Students: Reduce PowerPoint File Size

Hart Wilson - 2024-05-30 - Comment (1) - Students

If your ppt file is too large to upload in Moodle, here's any easy fix:

1. Click on any image.
2. In the **Picture Tools Format** tab, click on **Compress Pictures**.
3. In the dialogue box, under **Compression options**, deselect the option limiting the compression to the selected image so that all of the images in the file will be compressed.
4. Click on **OK** and save your file again.

