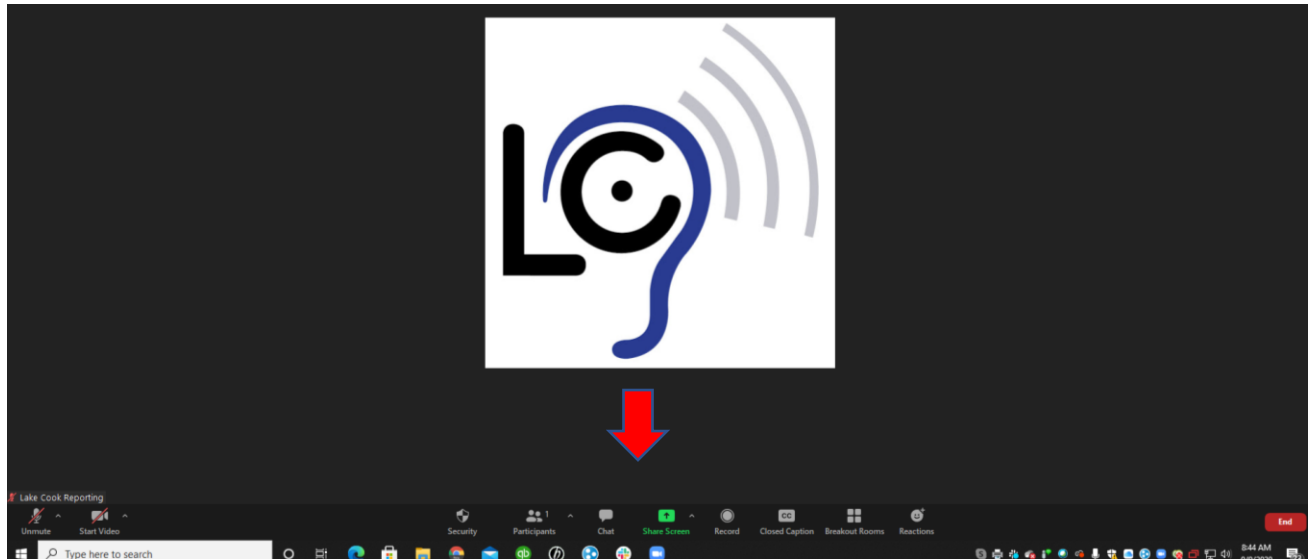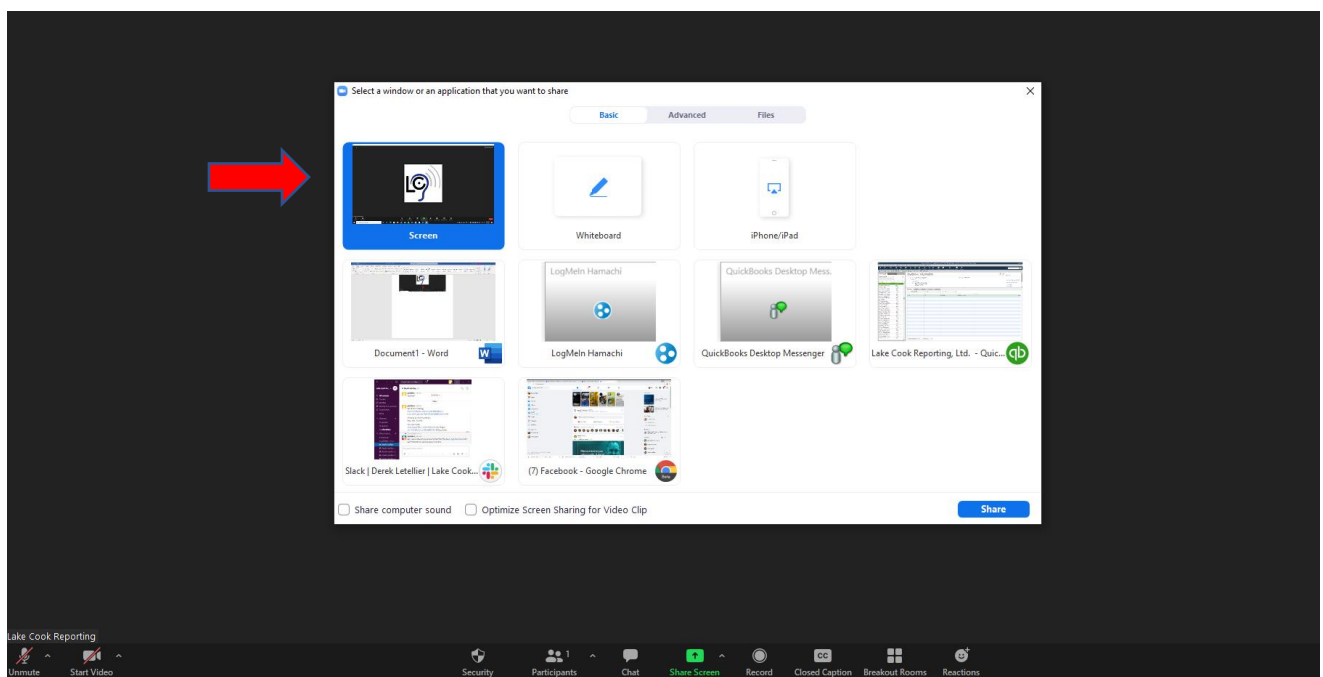# Screensharing with Zoom

1. Join the Zoom meetings
2. Once in the meeting, look for the green button labeled "Share Screen" and click on this.



3. Once you click on "Share Screen" you will see the following window:



4. We recommend clicking on "Screen." This will show the other participants your Desktop, as you see it.
5. To make sharing exhibits easy, please save your exhibits onto your desktop or in a folder on your desktop so they are easy to find during the deposition.
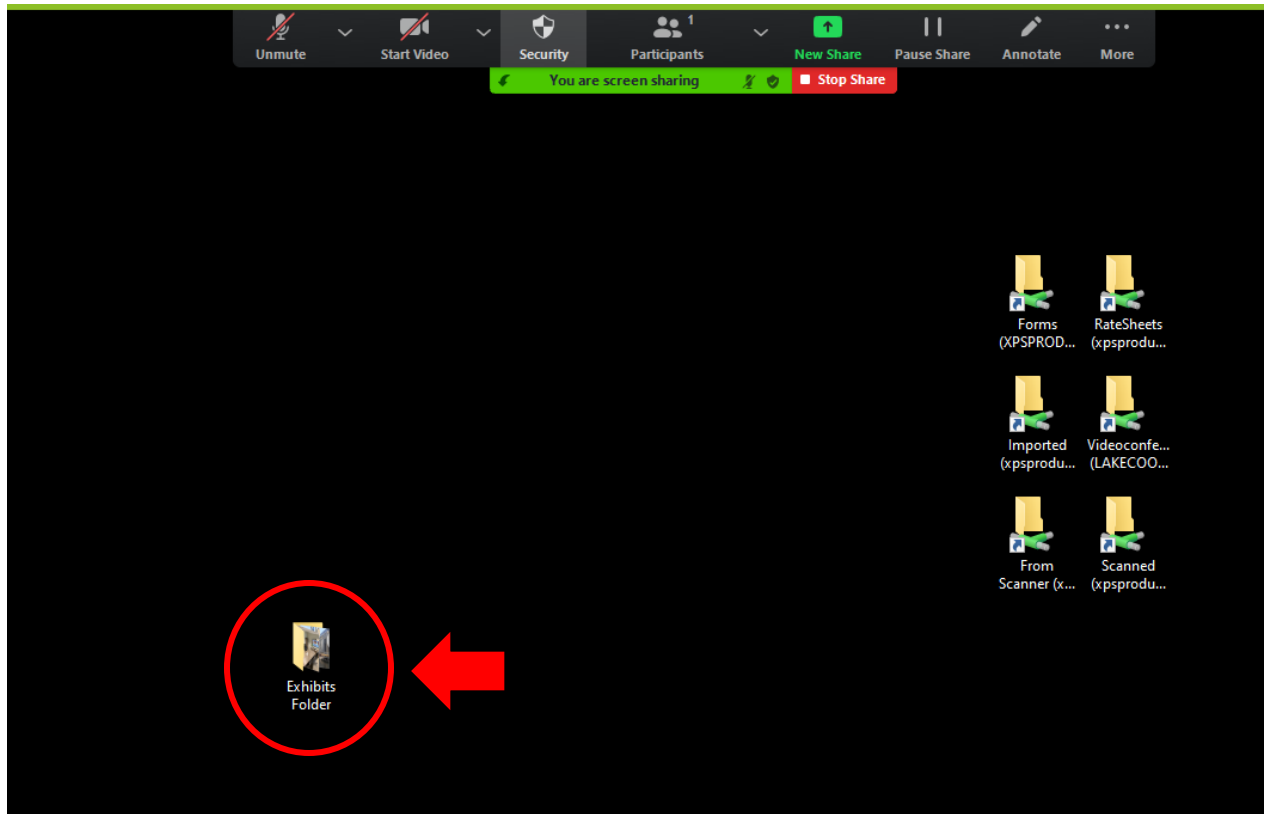
6. If your exhibits are saved in a convenient place on the desktop, they will be easier to find, open and share. An example of this is shown above.

7. Once you have finished sharing exhibits, look for the red button labeled "Stop Sharing." This button is usually at the top of the screen next to a green bar.