

Presentation objects

This documentation will explain what presentation objects are, how they are depicted and where they can be found.

1 What are presentation objects?

Definition

Typical presentation objects, such as *textboxes*, *images*, *AutoShapes* and *tables*, are independent objects that are managed in the Producer document. These and other presentation objects, such as *object templates* and *placeholders*, can be found on the *Start* and *Insert* tabs. The additional *key icon* and *link* functions are text formatting functions that are assigned to presentation objects.

Presentation objects are stored centrally in the **list of all presentation objects**, from where they are displayed in the e-learning and documentation. Whenever a presentation object is changed at a particular location, the change is also immediately applied to all other instances of the object.

2 Types of presentation objects

Textboxes and AutoShapes

AutoShapes and textboxes are essentially identical. A textbox is basically an AutoShape with one or more paragraphs. In a Producer document, textboxes are regarded as containers for paragraphs and their associated text information. Paragraphs and text cannot exist outside of a textbox (or a table cell). However, feedbacks in the e-learning and interaction descriptions in the documentation are exceptions to this rule.

Images

Images can be inserted into a Producer document from external files or from the presentation pool. They normally appear in conjunction with text as a way of visualizing the text, or to make the whole learning experience more attractive to users.

Tables

Tables containing any number of columns and rows, into which text information can be inserted, can be positioned within a Producer document.

Object templates

Predefined object templates can be used for content types that occur repeatedly (e.g. tips or notes in the e-learning with a matching layout).

Placeholders

Placeholders are presentation objects without content which are inserted to reserve space for a PowerPoint slide.

Key icons

The "Key icon" option in the "Presentation objects" function group can be used to insert various key symbols into textboxes or tables.

Links

Links allow you to insert direct referrals (e.g. to external addresses) into textboxes or tables. The target page is accessed directly whenever a link is clicked.

3 Depiction of presentation objects

In an **e-learning**, presentation objects are depicted as independent objects on the page. It's possible to select, edit and move every presentation object.

Most presentation objects are integrated into the text of the **documentation** as paragraphs (with the exception of AutoShapes). However, they can still be accessed via the selection bar at the left of the screen, from where they can be selected, moved or edited. AutoShapes never exist separately in the documentation and are always only used in conjunction with an image. It's not possible to position textboxes on top of an image.

4 List of presentation objects

All the presentation objects in a Producer document can be found together in the so-called list of presentation objects. All lists can be found on the *View* tab. Not only do lists provide a good overview, but they also allow the user to edit the object properties.

List of presentation objects

The list of presentation objects in a particular step can be accessed via the *Presentation objects* button on the *View* tab. All presentation objects are displayed here on a step-by-step basis.

List of all presentation objects

The list of all presentation objects, which can be accessed via the *All presentation objects* button on the *View* tab, can be used to individually display every single presentation object in a Producer document.

Other lists

Other lists, such as those for triggers or animations, can also be selected on the *View* tab.