



**Title V Co-operative Grant  
Software Available for  
EPortfolio Enrichment**



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## WHAT IS DIGITAL JUICE?

Digital Juice 2.0 for PowerPoint and Multimedia is a library of professional presentation graphics. There are over 50,000 looks to choose from; included on the DVD program are:

- 1000's of Graphic Backgrounds
- Photos
- Textures
- Animated Elements
- Video clips
- Marble, granite, and exotic paper textures
- Business photos

All graphics are pictured in a easy to read catalog and numbered for easy retrieval from the DVD.



## WHO MAY USE DIGITAL JUICE?

The Digital Juice software is in the ePortfolio lab for the use of students and faculty who have attended the Title V Co-op Grant training sessions.

The licence agreement the Title V Co-op Grant has with Digital Juice includes the rules below to be followed by all Title V Co-op Grant users:

1. The Data may only be used on ONE computer at a time.
2. The Data may be used, altered, or incorporated into any work (including broadcast, commercial, industrial, educational, and personal) that is created by YOU provided that work is not then sold or distributed as either a single background or effect or as part of any background/effects library, collection, set, or product.
3. The Data may not be used in a defamatory, scandalous, illegal, misleading, or otherwise unlawful manner and may not be used in or in conjunction with pornographic material.
4. The Data may not be transmitted to third parties through the use of on-line services or networks.



5. The use of any logo or trademark contained in the Images must be used in a manner permitted by the logo or trademark owner.

Due to these strict licensing rules, you must request use of the Digital Juice software from the Title V Co-op Grant lab staff and use it only in the lab. You must also sign the last page of this manual, stating you understand the regulations for Digital Juice use.



## GETTING STARTED

**Step 1:** The easiest way to get ready to use any new software is to first watch a tutorial. Go to the Title V Co-op Grant website. Select the file folder tab entitled “Resources”. In that folder, select the word “Tutorials” . Now select “Digital Juice 2” and enjoy the tutorial.

**Step 2:** Ask the Title V Co-op Grant staff to assist you in loading the image gallery and for a copy of the picture catalog.

**Step 3:** Start using Digital Juice, ask the Title V Co-op Grant staff to assist you as needed.

**Step 4: Enjoy and enhance your eportfolio**

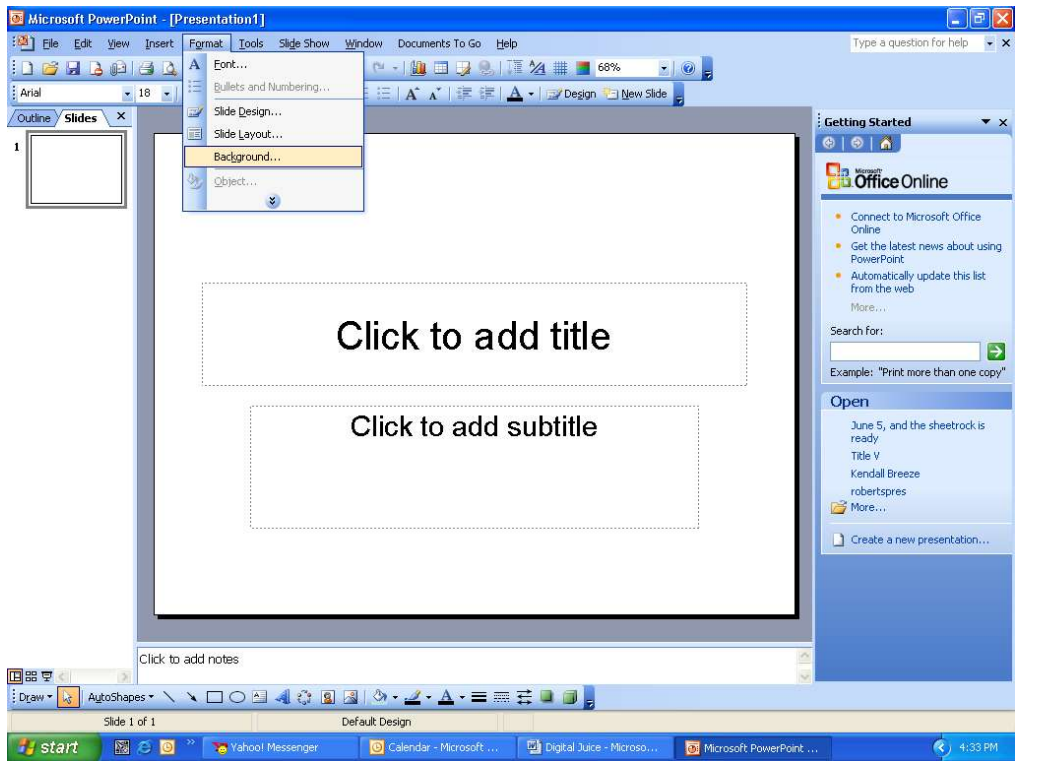


## USING DIGITAL JUICE WITH POWERPOINT

Digital Juice is made to be compatible with PowerPoint

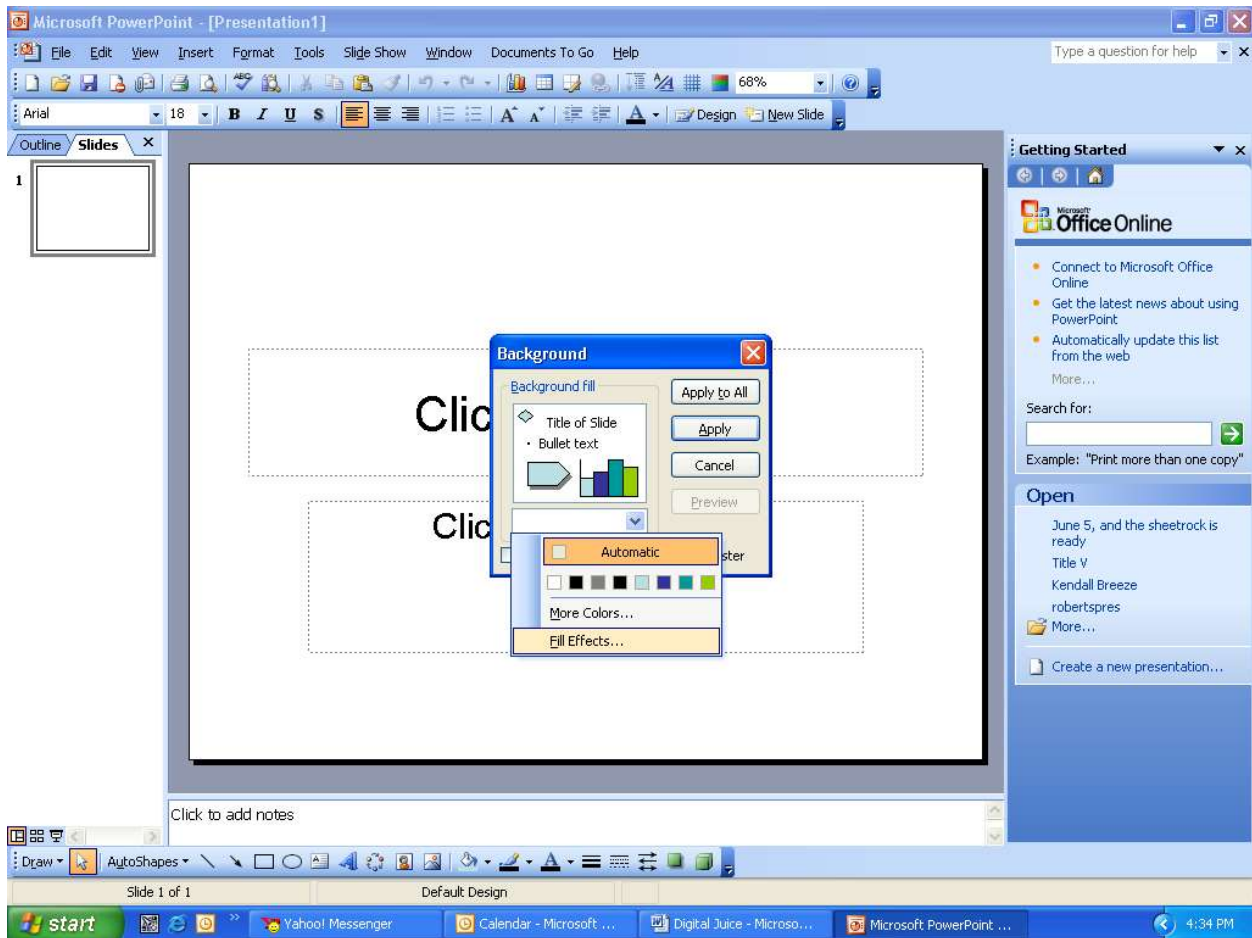
### ADDING A BACKGROUND

**Step 1:** In PowerPoint, go to the **FORMAT** menu and select **BACKGROUND**



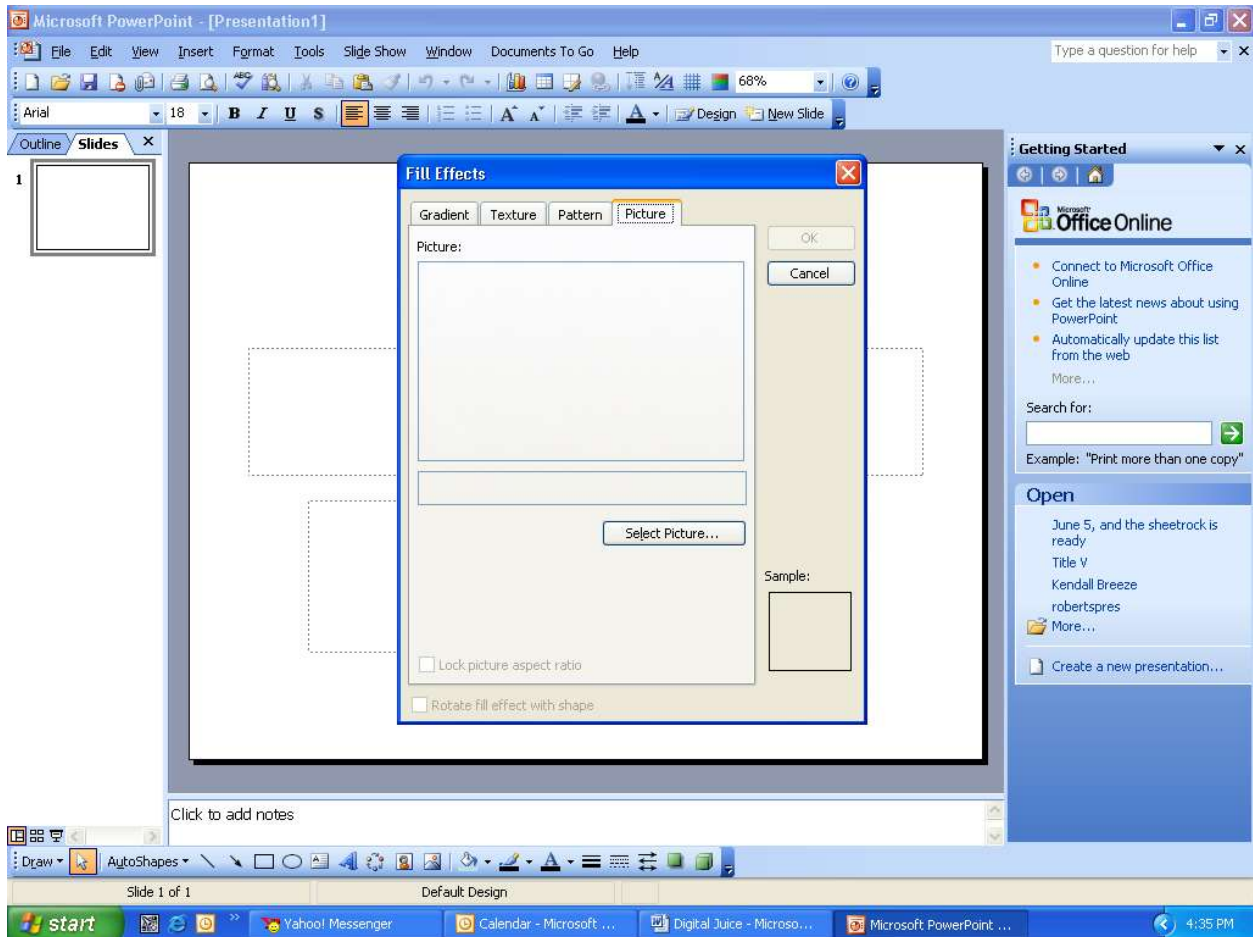


### Step 2: Select Fill Effects





**Step 3:** Click on the **Picture** tab and then **Select Picture**



**Step 4:** Select **OK** then **Apply**



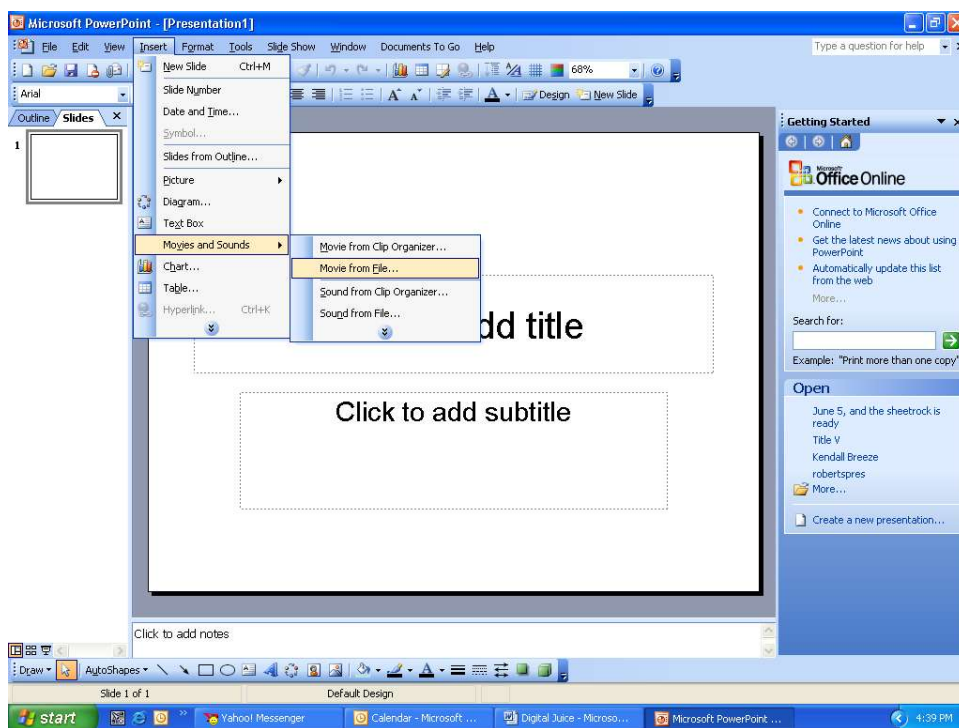
## **ADDING ANIMATION OR VIDEO CLIP**

**Step 1:** Got to the **Insert** menu.

**Step 2:** Select **Movies and Sounds**

**Step 3:** Select **Movie From File**

**Step 4:** Select the animation you wish to insert





## **IMPORTANT NOTES ABOUT ANIMATION/VIDEO CLIP INSERTION**

It is a good idea to copy Animation/Video to your disc rather than attempting to run it from the DVD.

Since your Animation/Video clip won't be embedded into your saved PowerPoint presentation, you will need to make sure your Animation/Video clip is saved with your presentation file. The Title V Co-op Grant staff can help you with this.



### STATEMENT OF AGREEMENT

I, \_\_\_\_\_, have read the entire Digital Juice manual as supplied to me by the staff of the Title V Co-op Grant Lab. I understand the rules and regulations of the use of the Digital Juice software and accept the terms of use as stated on pages 3 and 4 of the manual.

\_\_\_\_\_

Printed name

\_\_\_\_\_

Signature

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Witnessed by Title V Co-op Grant staff member