



CONFIDENTIAL
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SAP Analytics Cloud Present Mode

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1 Working with Present Mode

The *Present* mode is used to display the story content as a presentation.

What is Present Mode?

The Present mode brings the main features that have been available in the traditional *Digital Boardroom* directly into the Optimized Story Experience. You can use pages imported from other stories together with pages created within your story to deliver the content as a presentation.

→ Remember

If you are setting up a presentation, this must be done within a new or existing story created in the Optimized Story Experience.

Related Information

[Import Story Pages \[page 4\]](#)

[Build The Presentation Structure \[page 9\]](#)

[Enhancing the Present Mode Experience \[page 12\]](#)

[Restrictions for this Controlled Release \[page 16\]](#)

2 Import Story Pages

Follow the instructions below to import story pages into a new or existing story created in the Optimized Story Experience.

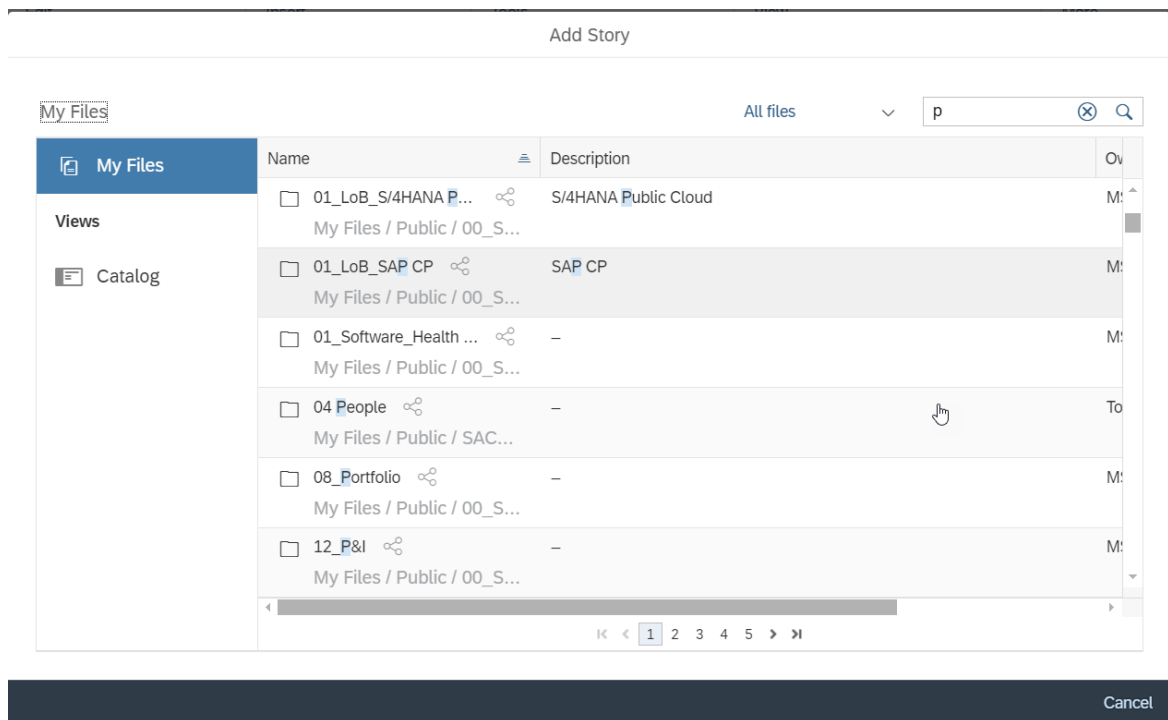
Context

Before importing story pages make sure you have read access rights to the stories you want to import.

Procedure

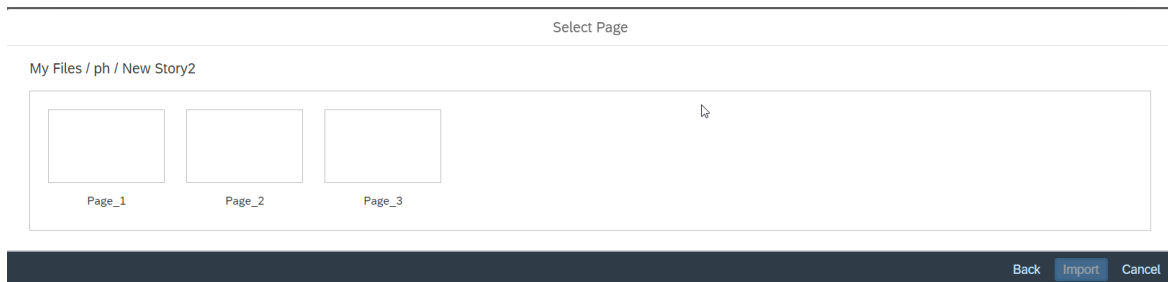
1. Open your story in *Edit* mode.
2. On the page tab bar select   *Import Story Pages* .

The *Add Story* dialog is displayed.



3. Search for the story containing the page or pages you want to import, and select the story.

The *Select Page* dialog is displayed.

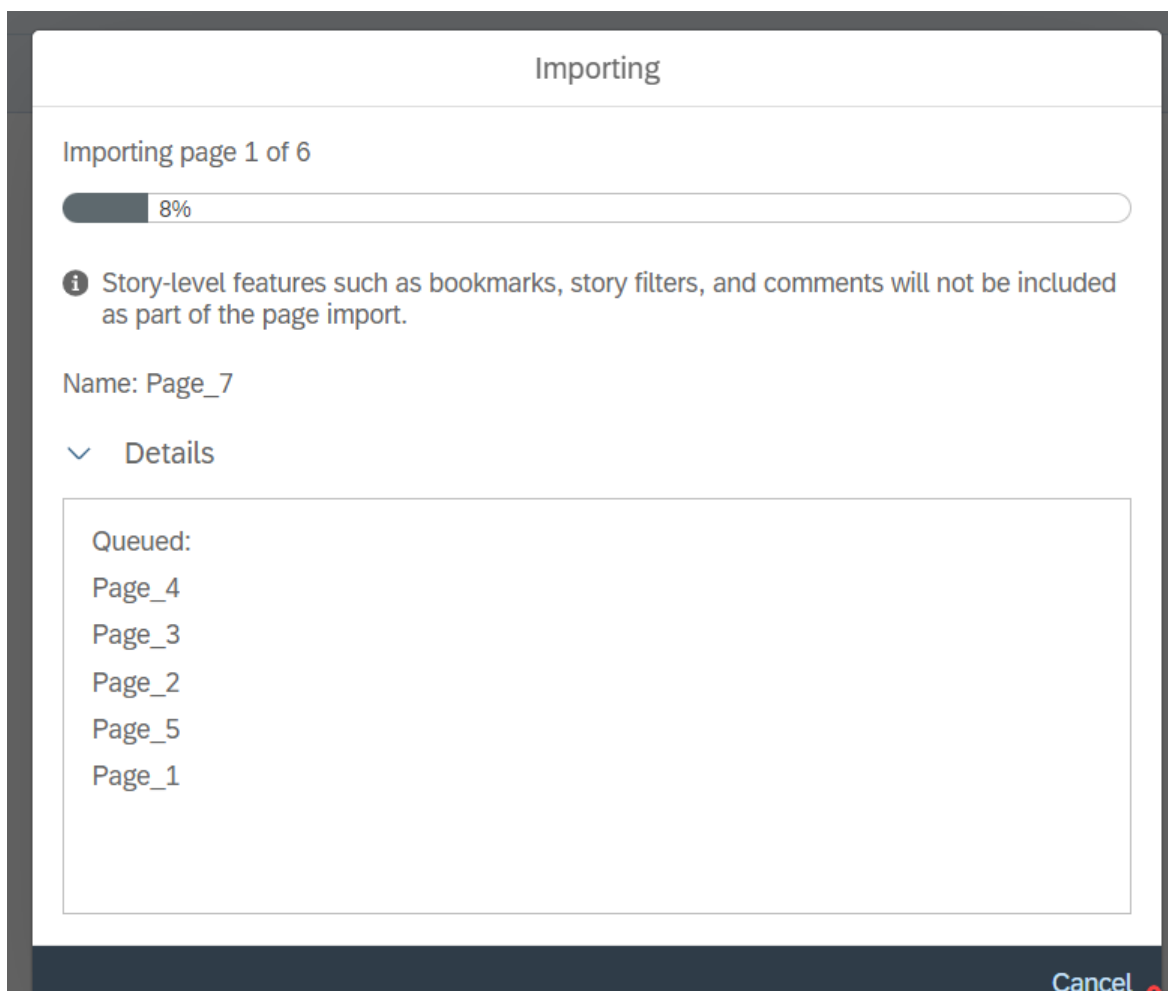


4. Select the page or pages you want to import.

⚠ Restriction

You can only add pages that have not been imported into your story. You can only import pages from a story created in the Optimized Story Experience

5. When you are ready, select [Import](#) to launch the import process.



A progress screen displays with information on the page(s) import. All the pending page imports are listed under [Queued](#). Once all the pages are marked [Success](#) status, the import is complete. If there are any issues with the import of a page, a warning is displayed in the [Status](#).

Importing

Imported 6 out of 6 pages

100%

i

Story-level features such as bookmarks, story filters, and comments will not be included as part of the page import.

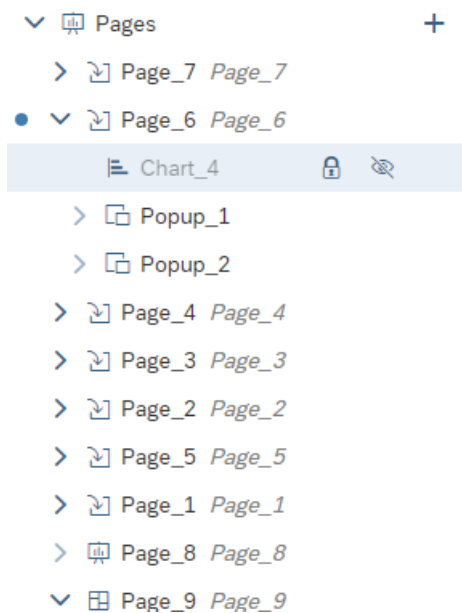
Details

Page Title	Status
Page_7	✓ Success
Page_4	✓ Success
Page_3	✓ Success
Page_2	✓ Success
Page_5	✓ Success
Page_1	✓ Success

Done

Select [Done](#) to continue.

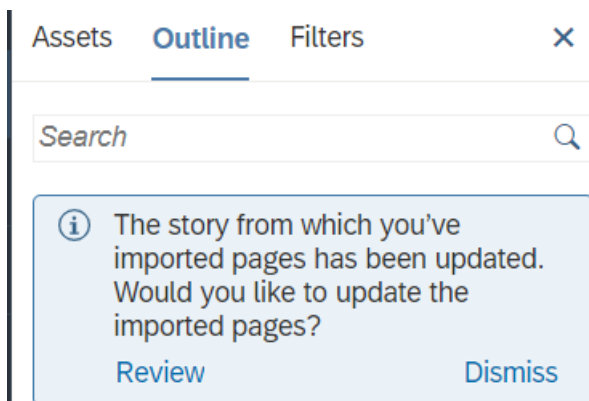
Every imported page will display in a separate page tab in your story. In the left side panel, all imported pages are listed under [Pages](#) in the [Outline](#) tab together with any other story pages.



Note

Within the [Outline](#) tab, imported pages are prefaced with a different icon () to pages originally in the story (). Once in a story, an imported page can be modified or edited just like any other page in the story. Select the  option in a page entry to rename the page, set it to hidden, or add a popup. Imported pages do enjoy a unique option to [Open Original Page](#). Use this option to reference the original page.

6. If the story from which you imported content is updated, a notification is displayed in the [Outline](#) tab, select [Review](#) to display all the update.



The [Content Updates Available](#) dialog lists all the pages that have been updated. Choose the updated pages you want and select [Update selected](#) to import. If want to update all the pages, select [Update All](#).

Caution

When you reimport a page all changes made to the page will be overridden and any bookmarks will be nullified.

Content Updates Available

Reimporting pages will override any changes made to the page and nullify any bookmarks.

☒ Page_2 Page_1 (1) Last Update: 1/28/2024	Open File
☒ Page_4 Page_4 Last Update: 1/28/2024	Open File
☒ Page_5 Page_5 Last Update: 1/28/2024	Open File

Update All

Update Selected

Cancel

Next Steps

You can do any of the following tasks:

- [Save](#) the story before selecting  to display the story in *Present Mode*.
- Structure your presentation further.
- Apply specific customizations to your presentations.

Related Information

[Build The Presentation Structure \[page 9\]](#)

[Enhancing the Present Mode Experience \[page 12\]](#)

[Restrictions for this Controlled Release \[page 16\]](#)

3 Build The Presentation Structure

A Presentation Structure helps you fine tune the details of your story presentation.

Presentation Settings

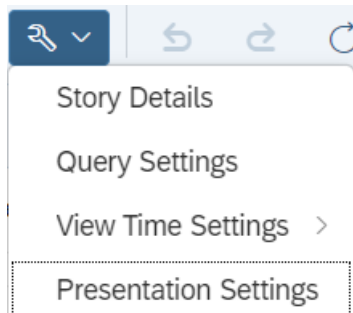
The presentation structure is by default empty and the existing story is a flat presentation. To set up the presentation as a tree structure, create your first topic, then drag and drop pages under the topic or subtopic. The combination of topics and sub-topics creates a tree structure will guide the presentation.

Remember the following guidelines as you build the presentation structure:

- You do not need to configure a structure to run your Presentation. You can always simply run your story in present mode.
- You don't need to use all the pages in your original story within the Presentation Structure. Unused page will remain hidden.
- You can opt to hide an entire topic within the Presentation Structure. All the topic's subtopics and pages will be hidden.
- A page can only be used once within a Presentation Structure.

1. To display the *Presentation Settings* dialog in *Edit* mode, use either of the following options:

- Go to ► *File* ► *Edit Story* ► *Presentation Settings* ►.



- In the left side panel, go to ► *Outline* ► *Global Settings* ► *Presentation* ►.

Assets **Outline** Filters

Search

▼ Story

▼ ⚙ Global Settings

≡ Navigation

🔍 Filter Panel

🔖 Bookmarks

▶ Presentation ⓘ

The *Presentation Settings* dialog is divided into two areas. On the left *Pages* panel contains all the available pages for your presentation.

Pages

Search



🔍 ▼ ⬆️ ⬆️ ▼

🔍 Page_7 Page_7

🔍 Page_6 Page_6

🔍 Page_4 Page_4

🔍 Page_3 Page_3

🔍 Page_2 Page_2

🔍 Page_5 Page_5

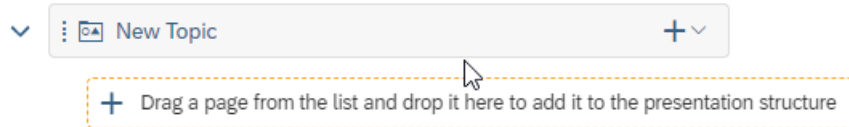
🔍 Page_1 Page_1

🔍 Page_8 Page_8

2. You can search, filter, or sort the available pages in the *Pages* panel.
The *Structure* space is displayed on the right. You define topics and subtopics, and the order in which pages are presented within the topics in this space.
3. To set up the presentation as a tree structure, use the initial *New Topic* listed under *Structure*.

Presentation Settings

Structure



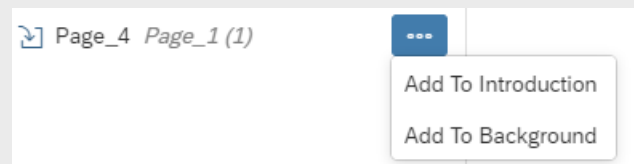
→ Tip

Double-click *New Topic* to rename the topic.

4. Drag and drop a page you would like to display under the initial topic. Continue to build the presentation structure by:
 - Selecting the **+(Add)** in the topic entry to add more topics or subtopics to the structure as required.
 - Add more pages to your topics.

→ Tip

Instead of using the drag and drop method, you can select the **⋮** icon in a page entry to display options for adding a page to a specific topic.



Page entries are marked with a checkmark in the *Pages* panel to help you quickly identify what items have been added to the structure. As you add pages to topics, you can use the **⋮** option to move the page up or down within the topic.

5. Select the **⋮** option for a page or topic in the structure to select *Hide in Presentation* if required. Pages will be hidden in present mode but can continue to exist in the structure. When a topic or subtopic is hidden, all the pages under the entry will also be hidden.

4 Enhancing the Present Mode Experience

There are various options available to enhance your *Present* mode experience.

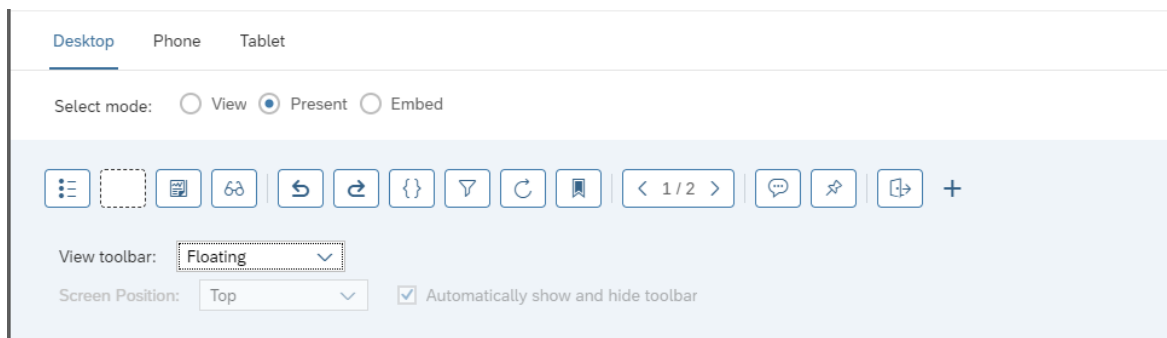
In addition to the presentation settings, you can use the following options to simplify your experience working with *Present* mode:

- Toolbars settings that are available while in *Present* mode.
- Specify to open stories by default in *Present* mode.
- Launching *Present* mode using a dedicated mode setting or by modifying the app URL.

Toolbar Configuration

You can configure how the toolbar displays when viewing *Present* mode in the *View Time Toolbar Setting* dialog.

1. To access the dialog, while in *Edit* mode go to **File > Edit > View Time Settings > Toolbar** and select *Present* as the mode.

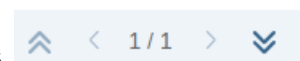


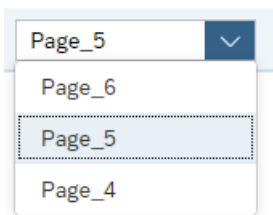
2. In the *View toolbar* setting, you can choose either *Floating* or *Set*. The *Floating* toolbar is the default configuration as it provides the best viewing experience in Present mode. This option maximizes the space available for your content and offers flexibility in positioning of the toolbar to a desired location. If you opt for the *Set* toolbar option, select either *Top* or *Bottom* as the *Screen Position*. You also have option to select *Automatically show and hide toolbar*.
3. Select *Apply* to save your configuration.

When you are ready to present, select the  (*Present Mode*) icon on the top right of the story.

To enhance the present experience using the toolbar you can:

- Use the *Previous Topic* or *Next Topic* options to navigate between topics.
- Use the page selector to move up and down pages withing a topic.





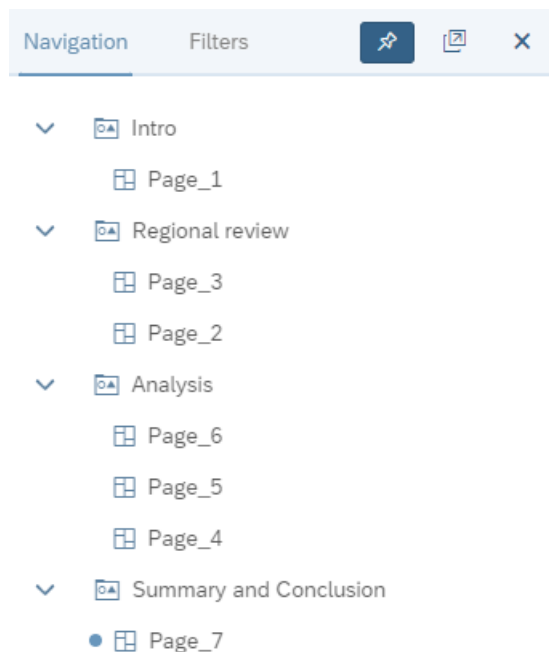
→ Tip

You can also use the following keyboard shortcuts:

- For navigation between pages within a topic: use **Shift** + **Right** or **Shift** + **Left**.
- For navigation between topics: use **Shift** + **Up** or **Shift** + **Down**.

Configuring the Navigation Panel

You can configure the *Navigation Panel* directly in *Present* mode. Use the  Navigation Panel option in the toolbar to show or hide the navigation panel.



The Navigation Panel provides you with have a seamless navigation through simple and complex stories while in *Present* mode.

→ Remember

You do not need to configure a Presentation Structure to have the *Navigation Panel* available.

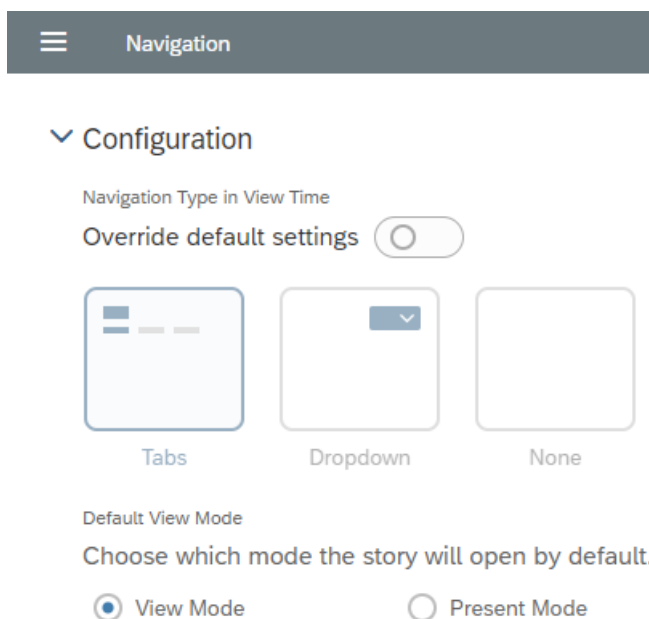
You can create filters in the panel; it can exist in three states: floating, pinned, and unpinned.

Option	Description
Filter	You can add filters to apply to the data displayed in your presentation. All filters will appear under the Filters tab.
Pin/Unpin	Using a pinned navigation panel, the presentation content is pushed over to the right, and as you adjust the size of the panel, the content on the screen will continue to be pushed over. If you use an unpinned panel, it is overlayed on top of the presentation content. The panel is automatically collapsed with certain interaction to maintain the focus on the presentation. For example, the panel collapses if you click outside it, or when you choose a specific page.
Detach/Anchor	Choose the  Detach option to have put the panel in a floating state. It will remain on screen and can be moved anywhere on screen or resized both vertically and horizontally. Choose the Anchor option to undo the panel's floating state.

Default Viewer Configuration

You can configure the default mode a story will open.

1. Open the story in [Edit](#) mode.
2. Select the  [View](#) toolbar to display the left side panel.
3. Go to  [Outline](#)  to display the [Navigation](#) configuration settings.



4. In the [Choose which mode the story will open by default](#) setting, select [Present Mode](#). The story will open in [Present](#) mode the next time it is launched.

→ Tip

Users can also open stories in [Present](#) mode by modifying the story URL.

For example, for a story with the following URL:

`https://<TENANT>/sap/fpa/ui/tenants/<TENANT_ID>/app.html#/story2&/s2/<STORY_ID>/?mode=view` Change the URL to: `https://<TENANT>/sap/fpa/ui/tenants/<TENANT_ID>/app.html#/story2&/s2/<STORY_ID>/?mode=present` to open the story

5 Restrictions for this Controlled Release

The table below lists usage restrictions for *Present* mode.

Restrictions	Notes
Pages created in classic design mode	You cannot import pages created in the classic experience. This includes responsive layout pages that have not been converted to the Optimized Story Experience.
Importing content	Unsupported features for import are listed in Copy and Paste Items (Optimized Story Experience) .
Translation strings	Translation strings in source pages are lost when importing pages.
Story-level features such as bookmarks, story filters, and comments.	These features will not be included as part of the page import.
Reimporting a story page	You can only import page created in a story. If a page is imported into a story, it cannot be later imported to another story. Please import a page directly from the original story.
Updating imported pages	Imported pages can only be updated once the story containing the presentation is saved. Once you open the saved story, you can correctly identify updated pages.
Popups	Popups cannot be imported
Save story as template	The presentation structure is not saved as part of the template.
Launching stories through URLs	There is no default mode when launching a story through a URL, you will need to specify the preferred mode.
Story shared through link in notification	Stories will launch in <i>View</i> mode even if the default mode set to <i>Present</i> prior to sharing.
Export in present mode	This feature is currently not supported.

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