

## **Acceptable file formats and Fonts in PowerPoint**

### **Supported fonts:**

Book Antiqua  
Andale  
Antique Olive  
Arial  
Bookman Old Style  
Century Gothic CG  
Omega  
CG Times  
Clarendon Condensed  
Comic Sand MS  
Coronet  
Courier New  
Garamond  
Georgia  
Haettenschweiler Impact  
Letter Gothic  
Lucinda Console  
Marigold  
Marlett  
Monotype Corsiva  
MS Outlook  
Symbol  
Tahoma  
Times New Roman  
Trebuchet MS  
Univers  
Verdana  
Webbings  
Wingdings

### **Supported graphics Types**

JPEG (“.JPEG”) \*\*Recommended for PowerPoint  
Bitmap (“.BMP”)  
CompuServe GIF (“.GIF”) \*\*Recommended for PowerPoint  
PC Paintbrush  
Kodak Photo CD  
CorelDraw  
WordPerfect Graphics  
TIFF (“.TIF”)

## Supported Movies Types

- “.asf”
- “.asx” (this is a link to a streamed media file on the internet or a server)
- “.avi”
- “.dvr-ms”
- “.mpg” or “.mpeg” \*\* recommended for PowerPoint presentations.
- “.mpe”
- “.m1v”
- “.mp2”
- “.wmx”
- “.wmd”
- “.wmv” \*\* recommended for PC based PowerPoint presentations.
- “.wvx”
- “.wm”
- “.wpl” (this is a windows playlist file)
- “.mov” \*\* recommended for Apple OS X and earlier based PowerPoint presentations.

Movie and video files have two markers: their file format (which is denoted by their file extension as shown above), and their codec. A file's format tells your operating system what programs can run a file, and which program to open the file with by default. A codec, however, is a sort of language; the file is encoded, or written, in this language, and a computer needs to know that codec to play the file correctly. Two files may share the same format and be encoded in completely different codecs. Many current codecs are not officially supported under Windows or Apple OS X. Typically, they're made by third party organizations and open source projects and offered as free downloads. These third-party codecs aren't officially supported by UC Davis, Microsoft, or Apple, so caution is recommended. You can usually find a file's codec by looking at its properties. If a file requires a codec that isn't installed on your computer, you can perform an internet search (using Google, for example) on that codec. This will provide you both with information and download sources (if your computer can already play the file, you already have the codec installed). Be careful when searching for and installing codecs, as some sites can present risks of viruses and spyware.