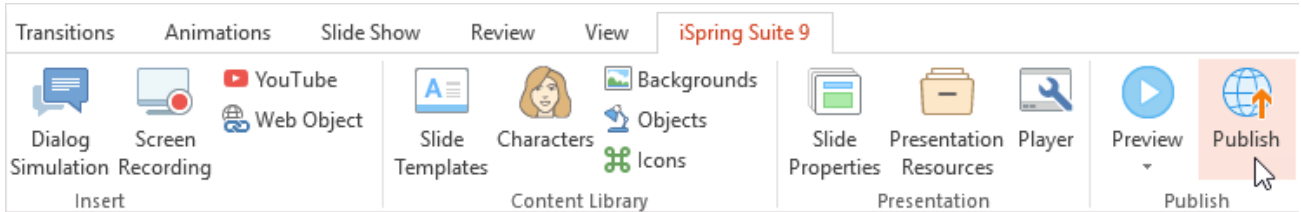


# Publish from iSpring Suite

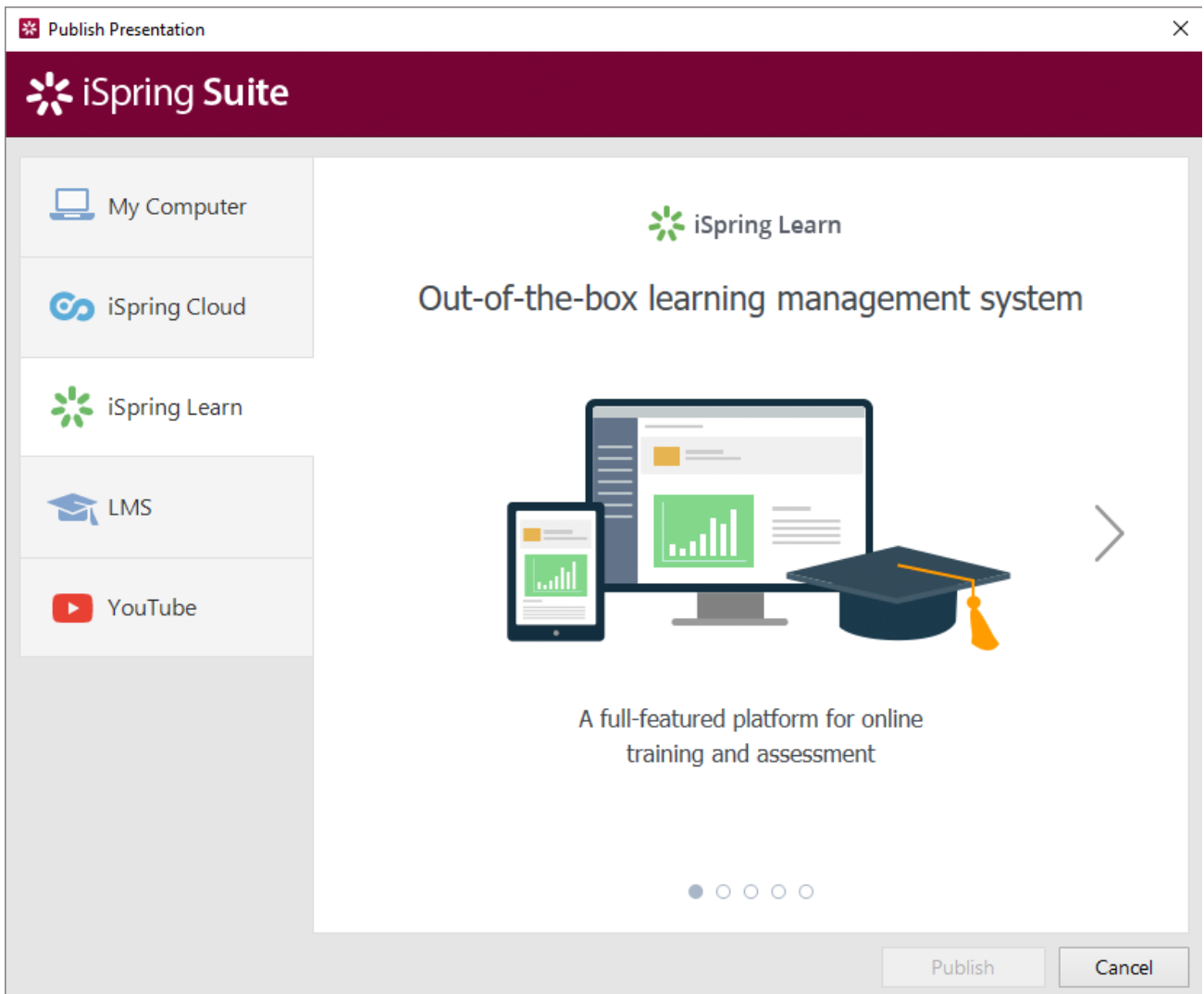
Once you have finished editing your course, you can upload it to *iSpring Learn*, a platform for delivering distance learning to employees and students with online testing and webinars.

To publish your presentation to iSpring Learn, follow the instructions below:

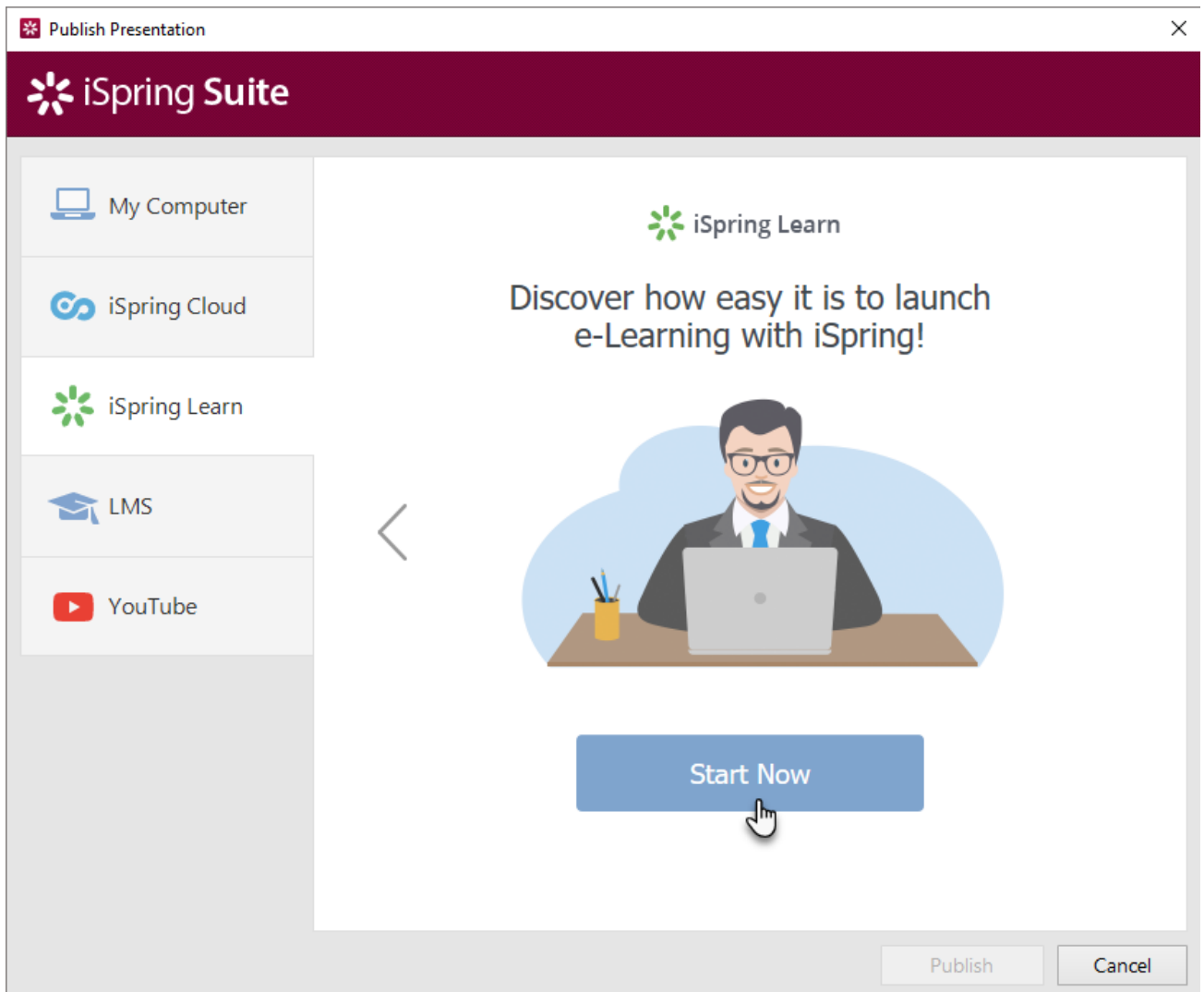
1. Click **Publish** on the toolbar from the iSpring Suite tab in PowerPoint.



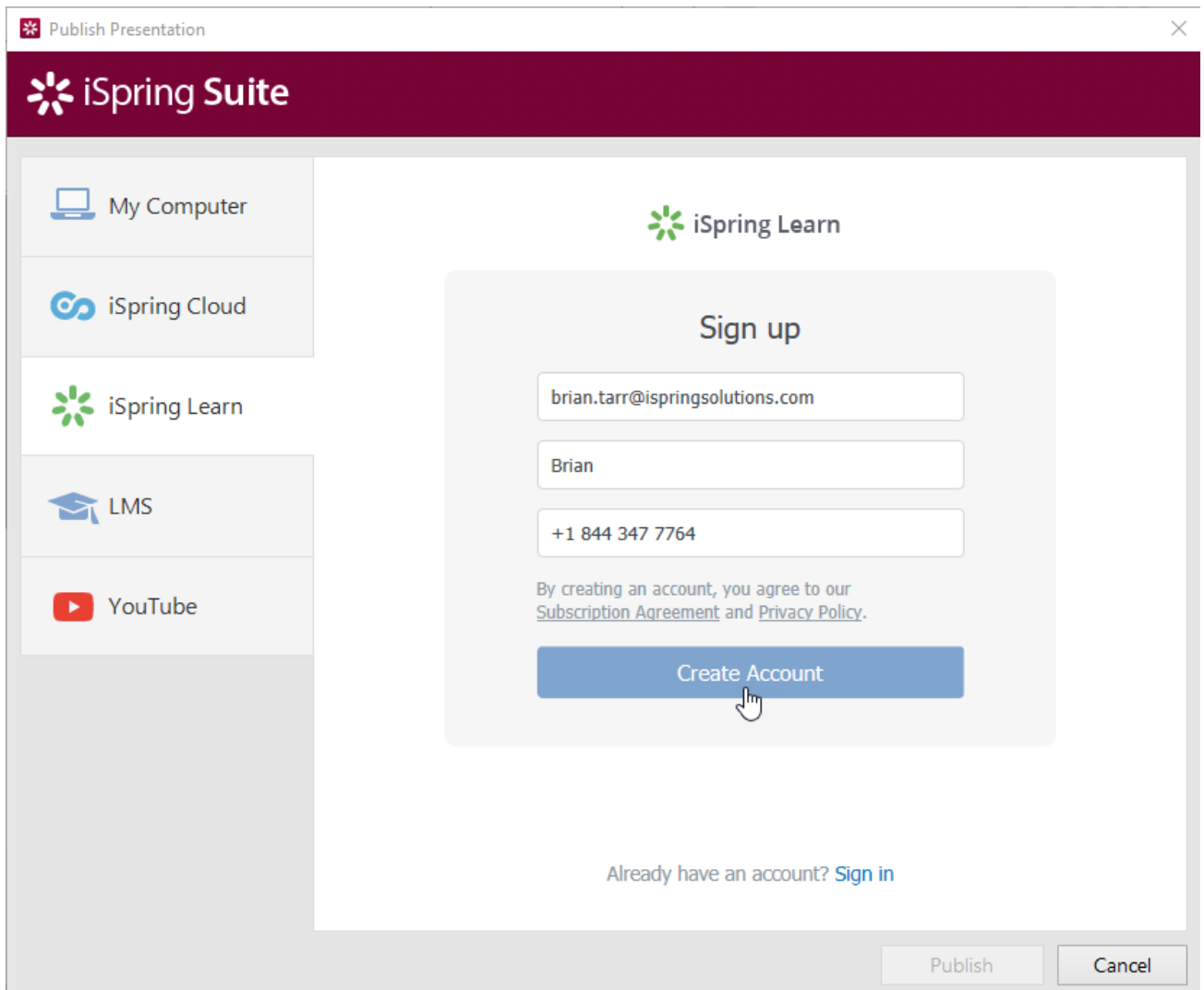
2. Choose the **iSpring Learn** tab.



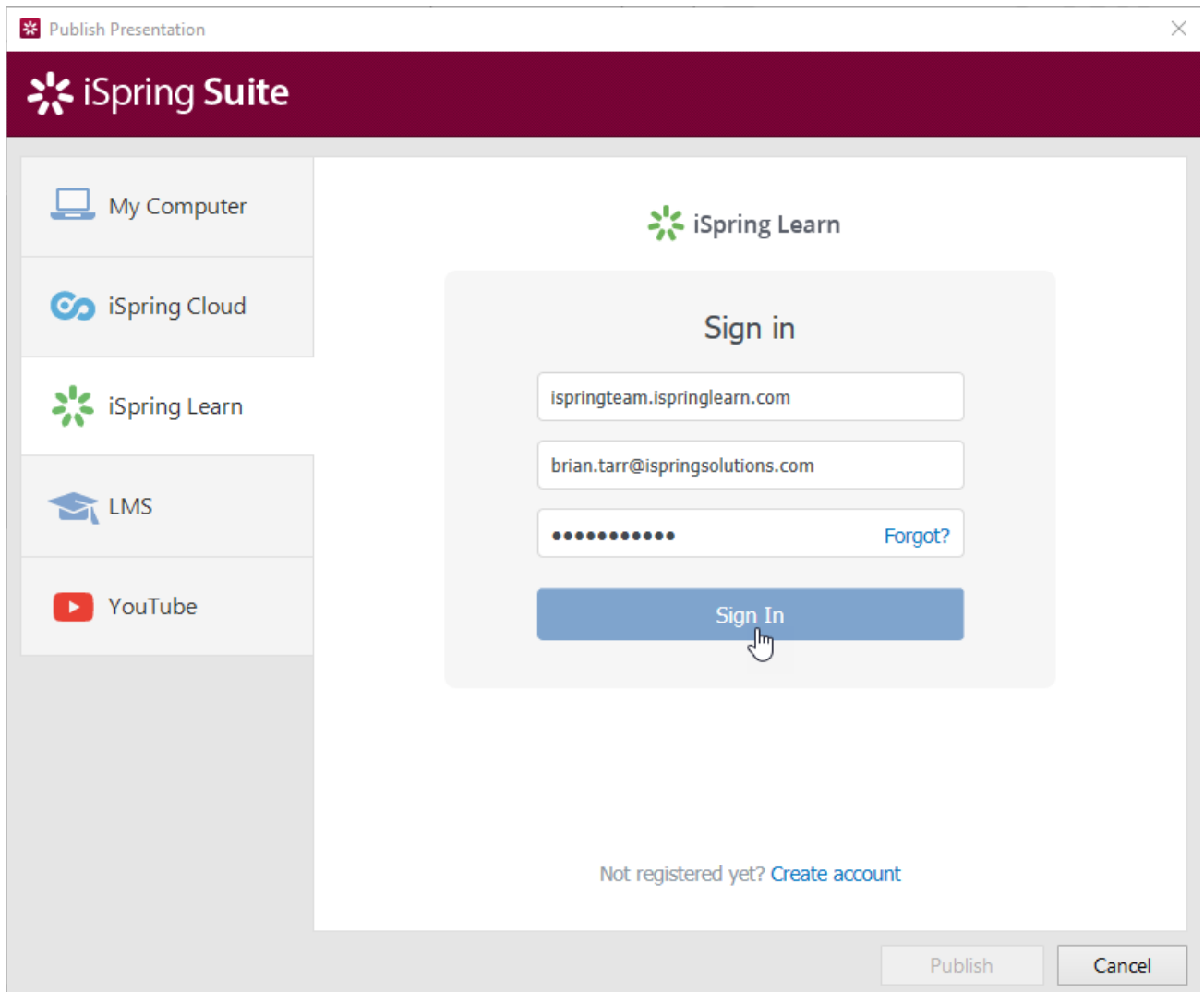
3. Browse through the picture gallery and click **Start Now**.



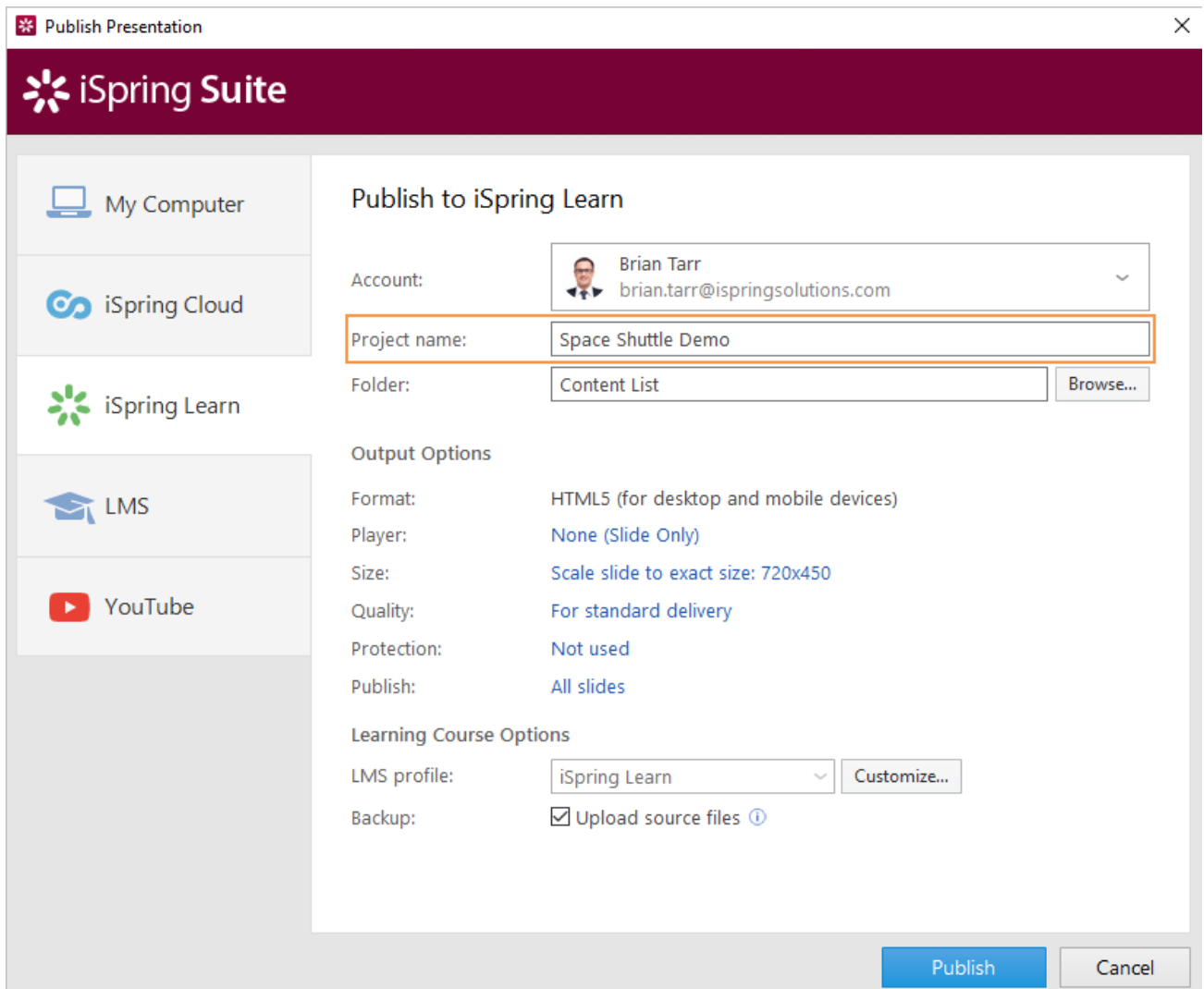
4. Create a new free iSpring Learn account right in the publishing window. Enter your email, name and phone number and click **Create Account**. You will receive an email with your login details.



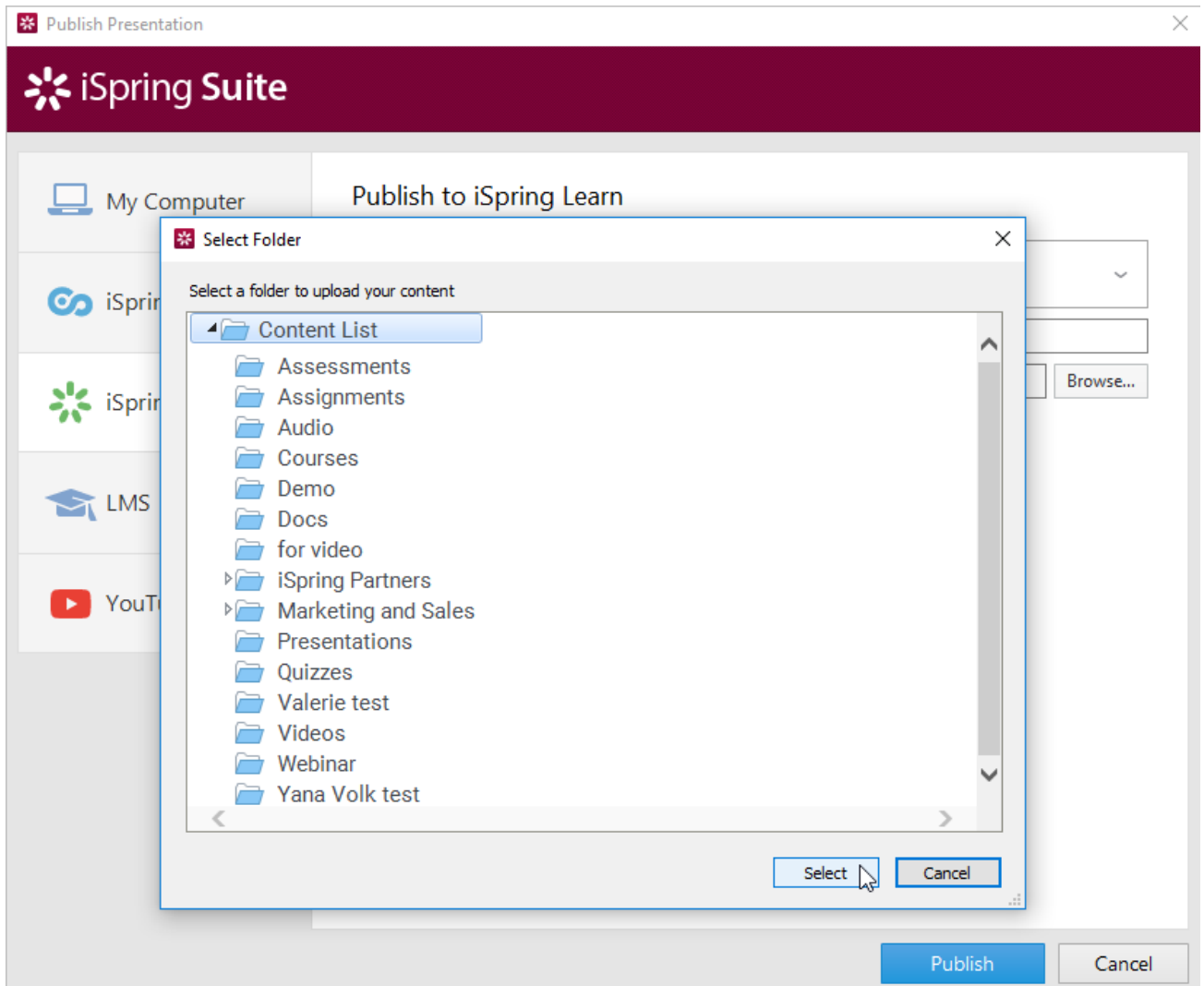
5. If you are already registered, click the **Sign in** link at the bottom of the window and enter your email and password for your iSpring Learn account. Then click **Sign In**. The specified data will be saved in iSpring Suite, and you do not have to enter it every time.



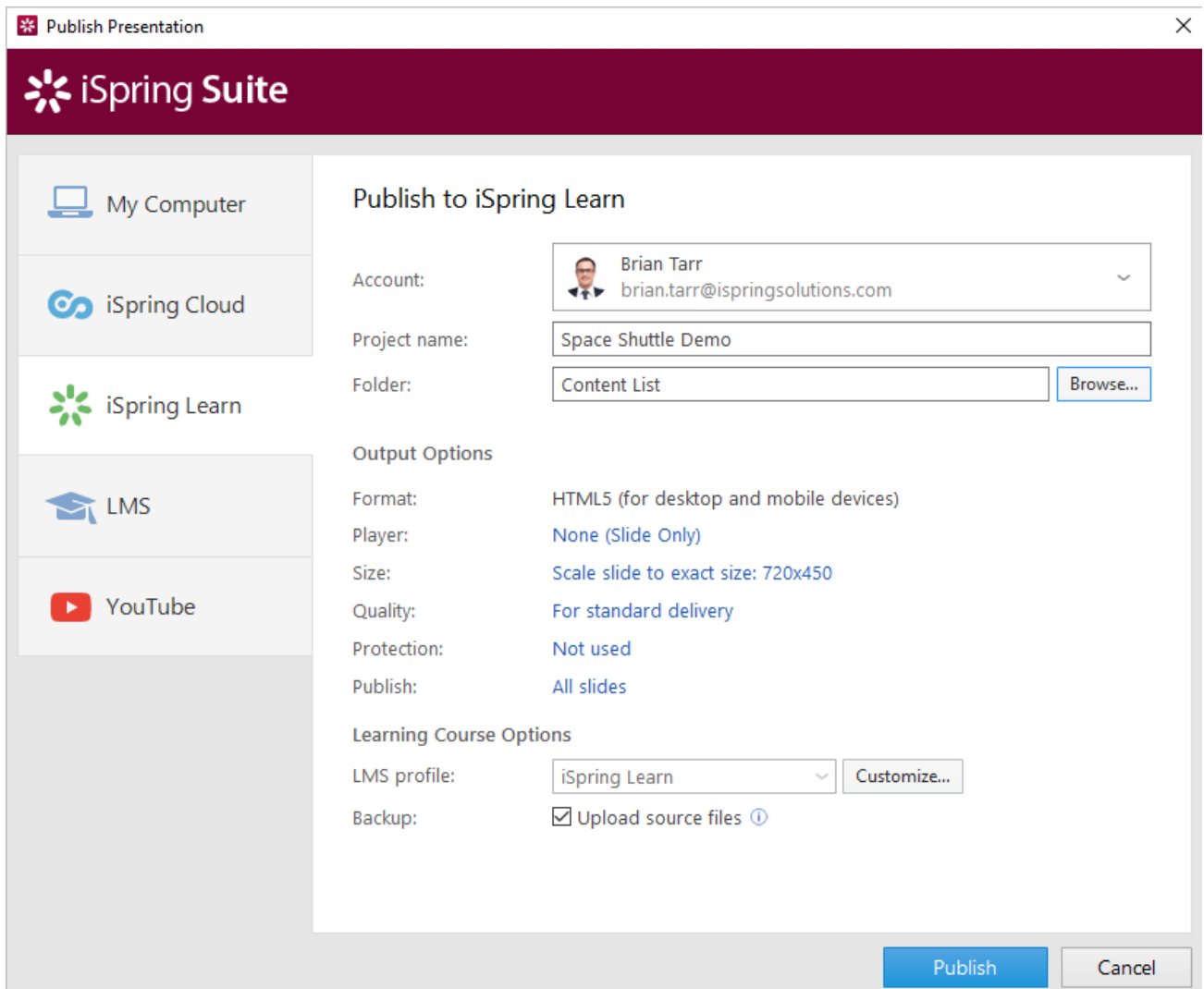
6. Enter the title of the course in the **Project name** field. By default, the title is the same as the one of the PowerPoint presentation.



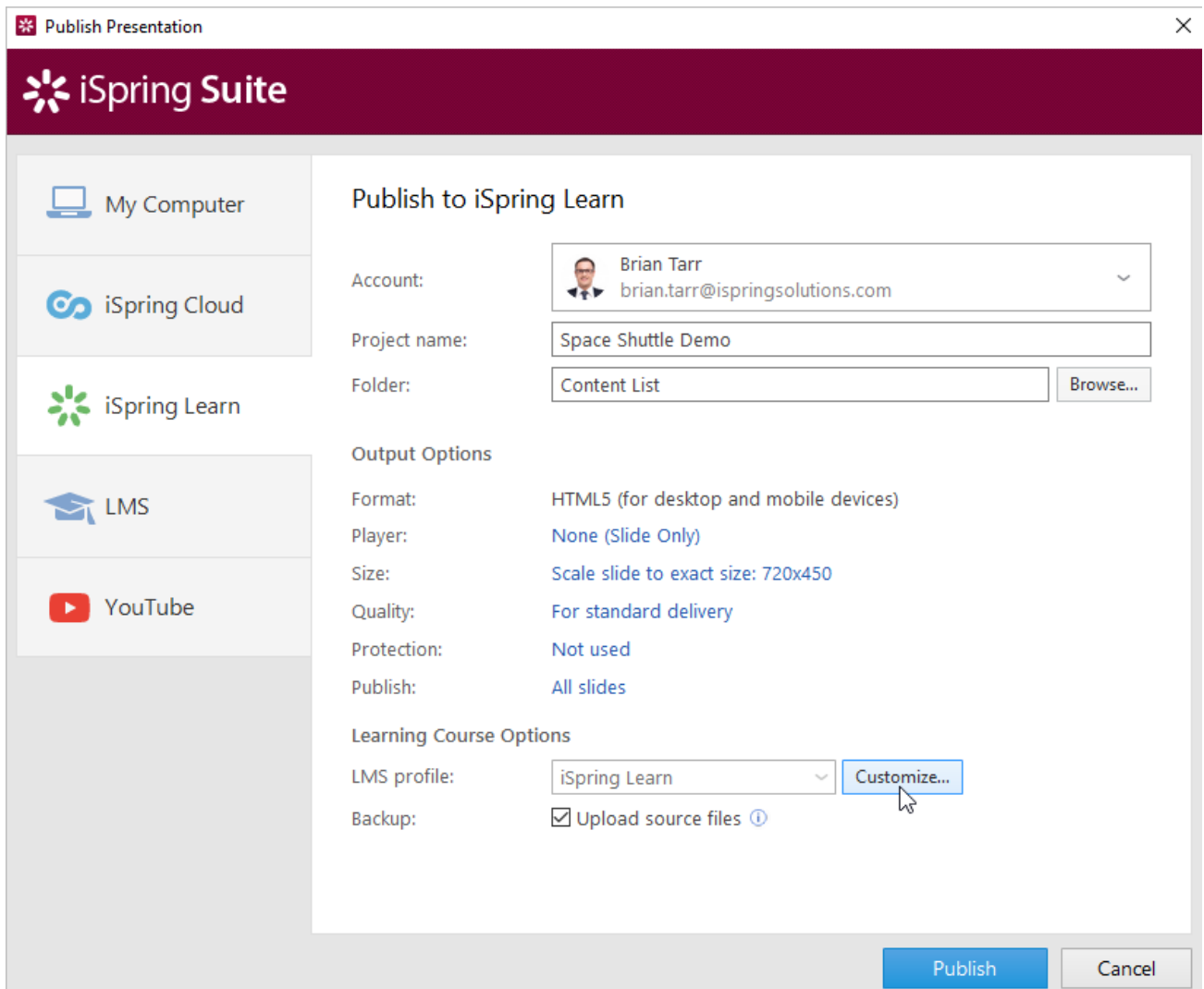
- Click **Browse...** to the right of the **Folder** field, choose the folder to upload your content, and click **Select**. By default, your presentation will be uploaded to the Content List folder.



8. Then, set up output options:
- select the player type or customize already chosen player,
  - specify how the course behaves in a browser,
  - select the quality level of images, audio and video files,
  - configure protection settings for your course,
  - choose which slides you would like to publish (all or only the selected one).

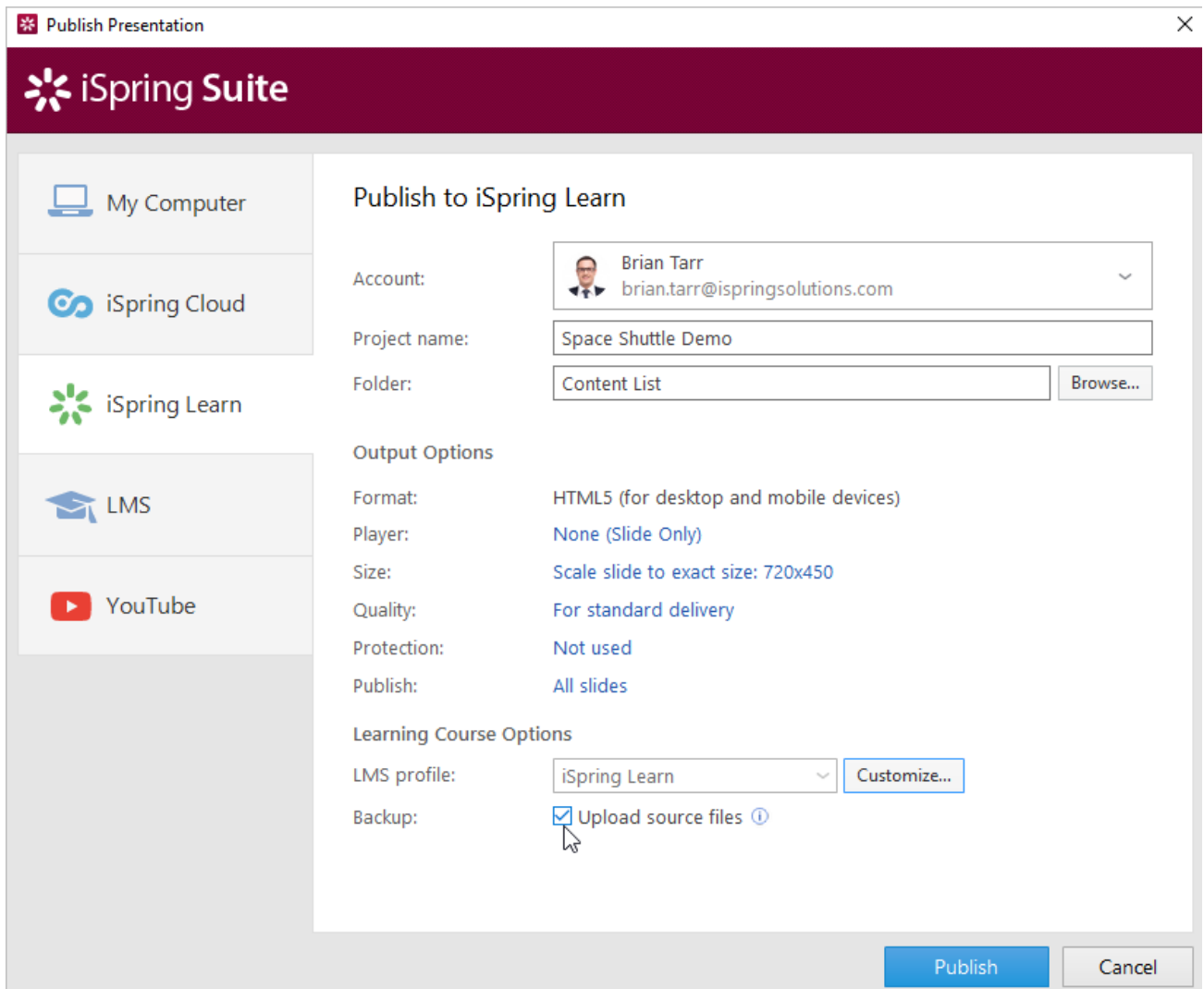


9. Next to the **LMS Profile** dropdown, click **Customize** to change additional information about the course: author, tags, description, and completion settings.

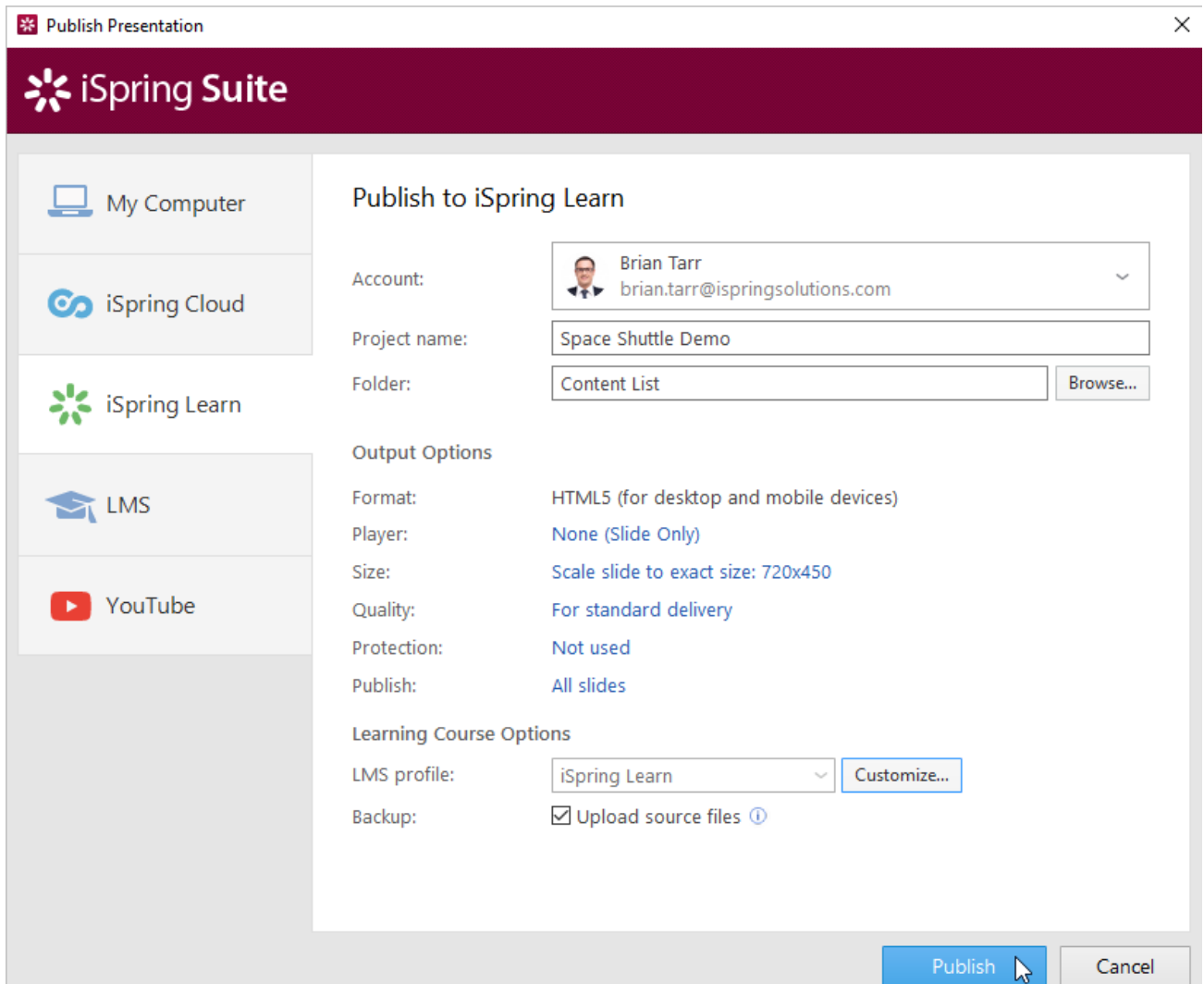


10. In the **Backup** section, select **Upload source files** if you want to save the PowerPoint source files of the presentation in iSpring Learn. That way, you can work on the course files with a team or store a backup copy of the course in the cloud.



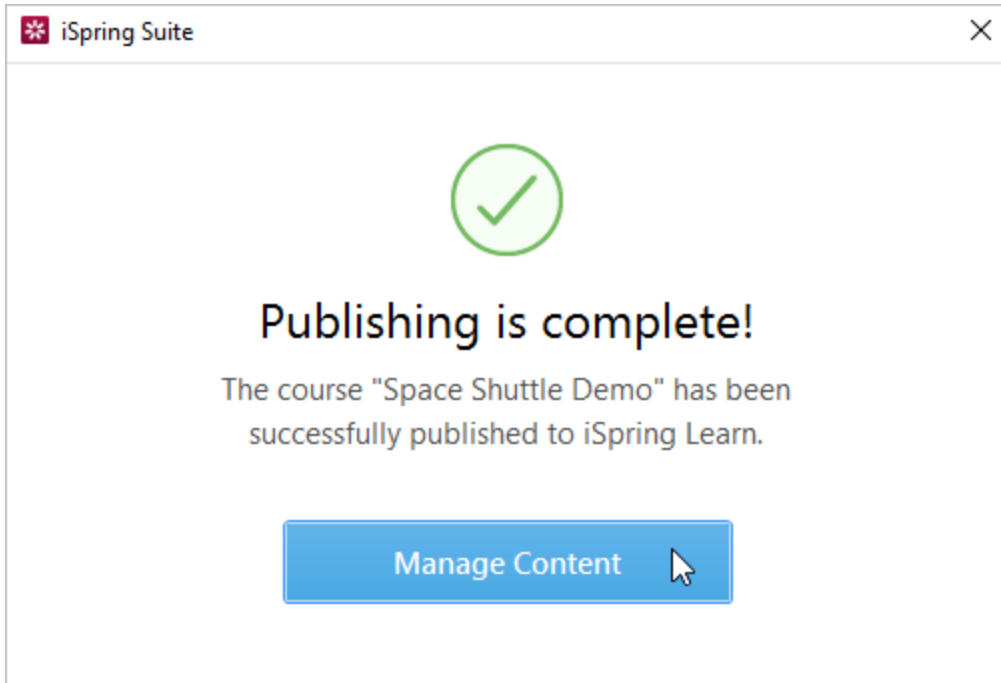


11. Click the **Publish** button.

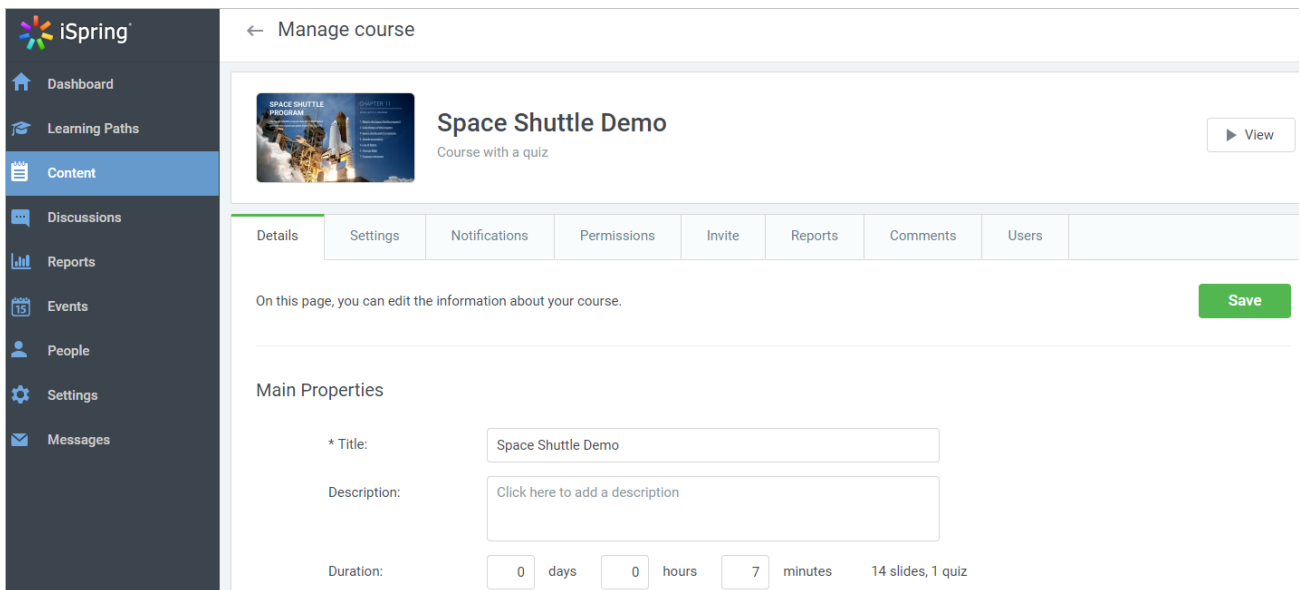


12. iSpring Suite will convert your course to online format, and it will be available for viewing on any device from a computer to a smartphone. The program will upload the content item and it will appear in your iSpring Learn account.

When the publishing process is successfully completed, a new window will be opened. To open the published course in the iSpring Learn interface, click **Manage Content**.



You will see the presentation uploaded to your iSpring Learn account. From there, you can fully manage the course settings and assign it to users.

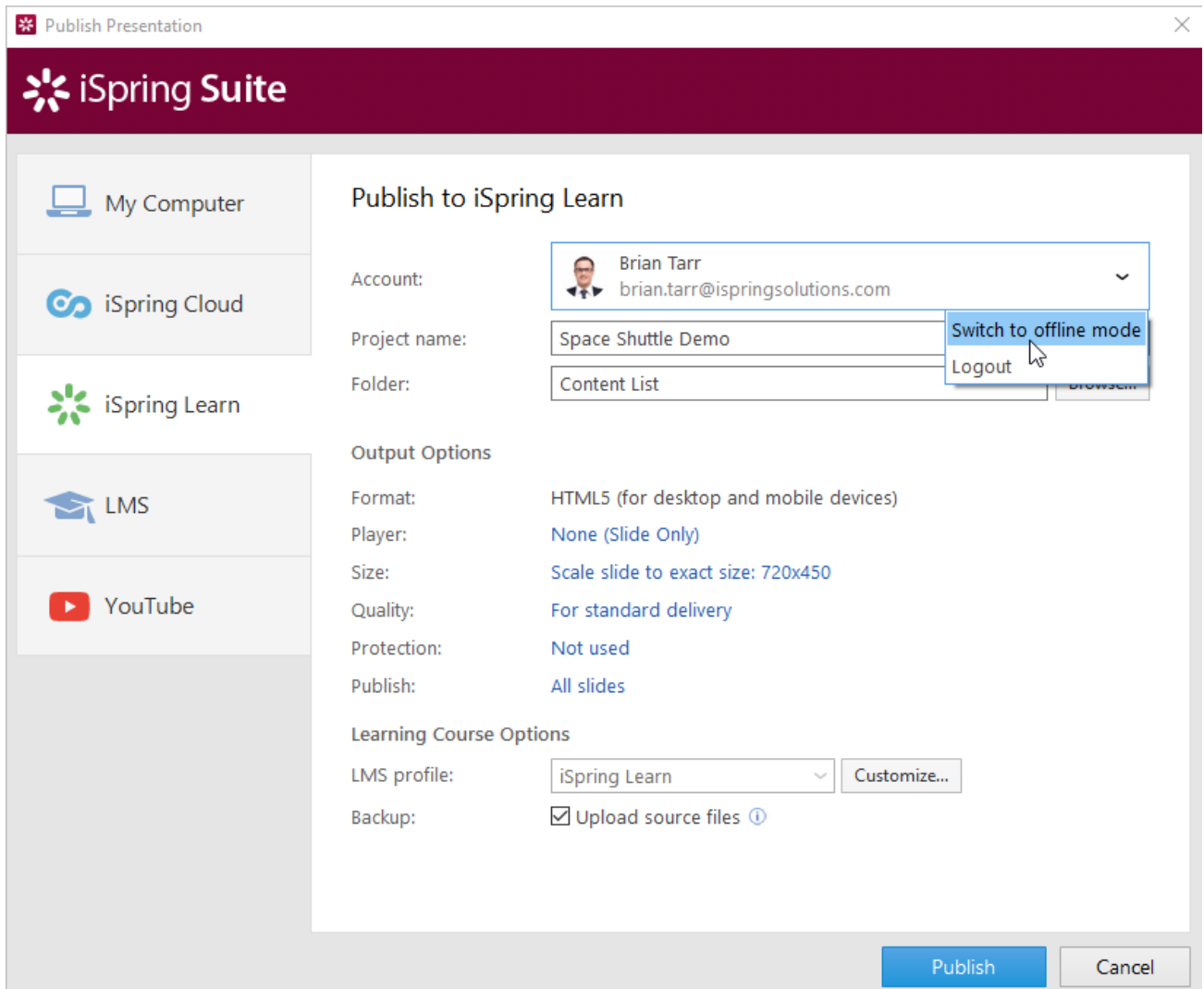


If you encounter problems publishing to iSpring Learn, please refer to the [iSpring Knowledge Base](#) or [iSpring Community Forum](#), or contact our [Support Team](#).

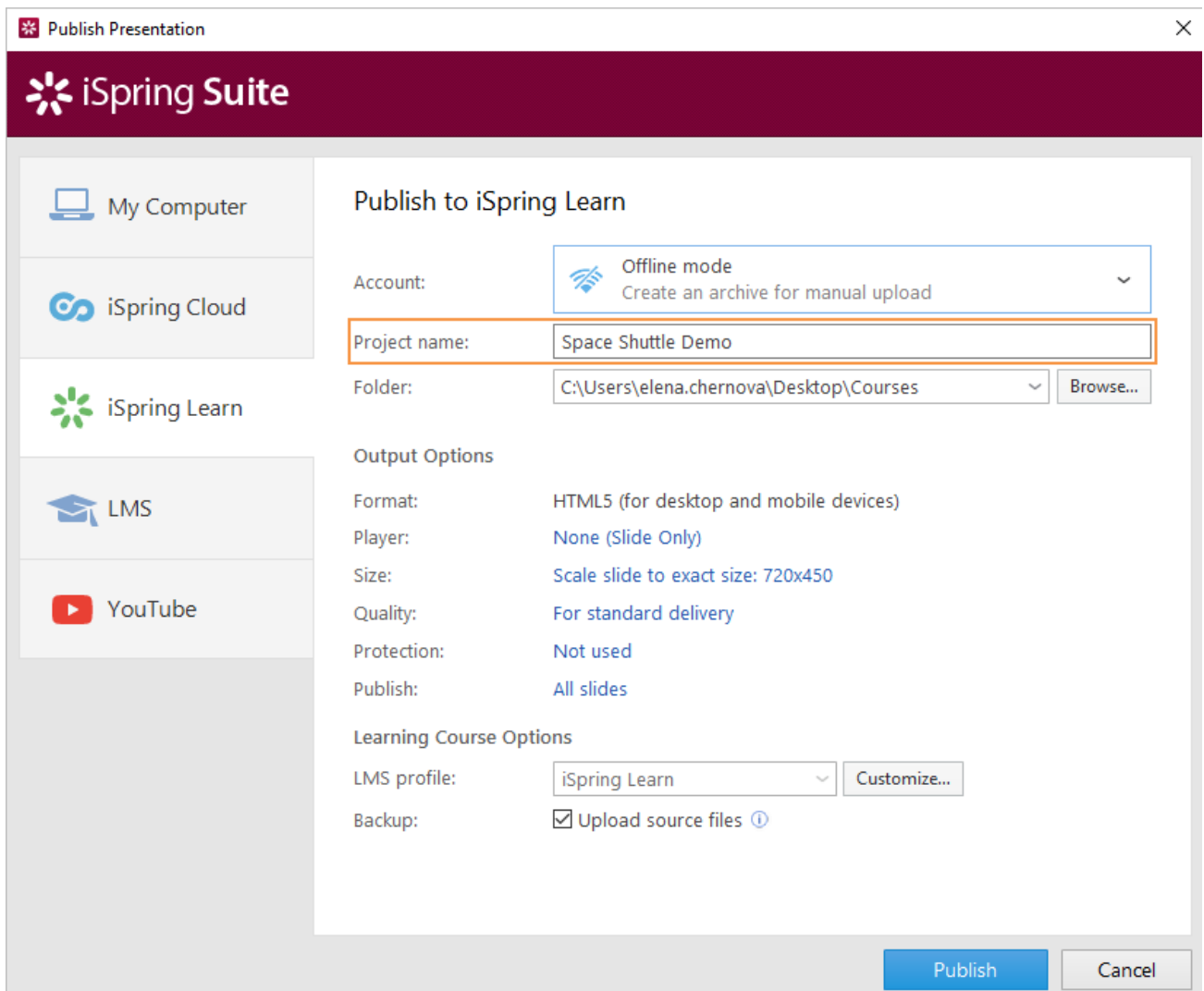
## Manual Upload to iSpring Learn

If you don't have an Internet connection or you're using a proxy server to publish the presentation, you can upload the presentation to iSpring Learn manually via the [iSpring Learn Web interface](#).

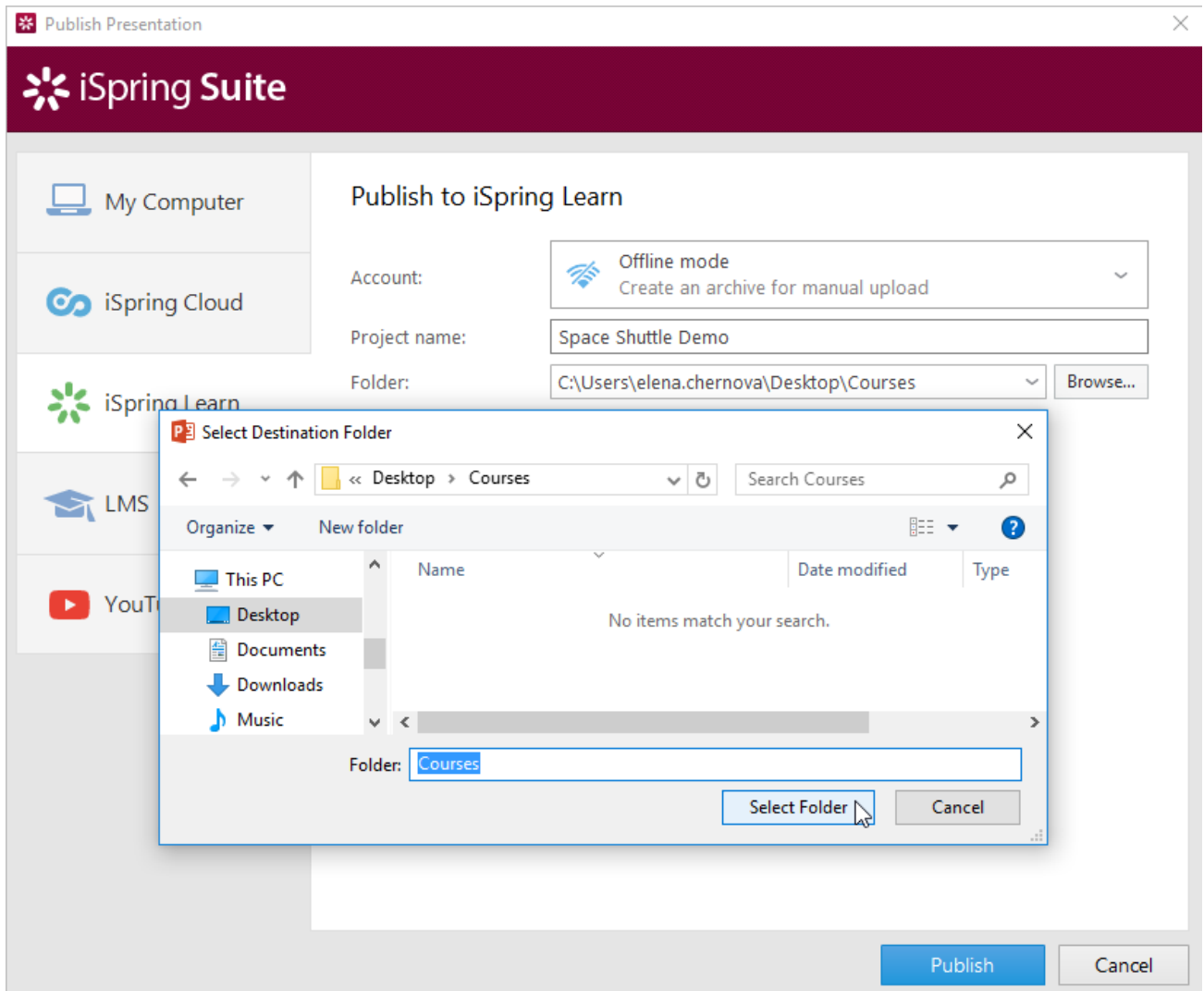
1. Go to the Account menu and select **Switch to offline mode**.



2. Enter a title in the **Project name** field. By default, the name is the same as the one of the PowerPoint presentation.

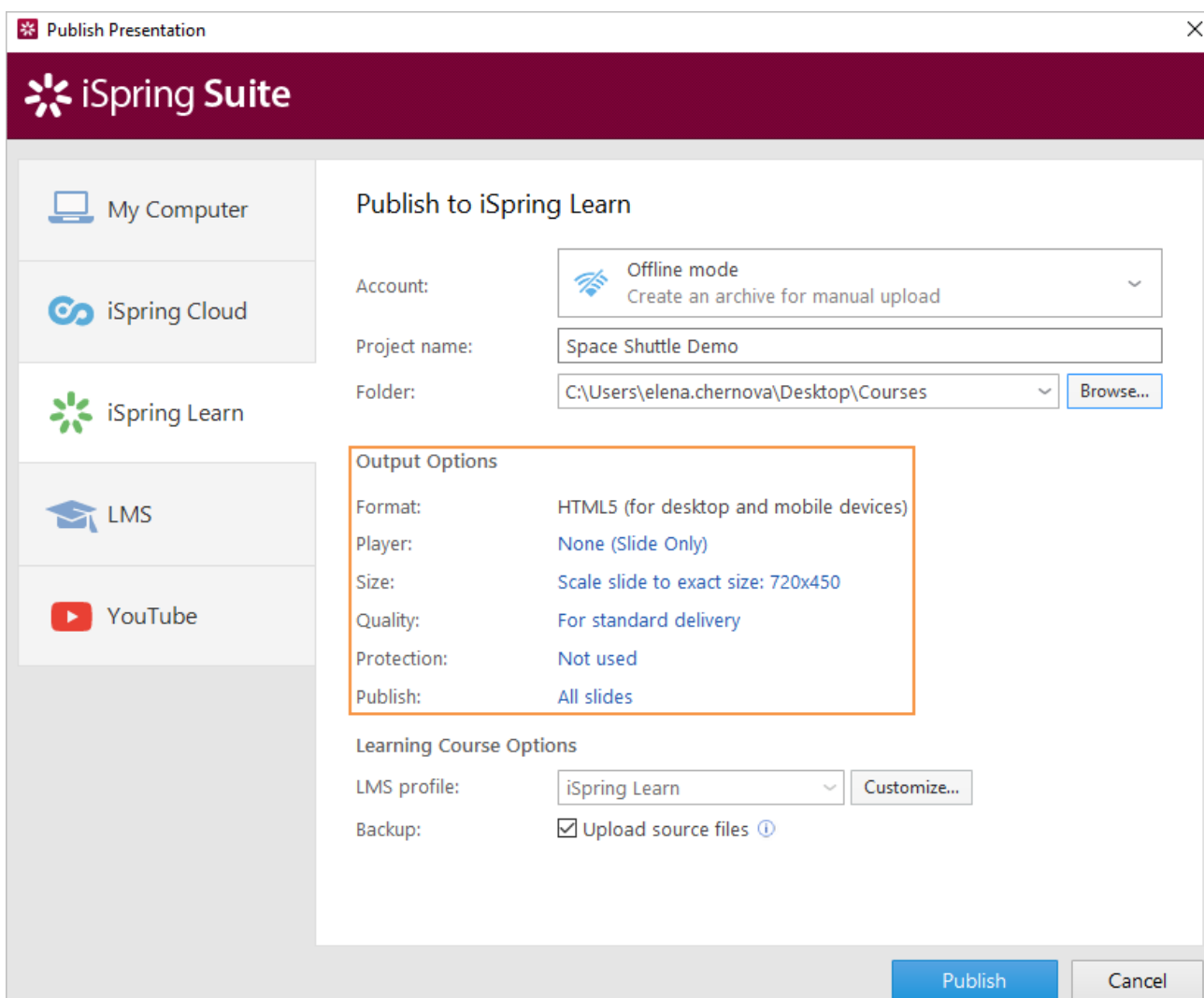


3. Specify the local or network folder in which the course will be saved in the **Folder** field. To do this, click the **Browse...** button on the right.

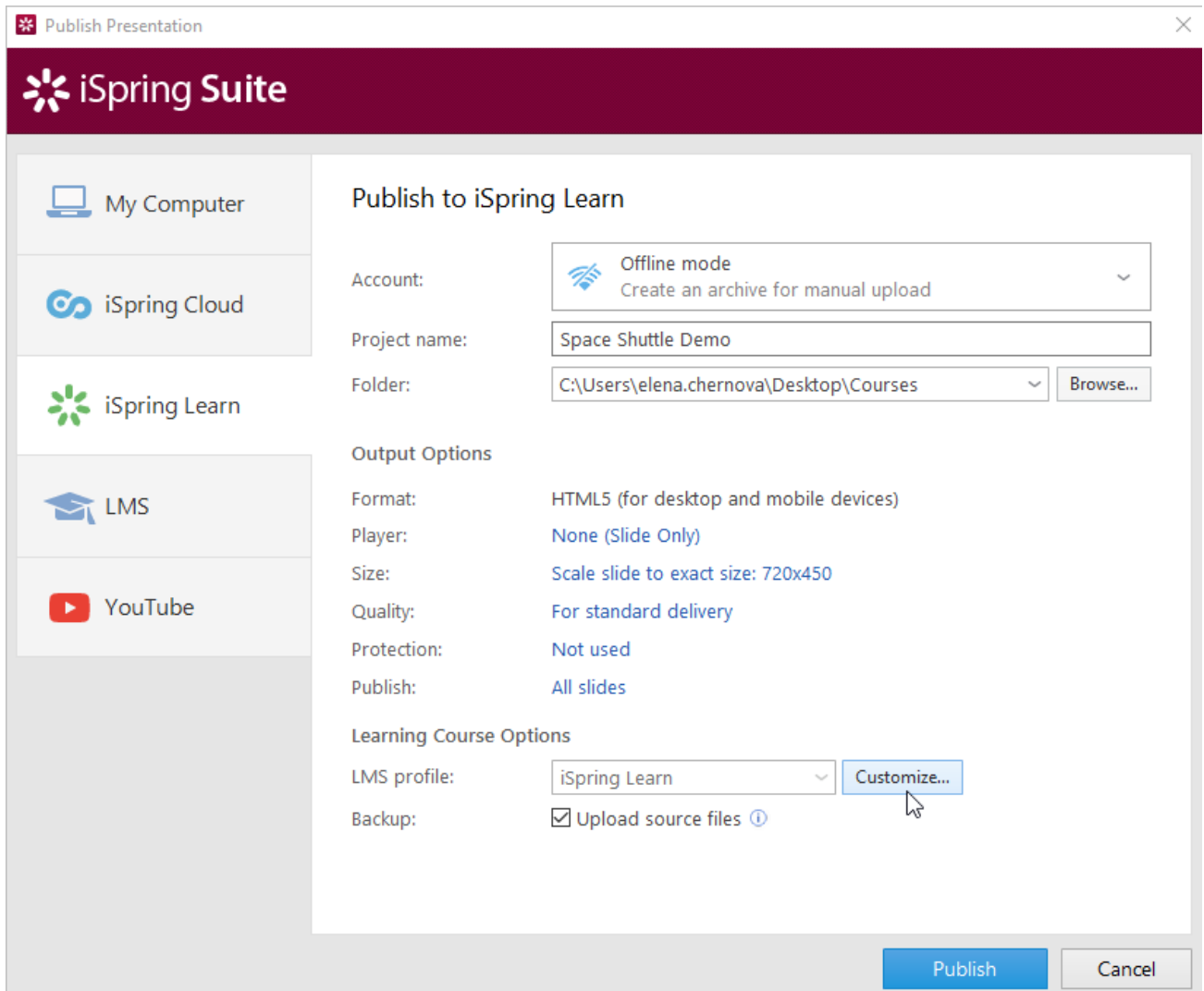


4. Then, set up output options:

- select the player type or customize already chosen player,
- specify how the course behaves in a browser,
- select the quality level of images, audio and video files,
- configure protection settings for your course,
- choose which slides you would like to publish (all or only the selected one).

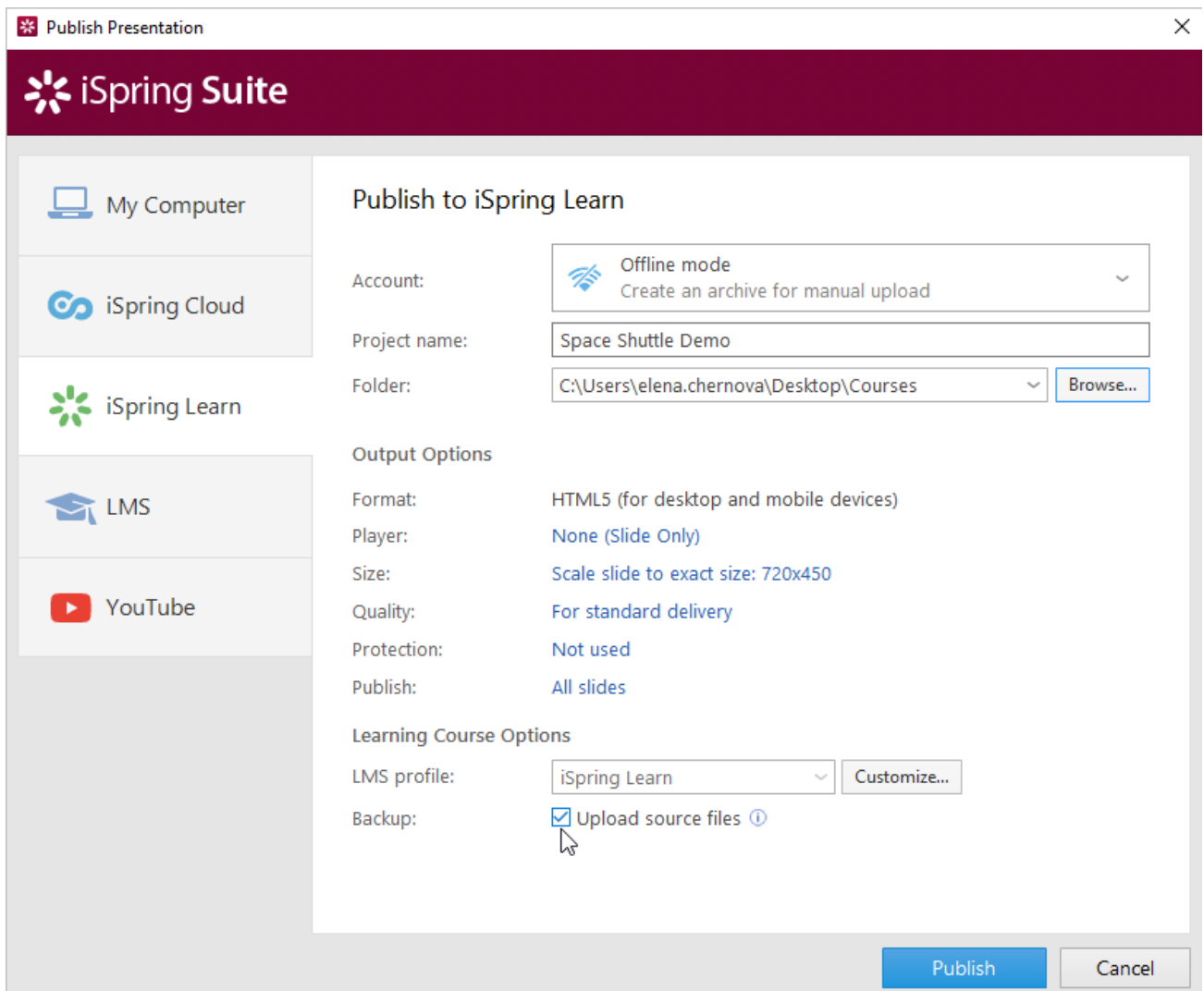


- Next to the **LMS Profile** menu, click **Customize** to change additional information about the course: author, description, tags, and completion settings.

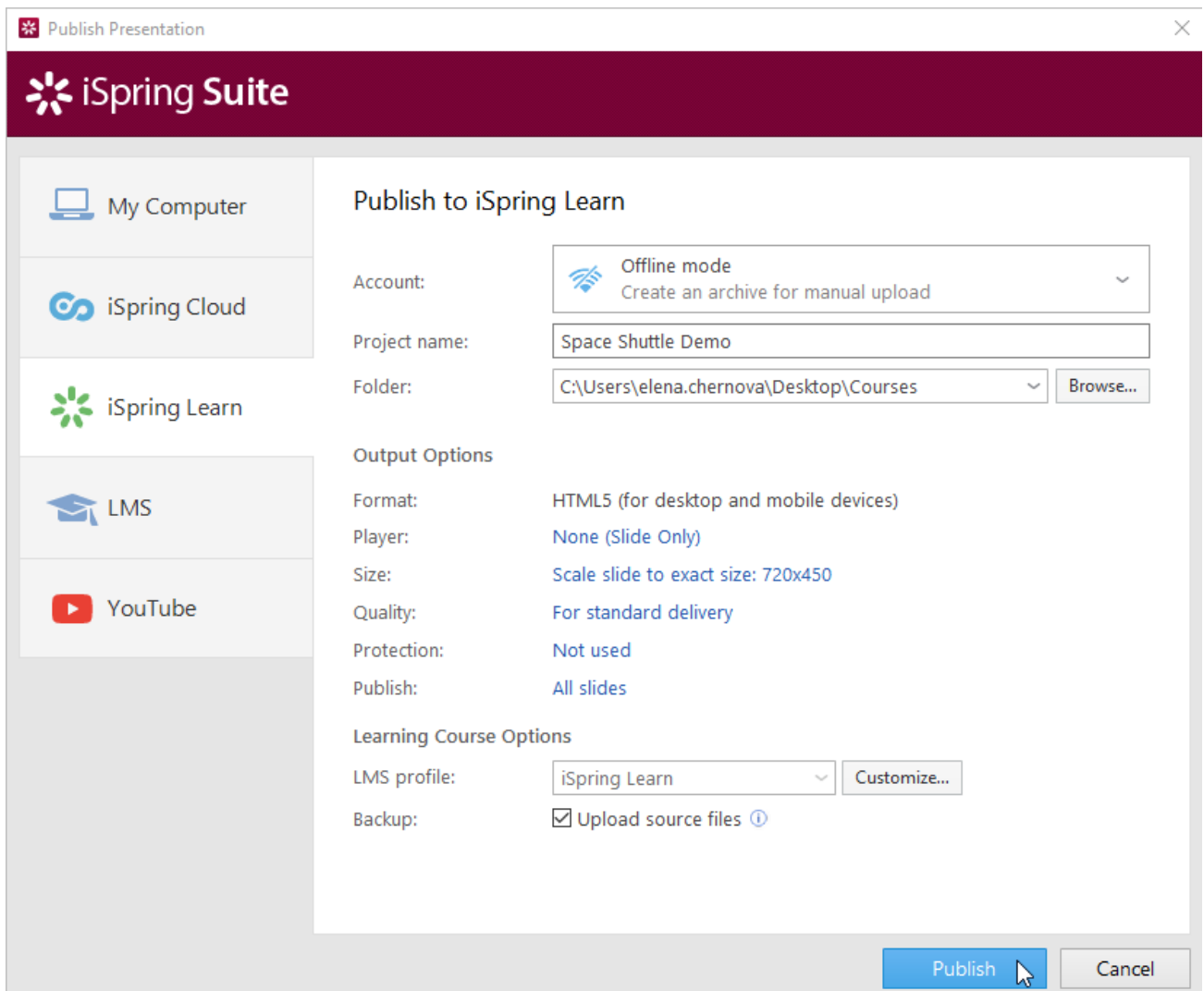


6. In the Upload Options section, check **Upload source files** if you want to save the source course files in iSpring Learn. That way, you can work on the project in a team or store a backup copy of the course in the cloud.

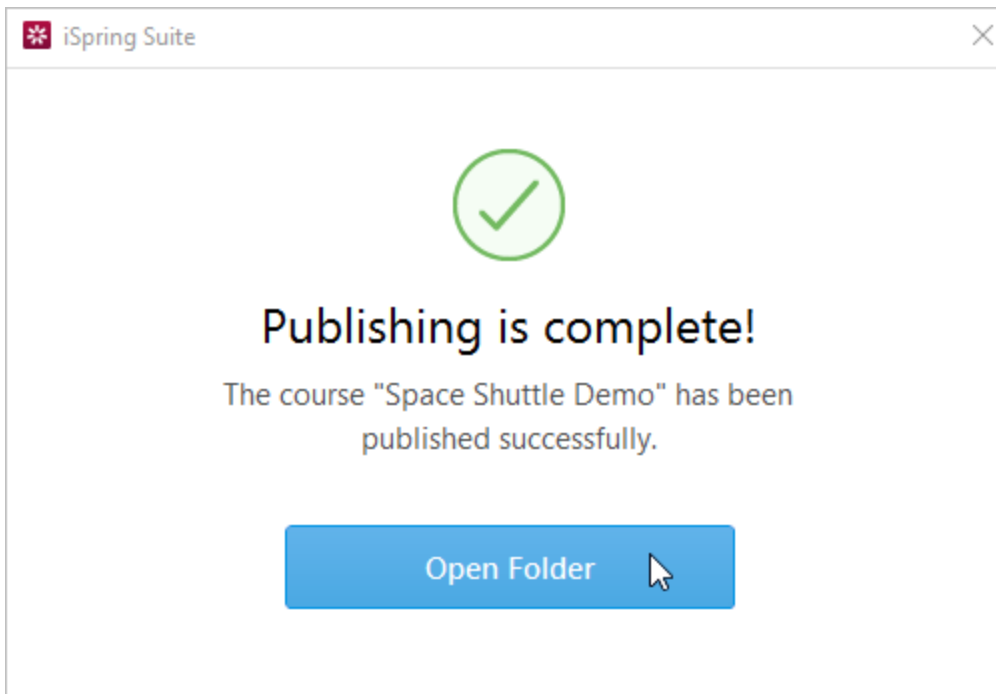




7. Click the **Publish** button.



8. After publishing is complete, click the **Open Folder** button.



iSpring Suite creates a package ready for uploading to the iSpring Learn service. Now you can log into your iSpring Learn account and upload this package at any convenient time. To learn more, read the detailed instructions for [uploading courses to iSpring Learn via the web interface](#).

