Using Slido with Webex and a PowerPoint presentation

You can add Slido to your PowerPoint presentation if you're a Windows user while making Slido available in Webex for your participants. If you're a Mac user, you can seamlessly switch to Slido from your PowerPoint presentation by using our tool called Slido Switcher.

1. Prepare Slido and your presentation

To make sure you can integrate Slido polls and Q&A with your PowerPoint presentation, or use them with Switcher, see the list of requirements below.

Essential requirements for direct Slido integration with PowerPoint:

- Windows 10 and later
- Microsoft PowerPoint 2013 and later
- <u>Slido for Windows app</u>

Essential requirements for Slido Switcher:

macOS 10.15 or higher

If you're a Windows user:

- Add Slido to your <u>PowerPoint</u> presentation.
- Make sure to sign into Slido with Webex credentials in your presentation deck.
- Create your polls directly in the Slido sidebar within PowerPoint, then add them to your presentation. You can also add Slido Q&A slides.

- When setting up your polls, don't forget to decide whether you want to show the poll results to your participants on-click or display them right away as people are voting.
- You can also turn on Q&A moderation, and <u>have</u> <u>a collaborator help you</u> approve submitted questions.

If you're Mac user:

There's no direct Slido integration with PowerPoint for Mac. Use the Switcher tool to seamlessly switch between Slido and your presentation.

- Create your slides in PowerPoint for Mac.
- Sign into <u>slido.com</u> with your Webex credentials.
 Select your existing Slido or <u>create a new one</u>. Add your polls, and <u>turn on moderation</u> in Q&A if preferred.
- Install <u>Slido Switcher</u> to the computer you'll be using during the presentation.

2. Add collaborators

If you need someone to help you activate polls and manage Q&A during your meeting or event, add a collaborator.



Check the list of current limitations to make sure you can leverage collaborators during your Webex meeting or webinar.

Current limitations of the Webex and Slido integration:

- The host in Webex Webinars needs to add Slido first - before any collaborator can access the admin view in the sidebar.
- Collaborators in Webex Meetings don't need to be a cohost. Collaborators in Webex Webinars have to be a panelist to see the Apps button.

If the Webex integration is not available for your collaborator, they can go to <u>slido.com</u>, sign in with their Webex credentials and manage Slido from there.

3. Run a Webex meeting or webinar with Slido

Using Slido with Webex integration

On the day of your meeting, you'll need to open Slido in Webex for the integration to work for your audience:

• <u>Click the Apps icon and open Slido.</u> Select your Slido from the list.

If you have a collaborator, they'll also need to open Slido via Apps to be able to help you with polls and Q&A. Note that as the host in Webex Webinars, you should be the first one to open Slido.

If you're a Windows user:

 Make sure to select the same Slido you've linked to your slides. Unless you want to create another poll on-the-go, that's all you need to do in the Webex sidebar during the meeting. Screen share your PowerPoint presentation during the Webex meeting. While navigating through the slides, your polls will be automatically activated and Q&A will be displayed, once you reach the respective Slido interaction slide.

If you're a Mac user:

- Open Slido Switcher from your computer. Sign in and select your Slido. Let it run in the background.
- Take a secondary device such as a smartphone or a tablet and sign into Slido via <u>www.slido.com</u>.
 Don't forget to open the same Slido you've selected in Switcher.
- Screen share your PowerPoint presentation with your participants.
- <u>Use your secondary device</u> to activate polls or manage Q&A, and switch between the presentation and Slido Present mode.

Who can use the Webex and Slido integration?

The integration is currently available in Webex Meetings and Webex Webinars:

- Webex Meetings app version 41.6 or later
- Webex Webinars app version 41.9 or later

Current limitations of the Webex and Slido integration:

- Available for hosts on Webex Meetings and Webex Webinars desktop apps only.
- Cisco shared devices, and personal devices for hosts are not yet supported.
- Space meetings and end-to-end encrypted meetings are not supported.
- Webcast view for more than 10,000 attendees in Webex Webinars is not yet supported.
- Webex Events (classic) are not supported.
- Internet Explorer 11 is not supported.



Using Slido without the Webex integration

In cases where Slido isn't supported yet (see below), you can use Slido as a standalone solution:

- When you have end-to-end encrypted meetings
- In Webex Events (classic), or
- When using a Cisco shared device. If you, as a host, don't use a Cisco device, you can use the integration, but your participants joining on a shared device would need to join Slido outside of Webex. Personal devices for participants are supported.

Host perspective

- Start the meeting and share your presentation with your attendees.
- The polls in PowerPoint presentation for Windows users will automatically activate once you get to the Slido interaction slides.
- If you're a Mac user, open Switcher from your computer, sign in and select your Slido. Let it run in the background.

To activate polls or manage Q&A, and switch between Slido and the presentation, <u>use your secondary device</u> such as a smartphone or a tablet.

During the meeting, sharing <u>Slido Present mode</u> is also a great way to keep the joining instructions visible for the audience whenever suitable.

Important:

For participants joining outside of Webex, share the Slido joining instructions in advance. You can include a direct link to Slido, event code or QR code in the meeting invite.

For Slidos created directly in Webex, don't forget to also share the **Slido passcode** with your attendees.

Participant perspective

If participants cannot use the direct integration in Webex, for example when they are joining on a Cisco shared device or are in a hybrid setup without being connected to Webex, they can join Slido either by:

- Entering the event code # at slido.com,
- Scanning the QR code, or
- Clicking the direct link.

Anyone can launch Slido in Webex Meetings

Please note that <u>anyone in the Webex Meeting can</u> <u>launch Slido</u> now. When referring to host competencies in this guide, they also apply to a cohost or a participant, if they launch Slido before the host.

Help us improve Slido

We would love to hear your feedback on how we can make using Slido easier and more useful for you. Please, share your thoughts via email at <u>experience@slido.com</u>.

If you are looking to get help or want to report a technical issue, go to <u>help.webex.com/contact</u>.

