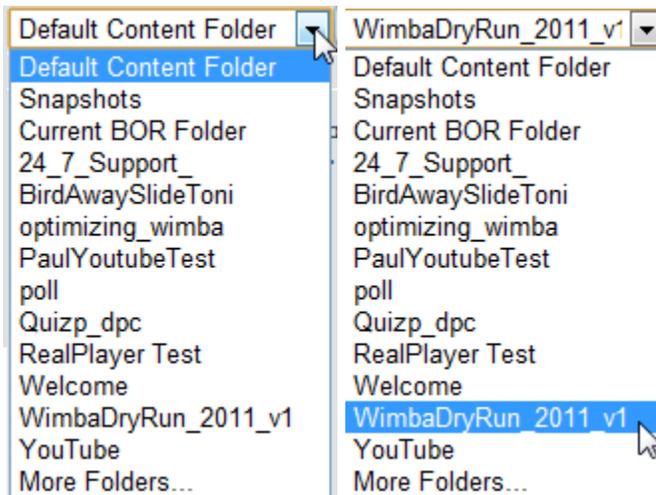


Showing Uploaded Content Slides in Wimba

After you have uploaded your slides, you need to be able to access them from the list of Presentations that others have also uploaded.

To Show Slides Within the Slide List

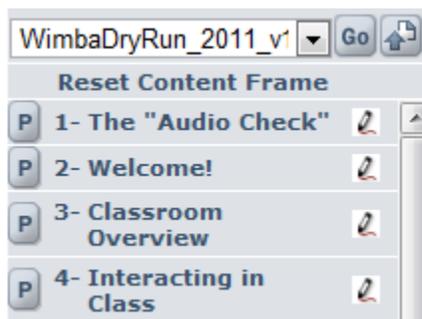
1. Start by clicking in the upper right of the Wimba Classroom and dropping down to see the **Slide List** where it says **Default Content Folder** to select your slides that you have uploaded (Ex. WimbaDryRun_2011 and in alphabetical order by file name).



2. Click **Go** to the right once you select the presentation name.



Each link within the slide list represents an individual slide, which is a single piece of content.



4. To push out (or display) a slide, click the link representing the slide you would like to show, typically the first slide. An orange background appears behind the last slide you've shown. You need to click on the first slide to maneuver through the slides.

(If you want to preview any content before displaying it, click the **Preview** button  to the left of the slide. A small pop-up window displaying the slide opens for you (and no one else). You may close that window at any time without affecting the presentation).

6. Once you click a link, the corresponding slide appears in its pre-determined "target" location (**to the left in the eBoard frame**). Continue to show slides by clicking on their corresponding links in the slide list or with the **Orange advance arrows** called **Next Slide** or **Previous Slide**  .

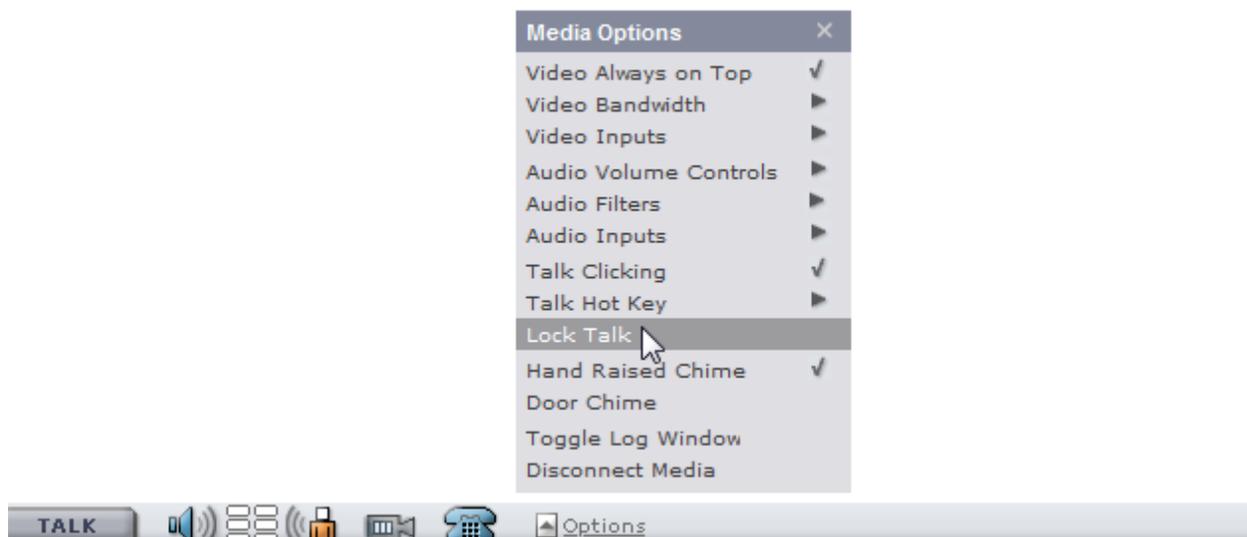
Note: Participants should see the slide almost immediately after you show it. However, the actual speed at which participants receive your content depends on their Internet connection and the slide's file size. Participants on faster connections will see slides before those on slower connections.

Lock Talk Option

You may want to access not have to hold down the **CTRL** key or **TALK** button while running through a presentation you can focus on speak for an extended period of time and/or moving through slide content.

To Turn Lock Talk On

Go to the **Options Menu** and select **Lock Talk**.



A **check mark** will appear next to this option, indicating its locked status and a “lock” symbol will be next to your Talk button will. At this point you can speak freely into your microphone.



To temporarily mute yourself while your microphone is locked on, either hold down the **Ctrl** or click and hold the **Talk** button (the reverse of normally enabling your microphone).



To Turn Lock Talk Off

When you have finished speaking, return to the **Options Menu** and re-select **Lock Talk** when you are done with presenting. This will take uncheck it in Options and the  button will be unlocked and grey when turned off as well.

