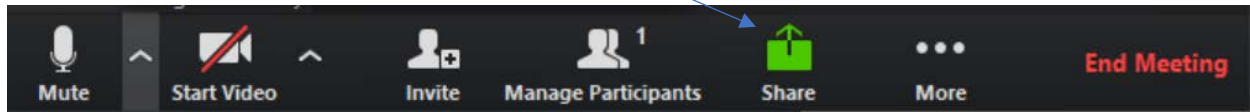


Screen Sharing

Screen sharing allows all meeting participants to view the presenter's screen. Any meeting participant can share their screen.

Screen sharing is controlled using the Share icon:

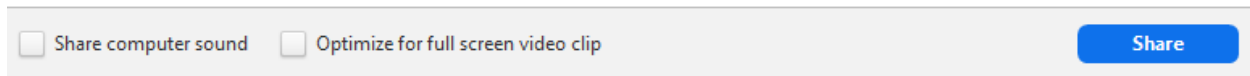


You have several options:

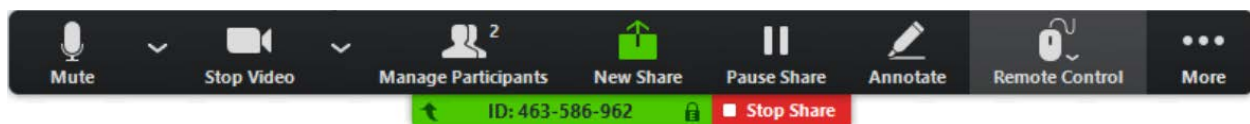
- You can share a computer screen: when you do this, everything visible to you on your screen will be visible to meeting participants.
- You can share an application. This will display just the selected application (not the rest of your desktop).

Select the screen or application you want to share and click on the “Share” button at the bottom of the screen:

- If PowerPoint is being used in the Presenters Mode the presenter will need to start the presentation to create the screen that will be shared with meeting participants.
- Remember to select the “Share Computer Sound” button if you want to share the computer audio with meeting participants



To stop sharing, click on the “Stop Share” icon:



Notes:

- The presenter can temporarily stop their screen sharing by clicking on the “Pause Share” icon.
- Other participants will not be able to share unless/until the presenter Stops Sharing their screen
- The meeting host can end sharing by another meeting participant by clicking on their Share icon and responding “Yes” to the Start Screen Share dialog box.
- If the host has their camera enabled and no other participant is sharing their screen the host's digital camera will be shared.