Loading Slides Into Collaborate When the PowerPoint File Is Not Supported

There are some versions of Microsoft Office, specifically Office 365 Home Edition, which will cause Collaborate to state that the PPT or PPTX file that you are trying to load is not supported. While the Collaborate folks work to resolve this issue, you can do the following to get your slides loaded into the session:

1. Open up your presentation in PowerPoint
2. Go to File > Save As
3. From the dropdown under the filename, choose PNG or JPG
4. If prompted, choose to save all slides

This will create one image file for every slide in your presentation. When you click on the Load Content button in Collaborate, you can select all of the images to upload them all at once. You may notice that the slides are out of order. You can use the Page Explorer, located at the top right of the Collaborate session, to drag and drop your slides into the proper order.

If you have any questions about these steps, please contact the Online Learning Team at 215-895-1224 or olt@drexel.edu.