Videoconferencing with PowerPoint: Mac

This module describes how to display your PowerPoint slides in Presenter mode with a video conferencing unit.

1. Launch the PowerPoint presentation and select the Slide Show tab. Begin the presentation (i.e., select From Start or From Current Slide).

2. From the “Setting for Two Displays” section, select Presenter View or Mirror Show.

Mirror Show Mode

In Mirror Show mode, the presentation will appear as follows on your laptop AND on the external device.

Continued on reverse
Videoconferencing with PowerPoint (continued)

Presenter View Mode

In Presenter View mode, the presentation will appear as the image below on your laptop, and like the image on the reverse side on the external device. The subsequent slide will preview on the right along with your notes, time elapsed (top left) and the upcoming slides (bottom).