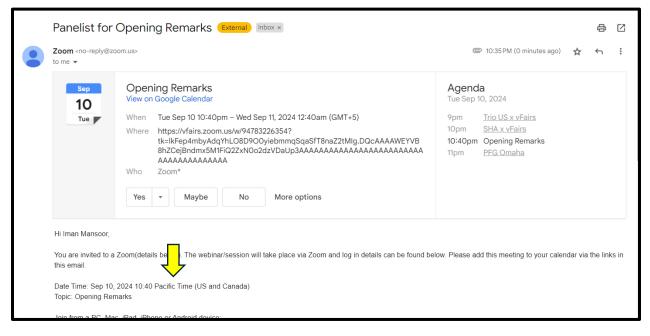


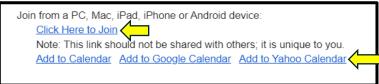
Zoom Guide - Speaker



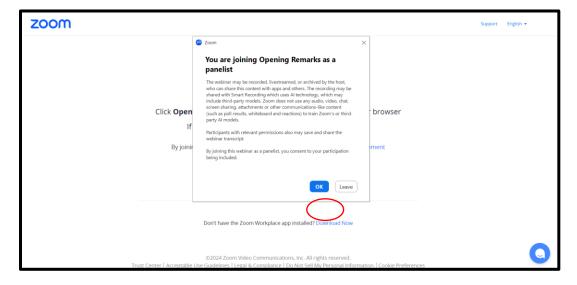
1. As a speaker, you will receive an invite from Zoom like the one below. It will have your panelist link that you will use to join the session.

The invite will be in pacific timezone but will convert to your local time after you add it to your calendar.

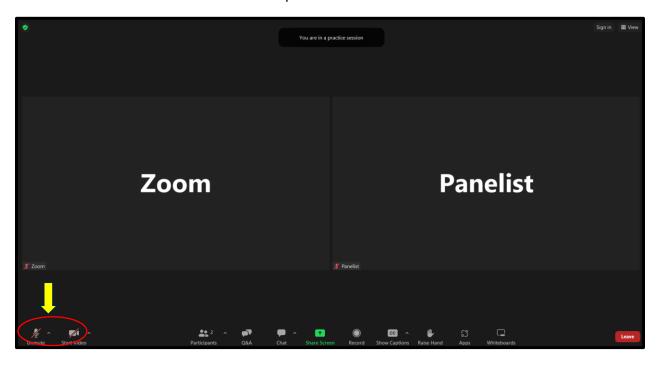




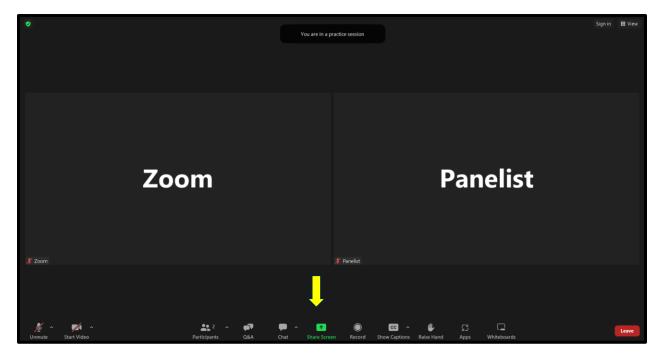
2. By clicking Join, you will be redirected to Zoom.



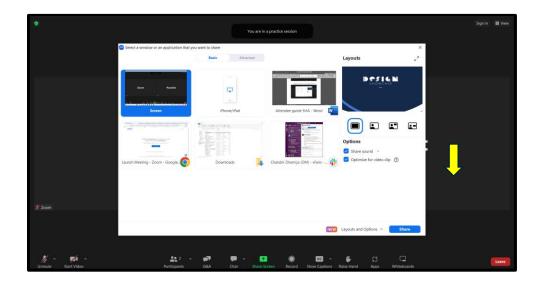
3. You have joined the Zoom Webinar as a panelist. You can control your mic and camera from the bottom control panel.



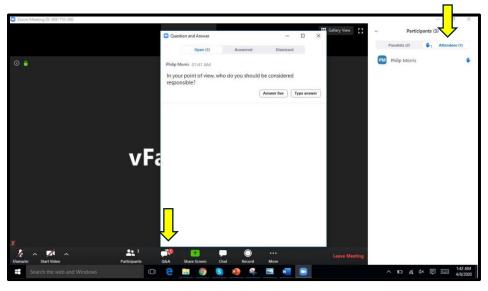
4. To share your screen with the participants. Click on "Share Screen" icon on the control bar



5. Select the entire screen or any application that you want to share. In case of any files with audio in it, remember to check the **Share Sound** button



6. Once the session goes live, the recording will automatically begin, and you will see attendees numbers go up in the participants tab. All the Questions coming in from the participants can be viewed in the Q&A tab.



7. After completing your presentation, you can stop sharing your screen and the host will end the webinar.