# SharePoint – Office – Broadcast a PowerPoint presentation

Coming with SharePoint 2010 and Office Web Application, you have the ability to broadcast a PowerPoint presentation.

To be able to use this broadcasting functionality, you have to use PowerPoint 2010.

If you don't have yet deployed and configured SharePoint 2010 and Office Web Application, you can use the Microsoft service.

## Broadcasting using Microsoft service

- Launch PowerPoint 2010 to create or reuse an existing presentation.
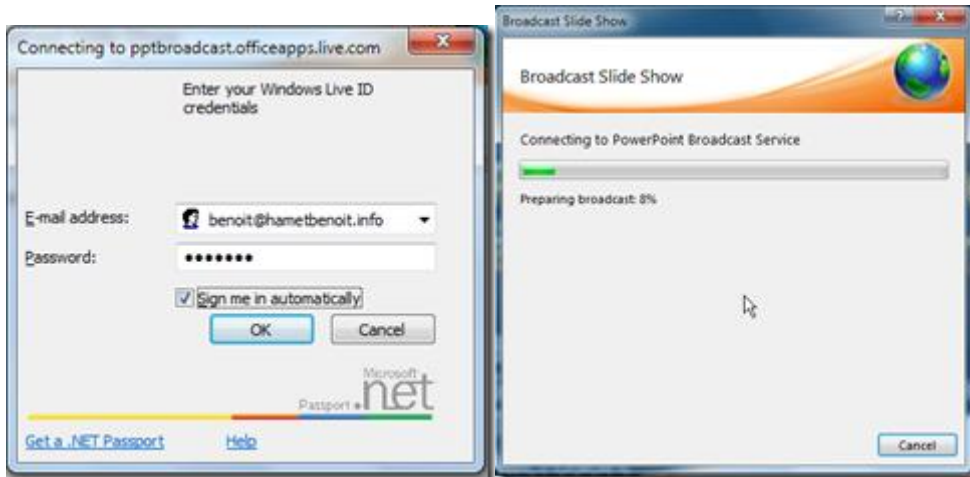- Once you are ready to broadcast the presentation, click on the **File** menu and choose **Save & send**. You will have the option to **Broadcast Slide Show**



- If this is the first time you use it, the only broadcast service available is the Microsoft Service and you have nothing more to do. If you already use another broadcast service (such as your own), you may have to change it by clicking on the **Change broadcast service**
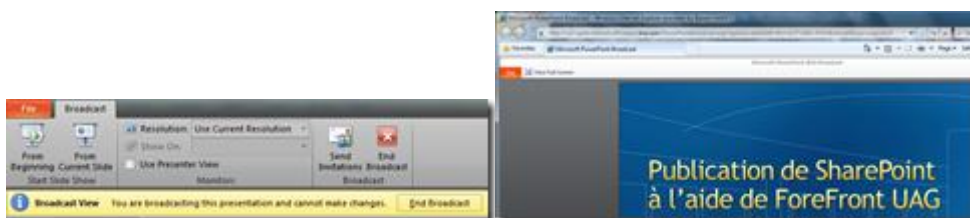


- Using the Microsoft Service require to be authenticated (for the presenter) with Windows Live ID

- Once your presentation has been prepared to be broadcasted, you receive the URL to be share with your participant
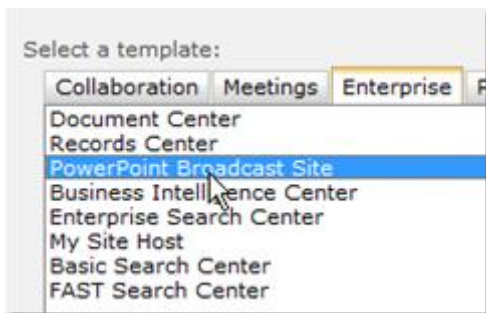


- Once you have send the URL you can start the session; your participant doesn't need PowerPoint. PowerPoint is showing an information bar to inform/remind your presentation is being broadcast



# Broadcasting using your own PowerPoint broadcasting service

- This require you already have installed and configured SharePoint 2010 and Office Web Application

- I will not detailed SharePoint and Office Web Application installation. However here is the main steps to be able to use your own PowerPoint Broadcast service:
  - If you configure SharePoint / Office Web Apps using the configuration wizard, everything will be done automatically but may not match your configuration/security/deployment needs. The wizard will create the PowerPoint Service Application and create a broadcasting site collection
  - If you configure SharePoint 'manually' (like me), you have to:
    - Create a web application to host the PowerPoint Broadcast site collection
    - Create the PowerPoint service application
- You can use the Central Administration or PowerShell to create the web application
- Once the web application has been created, you can use the Central Administration or PowerShell to create the PowerPoint Broadcast site
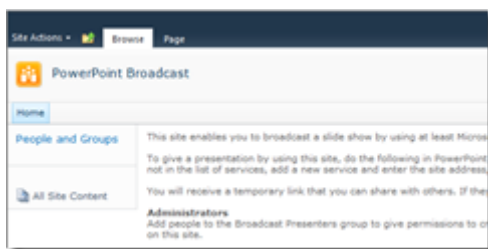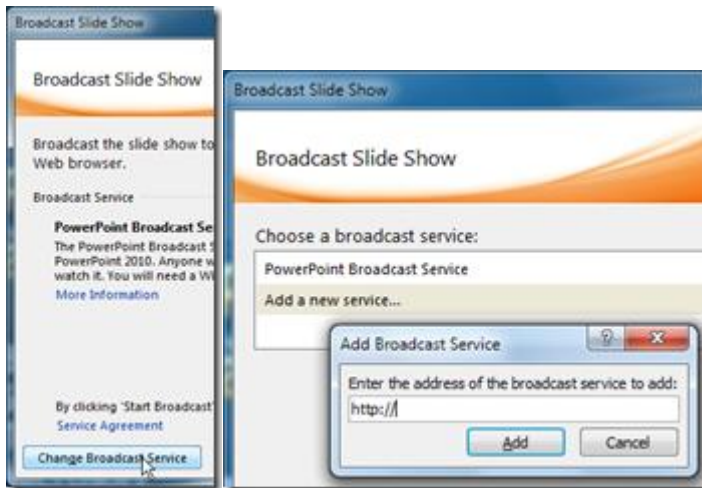


*$rootSites = Get-SPWebApplication | Get-SPSite -Limit ALL | where { $_.ServerRelativeUrl -eq "/" } $bcastTmpl = Get-SPWebTemplate | where { $_.Name -eq "PowerPointBroadcast#0" foreach ($rootSite in $rootSites) { $url = $rootSite.Url + "/sites/broadcast" New-SPSite -Url $url -OwnerAlias "contoso\admin" -Template $bcastTmpl}*

- Then you have to create/configure your PowerPoint Service Application. You may notice that the Service Application will say there is no default broadcast site; this is a normal behavior and doesn't occur if you use the Wizard. You can create the Service Application using the Central Administration or PowerShell
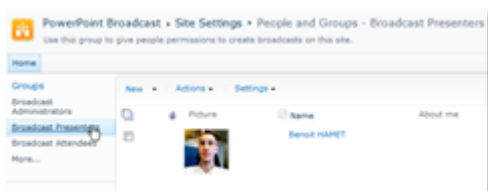
- Once these steps have been done, you are able to broadcast your presentation using the same steps than if you use the Microsoft Service; the **only additional step** to do is to change the broadcast service to be used





## When using your own PowerPoint Broadcast service or the Microsoft Service

- Off course, if you don't have yet SharePoint 2010 and the Office Web Application, you have no other choice than using the Microsoft Service
- If you need to manage who is allowed to use the PowerPoint Broadcast service, you have to deploy internally SharePoint 2010 and the Office Web Application and set the permission for the Presenters group. As PowerPoint 2010 is coming with the Microsoft Service, you can use GPO to disable it and configure your own (see TechNet for details)



- If you need to manage who will be able to take part as attendee, you have to use your own broadcast service