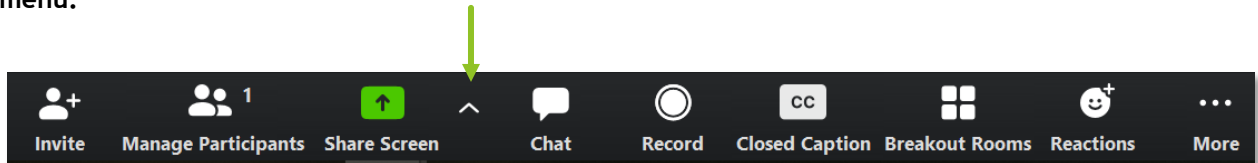


Enabling Participant Screen Sharing

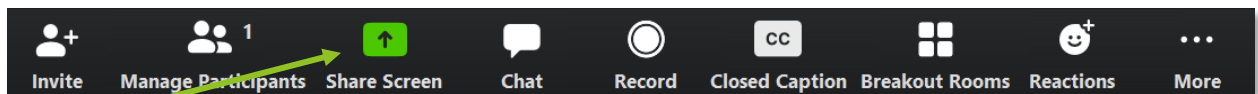
Via Advanced Sharing Options

1. Start the Zoom meeting. Look for the green **screen sharing** icon at the bottom of the screen. Alongside this you should see a **carrot menu** icon (^ arrow). Click this icon to open the **screen sharing** menu.

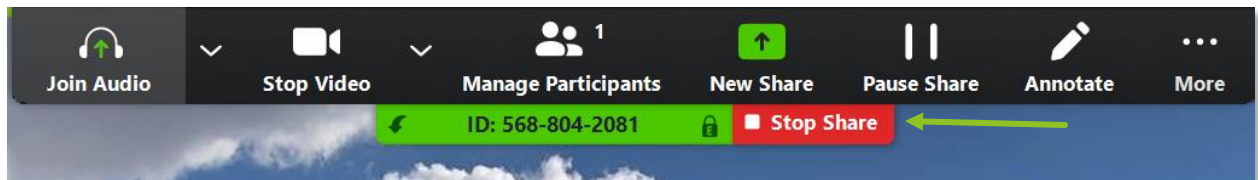


NOTE: *If you don't see the carrot menu.*

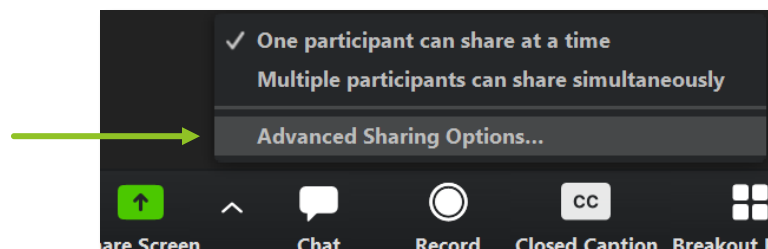
Zoom does this strange thing where sometimes you have to share your screen before it will allow you to see the options menu. If your menu looks like this...



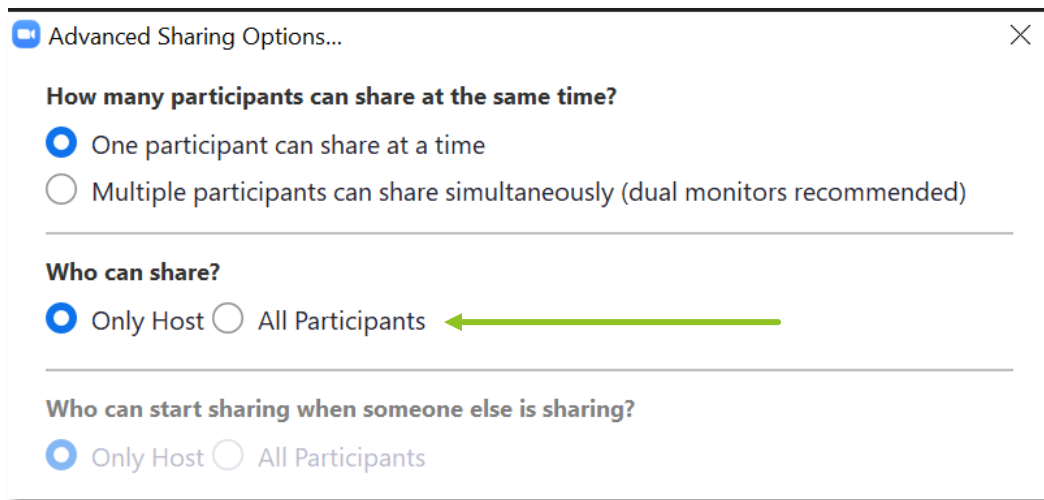
Click the green **share screen** button to share your screen. Once you are sharing your screen, you can immediately **stop sharing**. Now your menu should include the carrot menu icon.



2. From the options menu, choose **advanced sharing options**

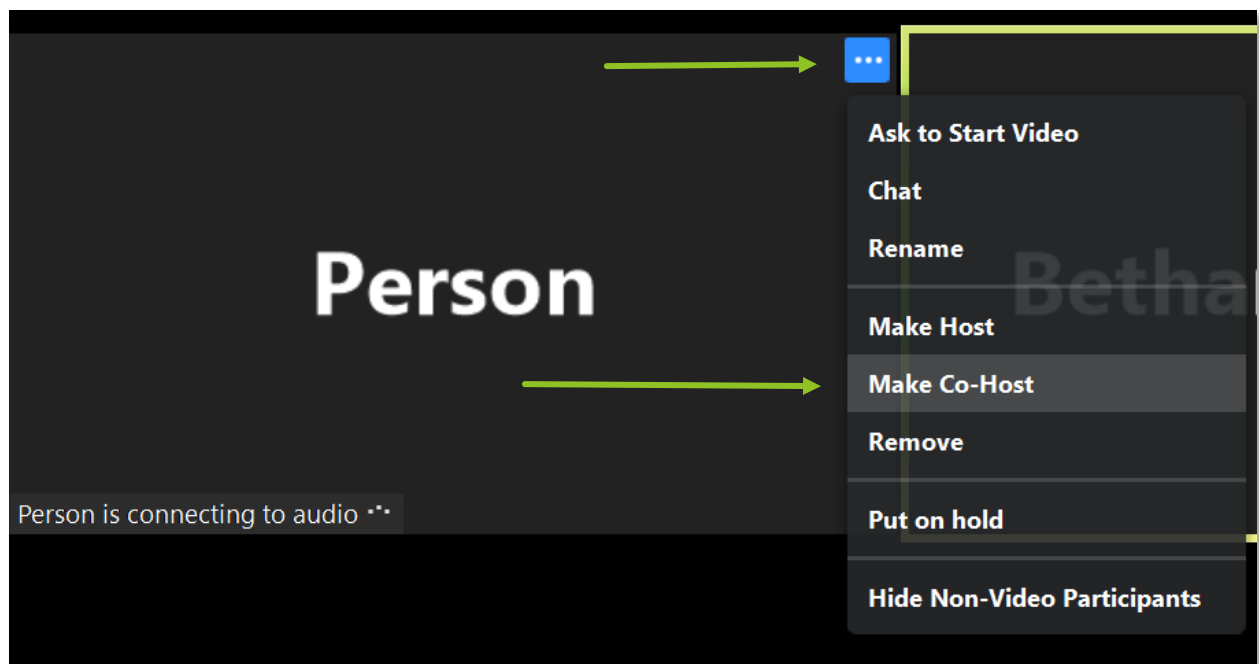


3. Click **All participants** under **Who can share?** to enable participant screen sharing



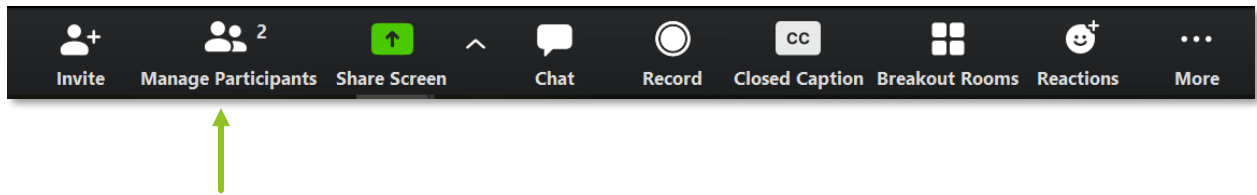
Via Cohost Privileges

1. Hover over a participant's image and until three dots appear on a blue button in the top right hand corner of their video. Click to open a menu and select **make cohost**.



OR

2. Select **manage participants** from the Zoom menu to open a list of all participants on the righthand side of the screen.



3. Hover over the participant's name until three dots appear on a blue button. Click to open a menu and select **make cohost**.

