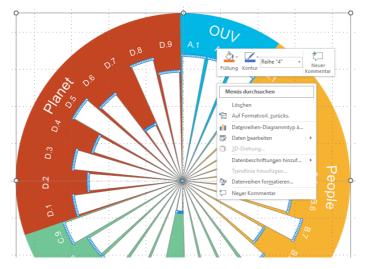


Information Wadden Sea Tourism Radar How to use the Graphic Tool



Customise graphic:

- 1. Unzip the zip file completely to a local location (hard disk, USB stick, etc.).
- 2. Open the PowerPoint file (if necessary, click on 'Activate editing' in the yellow banner).
- 3. Right-click on the halo (do not click in the middle) so that dots appear at its ends. The context menu opens:

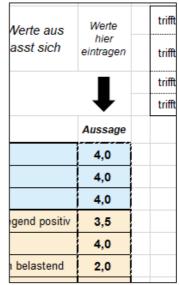


4. In the context menu at the point 'Edit data' direct the cursor to the small arrow on the right and then select the point 'Edit data in Excel':

Menüs durchsuchen			•	:
<u>.</u>	Lös <u>c</u> hen Auf Formatvorl. <u>z</u> urücks.		 	
	Dat <u>e</u> nreihen-Diagrammtyp ä			:
1	Daten <u>b</u> earbeiten	F	Daten <u>b</u> earbeite	n
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	Trendlinie hinzufügen		•	:
2	Datenreihen for <u>m</u> atieren			
+	Neuer Kommentar		 •	



5. In the Excel table that opens automatically, enter the corresponding values (1in the column provided:



As soon as the rays have the intended lengths, the graphic can easily be exported from PowerPoint as an image; e.g. if you want to use it in another PowerPoint presentation.

Export graphic:

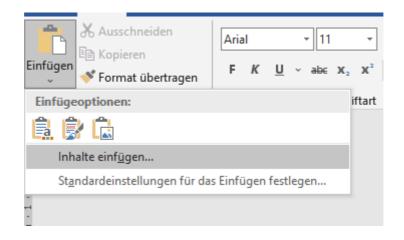
1. In the PowerPoint file, make sure that nothing is selected. Then use the key combination Ctrl + A to select everything on the slide. Borders appear around all the graphic elements:



2. Copy the elements to the clipboard with the key combination Ctrl + C.



3. In Word or PowerPoint, click on the arrow in the 'Start' tab under the 'Paste' icon and then select 'Paste content':



4. Click on Image (Advanced Metafile):

Inhalte einfügen			?	×
Quelle: Unbekannt				
Einfügen Verknüpfung einfügen:	Als: Bitmap Bild (Enweiterte Metadatei) Bild (GIF) Bild (PNG) Bild (PPG) Microsoft Office-Grafikobjekt Bild (SVG)	Als Symbo	ol anzeige	n
Ergebnis Fügt den Inhalt	t der Zwischenablage als erweiterte Metadatei ein.			
		OK	Abbre	chen

Done! It is also possible to open the graphic as a single element in an image editing programme (Gimp, Paint, Photoshop). Simply open the corresponding programme after step 2 and then use the key combination Ctrl + V there.