

SHARING POWERPOINT PRESENTATIONS

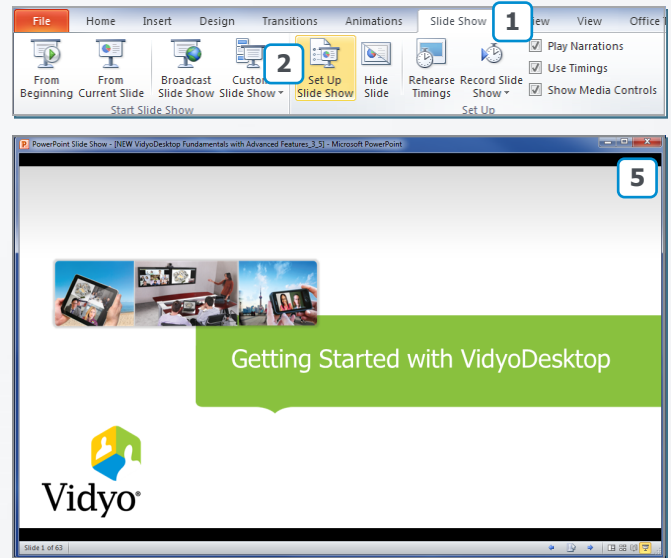
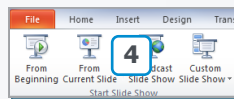
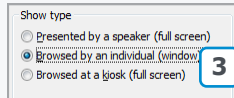
VIDYODESKTOP™ BEST PRACTICES



PowerPoint Setup

To share MS PowerPoint you must set up your slide show for optimum viewing and navigation.

1. Open PowerPoint. Click the **Slide Show** tab.
2. Select **Set Up Slide Show**.
3. Select **Browsed by an Individual (window)** and click **OK**. After saving this will be your default for this individual PowerPoint presentation.
4. **Start Slide Show**: select the start slide show button in PowerPoint.
5. Resize the PowerPoint window to fit your needs and remove the black space on the sides. This optimizes the viewing experience.



In-Call Setup

1. When you are ready to share into VidyoDesktop click the **Share** button on the in-call tool bar.
2. Select the **PowerPoint Slide Show** you want to share. Click the Share button again to change/stop the share
 - a) **Single Display Setup**: Resize the conference window and Move the PowerPoint presentation to the side of the application to view and navigate through the presentation side by side with the Vidyo® enabled meeting.
 - b) **Multiple Display Setup**: Resize the content on the secondary display and expand the conference window on the main display.

