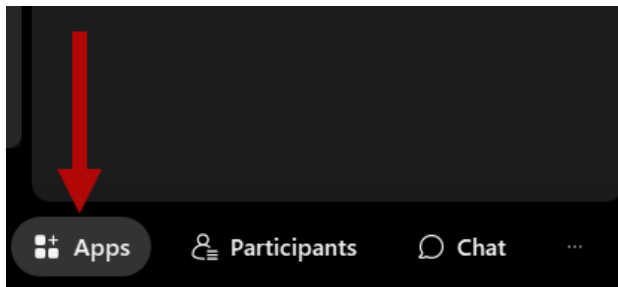


Webex – Slido – Accessing Slido via Webex

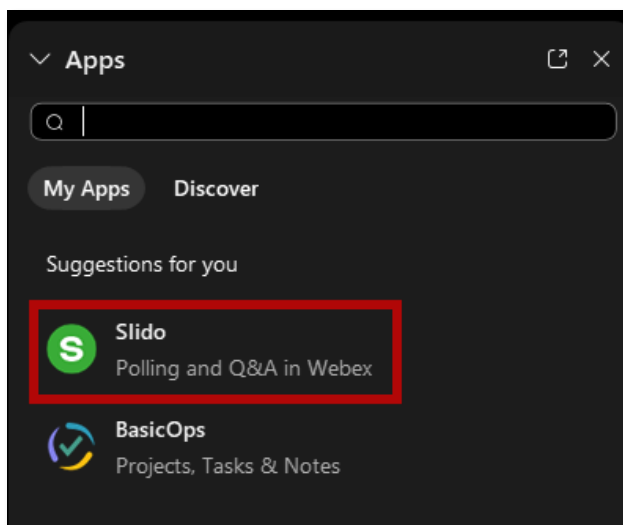
The Slido polling and Q&A app can be used within Webex. Below are the instructions on how to access Slido while running a session in Webex. Some colleges may not have access to Slido. If you would like to use Slido, contact your college POC to find out if you can use it.

Access Slido

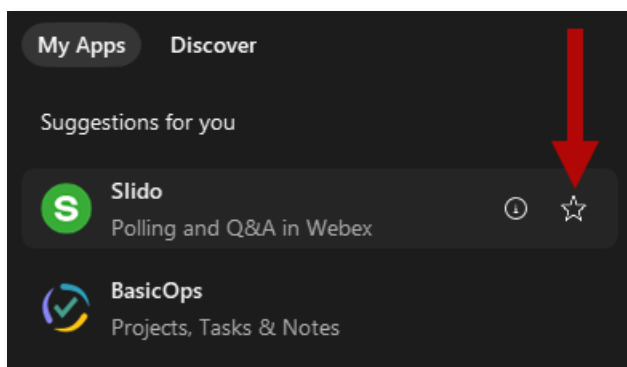
1. Start a Webex meeting.
2. Select the **Apps** button.



3. Choose **Slido**.

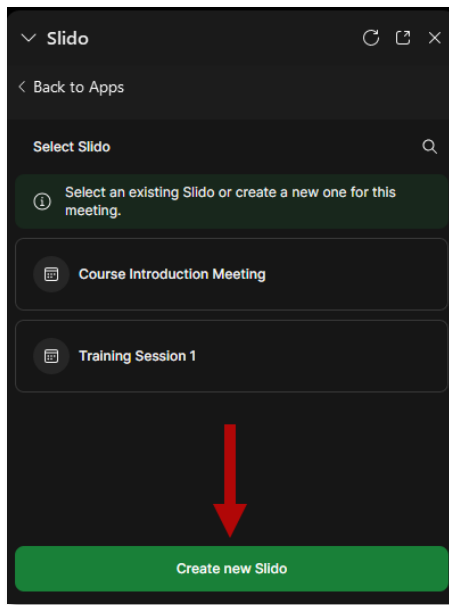


4. If you plan to use Slido regularly, select the **star** icon to add it to your favorites.

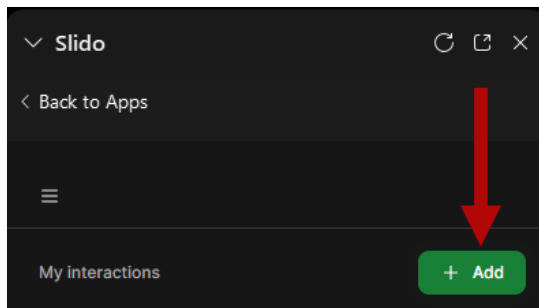


Create a New Poll

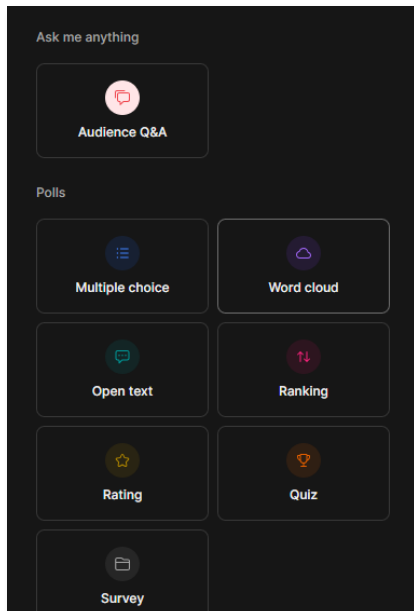
1. Choose an existing Slido from the list or create a new one. I will create a new one.



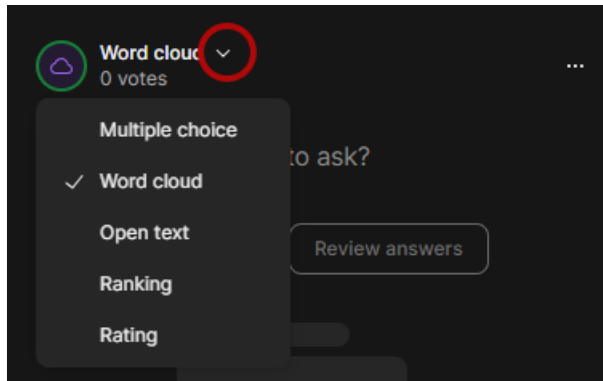
2. Select the **Add** button.



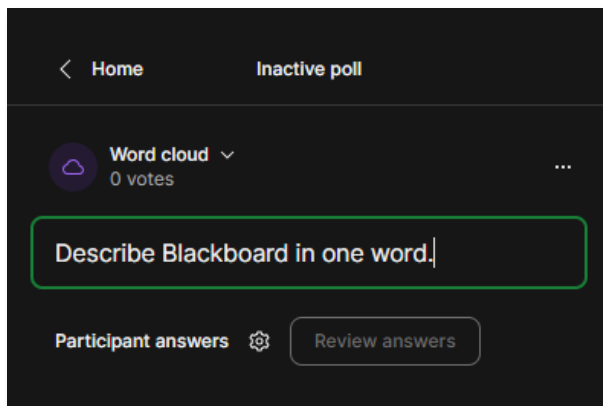
3. Choose the type of poll you want to create. I'm going to choose **Word cloud**.



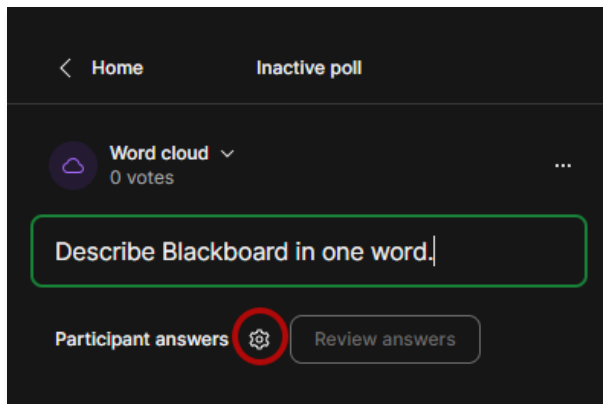
4. If you want to change the poll type, select the **menu button** next to the chosen poll, then select a new poll type.



5. Enter the information needed for the poll type you selected. For Word cloud, type in what you would like to ask.

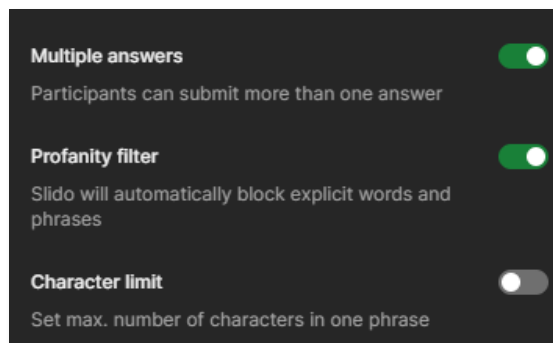


6. Select the **settings** gear for *Participant answers*.

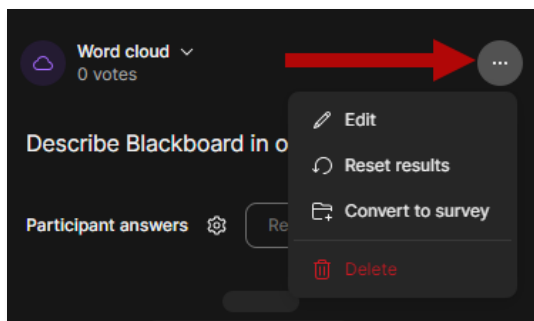


7. Enable/Disable the options of your choice.

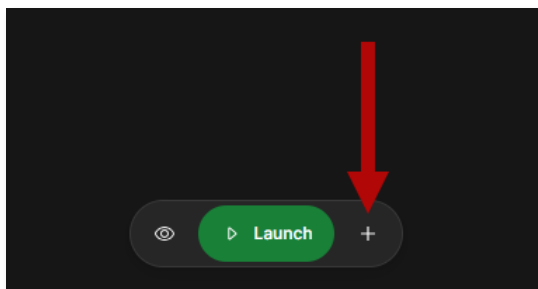
- a. Multiple answers
- b. Profanity filter
- c. Character limit



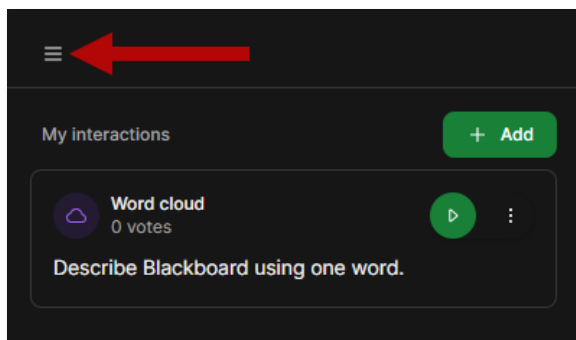
8. Select the **options** button (three dots) in the top-right of the Word cloud pane to edit, reset results, convert the poll to a survey or delete the poll.



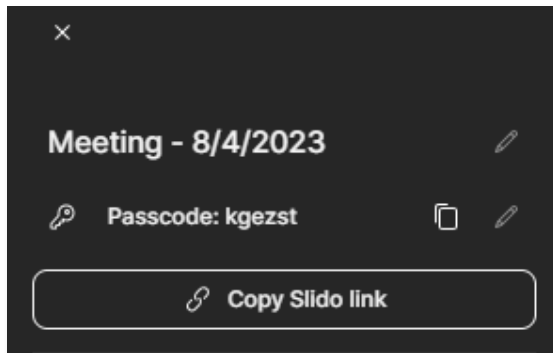
9. If you would like to add a new poll, select the **plus icon** at the bottom.



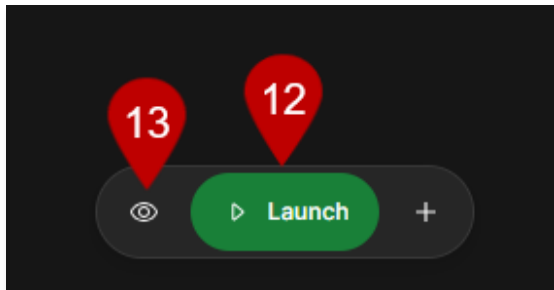
10. If you need to send the Slido link to someone, select the **menu button** (three lines).



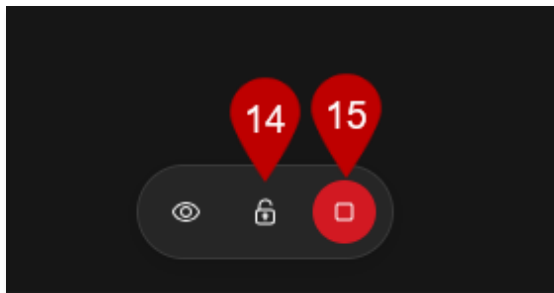
11. Copy the *Slido link* and *passcode* to send to those not logged into the Webex session.



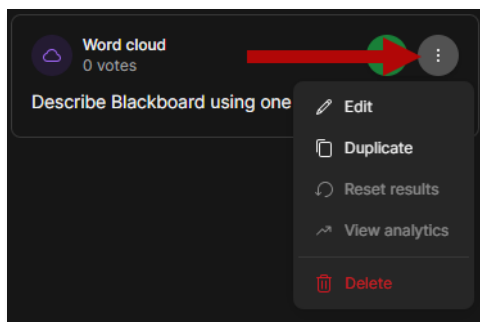
12. When ready, select the **Launch** button to activate the poll. As participants type in their responses, they will appear in the Word cloud pane.
13. Select the **eye** icon to hide results.



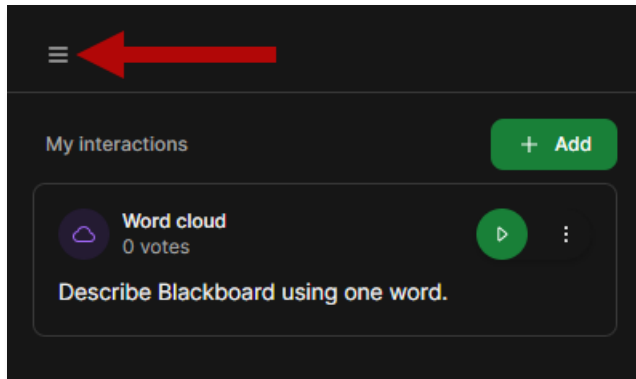
14. Once the poll is active, select the **lock** icon to close voting.
15. Select the **red button** to deactivate the poll.



16. Once deactivated, select the **options** button (three dots) to duplicate the poll or view analytics.



17. Select the **menu** button (three lines) to Download Results, Switch to a different Slido or view additional settings.



18. When done, select the **X** in the top-right corner to close the Slido panel.