

## Divisional Clinical Examination INSTRUCTIONS

## Microsoft Teams Screen Share

- 1. Login to Teams either view the app or web version and join the meeting.
- 2. Select Share •.



- 3. Select what you want to share:
  - a. **Desktop** lets you show everything on your screen.
  - b. Window lets you show a specific app.
  - c. **PowerPoint** lets you show a presentation.
  - d. Browse lets you find the file you want to show.



- 4. After you select what you want to show, a red border surrounds what you're sharing.
- 5. Select Stop sharing to stop showing your screen.

