

## Digital Image Collections: CAMIO

Williams College, Art Department, Visual Resources Center, Lawrence Hall  
Drop-in Support and Training, 8:30am-4:30pm, Monday-Friday  
(413) 597-2015, <http://www.williams.edu/art/vrc/>

### Dragging and Dropping Images into PowerPoint

1. Once you find an image that you would like to use for a PowerPoint presentation in CAMIO, in the detailed image record, click on the "View a high-resolution full image" link.
2. With PowerPoint open to your desired presentation, add a new slide, selecting the "Content" layout on a PC or the "Large Picture" layout on a Mac. These layouts will automatically center and re-size your image.
3. Return to your web browser and the high-resolution image. Reduce the size of your browser window so that the new slide in PowerPoint is also visible. Click on the high-resolution image and with your mouse, drag it into the new slide within the dashed line border and release the mouse button.

(Created 8/2008)