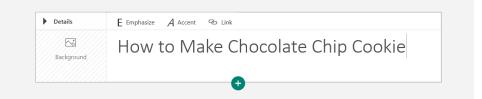
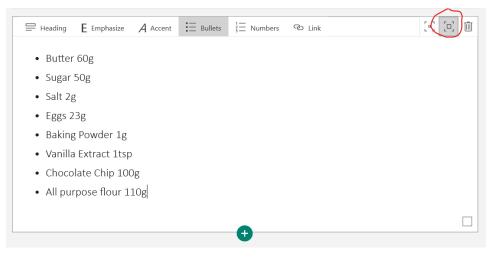
Microsoft Sway Tutorial

Step 1: Go to Sway and select 'Create New'. 'Emphasize' allows the font to be bold and 'Accent' makes the font cursive. You can add a photo by clicking 'Background'.



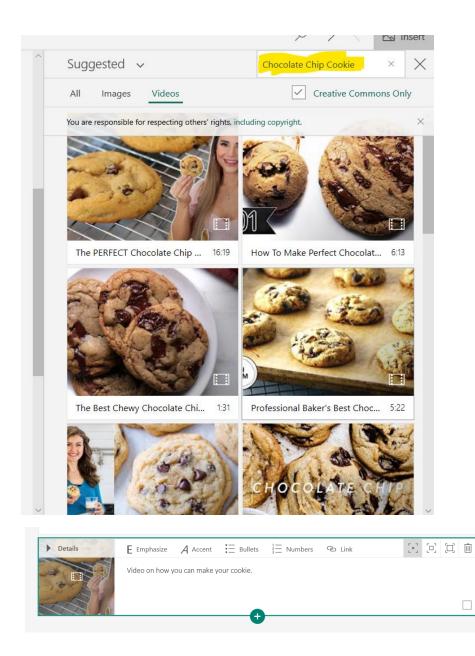
Step 2: Click the plus button to insert text, heading, image etc. If you chose text, you could utilize bullets or letters. If you click the icon that I circled in red, it emphasizes to text to be bigger or smaller.



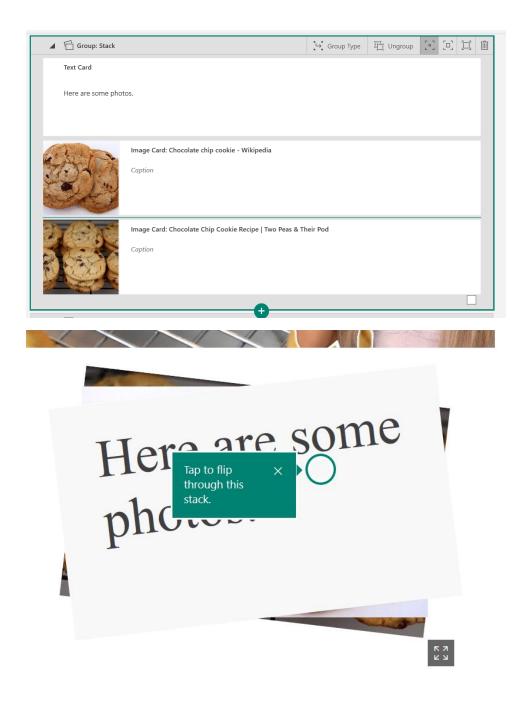
Step 3: You can provide a hyperlink to a YouTube video or a website as well. Copy and paste the URL on the 'Web Link' text box.

• Butter 60g	
Sugar 50g	
• Salt 2g	
• Eggs 23g	Link
Baking Powde	Display Text
• Vanilla Extrac	Chocolate Cookie Video Tutorial
Chocolate Ch	Web Link
All purpose fl	https://www.youtube.com/watch?v=wDO4pRXpRmU
	ок Cancel
Heading E Emp	
Add some text	

Step 4: To add a YouTube video, click the add button and go to 'Media'. Go to 'Videos' and search on the search engine bar that I highlighted.



Step 5: The 'Stack' in Groups allows you to choose many photos and write texts which portrays as a mini flipbook.



Step 6: 'Comparison' in 'Groups' allows you to compare photos. Click onto 'Background' and drag your picture from images or from upload.

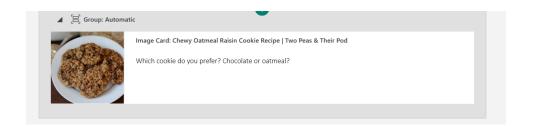
	Image Card: Oatmeal Cookies Flickr - Photo Sharing! Oatmeal Cookie	
Details	E Emphasize \mathcal{A} Accent $\stackrel{!}{=}$ Bullets $\stackrel{!}{=}$ Numbers \mathfrak{D} Link	😡 Focus Points 🗎
32	Chocolate Cookie	





The two arrows that are facing opposite sides enables you to slide left or right to view the photo in full size.

Step 7: If you want to show just one single photo and a small caption beside, go to 'Group' and then to 'Automatic'.





Which cookie do you prefer? Chocolate or oatmeal?

Step 8: Once you have finished your Sway, click Play that's on the top right to look over your project.



Hope this helped :)