

SETUP GUIDE

Put a live, interactive web page inside your PowerPoint slide.

The complete setup guide for SparkSlides Embed, the free add-in that brings live web content onto your slides and keeps it usable while you present. Step by step, for Windows and Mac.

SparkSlides

Free add-in · sparkslides.com

START HERE

What this is, and why it exists

You are presenting, the room is with you, and then you need to show the live thing. The dashboard. The calculator. The prototype. So you leave PowerPoint, find the browser, wait for the page, and the moment breaks.

For years, Microsoft's Web Viewer add-in solved this by letting you drop a live web page straight onto a slide. It was retired, and the people who relied on it were left switching windows again.

SparkSlides Embed is a free, modern replacement. It shows a live, interactive web page directly on your slide and keeps it fully usable during your presentation. Your charts stay current, your demo stays clickable, and your flow stays unbroken.

What you will need

- › Microsoft PowerPoint on Windows, Mac, or the web.
- › An internet connection, since the embedded page loads live.
- › The SparkSlides Embed manifest file (download it from the SparkSlides website).
- › About five minutes, and a little patience for a one-time manual setup.

How it works, in two phases

You install the add-in once. After that, you can add a live embed to any presentation in seconds.

- › **Phase one, install once:** register the add-in with PowerPoint using the steps for your platform.
- › **Phase two, use any time:** insert the add-in on a slide, paste a web address, and present.

A quick, honest note

Because this add-in is not yet in the Office store, you add it manually. The steps below look longer than they feel. Follow them once and you are set for good.

Install on Windows

1 Download the manifest file

The manifest is a small file that tells PowerPoint where to find the add-in. Download it from the SparkSlides website and note where it lands.

2 Put it in a simple shared folder

Create a plain folder with no spaces in the name, for example on your C drive, and move the manifest into it.

```
C:\PPTAddin
```

Right-click the folder, choose Properties, open the Sharing tab, click Share, pick your own username, then Share and Done. The Sharing tab now shows a network path that begins with two backslashes. Copy that path.

```
\\YOUR-PC\PPTAddin
```

3 Tell PowerPoint to trust that folder

Open PowerPoint and go to File, then Options, then Trust Center, then Trust Center Settings, then Trusted Add-in Catalogs.

- > Paste the network path into the Catalog Url box and click Add catalog.
- > Tick the Show in Menu checkbox on that row. This is easy to miss, and the add-in will not appear without it.
- > Click OK to close both windows.

4 Restart, then insert it

Close PowerPoint completely and reopen it. On the Insert tab, open the My Add-ins dropdown and choose the Shared Folder tab. Select SparkSlides Embed and click Add.

5 Embed a page and present

The add-in lands on your slide. Paste a web address that allows embedding, click Embed, then press F5 to present and interact with it live.

Use a page that allows embedding

Some websites block being shown inside other apps for security. Pages you own, and pages that offer an embed option, work best. If a page stays blank, that is the cause, and it is set by the site, not by the add-in.

Install on Mac

1 Download the manifest file

The manifest is a small file that points PowerPoint to the add-in. Download it from the SparkSlides website to your Mac.

2 Open the PowerPoint add-in folder

In Finder, choose Go, then Go to Folder, and paste the path below. If the final wef folder does not exist yet, create it.

```
~/Library/Containers/com.microsoft.Powerpoint/Data/Documents/wef
```

3 Drop the manifest in

Move the manifest file into that wef folder. That is the whole installation on Mac.

4 Restart, then insert it

Quit PowerPoint fully and reopen it. On the Insert tab, open My Add-ins, find SparkSlides Embed, and add it to your slide.

5 Embed a page and present

Paste a web address that allows embedding, click Embed, then start your slideshow and interact with the page live.

Good to know

The same embedding rule applies on Mac. Choose a page you own or one that offers an embed option for the most reliable result.

Using it well

Embedding and presenting

Once the add-in is on a slide, paste any web address that allows embedding and click Embed. The page appears right on the slide. To change it later, use the small settings control in the corner of the add-in box. When you save your presentation, the embed is saved with the file, so it loads again automatically the next time you open the deck.

During a slideshow, the embedded page is live. Clicking and typing work just as they would in a browser. For the smoothest experience, choose content that fits without needing to scroll inside the embed.

Choosing pages that work

The single most important habit is picking pages that allow embedding. Two reliable categories:

- > **Pages you own.** Your own site, app, or tool, where you control the settings.
- > **Pages built to be embedded.** Many dashboards, charts, and interactive tools offer an embed link for exactly this purpose.

Pages that block embedding, such as some search engines, banks, and login-protected apps, will show a blank box. This is the website's own security setting and cannot be changed from PowerPoint.

Ideas worth trying

A live calculator your audience can use, a dashboard showing real numbers as of this moment, an interactive chart, a configurator, or your actual product running on the slide.

Troubleshooting

The add-in does not appear in the Shared Folder list

Almost always one of three things: PowerPoint was not fully restarted after adding the catalog, the Show in Menu box was not ticked, or the path you pasted was a regular folder path instead of the network share path that begins with two backslashes. Fix whichever applies and restart.

The embedded page is blank or says it cannot be displayed

That page blocks being shown inside other apps. This is a security setting on the website itself and cannot be changed from PowerPoint. Use a page you own, or one that offers an embed option.

It works for me, but the embed is blank for someone I sent the deck to

Anyone who opens your presentation also needs the add-in installed to see the live content. Share this guide with them, and once they have set it up, the embed will appear.

Nothing loads at all

The page loads live, so you need an internet connection. Check that you are online and that the address opens normally in a browser.

I changed the manifest and PowerPoint still shows the old version

PowerPoint caches add-ins. On Windows, empty the contents of the folder below, then restart. Changes to the embedded web page itself do not need this; just refresh.

```
%LOCALAPPDATA%\Microsoft\Office\16.0\Wef\
```

Sharing your presentation

The embed setting travels inside your .pptx file, so reopening your own deck just works. When you share the deck with someone else, remember that they also need the add-in installed to see the live content. Sending them this guide is the easiest way to get them set up.

ABOUT

About the maker

SparkSlides Embed was designed and built by Christopher Wu, a full-stack developer with a background in advertising and marketing, as part of the SparkSlides project. It is offered free to the people who, like its maker, believe a slide should be able to do more than sit still.

Connect and explore

Questions, ideas, or want to see what else is in the works? These are the best places to find me and the project.

SparkSlides sparkslides.com

The add-in sparkslides.com/embed-website-in-powerpoint

Portfolio chaofanwu.com

LinkedIn linkedin.com/in/chaofanwu

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