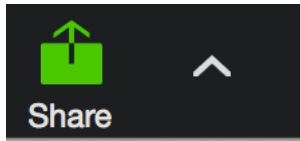


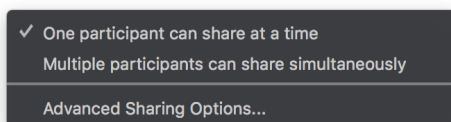
Zoom Conference Host Options for Sharing Desktop, Polls, Breakout Rooms

Sharing Desktop

By default, only the host can share the desktop. You can give others permission by clicking the up arrow beside the “Share” icon at the bottom of the zoom web conference window.



You will then see some options. You can click “Advanced Sharing Options”

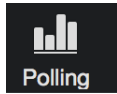


You can then see your options, change to “All Participants” if you wish to enable for all users.



Polls

At the bottom of the window, in the menu bar, click on the “Polling” icon



Created the poll and remember to click “Save” at bottom of the window

Add a Poll ×

Enter a title for this poll.

Anonymous? ⓘ

1.

Type your question here.

Single Choice Multiple Choice

Answer 1

Answer 2

Answer 3 (Optional)

Answer 4 (Optional)

Answer 5 (Optional)

Delete

+ Add a Question

Save Cancel

Then you can “Launch Poll” to start, click “Stop Sharing” to stop, click “Share Results”

Polls

Poll 1: test Edit

1. test

a1

a2

a3

Launch Poll

Polls

Sharing Poll Results

Attendees are now viewing poll results

1. test

a1 (0) 0%

a2 (0) 0%

a3 (0) 0%

Stop Sharing

Polls

Poll 1: test Edit

Poll closed 0 voted

1. test

a1 (0) 0%

a2 (0) 0%

a3 (0) 0%

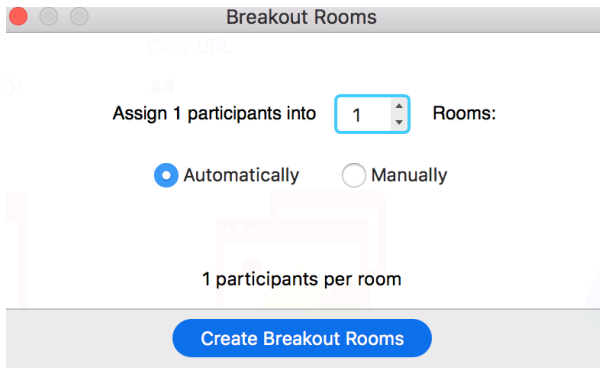
Share Results Re-launch Poll 1

Breakout Rooms

At bottom the zoom window, in the menu bar, click the Breakout Rooms room icon,



Then choose number of rooms



See your breakout rooms. Click “Move to” to go the room. At bottom of screen click “Add a Room” for more rooms.

