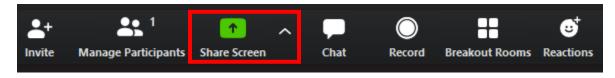
Using the Zoom Whiteboard

1. During a Zoom meeting, select Share Screen. You will be prompted with several screen sharing options, select Whiteboard.



Select a window or an application that you wa	ant to share		×
	Basic Adv	vanced Files	
1 Billy Bronco		2	- - -
Screen 1	Screen 2	Whiteboard	iPhone/iPad
	Googk • • • •		
Snipping Tool	New Tab - Google Chrome 🛛 🧿	Using the Zoom Whiteboard.doc 🧿	
Share computer sound Optimize S	Screen Sharing for Video Clip		Share

2. After selecting Whiteboard, all screens will feature the whiteboard. Here the host can write, draw, etc using the tool bar.



Using Remote Control

The Remote Control function in screen sharing is useful for the host and participants to work on the whiteboard together.

To enable remote control:

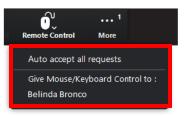
1. Select Remote Control from the screensharing menu



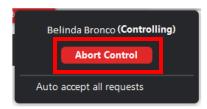
Participates can request for remote control. From the View Options drop down menu, select request remote control.



2. On the Host's screen, select whom to give remote control to from the Remote Control dropdown menu.



3. Remote Control can only be given to one person at a time. The Host is able to remove remote control by selecting Abort Control from the Remote Control menu.



4. Finally, under the More menu, you can turn on the participant's names to view whose whiteboard work is whose as well as record the Zoom, invite more participants, open the chat, and end the meeting.

More			
Chat		Alt+H	
Breako	ut Rooms		
Invite		Alt+I	
Record		Alt+R	
	participants annotation James of Annotators		
Show P			
Hide Fl	oating Meeting Controls	Ctrl+Alt+Shift+H	
Share o	omputer sound		
Optimize Share for Full-screen Video Clip			
End Me	eting	Alt+Q	←────