

How to Make a Motion Clip in the Microsoft Clip Gallery Loop Forever


For Microsoft Office 2013

Some motion clips in the Microsoft Clip Gallery may only loop once or twice. However, you may want them to loop forever, which means they will move for the entire time. This may be the case, if you insert a motion clip into a PowerPoint presentation and you want it to play continuously while on a slide or if you are making a web page using Word. If you are having problems with the motion clip stopping, you can fix the problem.

To do this, you will need to download the free software GIMP. It will allow you to save a copy of the file, with a "loop forever" property.

Step One: Save a Copy of the Motion Clip

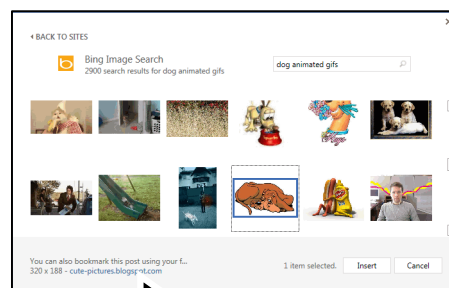
OPTION 1: LOCATE THE IMAGE FROM OFFICE ONLINE

1. Type **http://office.microsoft.com/** into the browser address bar and press RETURN.
2. Click IMAGES.
3. Type a **search term**. Click the search icon. 
4. In the Media Types section, click *Animation*.
5. Search for the clip that you would like to use but you know is not looping properly. Click *Copy*.
6. Right click the mouse on the Desktop. Select *Paste*.

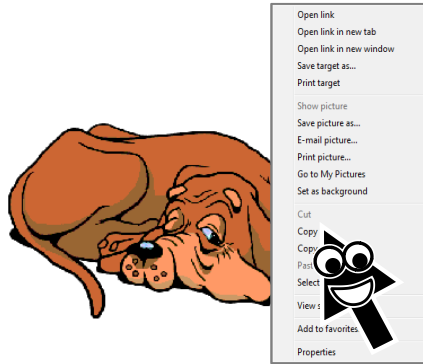


OPTION 2: LOCATE THE IMAGE FROM A SEARCH USING ONLINE PICTURES

1. Open the Office program.
2. Click the *Insert* tab. Click *Online Pictures*.
3. Using *Bing Image Search*, find the motion clip that you would like to use but you know is not looping properly.
4. Once you find the clip, click on it to select it.
5. Note that the source website for the clip is listed at the bottom of the picture gallery pane. Click on the URL to go to the site.



6. Locate the motion clip on the website. Right click on the clip and select *Copy*.



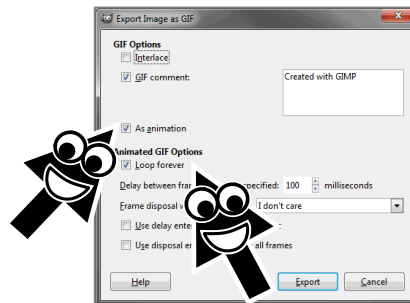
7. Right click the mouse on the Desktop. Select *Paste*.
8. Close all open programs.

Step Two: Install the Free Software GIMP

1. Visit www.gimp.org/downloads
2. Look for GIMP for Windows.
3. Download and then install the software.

Step Three: Save a Copy of the Motion Clip using GIMP to Cause the Animation to Loop Forever

1. Open GIMP.
2. From the File menu, select *Open*.
3. Locate the file and then click *Open*.
4. From the File menu, click *Save a Copy*.
5. Name the file and select a location. Click *Save*.
6. From the File menu, click *Export*.
7. Click *Export*. Click *Replace*.
8. Select *As Animation*.
9. Select *Loop forever*.
10. Click *Export*. Quit GIMP.



Step Four: Insert the Motion Clip

1. Open the Office program.
2. Click the *Insert* tab. Click *Pictures*.
3. Locate the newly saved file.
4. The animation should now loop forever!