How can you make virtual field trips?

1. **Insert** each picture into it's own Power Point slide.
2. **Insert** a navigation button to copy/paste on top of each photo (so students can return to “big picture” to get oriented.
3. **Insert** desired navigation objects and labels.

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4. **Hyperlink** navigation objects.
   a) **Select** object with pointer.
   b) **Right click** and **select** hyperlink option.
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d) Select “Place in the document”
e) Select slide you want to open when students click on it.

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5. Repeat hyperlink process for your navigation items (TIP:
   Make your “big picture” hyperlink and then copy/paste so
   you only have to make hyperlink once.
6. Save as PDF file.
7. Open PDF file and check links/navigation.
8. Send/post PDF for students to access.