

# Presenting with Slido

## What is Slido?

Slido is an interactive online tool used to facilitate live audience polling during presentations and anonymous submission of questions from the audience. It provides a powerful way for presenters to drive meaningful conversation with delegates during sessions. Delegates are able to connect to the Slido website using their own mobile devices (e.g. laptop, tablet, or smartphone) and participate in the polling or questions for the session. Slido will be used to administer Q&A in all sessions, however it is up to each individual presenter if they wish to also use the audience polling feature.

### Questions

Slido allows you to maximise the effectiveness of Q&A time as participants are able to submit questions anonymously and decide which questions they'd most like to discuss using a "like" function. The chair will monitor these questions throughout your session and read them to you at an appropriate time in the presentation. You can let your chair know before the session if you would like to take questions throughout your presentation or at the end only.

### Audience polling

Live polling is a great way to engage your audience and vary the dynamics of your session. You can use it to warm-up the delegates, collect valuable insights from your audience, and get real-time feedback. Polling questions are multiple-choice and you can choose to either display results live as they come in, or only after everyone has submitted their responses.

## How to prepare for using Slido polling

The first step is to notify your QLS events organiser as soon as possible, but no later than 72 hours prior to your presentation. You can do this as part of your online requirements form, or by email. You will need to submit the polls you wish to ask of the audience to your event organiser. You can do this by inserting each question as a slide in your powerpoint presentation. Essential information to include is the question, answer options, and when you would like results displayed (live during polling or after polling closes). Your QLS events organiser will then set up all of the required polls, as well as inserting slides into your presentation which will prompt the audience to connect and participate in the polling.

Some examples of ways you can use polling questions to enhance your presentation include:

- Set up learning objectives, e.g. What do you hope to gain from this session?
- Highlight delegates' knowledge, e.g. How long have you been in practice?
- Learn audience opinions, e.g. What is the most important trait of a successful leader?
- Identify knowledge gaps, e.g. What is the biggest risk factor facing legal practitioners?
- Collect insights, e.g. What is the greatest challenge your practice is currently facing?
- Problem solve a scenario question, e.g. In this situation, who is your client?

## What to expect on the day

Your QLS event organiser will manage all administration of Slido on the day. Your powerpoint presentation will be pre-loaded onto the presentation laptop, and Slido will be running in the background. The chair of your session will have an iPad from which they can monitor incoming questions throughout the session, and a QLS events team member will be in the back of the room with a laptop to administer Slido and assist should any issues arise. Your session chair will explain Slido to the audience and invite them to connect to participate in questions and/or polling.

*Please note, no data obtained via questions or polling will be retained.*

### Questions

You will not be able to see questions as they come through, your session chair will monitor these via an iPad and read them to you at the appropriate time. If you have a preference as to when you would like to receive questions, please advise your chair prior to the start of your session.

### Audience polling

You will commence your presentation and progress your slides as normal. Your QLS event organiser will already have inserted slides as prompts for when you wish to ask a polling question. When you reach a polling slide, you may like to remind the audience to connect to Slido to participate; the web link and access code will be displayed on the screen. The QLS events organiser will then administer the poll. The poll question will automatically display on the presentation laptop and projection screen, as well as on each delegates' personal device so that they can then answer the question. Depending on your preference as notified to the event organiser prior, results will either be displayed as the responses are coming in, or when you verbally prompt the QLS event team member to close the poll. The polling question will then automatically disappear from the presentation laptop and projector screen, and you can continue your powerpoint presentation as normal.

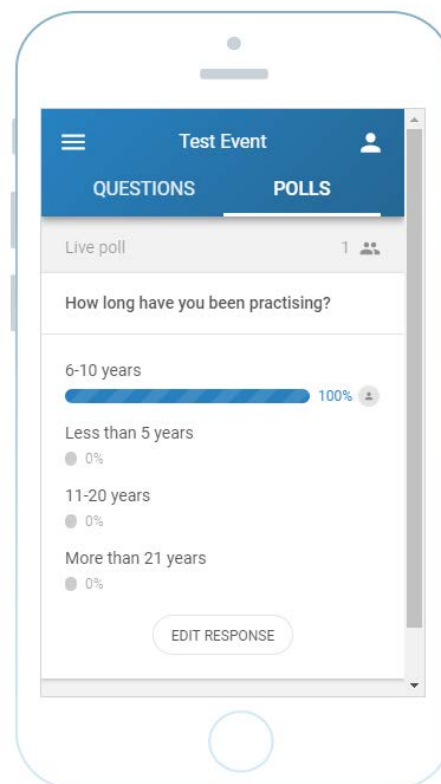
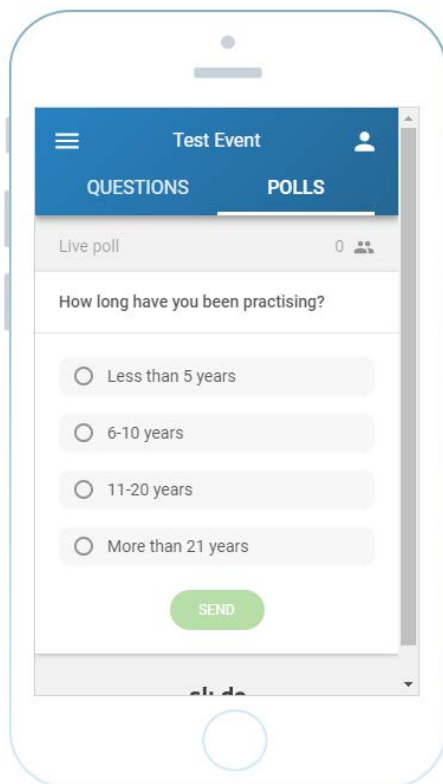
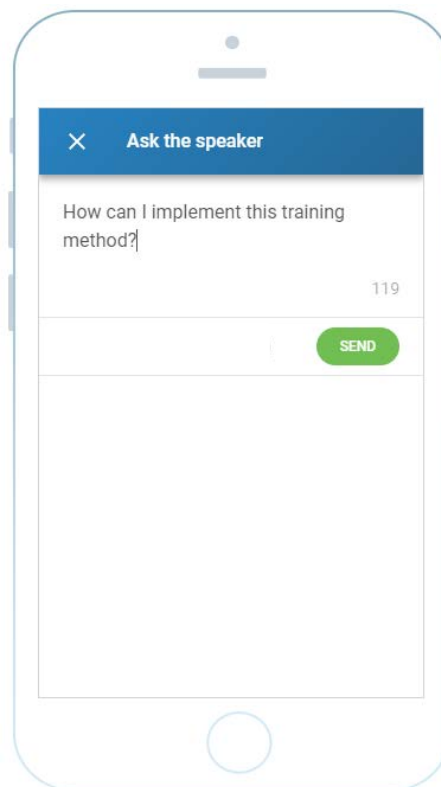
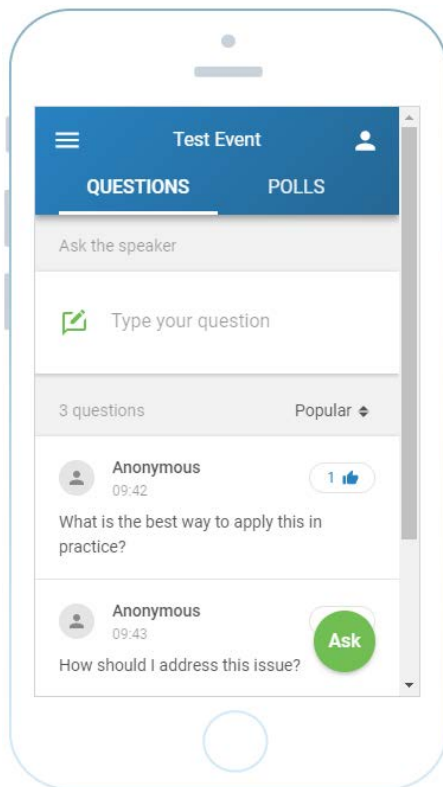
## Conducting a trial run

We can arrange a trial session for you to become familiar with Slido and how the session will run on the day. Please contact your QLS events organiser to arrange a suitable date and time.

## Dealing with technical problems

If there are any technical problems on the day, your QLS events organiser will be on hand to assist and resolve any issues.

## What do delegates see on their devices?



## What is displayed on the screen for polling questions?

% of respondents who chose this answer

Number of responses

