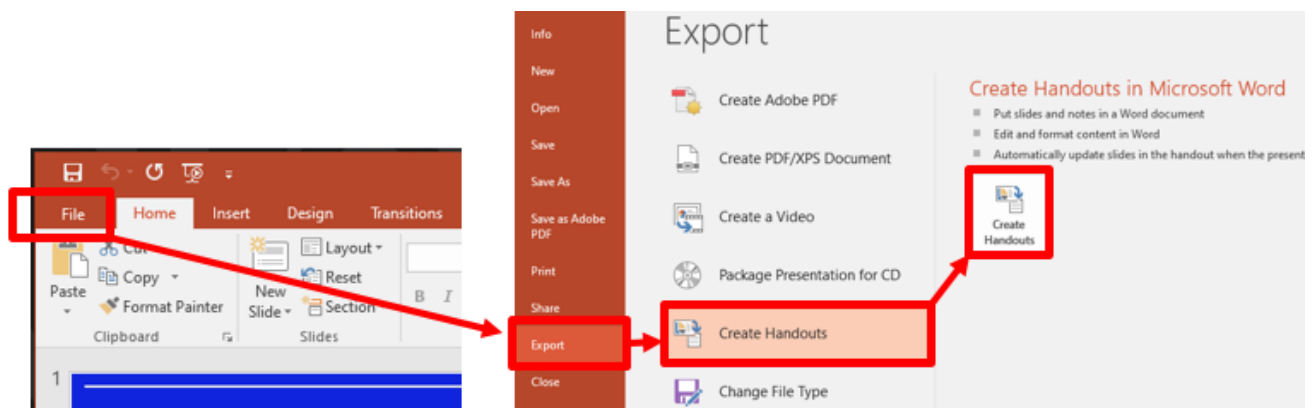


Saving PowerPoint slides and notes as a Word document (for Students)

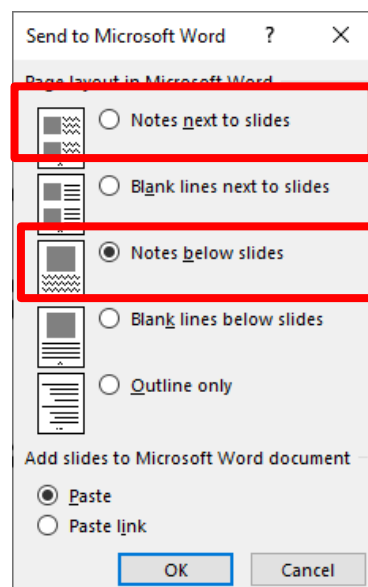
Blackboard Quick Guide

If one or more of your assessment tasks is a PowerPoint presentation, you will need to convert it into a Word document in order to submit it into Turnitin. Here is how:

1. In PowerPoint, go to **File** and select **Export**, then **Create Handouts** and click on **Create Handouts** button:



2. Select either **Notes next to slides** (if your notes are short) or **Notes below slides** (if you have long notes and complex slides) and **Paste**, and click **OK**:



3. Save your new Word document: you can submit it into Turnitin now.

Do not have Microsoft Word yet or need a newer version of PowerPoint?

As a student at Notre Dame, you are eligible for a free version of Microsoft Office 365: you will find all the necessary details in [this guide](#).