2022 年 10 月 25 日

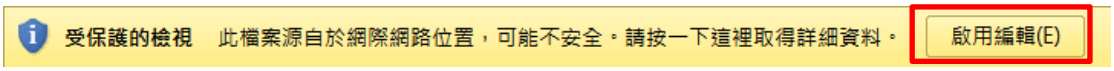
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教學投影片說明

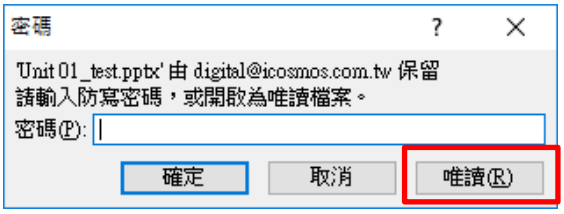
1. 請將投影片檔案複製到電腦上播放，速度較快且較不容易有問題。
2. 投影片內容皆擷取自書本。解答搭配動畫，老師在講解後，點一下即可顯示答案。
3. 點擊播放或喇叭圖示，即可播放音檔或調整音量。



4. 開啟檔案後，看見：
   - 上方出現「受保護的檢視」，請點「啟用編輯」按鈕。

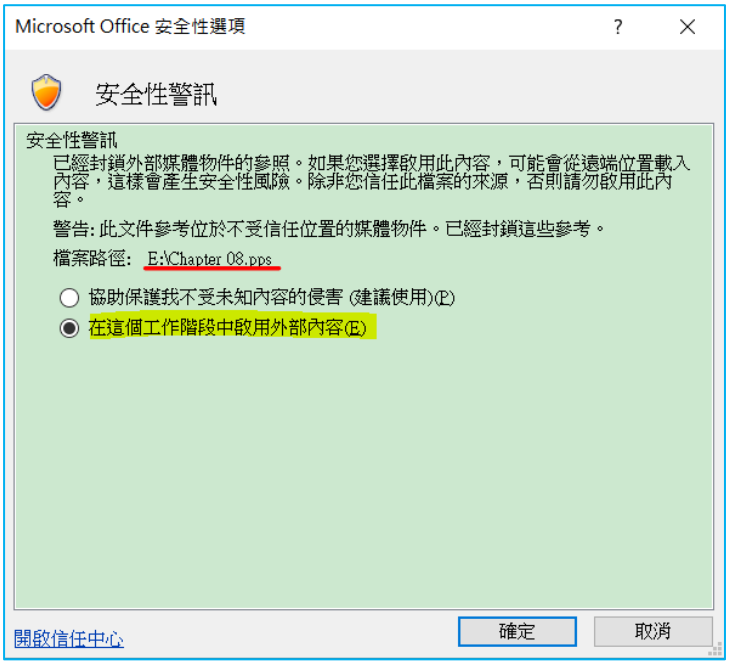


   - 出現「輸入密碼」資訊，請點「唯讀」按鈕。



5. 撥放 PPT 時，若出現「安全性警訊」，請選擇下方的「在這個工作階段中啟用外部內容」。

   由於部分投影片使用連結音檔的方式製作，因此有另外的**音檔資料夾**，電腦會告知您此檔案會連結外部的內容（也就是音檔），若選擇第一個「協助保護」的選項則無法播放音檔。



6. 投影片內容版權皆屬於作者及出版社，為**維護著作財產權**，教學檔案僅提供老師在教學上使用，**不可散布或公開傳輸**，造成不便請見諒。
7. 使用上若有任何問題，請看下方 Q&A。若無法解決，請與我們聯繫，將會盡速協助您排除問題。

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教學投影片製作方式

為了提供老師更好的教學體驗，目前選擇 Office 2010 版本製作投影片。為維護著作財產權，PPT 檔皆設有防寫密碼。在使用上，與一般 PPT 投影操作相同，只是無法進行任何編輯或儲存新檔。

雖然已經有將製作好的檔案降轉為 2003-2007 版本也可開啟的檔案，但目前得知少部分可在新版 PowerPoint 中使用的動畫效果、音檔嵌入與音檔調整功能，可能無法在 PowerPoint 2004 或較舊版本中運作，或是以預期方式播放。因此使用較舊版本 PowerPoint 開啟檔案，可能會有無法完整呈現的問題。

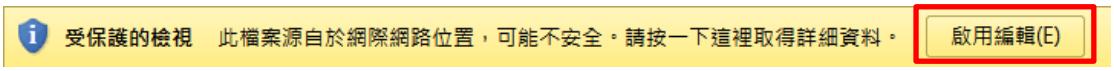
我們一直都在嘗試更好的製作方式，希望能夠減少老師使用上出現的問題。若有任何建議歡迎與我們聯絡。

聯絡方式

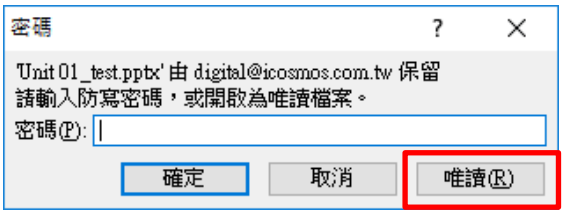
客服信箱：digital@icosmos.com.tw
客服專線：02-23659739 #11 (週一至週五 9:00 am ~ 6:00 pm 不含例假日)
Line@ ID：cosmos_books/
點擊加入好友：https://lin.ee/Q1KSCQ

How to Use the Teaching Slides

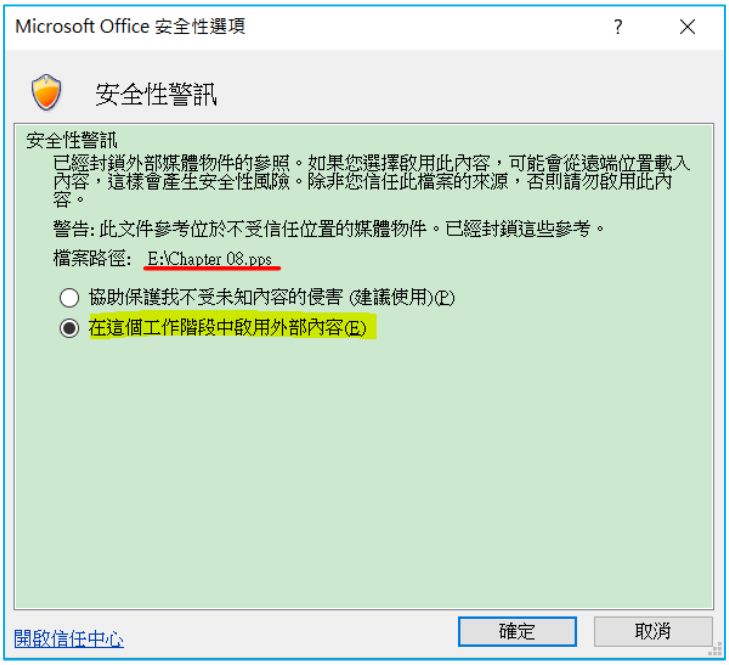
1. Please save the slide files on your computer. This will ensure higher speed and reduce the chances of any issues.
2. The slide content is extracted from the textbook, with answers seamlessly integrated into animations. You can reveal the answer with a simple click.
3. Click on “Play” or the speaker icon to listen to the audio or adjust the volume.
4. When you open the file, if you encounter:
   - “Protected View”（受保護的檢視）at the top, please click the “Enable Editing”（啟用編輯）button.



   - a pop-up window requesting a password, please click the “Read Only”（唯讀）button.



5. While playing the PowerPoint (PPT), if you encounter a “Security Warning”（安全性警訊） message, please select “Enable External Content for This Session”（在這個工作階段中啟用外部內容）at the bottom.
   Certain slides include audio files linked from **an external folder**, and you might receive a notification about external content (i.e., audio files).
   Opting for the first choice, “Help Protect”（協助保護我不受未知內容的侵害）, may result in the audio file not playing.



6. The content of the slides is protected by copyright, belonging to the author and the publisher. **In adherence to intellectual property rights**, these teaching files are intended only for the instructor's use and **should not be distributed or publicly shared**. We apologize for any inconvenience this may cause.
7. If you encounter any issues during use, please refer to the Q&A section below. If issues persist, feel free to reach out to us. We will promptly assist you in resolving them.

How We Create the Teaching Slides

In order to enhance the teaching experience for instructors, we have created the slides using the Office 2010 version. To protect intellectual property rights, all PowerPoint files are password-protected. They are no different from regular slides in terms of usage; the only distinction is that no editing or saving of new files is possible.

While we have converted the files to versions compatible with 2003-2007 PowerPoint, it has come to our attention that some animation effects, embedded audio files, and audio adjustment features, available in the new PowerPoint version, may not function as expected in PowerPoint 2004 or older versions. Therefore, opening the files with older versions of PowerPoint might result in issues where the content may not be fully presented.

We have been continuously exploring better ways of creating materials, aiming to minimize any challenges instructors may encounter during use. If you have any suggestions, please feel free to contact us. Your feedback is highly appreciated.

Contact Information

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