23 and later. Beginning in version 16.19, recorded narration is included in exported video files. License: Office 365 Subscription	
Find your Office versionApplies to:PowerPoint 2019 for MacVersion 16.19 and later.Find your Office version	NOTE: If you only have access to PowerPoint 2016 for Mac OR if your version of PowerPoint for Office 365 for Mac is earlier than version 16.19, you will not be able to record a narrated video with PowerPoint. Be sure to read the information on the Course Website for what to do instead!