

zoom QUICK GUIDE: SCREENSHARING

Share

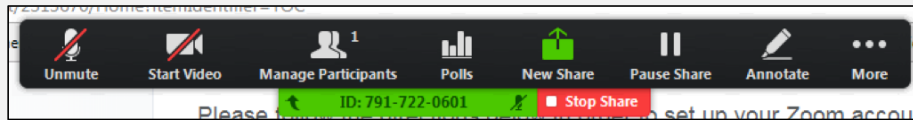
Click Share Screen.



Select what you want to share and click Share Screen.



If you plan to share a video such as on YouTube or Mediasite, select "Share computer sound" and "Optimize for full screen video clip".

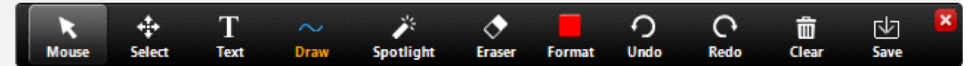
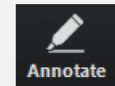


Your Zoom controls will overlay what you are sharing on your screen.

Click Pause Share if you need to pause. Click Stop Share to stop sharing.

Annotate

If they don't appear, click Annotate to see the annotation tools available.

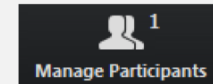


To save a whiteboard and its annotations, click Save.

Clear annotations before navigating away from or scrolling on the page/slide you are on. Otherwise the annotations will stay onscreen.

Manage the Session

When screen sharing, the participants panel and chat may disappear. To bring back the participants panel, click Manage Participants.



To bring back chat, click More, and then Chat.

