



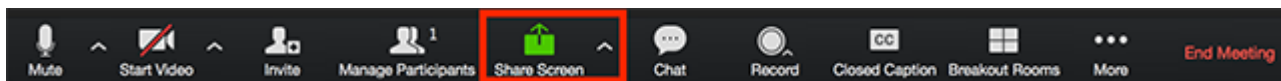
# Sharing Your Screen or Other Applications



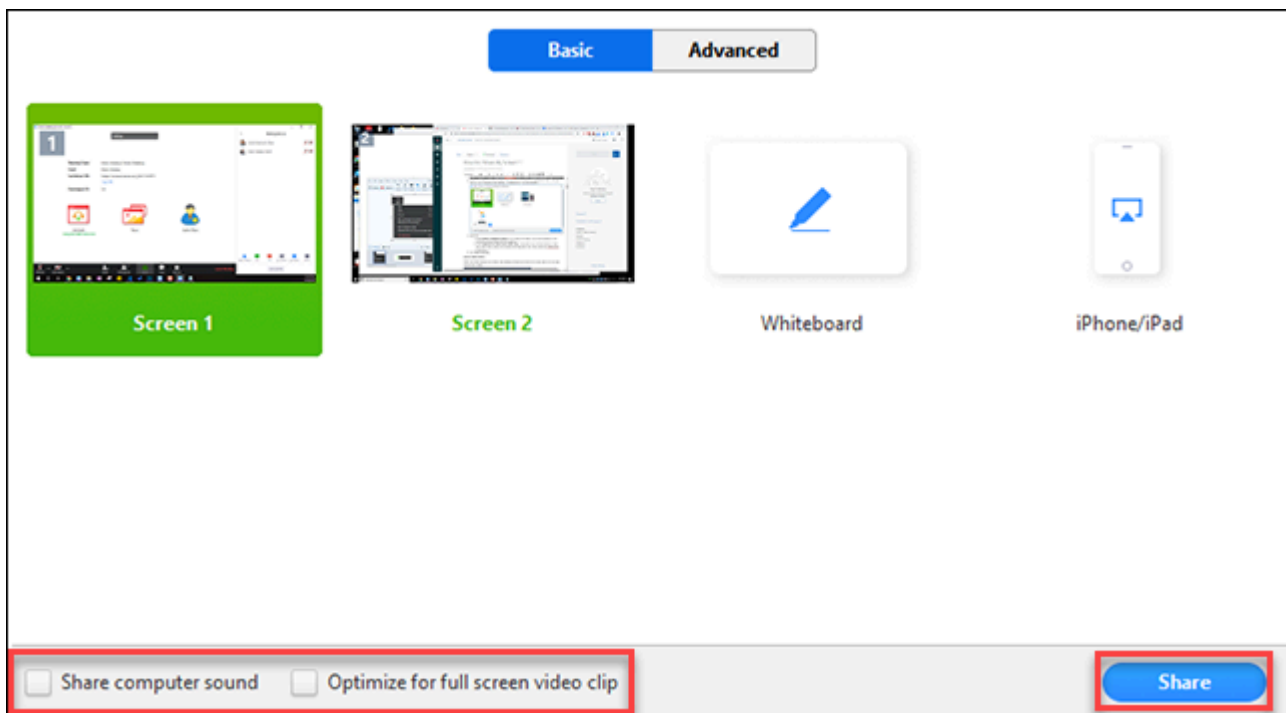
There are times when you may want to screen share within Zoom; some examples are sharing your desktop, the whiteboard, a PowerPoint presentation, or a video clip.

## Starting a Screen Share

1. Click the **Share Screen** button located in your meeting controls.



2. Select the screen you want to share. You can also choose an individual application that is already open on your computer, the desktop, a whiteboard, or an iPhone/iPad.





### Optional Features:

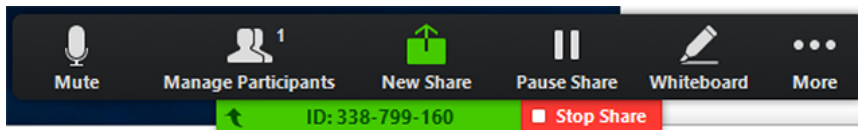
**Share Computer Sound:** if you check this option, any sound played by your computer will be shared in the meeting.

**Optimize for full screen video clip:** Check this if you will be sharing a video clip in full screen mode. Do not check this otherwise, as it may cause the shared screen to be blurry.

3. Click **Share**.

## Share Screen Menu

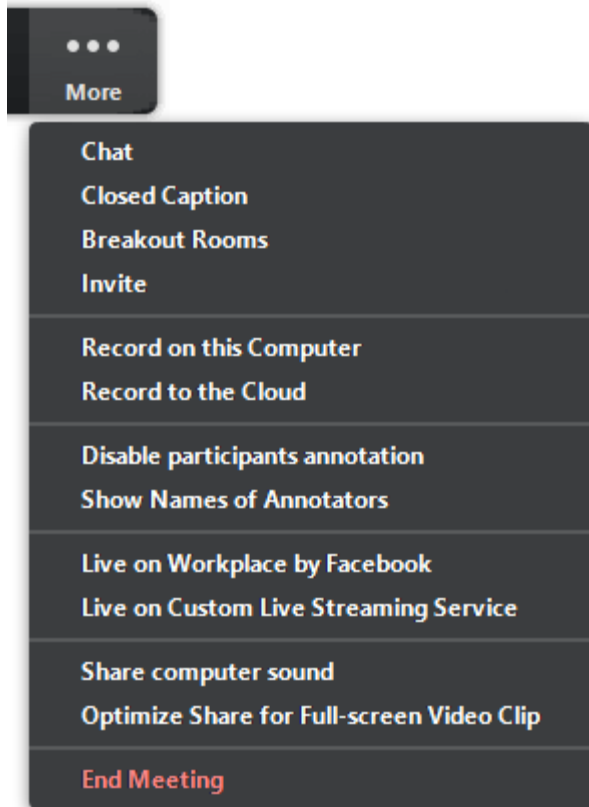
When you start sharing your screen, the meeting controls will move into a menu that you can drag around your screen.



- **Mute/Unmute:** Mute or unmute your microphone.
- **Start/Stop Video:** Start or stop your in-meeting video.
- **Participants/Manage Participants:** View or [manage the participants](#) (if the host).
- **New Share:** Start a new screen share. You will be prompted to select which screen you want to share again.
- **Pause Share:** Pause your current shared screen.
- **Annotate / Whiteboard:** Display [annotation tools](#) for drawing, adding text, etc.



- **More:** Hover over more for additional options.



- **Chat:** Open the chat window.
- **Invite:** [Invite others](#) to join the meeting.
- **Record:** Start recording [locally](#) or [to the cloud](#). (We recommend recording to the cloud.)
- **Allow/Disable participants annotation:** Allow or prevent the participants from [annotating on your shared screen](#).
- **Show/Hide Names of Annotators:** Show or hide the participants' name when they are annotating on a screen share. If set to show, the participant's name will briefly display beside their annotation.



- **Optimize Share for Full-screen Video Clip:** Start optimizing for a video clip in full screen mode.  
**Note:** Do not enable this setting if you are not sharing a full screen video clip, as it will blur your screen share.
- **End Meeting:** Leave the meeting or end the meeting for all participants.