

Wimba Tutorial – How to Enable Distance Students to Show a PowerPoint Presentation

Introduction

PowerPoint presentations are generally added to the presenter’s content list before class starts. However, there is a way for a presentation to be added on-the-fly for a student to present from a distance.

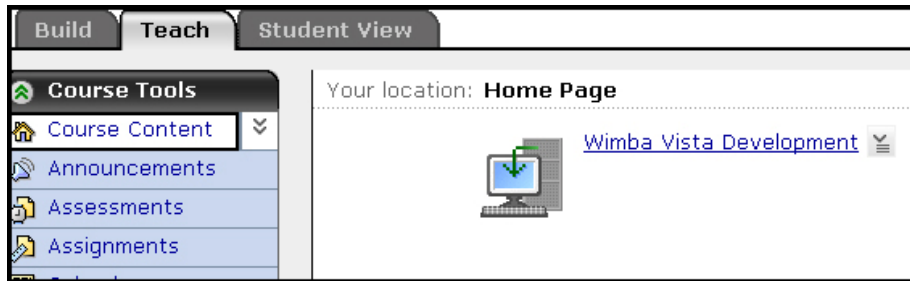
⚠ Notice: In order for a student to be able to present, the instructor must promote them to presenter. To learn how to do this, please see the **Promote to Presenter** tutorial.

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Getting Started

1. Sign into Vista and go to the **Teach** tab.



2. Click on the link to the Wimba course and select **Enter this Room**.



Importing PowerPoint presentations

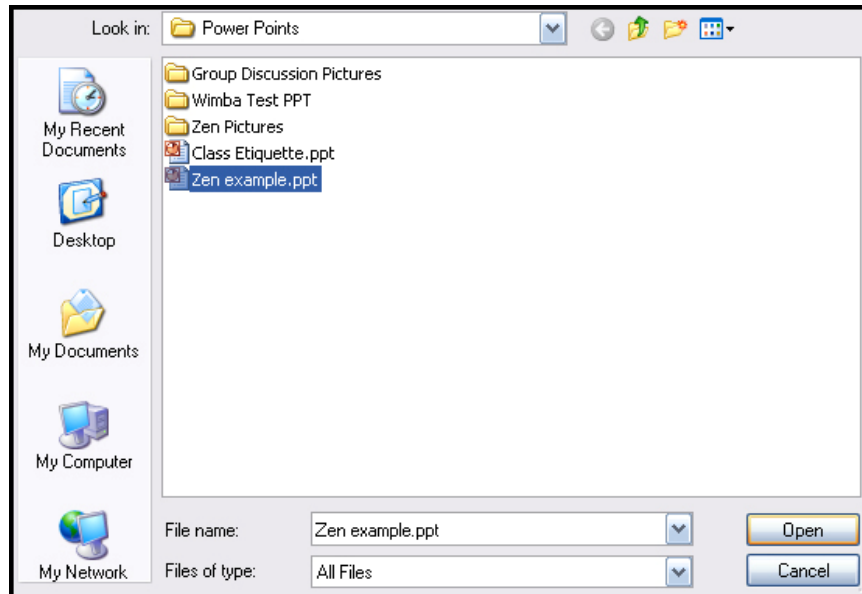
1. Click on the **Import PowerPoint** button to the right of the content folder list. This will open the **Import PowerPoint Presentation** window.



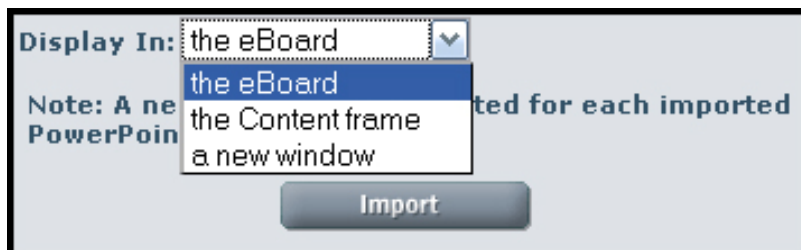
2. Click **Browse**.



3. Navigate to the PowerPoint file that you want to add, and click **Open**.



4. Select the frame location for the presentation. We recommend selecting the **eBoard** for the best image quality and the ability to annotate your slides. Click **Import**.



⚠ Notice: Any co-presenters will not see the new content you imported into the classroom. They must refresh their browsers to see it in the drop-down Content Folder list.

5. This will create a new folder that also becomes the active folder in the **Presenter's Console**, to go back to another folder select the correct folder from the drop down list and click **Go**.

