



Creative at home

# **Zoho Show tutorial online tool for animation**



**presentation and communication**



**online presentation software, create  
and edit and slides online**

**<https://www.zoho.com/show/>**



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# **Introduction**

## **to Zoho Show**

**what makes it the excellent tool for presentations?**



A black and white photograph of several lilies in bloom, with their long, pointed petals and prominent stamens. The image is framed by a thin yellow border. Overlaid on the image are three horizontal yellow bars containing the text 'Create.', 'Collaborate.', and 'Present' in a bold, black, sans-serif font.

**Create.**

**Collaborate.**

**Present**

**Zoho Show**

# **keywords**

**create  
collaborate  
creative  
professional  
modern**

**marketing  
deliver  
engaging  
communication  
comprehensive**



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# basic steps

1

**click on sign in and  
create your account**



**SIGN IN**

**GET STARTED NOW**

Apps ▼

Resources ▼

Integrations ▼



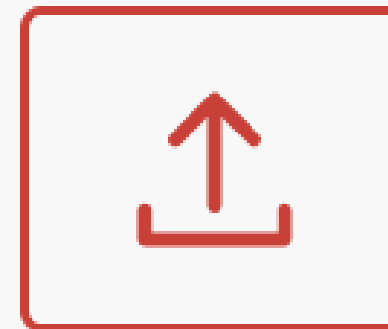
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# 2

**Once you have logged in, look at the menu in the middle of your screen:**

- **New presentation: to start creating presentations**
- **Upload: to upload existing presentations**

**+ New Presentation**



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# **create presentations**

**Now you are ready to start: click on  
New Presentation in the menu and  
create your presentation!**

**tip:**

**choose your topic and make  
good use of the tips and tools  
at your disposal**



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# At the start there are many tools you can utilize to make you presentation such as themes, templates, fonts, etc...

Themes Templates Slides

Wide (16:9)

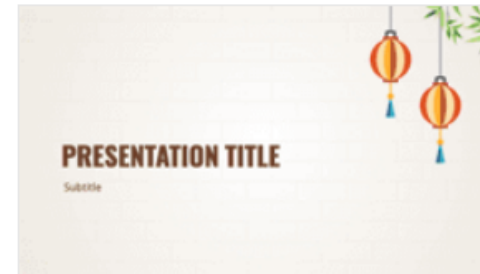
Normal (4:3)



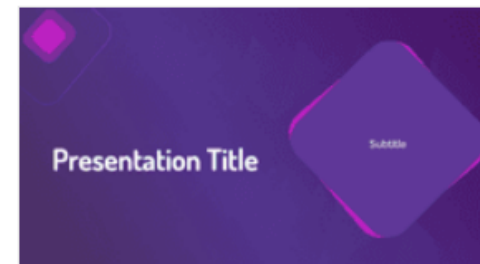
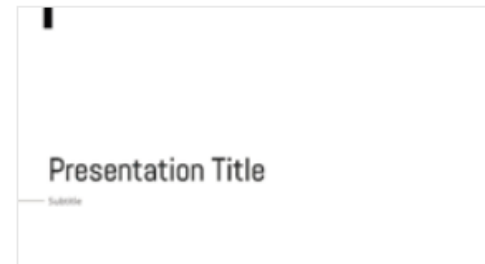
Whitepaper



Theatrical



Cultural



Untitled Presentation

Whitepaper

Lorem ipsum dolor

- Lorem ipsum dolor
- Lorem ipsum dolor
- Lorem ipsum dolor
- Lorem ipsum dolor
- Lorem ipsum dolor

Font Scheme

Whitepaper

Open Sans  
Open Sans

Color Scheme

Whitepaper



Choose Theme



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**After choosing the general theme of your presentation you can finally start actually editing it by adding a title, subtitle etc...**




FORMAT

ANIMATE

REVIEW

Slide

Themes




Title Slide

Change Layout ▾

Background

► Fill

Follow Layout ▾



Apply To All

Hide Background Graphics

Slide Footer

☐ Show Slide Number

☐ Footer Message

☐ Date

Update Automatically ▾

April 14, 2022 ▾

Apply To All

Options

Hide Slide ( During Slideshow )

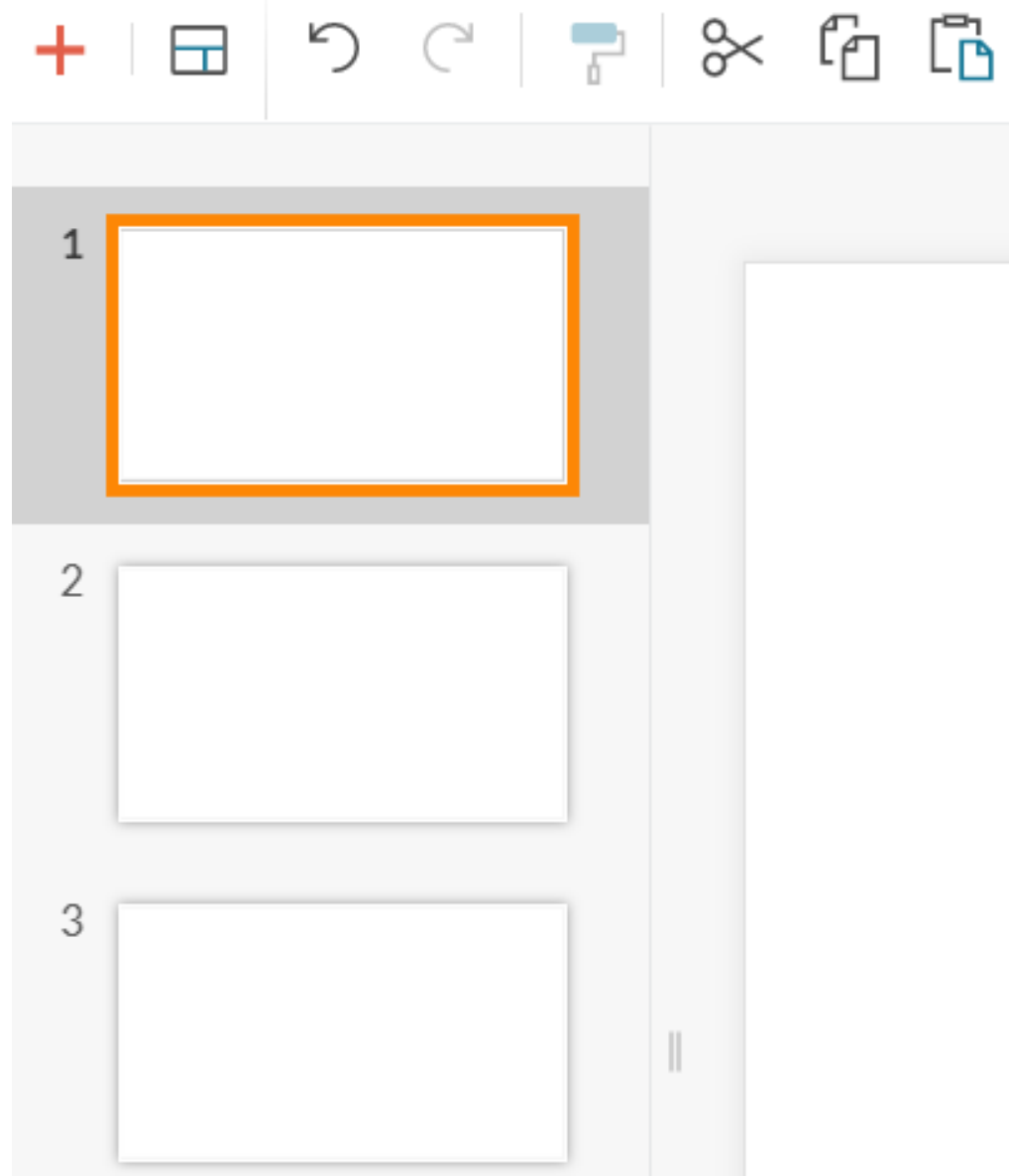
☐ No

Lock Slide(s) ( From Editing )

☐ No

Edit Master Slide

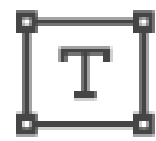
**On the right side of the screen when editing your presentation you can find a handful of useful tools to format, animate and review your presentation.**



**On the top left you can reverse last actions you made on the editing, as well as paste a slide or make a new one.**



**On the top of the screen you can choose tools to enrich your presentation such as texts, media, charts etc...**



Text



Media



Shape



Table



Chart



Add-Ons



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**When you feel confident that your presentation is enough you can give it a look with the "play" option on the top right of the screen. You can also present it like that.**



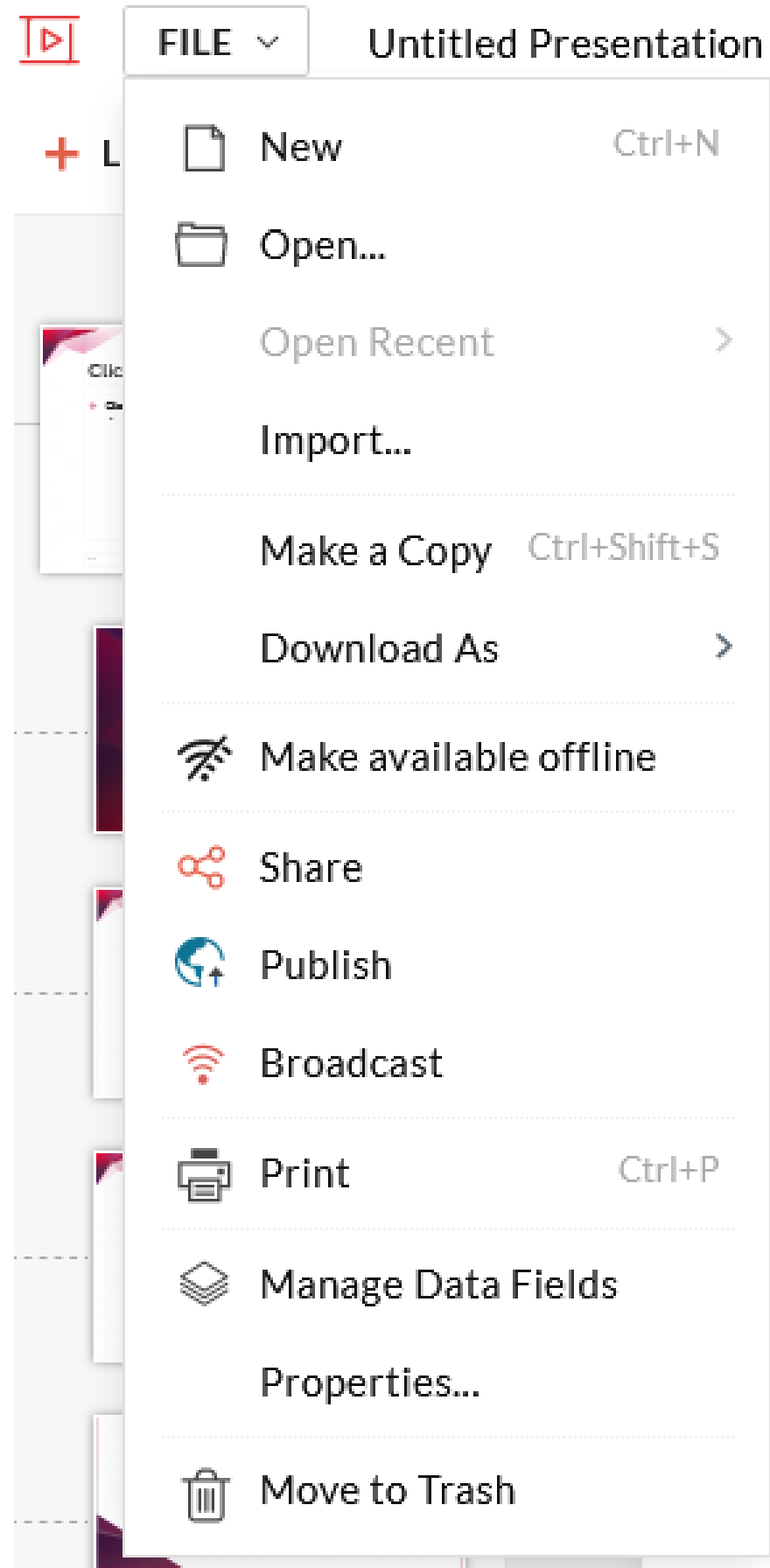
From Beginning <F5>



Presenter View



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**Finally, on the top left corner of the screen you can choose among many options on what to do with your presentation.**



**At the end, after finishing your presentation, if you go back to the home page you can manage your presentations from list.**

 Show ▼

 Search Presentations

+ New Presentation



Presentations

Recents

**My Presentations**

Shared with me

Offline Presentations

My Presentations



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