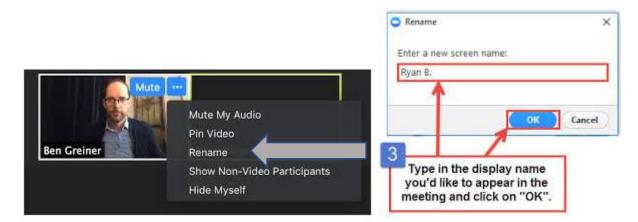
Zoom Instructions for changing your name and sharing your screen.

How to change your name on the monitor.

• PC – click on the three dots in the upper right-hand corner of your picture.



 Tablet/iPad/Smartphone – click on Participants icon – In the participants list select Rename next to your name.



1. Before you mentor session, open the document or website that you want to display on your computer.



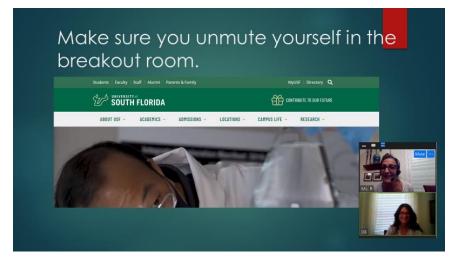
2. Click on the Share Screen icon.



- 3. (1) Select the screen you want to share.
- 4. (2) Check the **Optimize Screen Sharing for Video Clip** (this will automatically turn on the sound).
- 5. (3) Click the **Share** button.

Select a window or an application that ye	u want to share	Advanced	8
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When your share screen opens it will mirror what you selected. You will see a picture of you and your mentee.



To stop sharing your screen, hover over your screen and click on the **Stop Sharing**.

