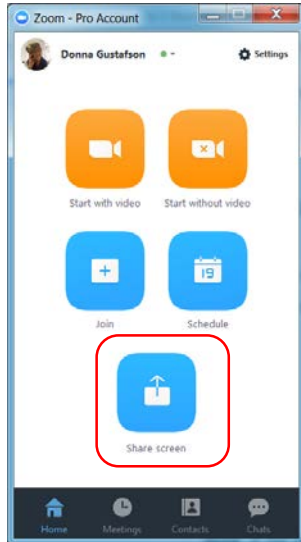


ConferZoom

SHARE SCREENS AND VIDEO

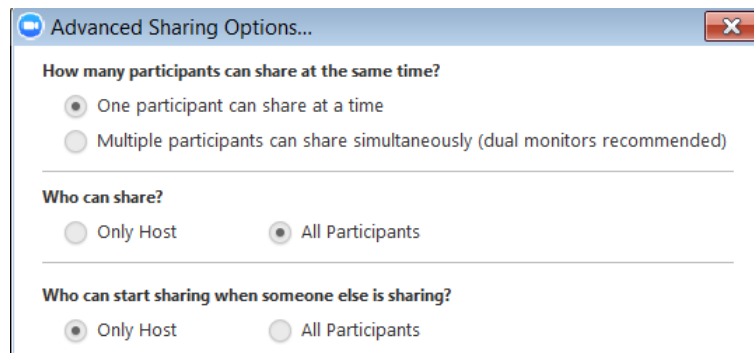
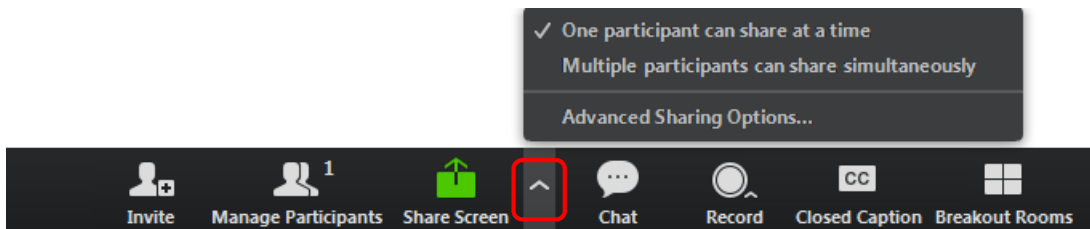
ConferZoom allows for screen sharing on desktop, tablet and mobile devices running Zoom.



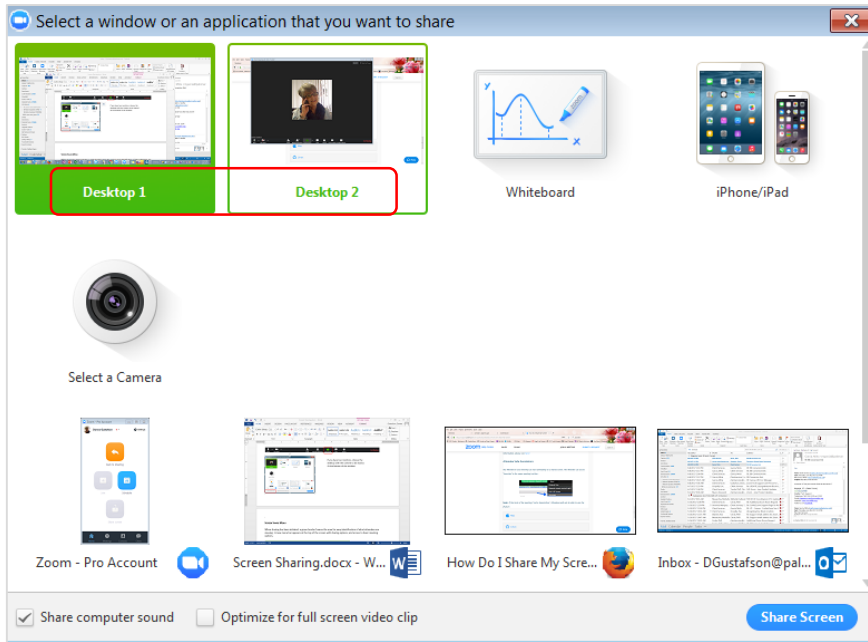
- The host and attendees have access to screen share.
- The host can disable attendee access to share.
- Start sharing after you have joined the meeting.
- Or, launch a meeting in the **Share screen** mode.

SHARE SCREEN ON A WINDOWS OR MAC

Select the **Share Screen** button located on the meeting tool bar; the default is one participant can share at a time. Click the **^** to open the menu and change options. The **Advanced Sharing Options...** provide additional choices.



After selecting how many Share Screen can share, choose to share a **Desktop**, a blank **Whiteboard**, or individual opened applications.

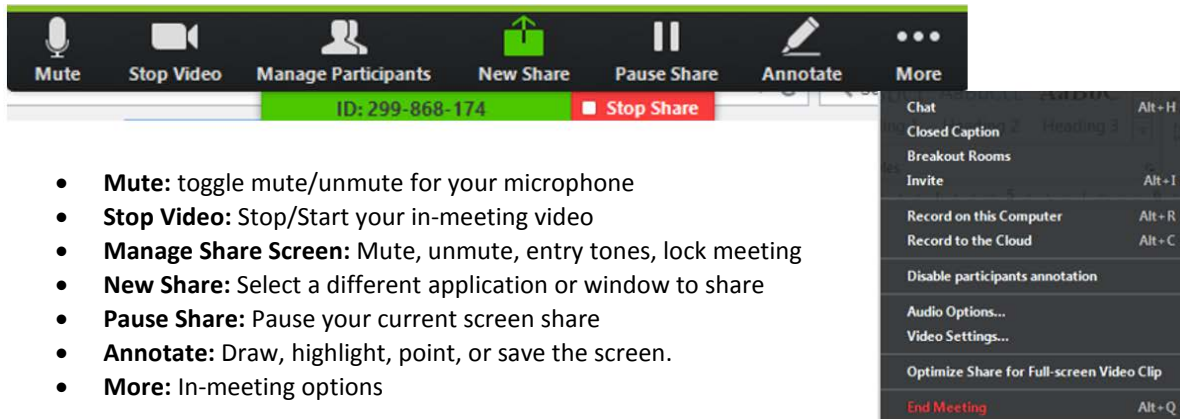


If you have two monitors, choose the desktop with the content to be shared.

Select **Share computer sound** when sharing a video clip stored locally, or on a web site such as YouTube.

SHARE SCREEN MENU

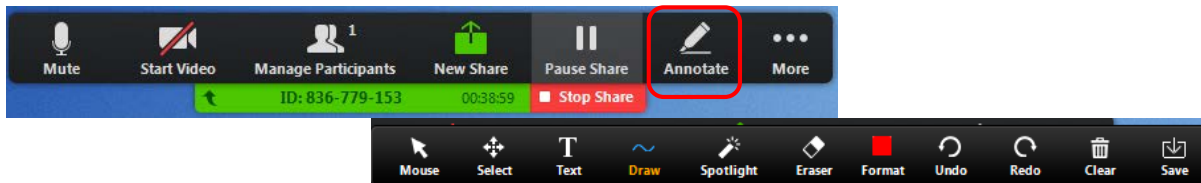
When sharing starts, a green border frames the shared area to easily identify what attendees are viewing. A new menu bar appears at the top of the screen with sharing options, and access to basic meeting options.



- **Mute:** toggle mute/unmute for your microphone
- **Stop Video:** Stop/Start your in-meeting video
- **Manage Share Screen:** Mute, unmute, entry tones, lock meeting
- **New Share:** Select a different application or window to share
- **Pause Share:** Pause your current screen share
- **Annotate:** Draw, highlight, point, or save the screen.
- **More:** In-meeting options

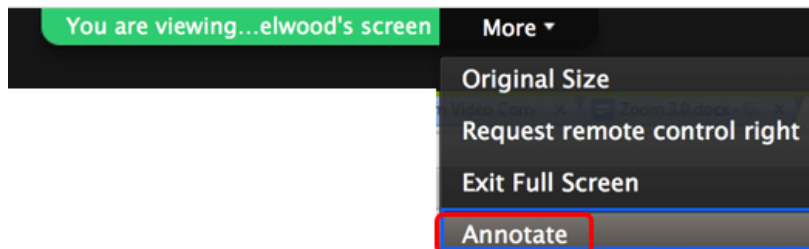
ANNOTATIONS

Annotation tools are offered when **Share Screen** is launched. When sharing a **Desktop** or application, a menu bar appears; select **Annotate** to open the annotation tools menu. When a **Whiteboard** is shared, the annotation tools automatically appear. The **Save** button snapshots the screens with annotations; the snapshot saves to the default meeting folder.



PARTICIPANT ANNOTATION

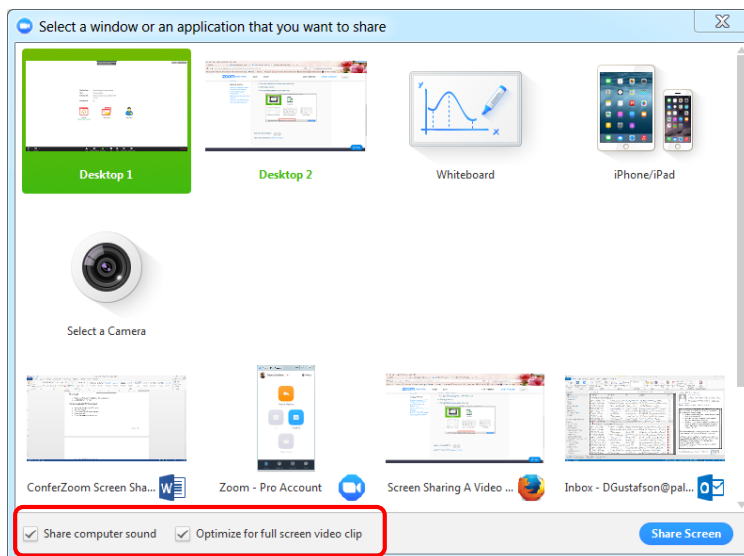
When enabled, participants can annotate on a shared screen by clicking the **More** on the menu bar and choosing **Annotate**.



SHARE VIDEO CLIPS

ConferZoom optimizes screen sharing of a **full screen** video clip to ensure the attendees have the best quality experience. At least 1.5Mbps uplink and downlink for Full Screen HD is a pre-requisite.

SCREEN SHARE A VIDEO CLIP



- Select **Share Screen** to open the selection window
- Select the desktop to display
- Check **Optimize for full-screen video clip** – the **Share computer sound** box is automatically checked
- Click **Share Screen**
- Be sure to be in full screen mode in your video clip