Microsoft Powerpoint

Powerpoint is a presentation software offered by Microsoft.

Instructions

- Instructions of Powerpoint for the Web

- Saving files in different Office software.

How to get Powerpoint

> ⓘ **Signing in**
>
> Regardless of how you use it, sign in to Powerpoint and other Microsoft cloud services as userID@metropolia.fi (not firstname.lastname@metropolia.fi). Read more about the different forms of username and how to sign in to cloud services.

Use directly in your browser

- You can access your files stored in Powerpoint directly from your web browser at https://office.live.com/start/Powerpoint.aspx
- Log in with your Metropolia username in the form userID@metropolia.fi (see also the more detailed instructions for logging in to the cloud).

Use the Windows application

- Access Powerpoint on a Windows computer managed by Metropolia or on your own computer.
- On computers managed by Metropolia, such as workstations, Microsoft Office desktop software is pre-installed. If necessary, you can change the version of the desktop software using the help.

Use the Mac app

- Metropolia Mac digi spaces: See Facilities Choose a location Computers subheading.
- On Metropolia staff Mac computers, the application is pre-installed.
- For your own computer, download and install the Onedrive application using the help.

Use the mobile app

- Download the Microsoft Excel mobile app from your phone's app store.

Targets of use

- presentations
- meeting, lecture, conference

Suomeksi/In Finnish.

Terms of Service

The application belongs to the authorized work and study tools in Metropolia.

Metropolia students and staff members use the service with their Metropolia accounts. Links to guides.

User support is provided by the Metropolia IT Services Helpdesk. The user is responsible for backing up the files they store in cloud services. More information: Saving Files

Terms of Service of Metropolia cloud services must be applied by each user.

[Secure use of cloud services](#).