

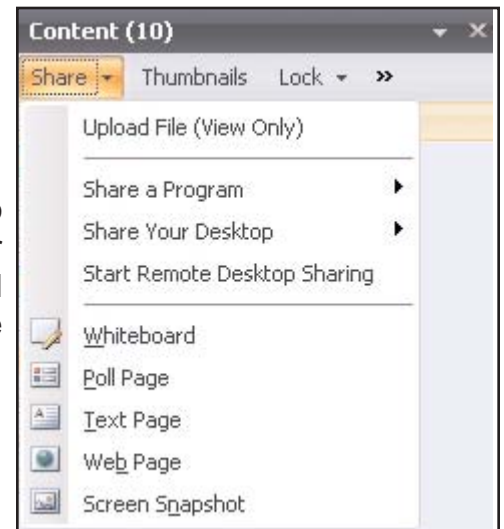
Understanding the Content Pane

The Content Pane stores content that you have uploaded to your meeting or content that you have created, such as Whiteboards or Polling Slides.

You open the Content Pane by choosing it in the Menu Bar. When the Content Pane is open, the Menu Bar will be highlighted. The Content Pane can float anywhere on the screen or be docked to the left side, right side, or bottom of the screen by clicking and dragging it. The number that shows in the Menu Bar and in the Content Pane indicates the number of resources that are currently stored in the Content Pane. You can remove, rename, show, and change the order of the resources by right-clicking on them and choosing from the menu that appears.



Opening the Share Menu in the Content Pane allows you to upload new resource files, share programs or your desktop, or create enhancement slides, such as the Whiteboard or Poll slides. Whenever you make a new enhancement slide in the Content Pane, it becomes a new resource.



To open the Thumbnails Pane, click the word Thumbnails in the Content Pane. This will open another pane with thumbnail views of the slides in your resource. As long as the Thumbnails Pane is open, the word Thumbnails in the Content Pane will be highlighted. Click the word Thumbnails a second time to close the Thumbnails Pane.



Clicking the Lock Button with lock control to one presenter. Locking control to one presenter means that other presenters may not upload or choose content, navigate slide shows, or annotate slides. Other presenters may, however, unlock control from another presenter and assign it to themselves, or set it back to None. In the menu list under the Lock Button, the presenter whose name is checked is the one that is locked into control. If "None" is checked, all presenters are equal.



Clicking the menu to the right of the Lock Button will open the choices Manage and Content Slideshow. Choosing Manage opens the Manage Content Pane where you can manipulate the content that you have loaded into the Content Pane.

Choosing Content Slideshow gives you the ability to choose a slideshow and have it change slides automatically with intervals of 10 to 600 seconds between slides. When all the slides have cycled through, the slideshow will start again at the beginning and continue to cycle until stopped.

