

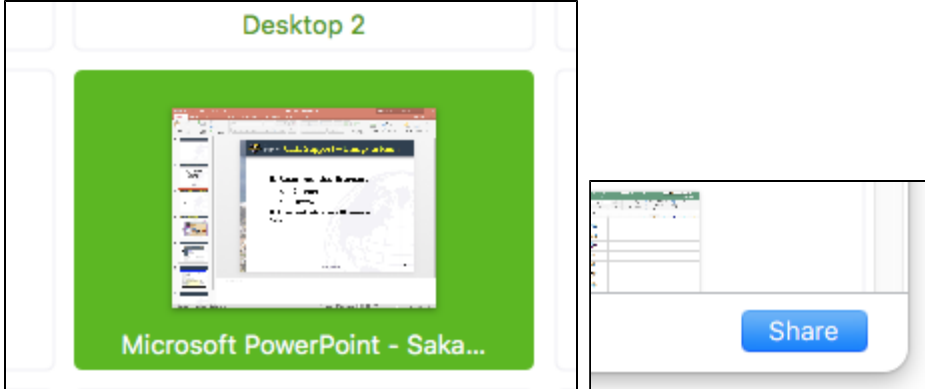
Sharing Content in Zoom

1. Screen Sharing – We recommend using the downloaded Client version, or be using the Chrome or Firefox browsers to share

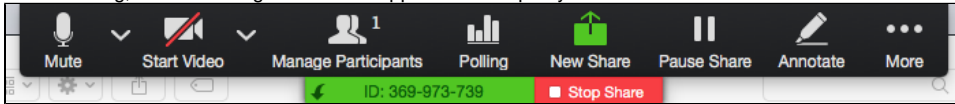
- a. Click **Share** in the main window



- b. Choose the document, desktop, application, or browser window you want to share. *Make sure it is open and active!*



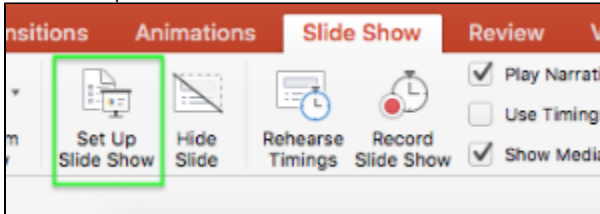
- c. While sharing, Zoom meeting controls will appear at the top of your screen



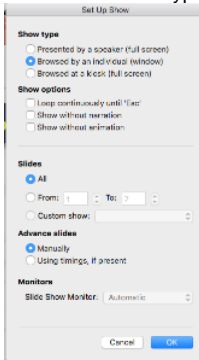
- d. To save slide annotations, click Save and your slides will appear in the default Zoom save folder on your computer.
- e. To end sharing, click the red "Stop Share" button at the top of your screen

2. PowerPoint slide show

- a. Set up your slides as a show to show without the tools and slide deck
- b. Open your slide show and go to the Slide Show tab
- c. Go to "Set Up Slide Show"



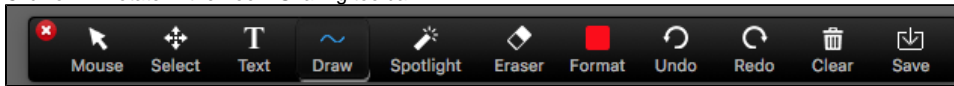
- d. Choose the Show type as "Browsed by an individual (window)"



- e. Click OK
- f. Start the slide show

3. Annotations

- a. Click on Annotate in the Zoom Sharing toolbar



- b. Click Save to save the current shared view, including annotations. Zoom will create a folder for your saves, grouped by meetings.
c. Click Clear to delete annotations before proceeding.

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