

Oliver DeckForge User Manual

Version 1.0 | Enterprise AI Presentation Generator

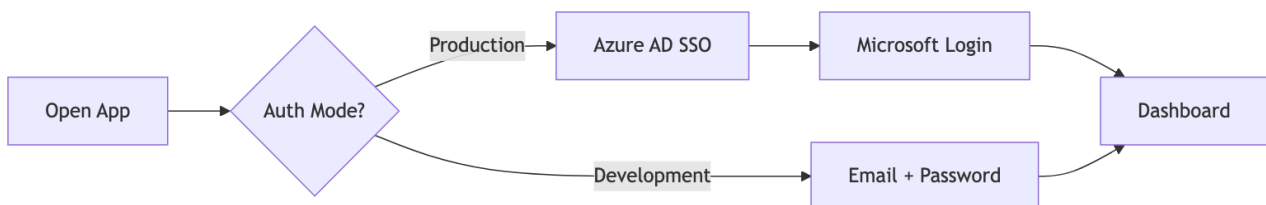
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1. Getting Started

1.1 Logging In

Oliver DeckForge supports two authentication methods:



Production Mode (Azure AD SSO): Click "**Sign in with Microsoft**" and authenticate with your organization's Microsoft 365 credentials.

Development Mode: When Azure AD is not configured, a development login form appears. Enter:

- **Email:** Your email address (e.g., `admin@deckforge.dev`)
- **Password:** The development password (default: `devpass123`)

After successful authentication, you are redirected to the Dashboard.

1.2 User Interface Overview

The application has two main areas:

Area	Access	Purpose
Presentation Generator	All users	Create, edit, and export presentations
Admin Panel	Admins only	Manage users, clients, templates, settings

2. Dashboard

The dashboard is your home screen after logging in. What you see depends on your account configuration.

2.1 Client Grid View

If your account is associated with one or more clients, you see a grid of **client cards**:

- Each card displays the client's **name** and **logo**
- Click a card to view that client's templates and presentations
- Click "**New Presentation**" to start creating

2.2 Client Detail View

After selecting a client, two tabs appear:

Templates Tab

- Shows all available master deck templates for this client
- Each template card shows a **thumbnail**, **name**, **layout count**, and **status**
- Click a template to start a new presentation with that template pre-selected

Presentations Tab

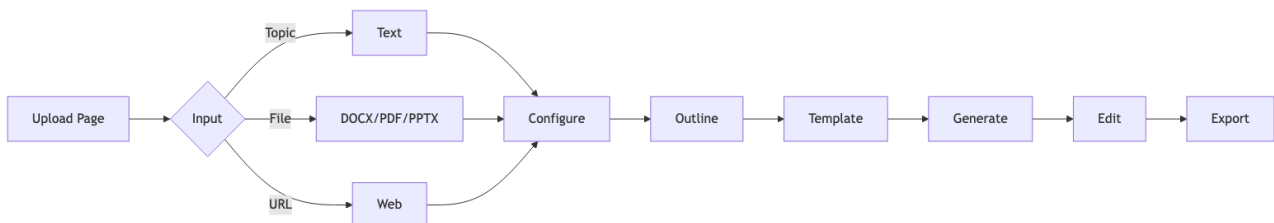
- Lists all presentations created under this client
- Each card shows:
 - Presentation **title**
 - **Status badge**: Draft (yellow), In Review (blue), Approved (green)
 - **Last updated** date
- Click any card to open it in the editor

2.3 Quick Actions

Action	How
Create new presentation	Click "New Presentation" button (top-right)
Open existing presentation	Click on any presentation card
Switch client	Click breadcrumb "All Clients" to go back to client grid

3. Creating a Presentation

3.1 Workflow Overview



3.2 The Upload Page

Navigate to **Create Presentation** to see the upload page. You have three ways to provide content:

Option A: Topic or Text Prompt

Type your presentation topic or detailed content in the large text area:

Example: "Quarterly business review for Q3 2026, focusing on revenue growth, customer acquisition, and product roadmap milestones"

Option B: Upload Documents

Drag and drop files into the upload zone, or click **"Choose Files"**:

Format	Notes
<code>.docx</code>	Word documents — structured content with tables extracted
<code>.pptx</code>	PowerPoint files — existing slides used as reference
<code>.pdf</code>	PDF documents — text and layout extracted (max 1 PDF)
<code>.txt</code>	Plain text files — raw content

Multiple files can be uploaded simultaneously (except PDFs — only one allowed).

Option C: Paste a URL

Enter a web URL to extract content from a web page. The system fetches and processes the page content automatically.

3.3 Configuration Options

Before generating, configure these settings:

Slide Count

- Choose from presets: 5, 8, 10, 12, 15, or 20 slides
- Or enter a custom number

Language

- Select the output language from a searchable dropdown
- Default: English

Advanced Settings (click the sliders icon):

Setting	Options	Default
Tone	Default, Professional, Casual, Funny, Academic	Default

Verbosity	Concise, Standard, Detailed	Standard
Table of Contents	On/Off	Off
Title Slide	On/Off	On
Web Search	On/Off — allows AI to search the web for fresh data	Off
Custom Instructions	Free text to guide the AI	—

Tip: Custom instructions are powerful. Use them to specify audience, emphasize particular topics, or set formatting preferences.

3.4 Document Preview

If you uploaded documents, a **Document Preview** page appears next:

- **Left sidebar** lists all uploaded files
- Click a file to preview its extracted content in the main area
- Content is rendered as formatted Markdown
- Click "**Next**" to proceed to the outline

4. Working with the Outline

The outline page shows the AI-generated structure for your presentation.

4.1 Outline View

Each slide appears as an editable card with:

- **Slide number** badge (left side)
- **Content editor** — editable Markdown content
- **Attached files** — badges showing which uploaded documents are linked to this slide
- **Drag handle** — reorder slides by dragging
- **Delete button** — remove a slide (trash icon, right side)

4.2 Editing the Outline

Action	How
Edit slide content	Click into the text area and modify
Reorder slides	Drag the handle (dots icon) on the left
Delete a slide	Click the trash icon on the right
Add a new slide	Click "+ Add Slide" at the bottom

4.3 Streaming Indicator

While the AI is generating the outline:

- A **"Thinking"** spinner appears
- Content streams in real-time with animation
- The active slide auto-scrolls into view
- Editing is disabled until streaming completes

Note: Wait for streaming to finish before making edits to avoid conflicts.

5. Selecting a Template

Switch to the **"Select Template"** tab on the outline page.

5.1 Built-in Templates

Pre-configured templates ship with the system. Each card shows:

- Template **name** and **description**
- Preview images of 4 sample layouts
- A **"Selected"** badge on the active choice

5.2 Custom AI Templates

If your organization has uploaded master decks (PPTX files parsed by AI), they appear under **"Custom AI Templates"**:

- Shows the master deck **thumbnail** and **name**
- Contains layouts specifically designed for your brand

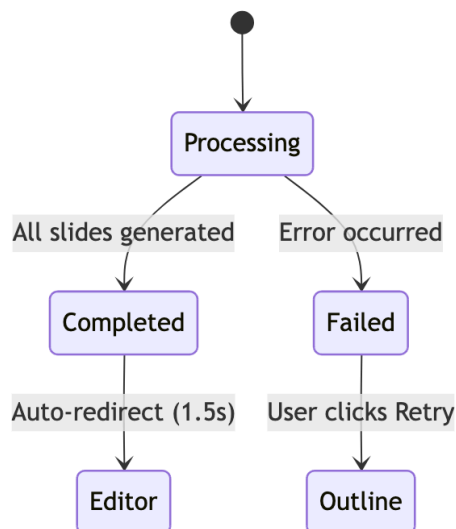
5.3 Generating the Presentation

1. Select a template (border turns blue)
2. Click "**Generate Presentation**" at the bottom
3. You are redirected to the progress page

Important: You must select a template before the Generate button becomes active.

6. Generation Progress

6.1 Progress Screen



The progress page shows:

- **Status icon:** Animated hamster wheel (processing), green check (done), or red X (failed)
- **Progress bar** with percentage
- **Status message** describing the current step

6.2 Actions During Generation

Status	Available Actions
Processing	Cancel — stops the job, returns to outline
Completed	Open Presentation — auto-opens after 1.5 seconds

Failed	Retry — returns to outline to try again
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6.3 Connection Method

The progress page uses **Server-Sent Events (SSE)** for real-time updates. If SSE fails, it falls back to **polling** every 3 seconds.

7. Editing Slides

7.1 Editor Layout



The presentation editor has:

- **Header bar** (purple) with actions
- **Left sidebar** with slide thumbnails
- **Main area** with full-size slide previews

7.2 Sidebar Navigation

Toggle between two views:

- **Grid view** — thumbnail previews of all slides
- **List view** — slide numbers and titles

Click any slide to navigate to it. Drag to reorder.

7.3 Slide Actions

Hover over any slide to reveal action overlays:

Position	Action	Description
Top-left	Update slide	Opens prompt input — describe changes and AI regenerates
Top-right	Delete slide	Removes the slide
Top-right	Speaker notes	View/edit speaker notes for this slide
Bottom-center	Add slide	Insert a new slide below this one

7.4 AI-Powered Slide Updates

1. Hover over a slide
2. Click the **magic wand** icon (top-left)
3. Enter your update prompt (e.g., "Add a chart showing quarterly revenue")
4. Click **"Update"**
5. The AI regenerates the slide content based on your instructions

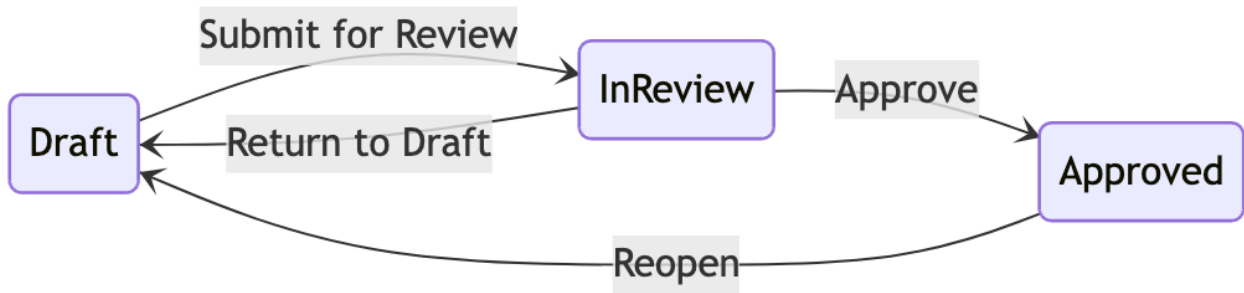
Note: Updates may take 30–120 seconds depending on content complexity and image generation.

7.5 Auto-Save

The editor automatically saves your changes. A spinning icon in the header indicates a save is in progress.

8. Review Workflow

8.1 Status Flow



Every presentation has a review status:

Status	Badge Color	Meaning
Draft	Yellow	Work in progress — not reviewed
In Review	Blue	Submitted for review — awaiting approval
Approved	Green	Reviewed and approved — ready for use

8.2 Changing Status

1. Click the **status badge** in the editor header
2. A popover appears with:
 - Current status display
 - Last review comment (if any)
 - Available status transition buttons
 - Comment text area

8.3 Adding Review Comments

1. Open the status popover
2. Type a comment in the text area
3. Click **"Add Comment"**

Comments are saved and visible to all users who access the presentation.

8.4 Status Transitions

Current Status	Available Actions
Draft	Submit to In Review

In Review	Approve or return to Draft
Approved	Return to Draft

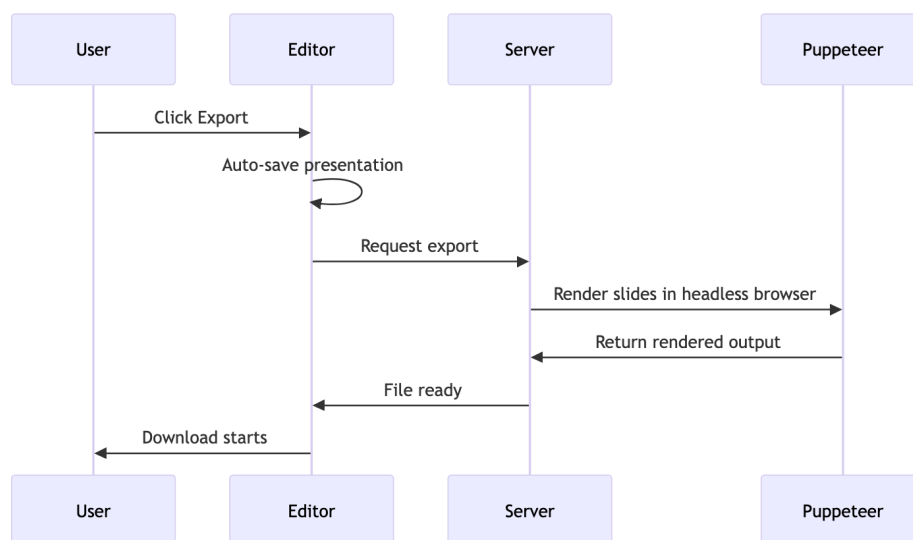
9. Exporting Presentations

9.1 Export Options

Click **"Export"** in the editor header to see options:

Format	Description
PDF	High-quality PDF document, one slide per page
PPTX	PowerPoint file, editable in Microsoft PowerPoint

9.2 Export Process



1. Click **"Export as PDF"** or **"Export as PPTX"**
2. The system auto-saves your latest changes
3. A loading overlay appears: **"Exporting presentation..."**
4. The rendered file downloads automatically

Note: Export may take 15–60 seconds depending on slide count and image complexity.

10. Keyboard Shortcuts & Tips

10.1 Tips for Better Presentations

Be specific in your prompt. Instead of "Make a sales presentation," try: "Create a 12-slide sales pitch for enterprise CRM software targeting Fortune 500 IT directors, emphasizing ROI and integration capabilities."

Use Custom Instructions wisely. Add rules like: "Use bullet points, not paragraphs. Keep each slide to 3-4 key points. Include data visualizations where possible."

Upload reference documents. The AI produces significantly better content when given source material like reports, briefs, or existing presentations to draw from.

Image generation may fail silently. If a slide shows a placeholder instead of a generated image, check the slide content for an image error indicator. Try updating the slide with a more specific image description.

10.2 Troubleshooting

Problem	Solution
Export fails	Refresh the page and try again. Ensure the presentation has been saved.
Slide update hangs	Wait up to 2 minutes. If still loading, refresh and retry.
Outline won't generate	Check that you've entered content or uploaded at least one document.
Template not showing	Ask your admin to verify the master deck has been fully parsed.

Images missing	Image generation may be disabled or the provider API key may be invalid. Contact your admin.
Cannot log in	Verify your credentials. In dev mode, check the <code>DEV_AUTH_PASSWORD</code> setting.

10.3 Browser Requirements

Oliver DeckForge works best with:

- **Google Chrome** 90+
- **Microsoft Edge** 90+
- **Firefox** 90+
- **Safari** 15+

JavaScript must be enabled. A stable internet connection is required for AI generation.

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