How to download Walking with Jesus PowerPoints.

1. Open web browser eg: Google. Type in search bar CCD Broken Bay



2. Once you are on the main CCD webpage, scroll down until you find the pictures as shown. Select/click on the picture titled **Curriculum**.



3. Once the Curriculum page opens, scroll down this page until you find the pictures as shown. Select/Click on the picture titled **Walking with Jesus PowerPoints.**



4. Once the Walking with Jesus PowerPoint page opens, scroll down this page until you find the pictures as shown. Select/Click on the picture that **matches the stage level you require.**

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5. Once you have selected your stage level, that page will open, and a list of the unit names and lesson names will appear. (Kindergarten will be used as our example). Click on the name of the lesson that you wish to use. (please note that the working links will be in blue writing. Black writing means the link is not yet loaded to a PowerPoint). Once you click on the required lesson name the PowerPoint will open in a <u>VIEWING</u> mode.



6. Once you have the viewing mode you will need to click on the File tab.



7. After clicking on the File tab you will be given the option to **Download a Copy**. Click on this option.



8. You will get a notification that your PowerPoint is ready to download. Click on **Download**.



The PPT file will start to download and appear in the bottom left hand of the screen just above the bottom toolbar. (If you cannot see this, I recommend looking in your Download folder in Windows File Explorer.)



9. Click on the upward arrow as shown above and a pop-up selection box will appear. Click on **Show in Folder** as shown below.



10. The PowerPoint file has now been downloaded and will be in your Downloads folder in Windows File Explorer.





Once you have copied the file you will then need to insert your USB into your computer and then right-click on the selected USB drive and select **PASTE.** * Note – you will have a different drive and USB name



From this point, you can right-click on the file and select **COPY** as shown below.