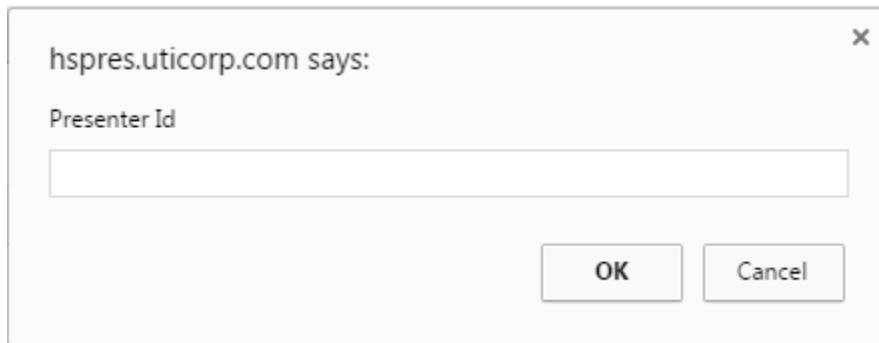


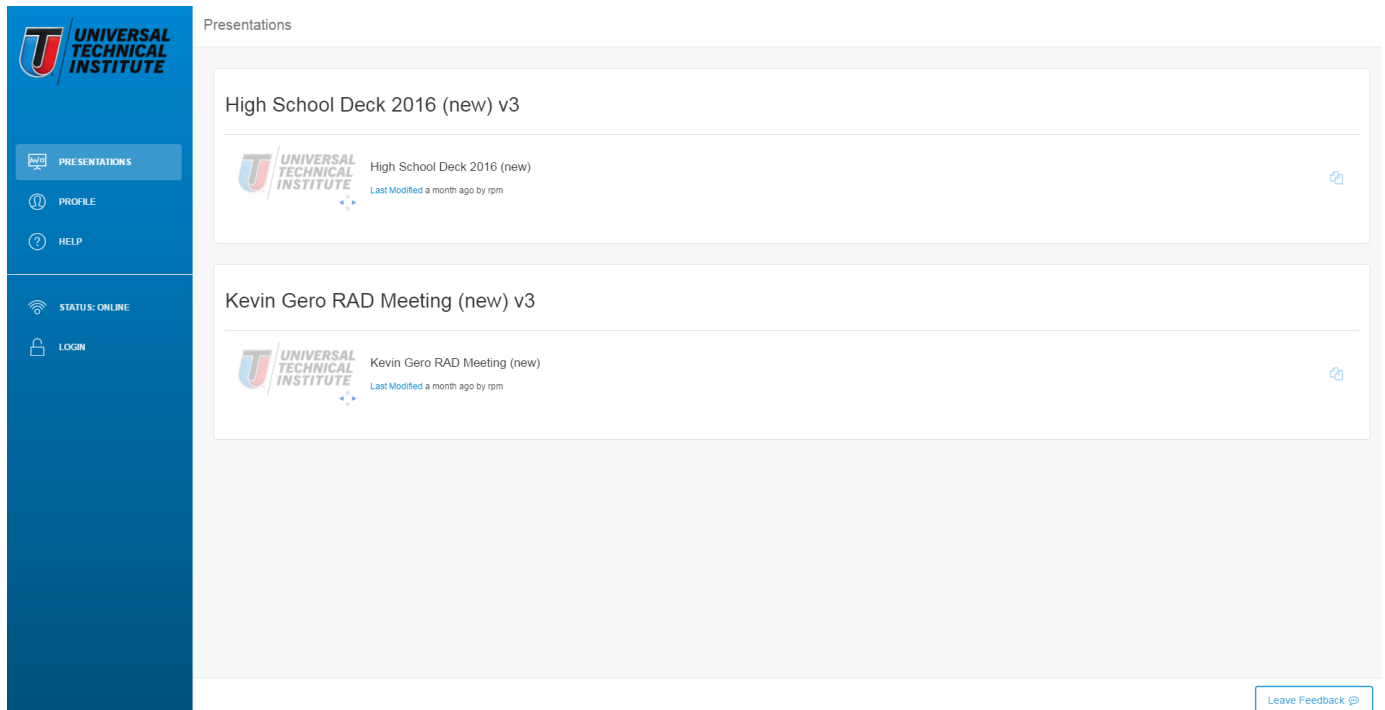
Website (MUST use Google Chrome): <http://hspres.uticorp.com>

1. When you visit the website, you will see the pop-up below; please enter your rep code.



A pop-up dialog box with a title bar that says "hspres.uticorp.com says:". Inside the box, there is a label "Presenter Id" above a text input field. At the bottom right of the box are two buttons: "OK" and "Cancel".

2. This is your High School Presentation home page:



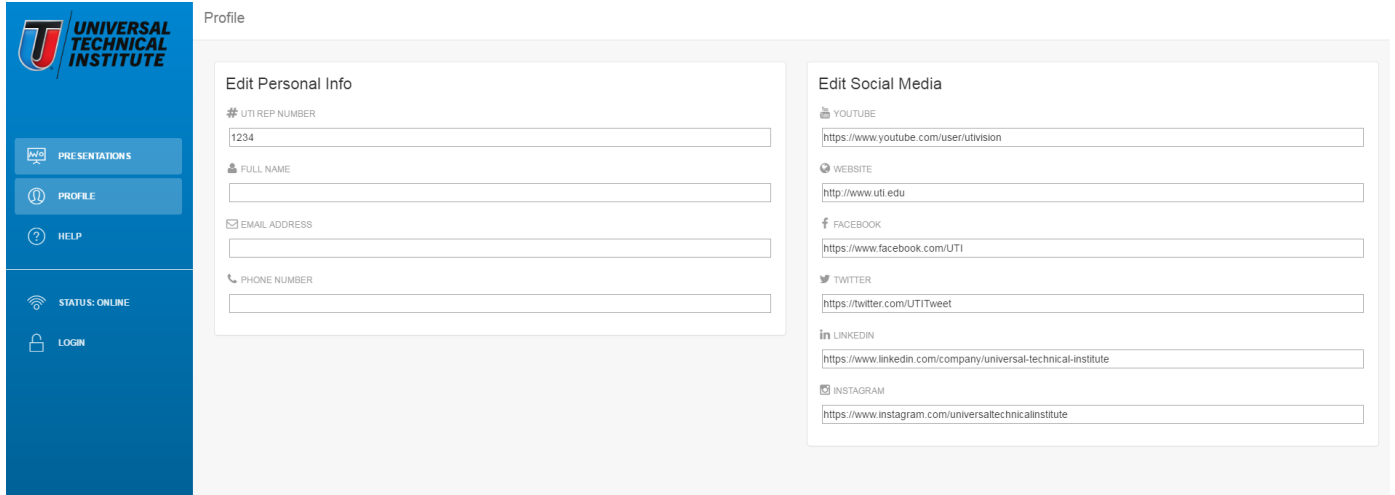
The screenshot shows the user interface of the High School Presentation website. On the left is a blue sidebar with the Universal Technical Institute logo at the top. Below the logo are four menu items: "PRESENTATIONS" (highlighted with a blue bar), "PROFILE", "HELP", and "LOGIN". Below these is a status indicator "STATUS: ONLINE" with a green dot. The main content area is titled "Presentations" and lists two presentations:

- High School Deck 2016 (new) v3**: Includes the UTEI logo, the title "High School Deck 2016 (new)", and a note "Last Modified a month ago by rpm".
- Kevin Gero RAD Meeting (new) v3**: Includes the UTEI logo, the title "Kevin Gero RAD Meeting (new)", and a note "Last Modified a month ago by rpm".

At the bottom right of the main content area is a "Leave Feedback" button.

You will primarily use the tab on the left that says "Presentations"; you should only need to use the "Profile" tab once to enter in your information. The "Presentations" screen will contain all available presentations for your use.

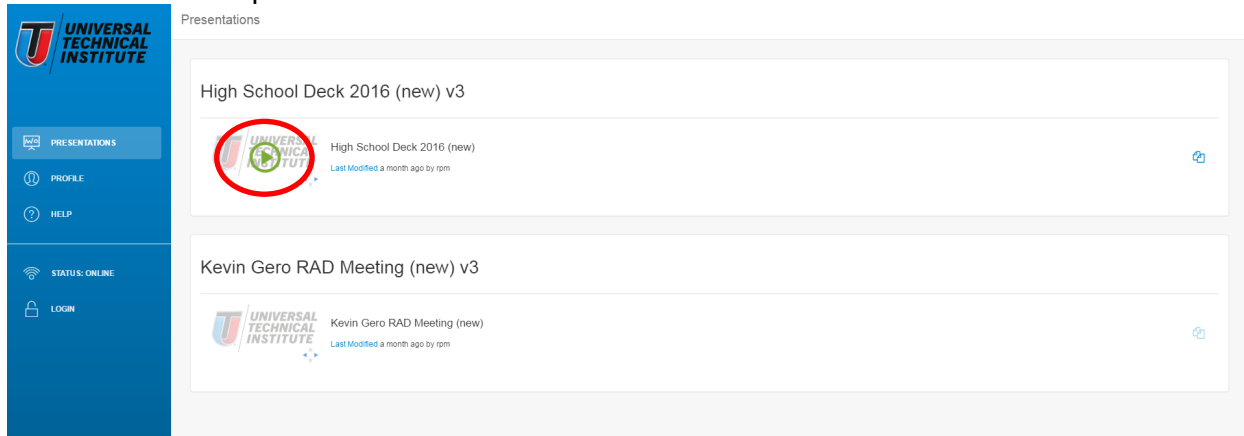
- When you visit the website for the first time, you should take a few minutes to enter in your information on the “Profile” tab. This information will automatically populate on the final two slides of your presentation (inquiry card & closing slide). The default links for the social media sites are UTI’s main pages; however, you can list your own UTI Facebook or Instagram page if you have one. **NOTE: NO PERSONAL OR NON-UTI SOCIAL MEDIA SITES PERMITTED.**



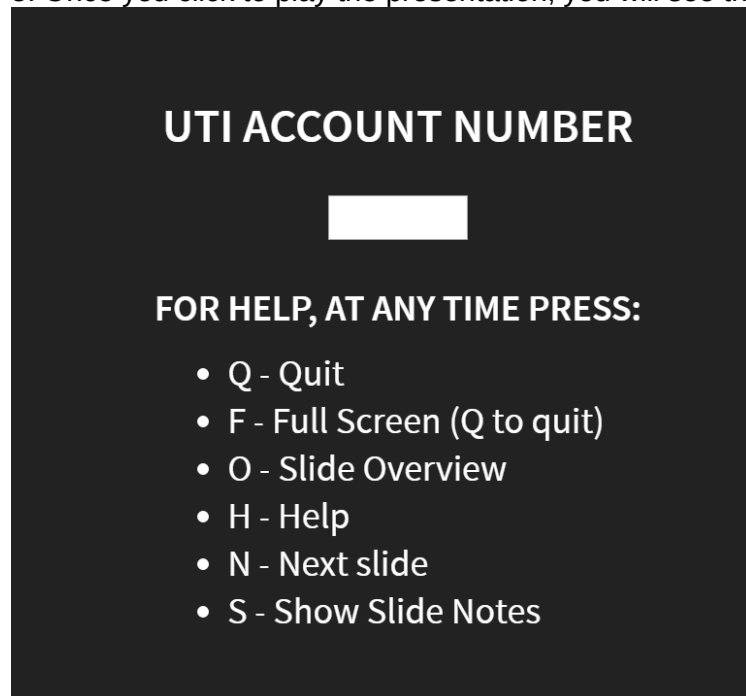
The screenshot shows the 'Profile' page of the Universal Technical Institute user interface. On the left is a blue sidebar with the UTI logo and navigation links: PRESENTATIONS, PROFILE, HELP, STATUS: ONLINE, and LOGIN. The main content area is titled 'Profile' and contains two sections: 'Edit Personal Info' and 'Edit Social Media'. The 'Edit Personal Info' section has fields for UTI REP NUMBER (1234), FULL NAME, EMAIL ADDRESS, and PHONE NUMBER. The 'Edit Social Media' section has fields for YOUTUBE, WEBSITE, FACEBOOK, TWITTER, LINKEDIN, and INSTAGRAM, each with a corresponding icon and a text input field.

Playing Presentations

- To play a presentation, hover over the UTI logo and a green “play” arrow will appear. Click on that to start the presentation.



5. Once you click to play the presentation, you will see this screen:



UTI Account Number – UTI’s high school code for that particular school. This number will populate on the inquiry card slide.

Q – to completely exit out of the presentation and return to the “Presentations” tab

F – make the presentation full screen

O or ESC – see multiple slides and navigate to a particular one

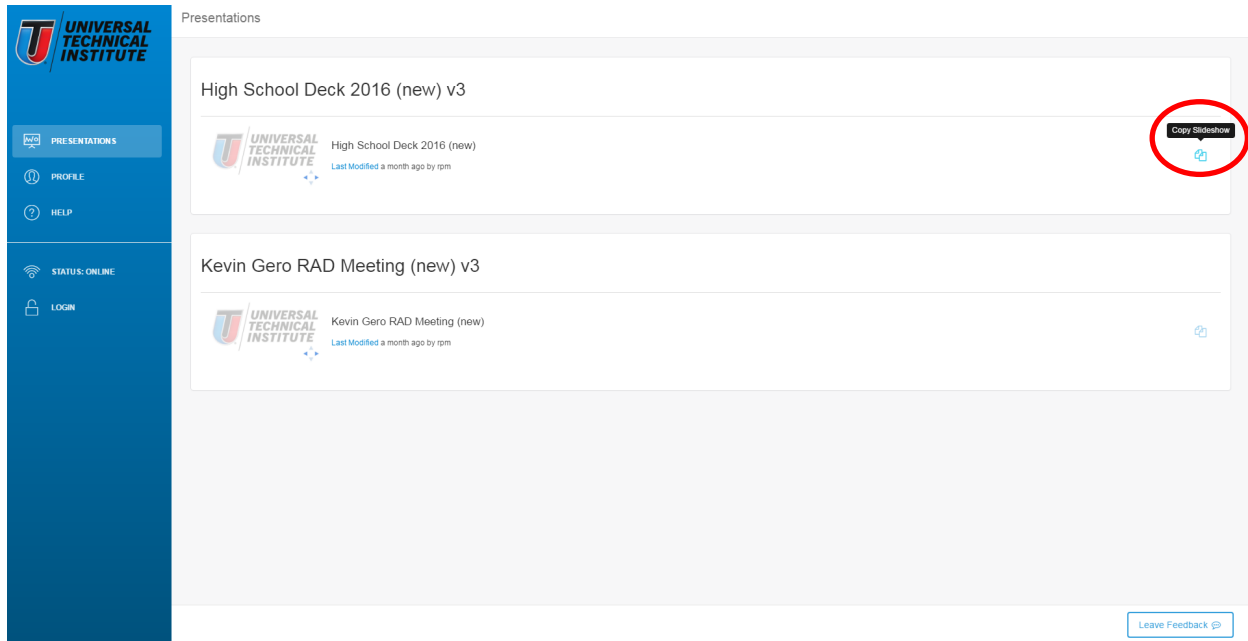
H – Helpful information

N – can use this key to proceed to the next slide vs. your clicker or keyboard

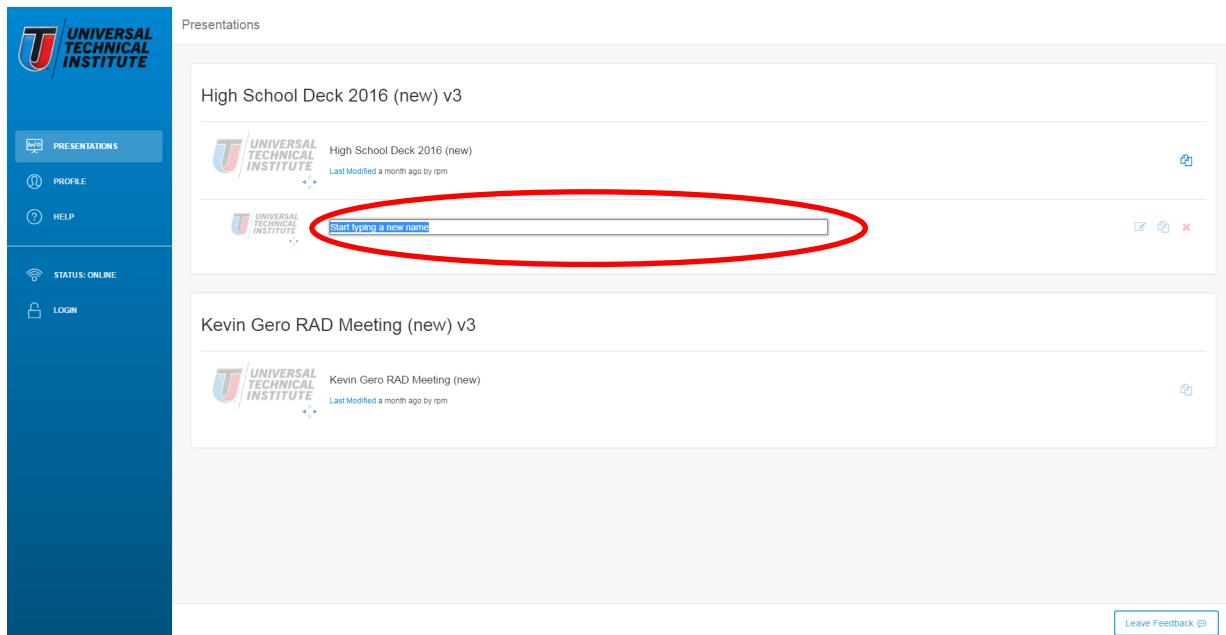
S – the presentation will remain on the projector screen, but you can see slide notes/associated script on your laptop screen

Customizing Presentations

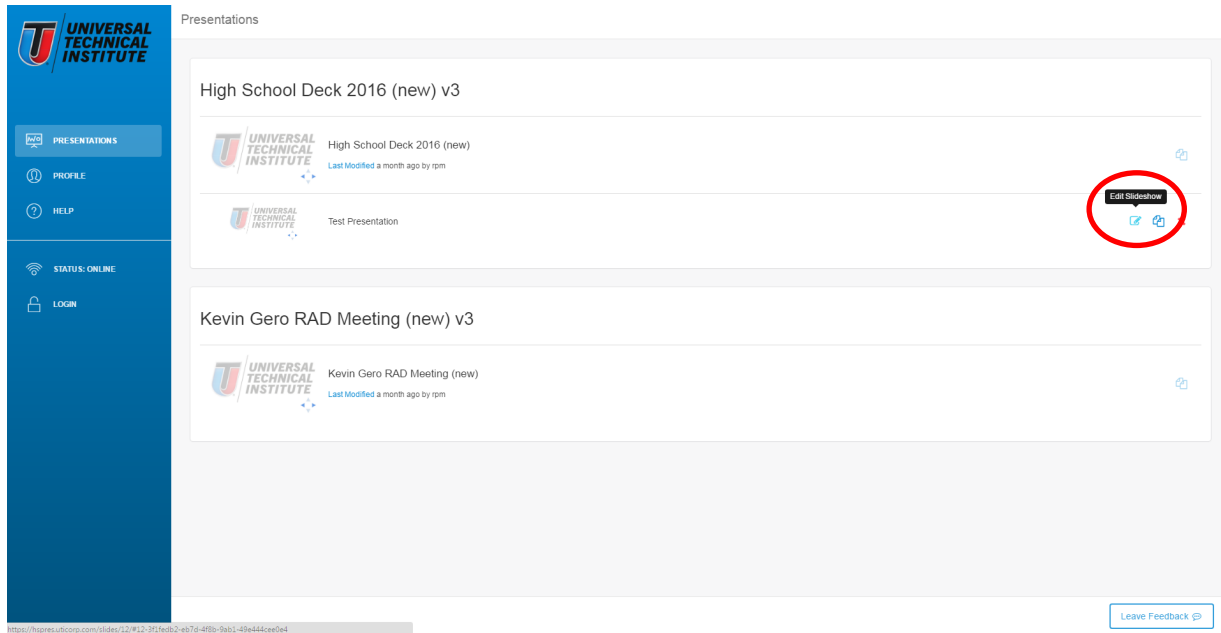
6. To customize your presentation, you will need to make a copy of the presentation you wish to customize. On the right side of the rectangle containing that presentation, you should see an icon that looks like two pieces of paper stacked. Click on that to make a copy of the presentation.



7. Rename the copy of your custom presentation:



8. Once you have renamed it, you can start editing it. The edit icon is on the right side and looks like a pencil and piece of paper.



9. You should see thumbnail images of all slides and videos available in the presentation template. There are two icons on the bottom right of all slides – one allows you to hide or unhide slides; the other allows you to add your own notes to the slide and also shows the script associated with that slide. Your notes will not be visible to the classroom, so you can type any helpful info you need for each slide. NOTE: AT THIS TIME, YOU ONLY HAVE THE ABILITY TO HIDE OR UNHIDE SLIDES. SLIDE REARRANGMENT IS CURRENTLY NOT AN AVAILABLE FUNCTION.

