

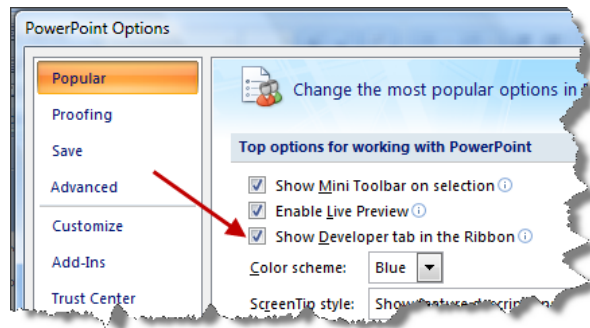
Installing and Using Flash Cards

Jigsaw Maker 2 is a simple and quick way to make Jigsaw Reveals in PowerPoint. It will NOT work in versions before PowerPoint XP or on Macs.

To install the Add In.

Ensure that Macro security is set to Medium in versions before 2007 do this from Tools >Macro> Security.

In 2007 you may need to enable the Developer tab. Do this from the Office Button and then PowerPoint Options > Popular



IMPORTANT With any version CLOSE PowerPoint before continuing.

Now simply run the Flash_Cards.msi file to install the Add In. The file looks like this ...



In versions of PowerPoint before 2007 you should see a new toolbar when you open PowerPoint and in 2007 you will need to click the Add In tab to see it. If it does not appear in 2002/3 try View > Toolbars>Flashcards2



Making Text Only Flash Cards

You must first prepare the word to use for the front and back of each card. The easiest way is to use Excel to make two columns with the Front text on the left and the back text on the right. It will look like this:

	A	B
1	England	London
2	France	Paris
3	Germany	Berlin
4	Finland	Helsinki

When you have finished SAVE AS and choose Comma Separated Values (*.csv) as the file type. DO NOT SAVE as a normal Excel .xls or .xlsx file. Ignore any warning that some features may be lost.

If you do not have Excel you can also prepare this as a text file in NotePad. This file would have front and back text separated by commas like this: Do not leave blank lines.

England,London
France,Paris
Germany,Berlin

Whichever you prepare make sure you know where it is saved!

Back in PowerPoint click the text icon on the toolbar and browse to the file you have prepared.



You will usually make cards that flip when the teacher clicks the reveal button but you also have an option to create automatic “revision” cards from the same data (Without Clicks).

The cards will be automatically produced.

Picture Cards

This is more complicated as it is a two stage process.

To create the Picture fronts click the “Picture” icon:



Browse to the folder with your pictures and CTRL click to select the ones you need. OK

The pictures are loaded.

Now go to each slide and change the TITLE text to the text you would like on the reverse. When you have done this for all slides click the pencil icon to write the text.

Support

Email john@pptalchemy.co.uk for help or if you have lost the download password.