

# Interactivity with Webex

Use Webex Features to Enhance Your Presentations



#### **Share Content**

Press the Share button to share your screen, an application, or files.

<u>Click here for instructions on sharing content.</u>



#### **Chat Panel**

Encourage participation in the chat panel. Attendees can ask questions, engage with one another, and raise their hand to signal that they want to speak.





Attendees can share and collaborate in smaller discussion groups. <u>Click here for instructions on using Breakout Sessions.</u>



#### **Whiteboard**

Work from a blank whiteboard or upload documents to annotate them. Share and collaborate with the audience. Click here for instructions on using the whiteboard.



## Multimedia Viewer

Share video or audio by pressing share then Multimedia. Enter the URL for the content you want to share and select OK to start sharing. Click here for instructions.



#### **Polls**

Create a poll to gather feedback or ask questions.
Click View > Panels > Manage Panels to add the Polling Panel. Click here for instructions on polling in Webex.

Contact CEPD with feedback, comments, and suggestions. https://www.nosm.ca/education/cepd/





#### Using the Webex

# Whiteboard

For Collaboration, Interactivity, and File Sharing



# Share

Click the Share Content button and select New Whiteboard.



#### Add

Use the Marker, Pen, Text, and Stickies Tools to add to your board.



# **Edit**

Use the **Eraser** to remove annotations.



# Save

Save your board to distribute later by clicking the **Save** button in the toolbar.



# Clear

Clear the board by clicking the Eraser tool then Clear All.



## **Exit**

Click the arrow beside the whiteboard title, then click **Stop Sharing** to exit the whiteboard.



#### Share and Annotate a File Collaboratively

To share a file and annotate it on screen, click File > Open and Share. Navigate to the location of your file, select it, and click Open.



#### Looking for more guidance?

<u>Click here</u> to watch a YouTube tutorial on using the Webex Whiteboard.

<u>Click here</u> for further guidance from Webex on using Whiteboard features.

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