Zoom Screen Sharing on Apple Devices

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Introduction

This document describes how you can share your device screen in a Zoom meeting. The first question is whether you want to share the device you are currently using in the zoom meeting.

If so, the next three sections describe how to do this for an iPhone, iPad and Mac.

If you are currently in the zoom meeting on a Mac, you can share your iPhone or iPad using Airplay without joining the meeting on that device. The last two sections describe how to do this for an iPhone and iPad.

If you are not on a Mac and want to share a different device (e.g. you are on a PC and want to share your iPhone or iPad), you will need to join the meeting on the second device and make sure you choose the No Audio option. You can then share your device using the first two sections below.

This will also be the case if you are in the meeting on an iPhone or iPad and want to share the screen of another device.

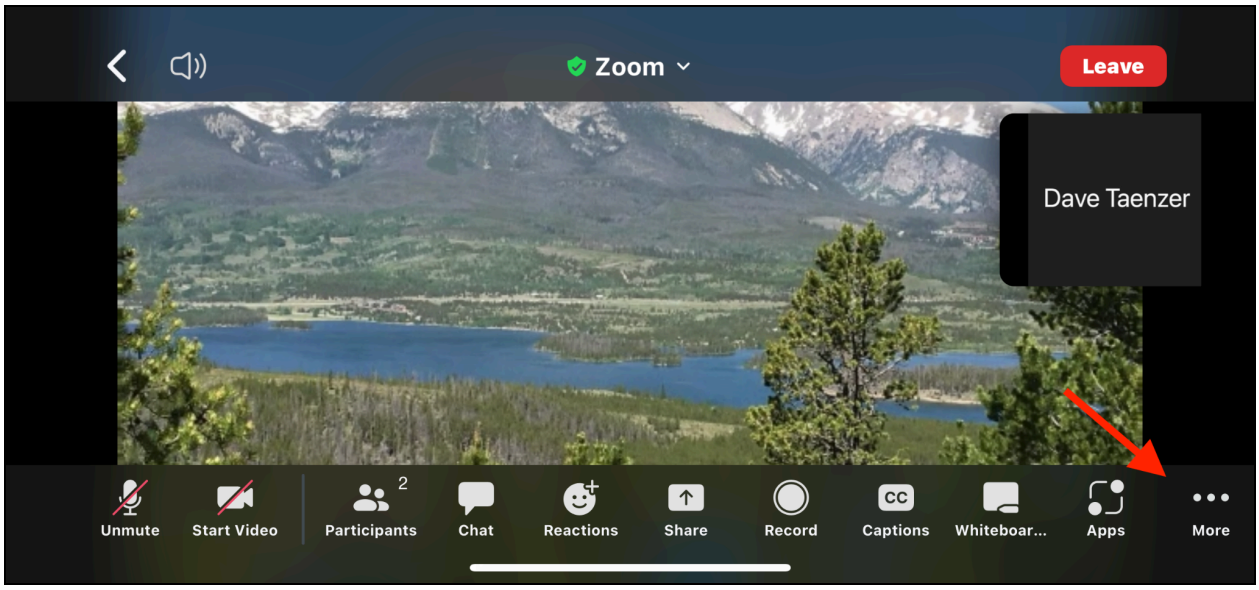
Sharing an iPhone

Keeping Action Buttons from Disappearing on iPhone

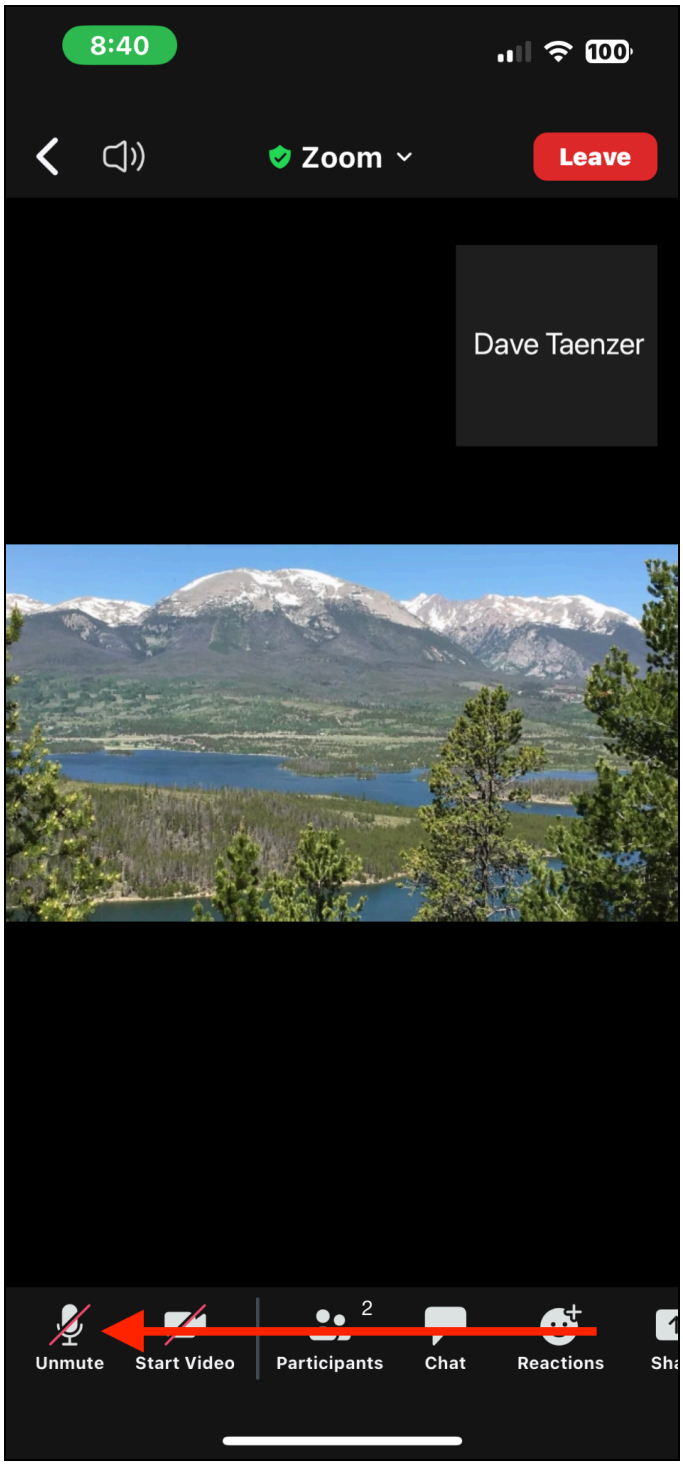
The first step is to make sure that the buttons on the bottom of your iPhone display do not disappear after a few seconds. If this is happening you should tap on the More button to change the screen settings.

If the buttons on the bottom of the screen are not disappearing, you can skip to the next section.

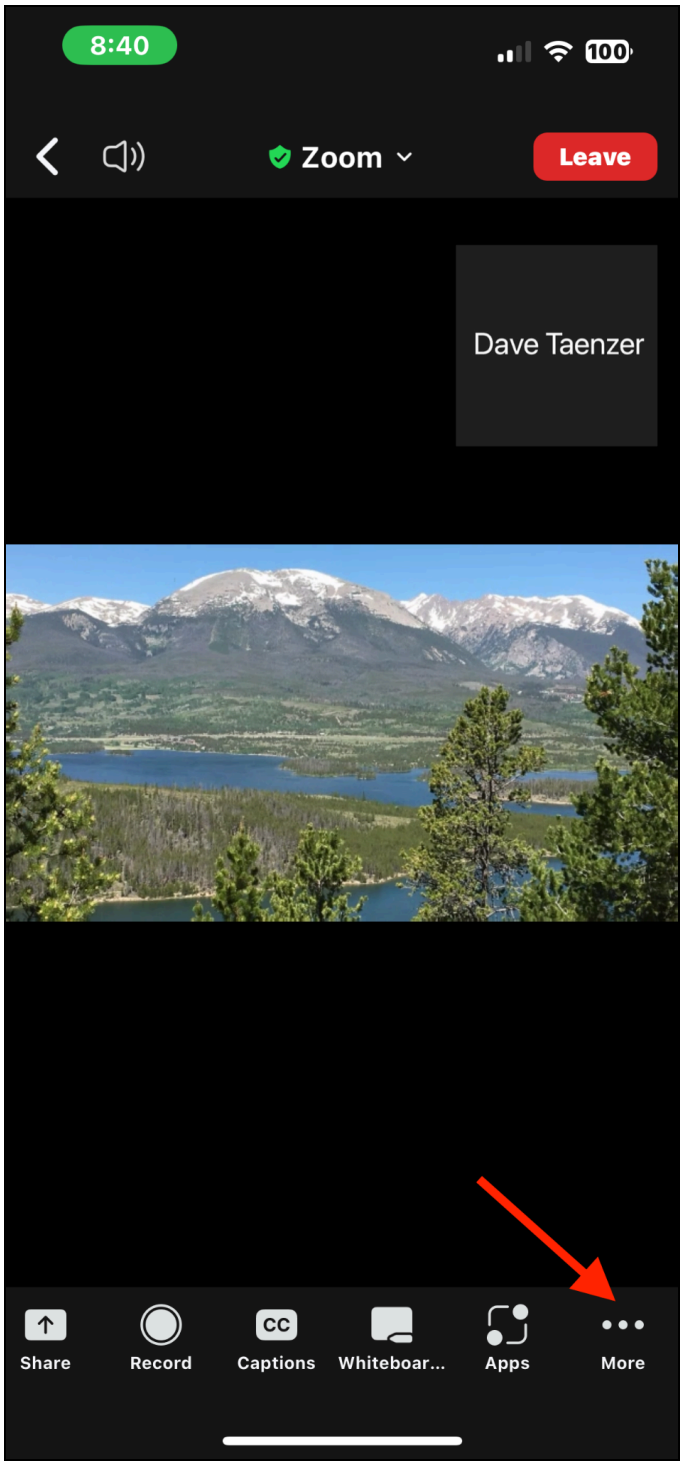
If you are holding the phone horizontally there should be a set of buttons on the bottom of the screen. If they are not there, you can tap on the center of the screen and they will display for a few seconds. When the buttons appear tap on the rightmost button which is labeled “More”:



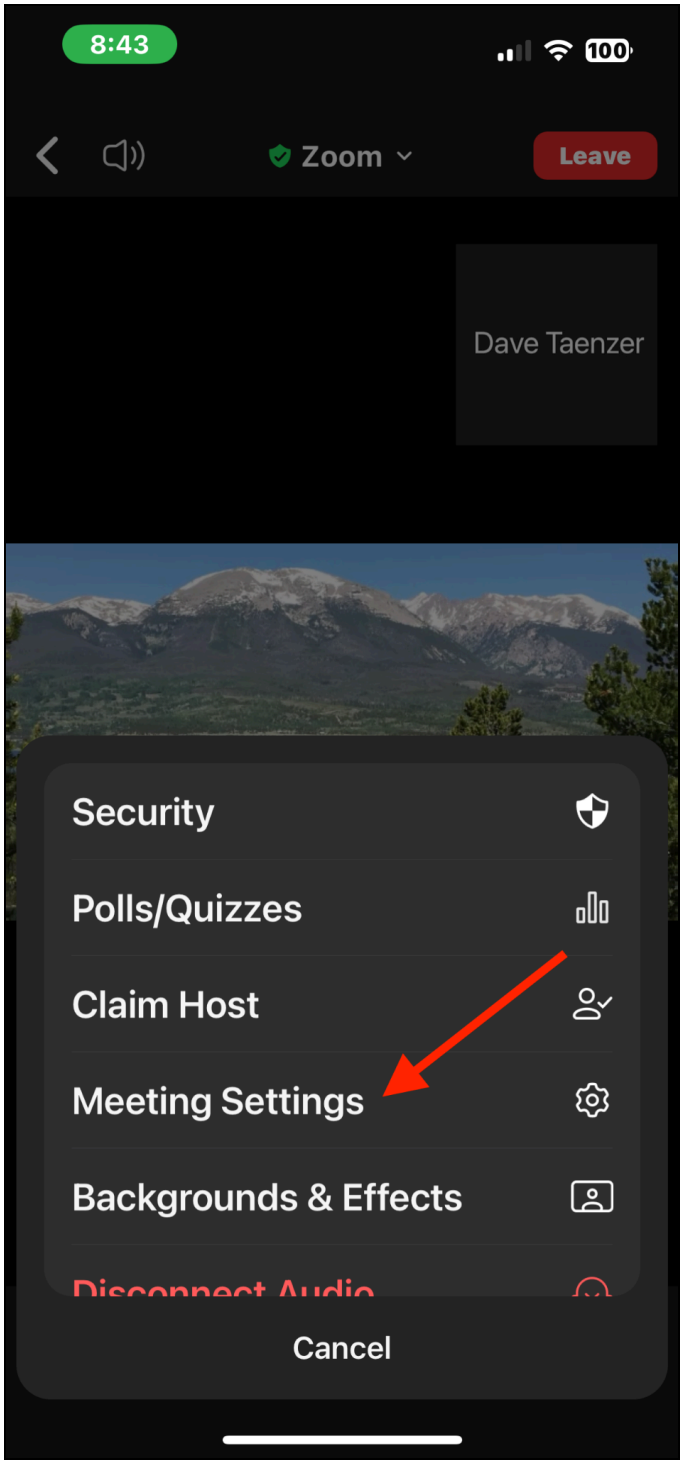
If you are holding the phone vertically, tap on the center of the screen until the buttons appear put your finger a button near the right side and then slide the buttons to the left:



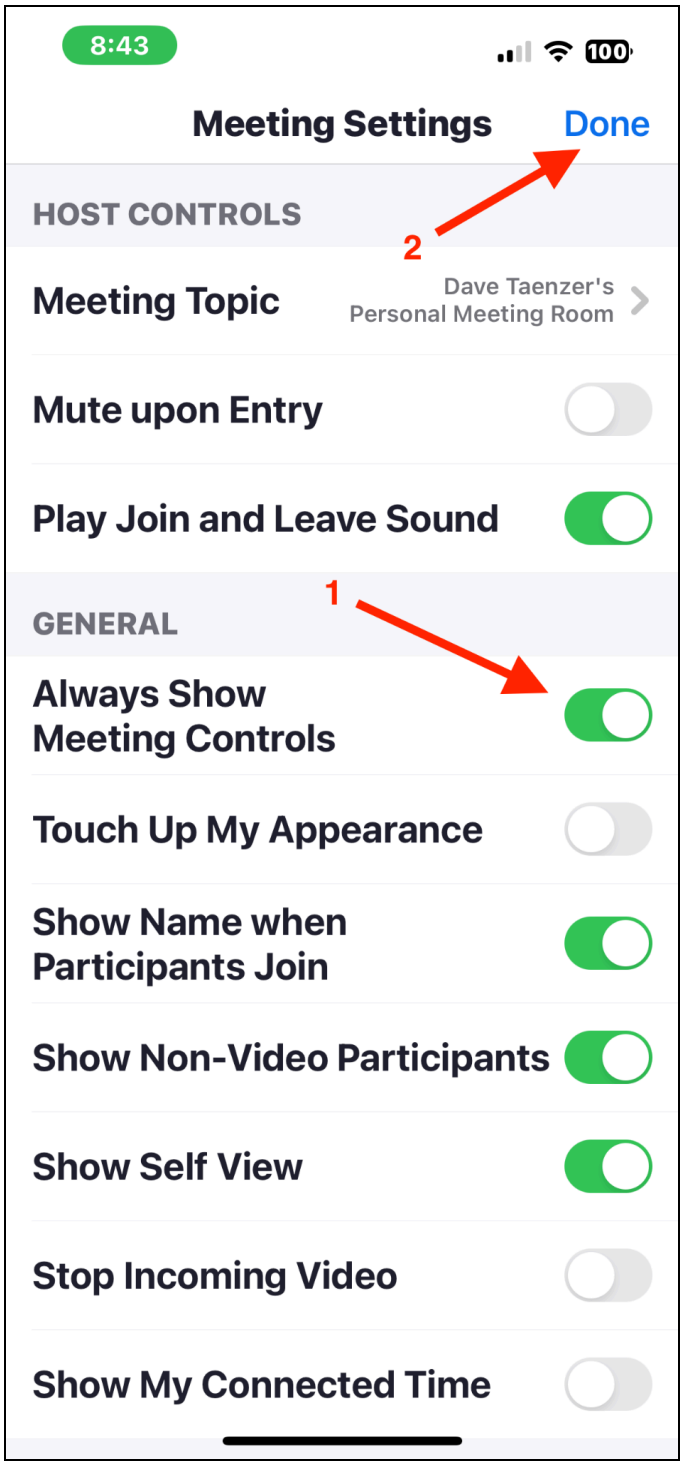
Slide the buttons left until you see the button with three dots labeled More:



Tap on the More button and you should see a menu with a Meeting Settings option:

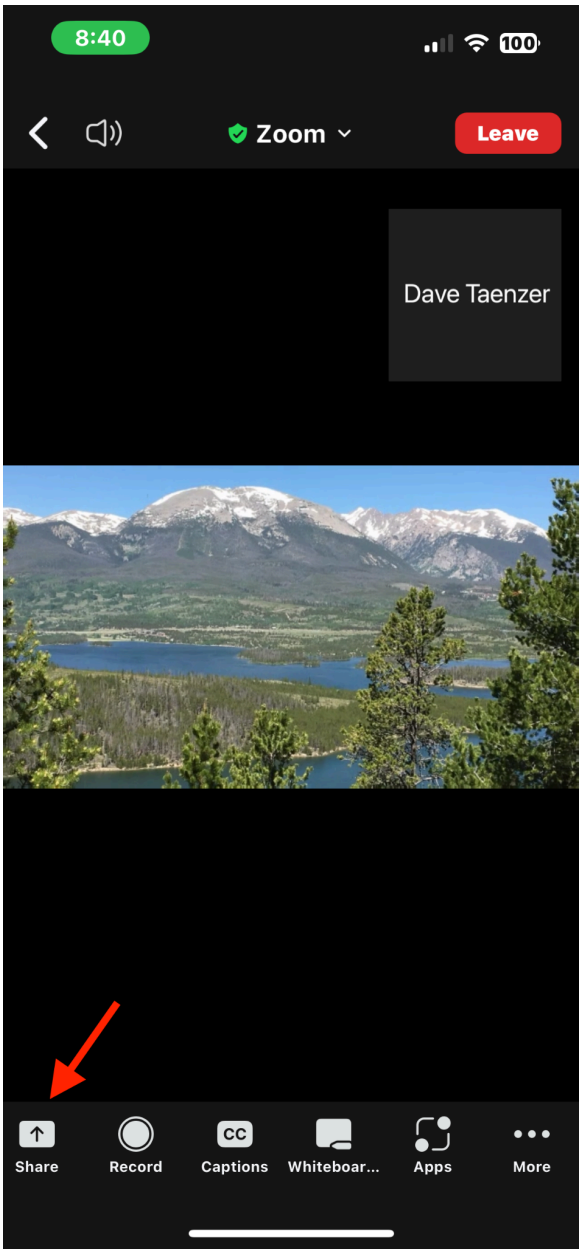


Tap on Meeting Settings and then tap on the “Always Show Meeting Controls” switch to make sure that it is green. Then tap on the blue **Done** in the upper right part of the screen:



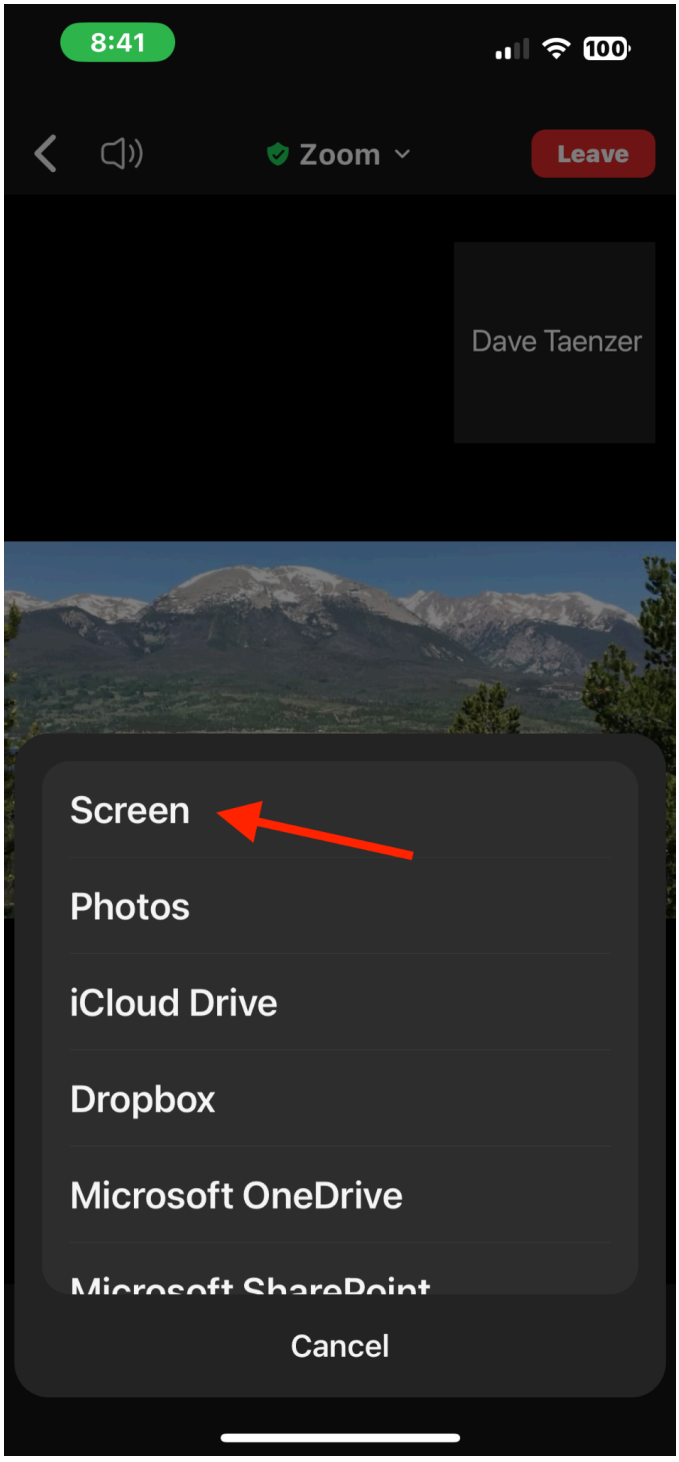
Using the Share Button on an iPhone

Once you have the buttons at the bottom of the screen so they don't disappear, swipe them to the left until you see the Share button:

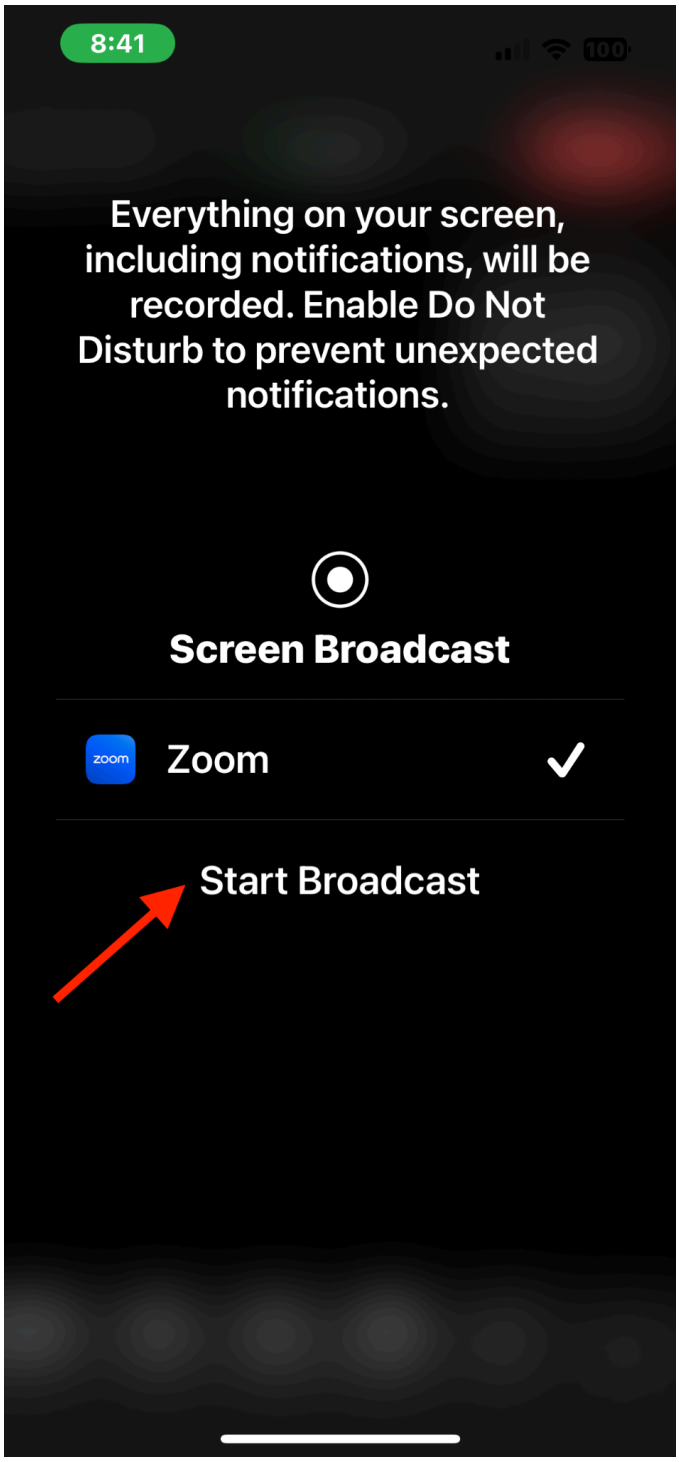


It looks like a gray rectangle with an black up arrow in it:

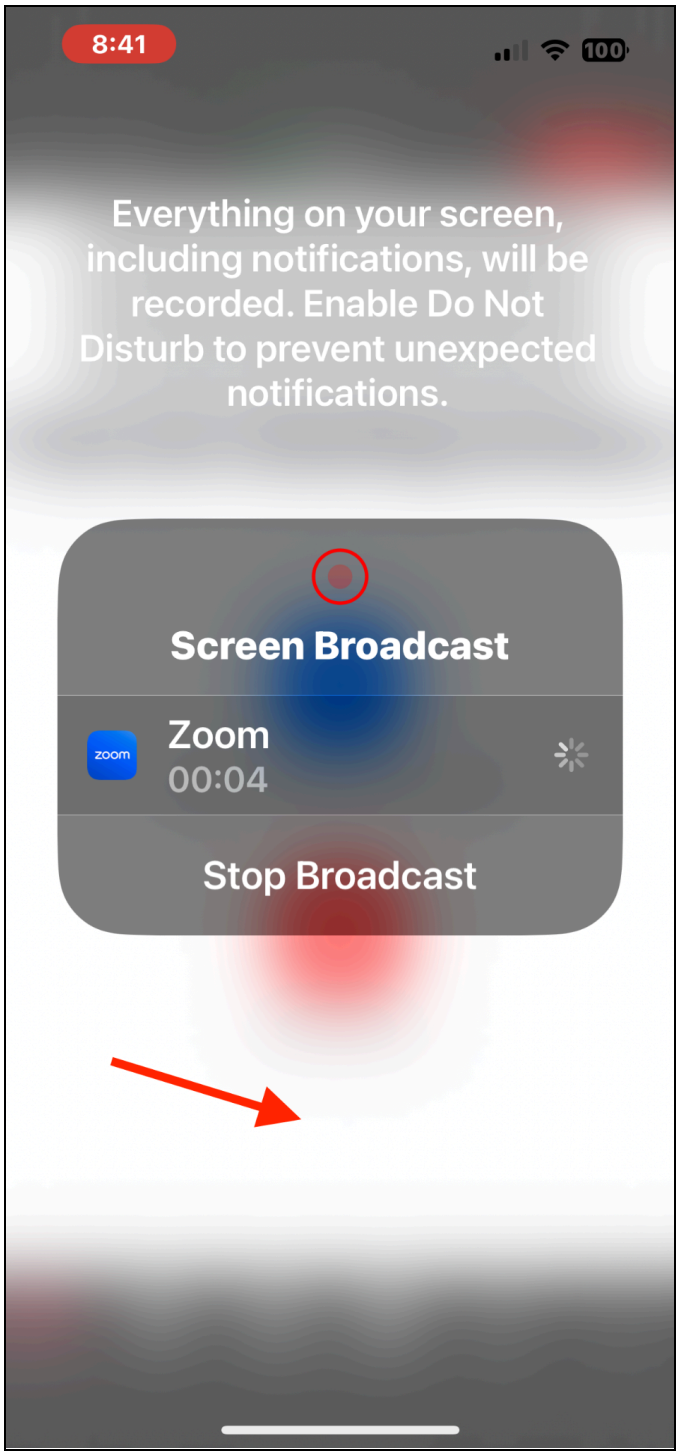
Tap on the Share button to see a menu like this and tap on the Screen option at the top of the list:



After you tap on “Screen” you will see this:

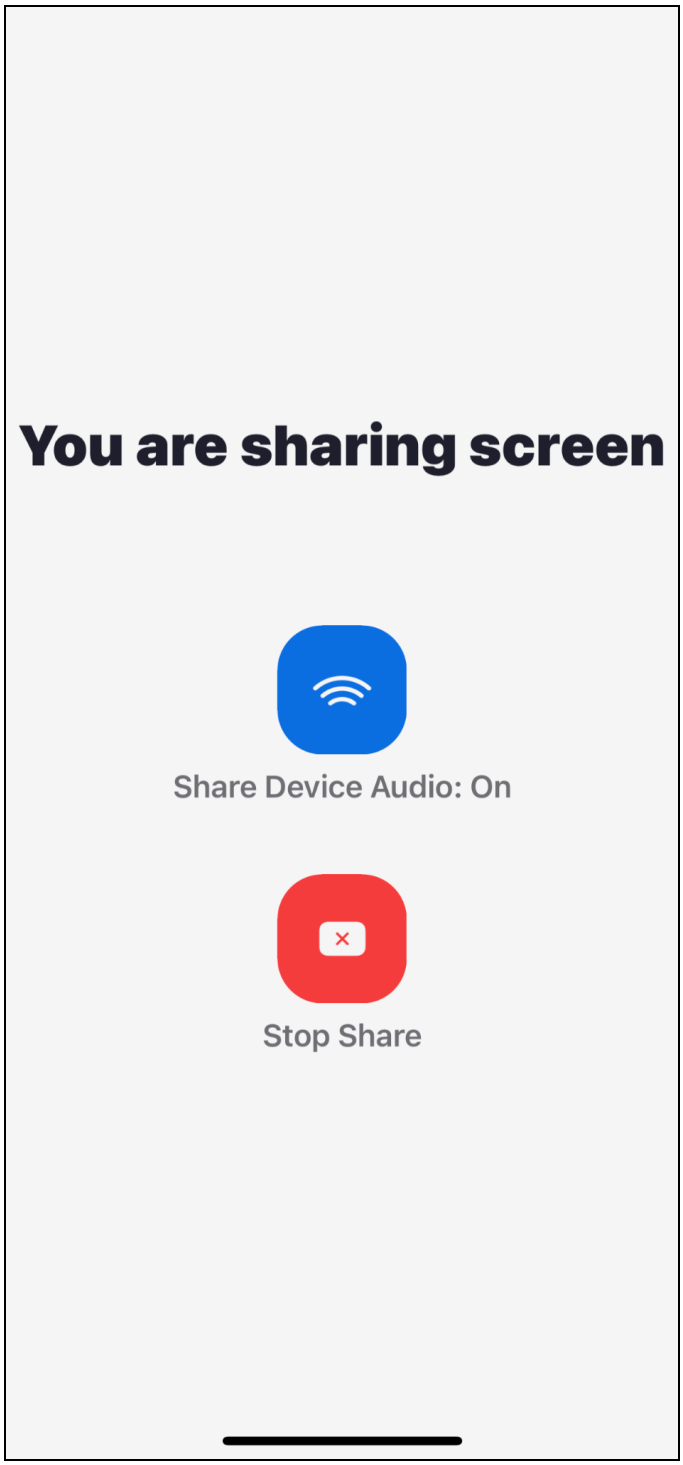


Tap on the “Start Broadcast” and after a three second countdown, you will see this:

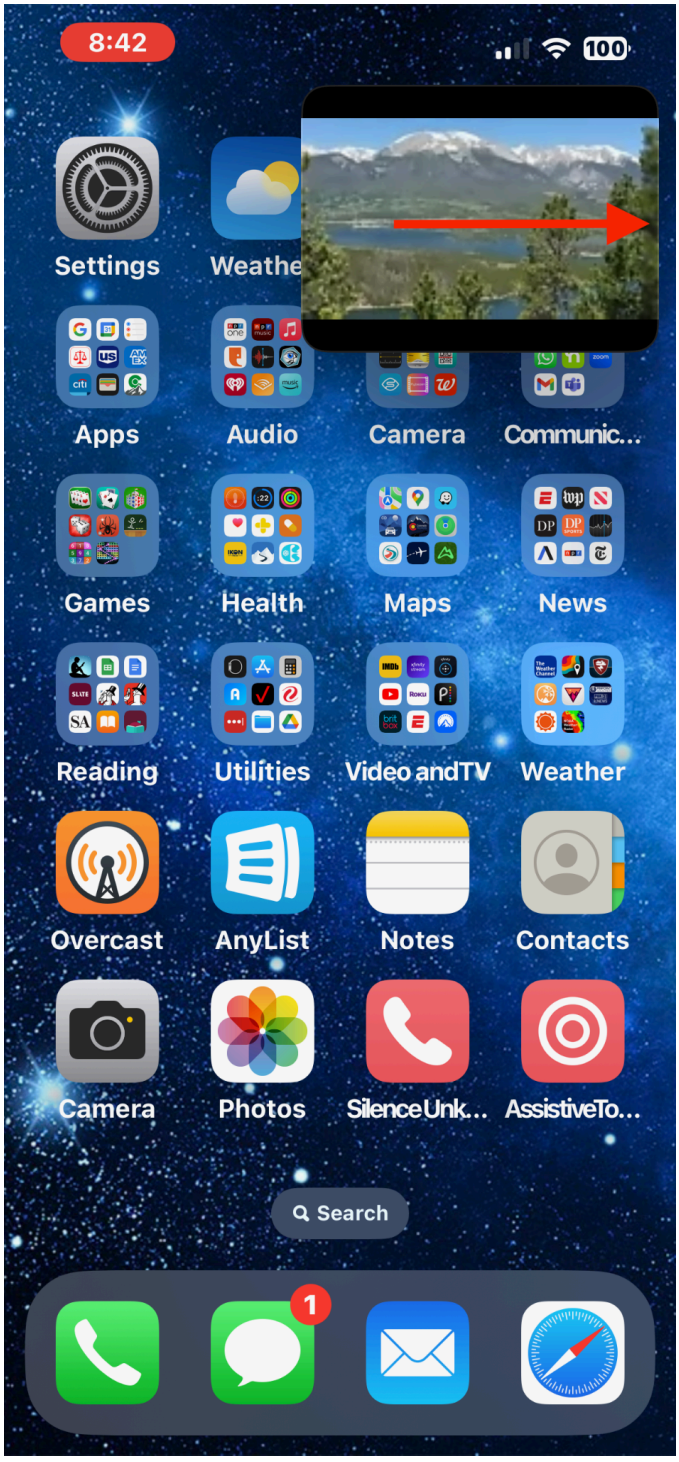


Tap on the white area below the dark popup box to get rid of it.

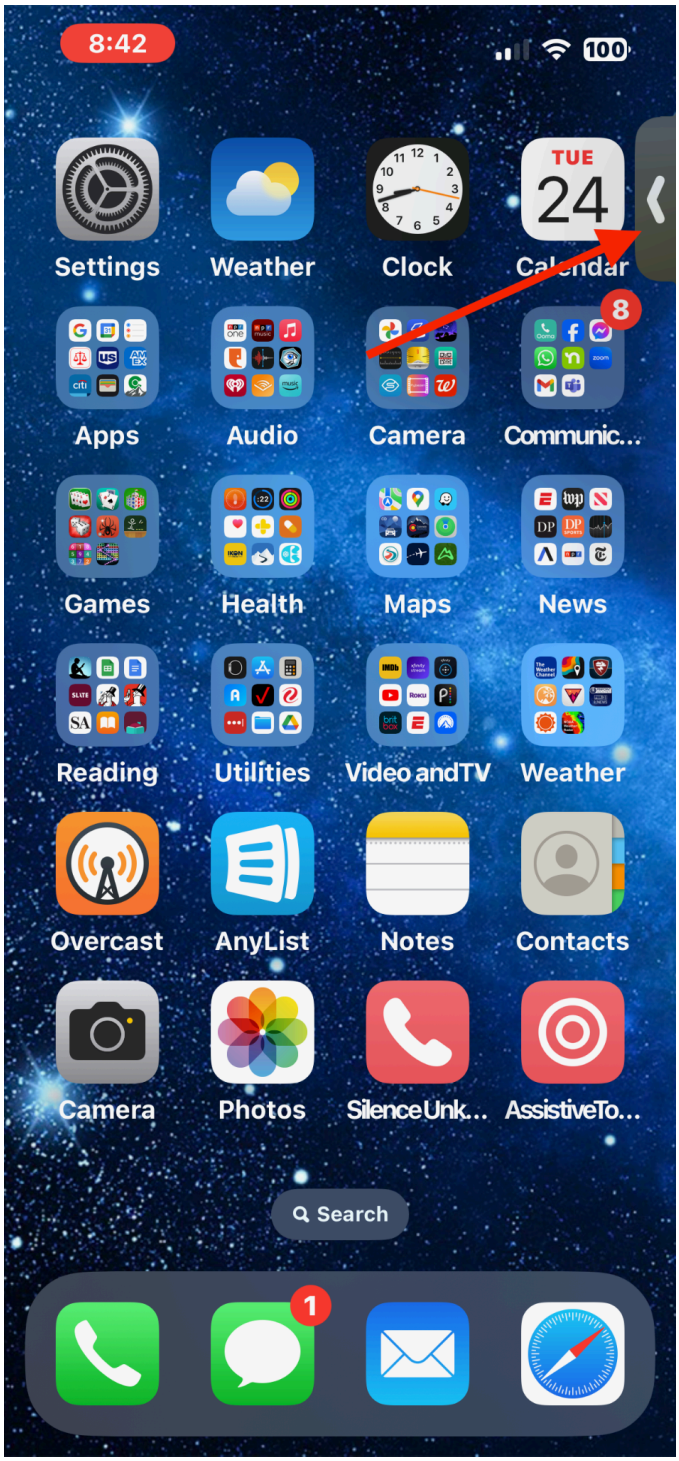
You will see a display like this:



Tap the home button on older phones or swipe up from the bottom on newer phones to get to your Home page with a picture in the upper right:



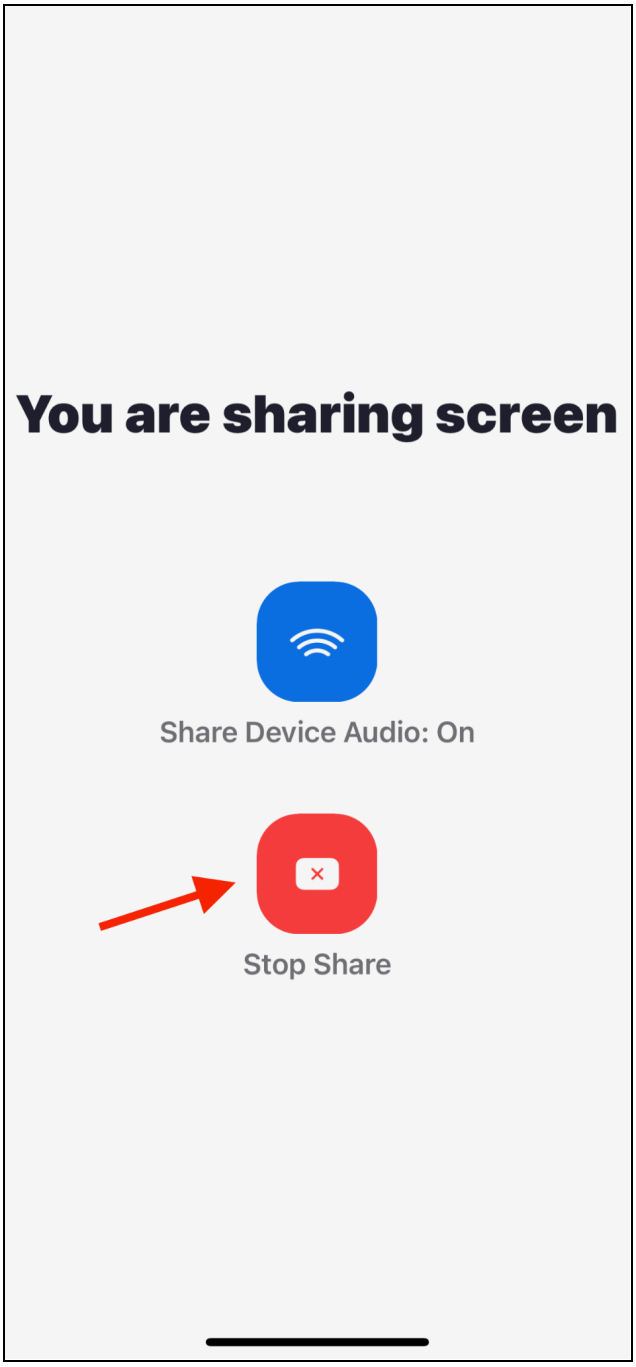
Swipe the picture to the right or left edge to hide it. It turns into an Arrow:



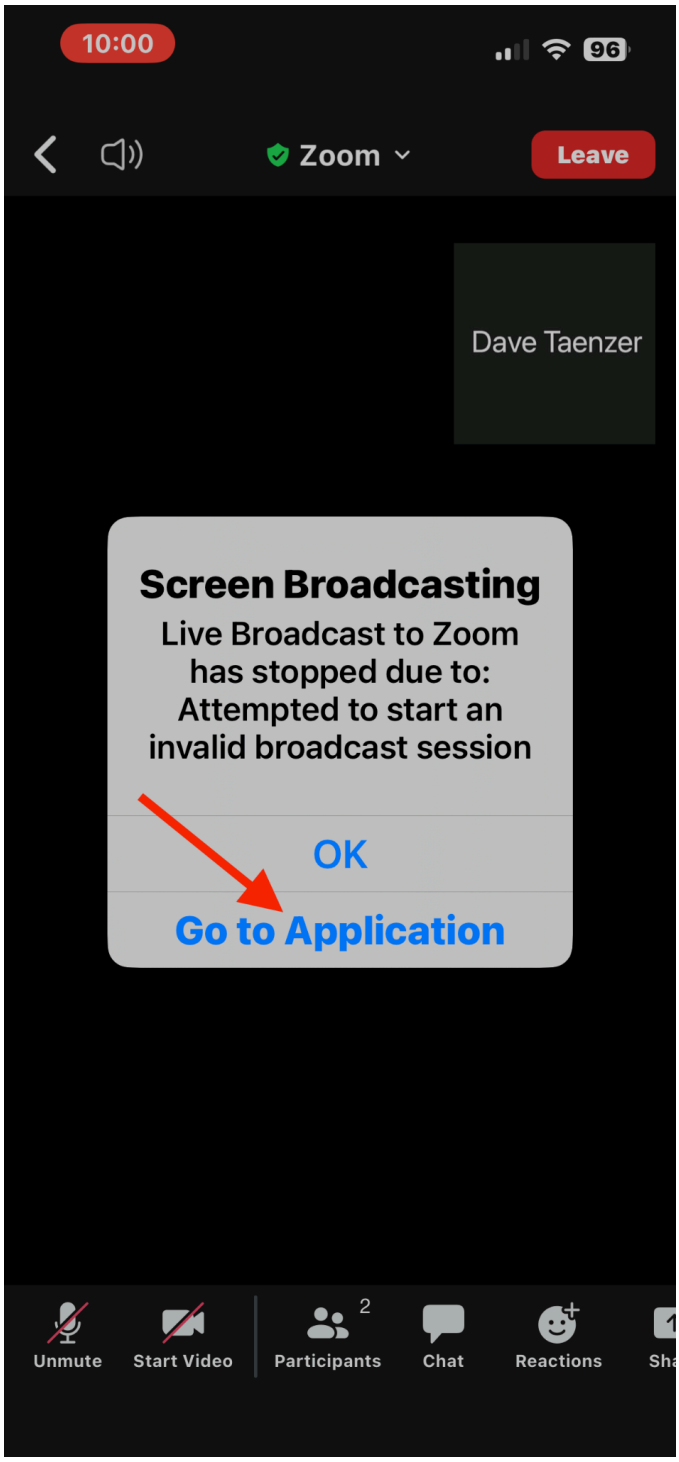
Your screen is now being shared with all the other participants.

Stopping Screen Sharing on an iPhone

When you want to stop sharing your screen, go to your Home Screen, find your blue Zoom button and tap on it. You will see the Stop Share option:



You will see a popup appear with a “Go to Application”. Tap on that button:



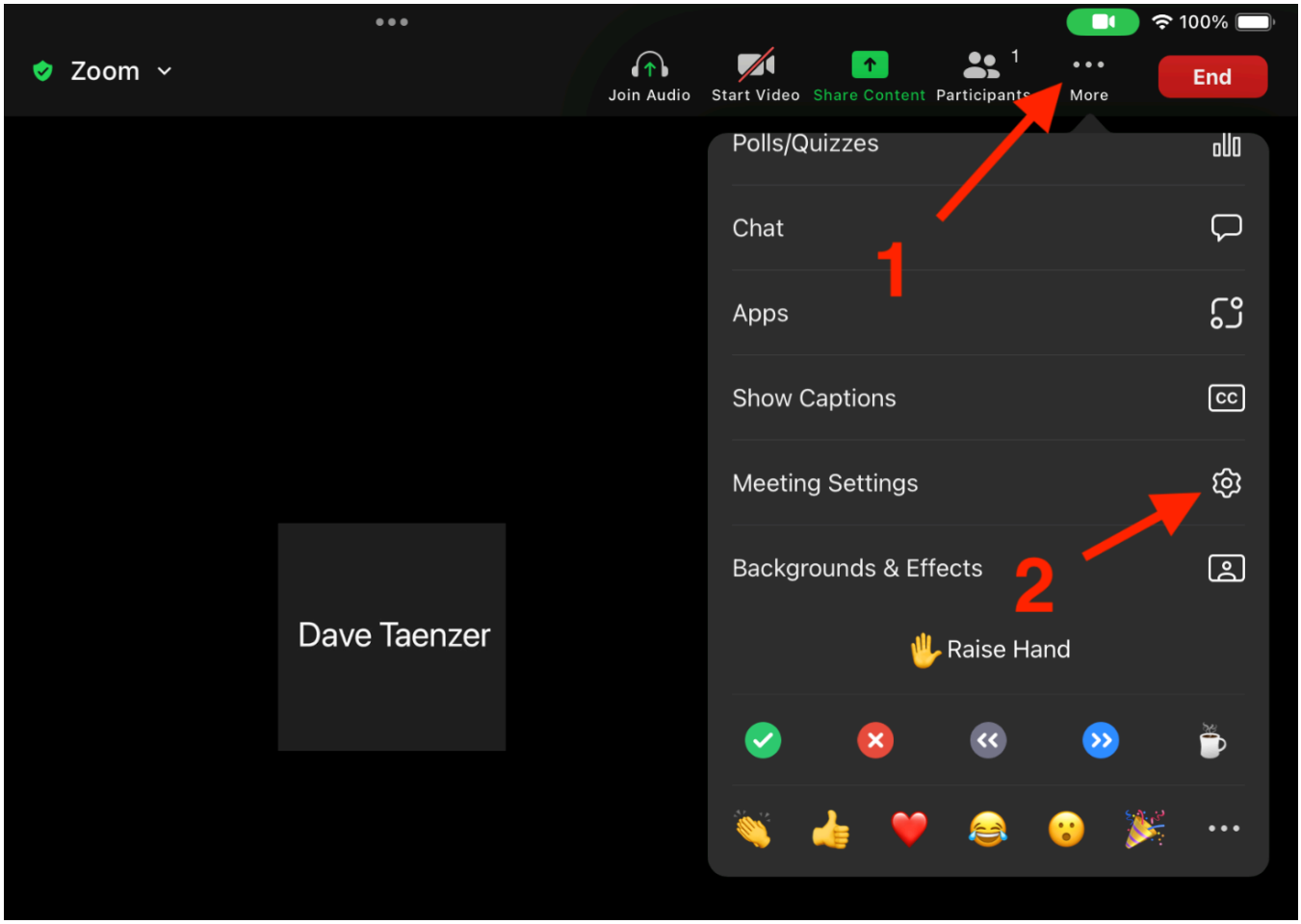
When you tap on “**Go to Application**” you will return to the Zoom meeting

Sharing an iPad

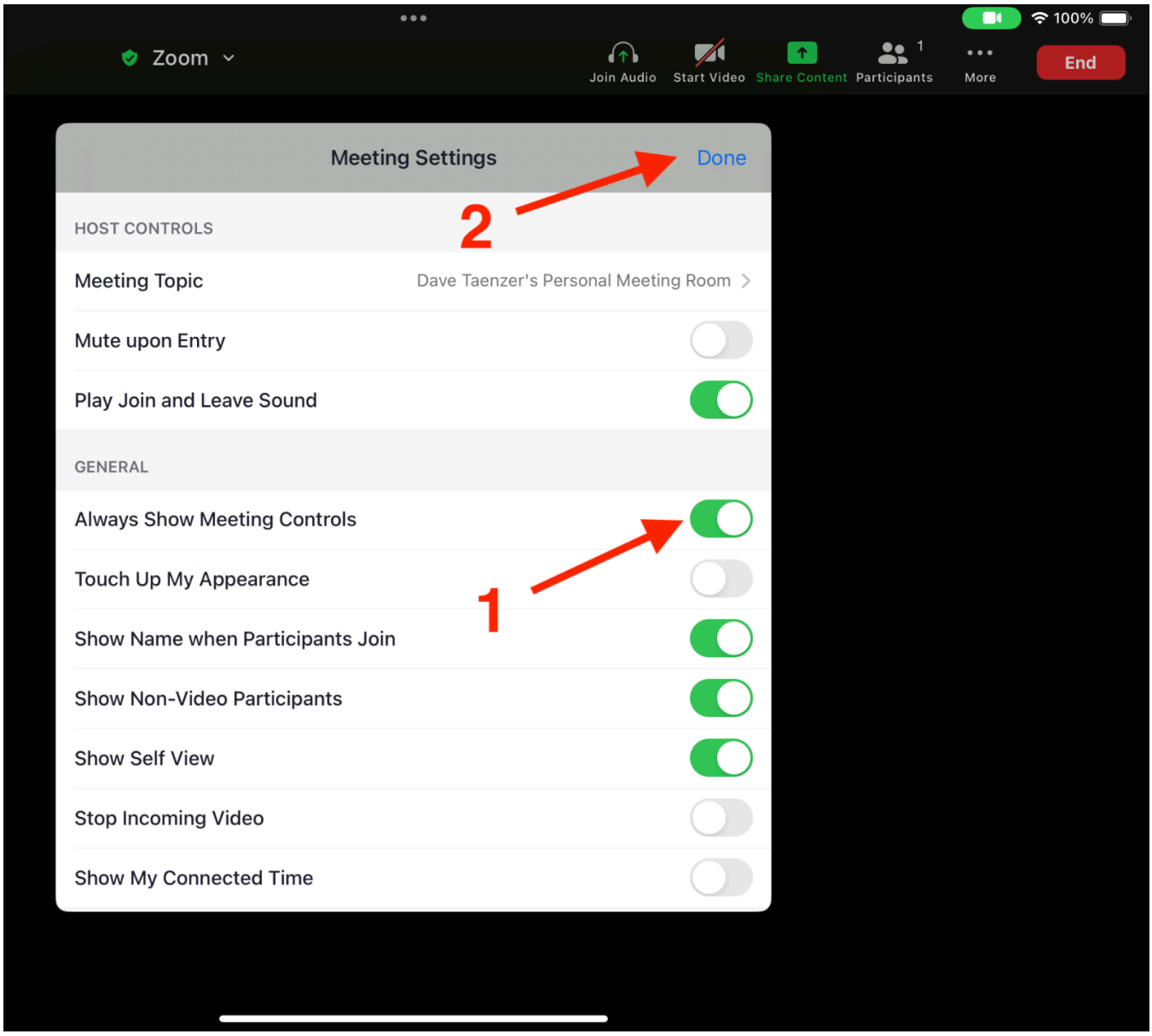
Keeping Action Buttons from Disappearing on iPad

If you see the action buttons at the top of the screen, you can skip to the next section.

If the action buttons do not appear at the top of your Zoom display on an iPad, tap on the screen and they will appear for a few seconds. Click on the three dot More button and then scroll down to Meeting Settings and tap on that:

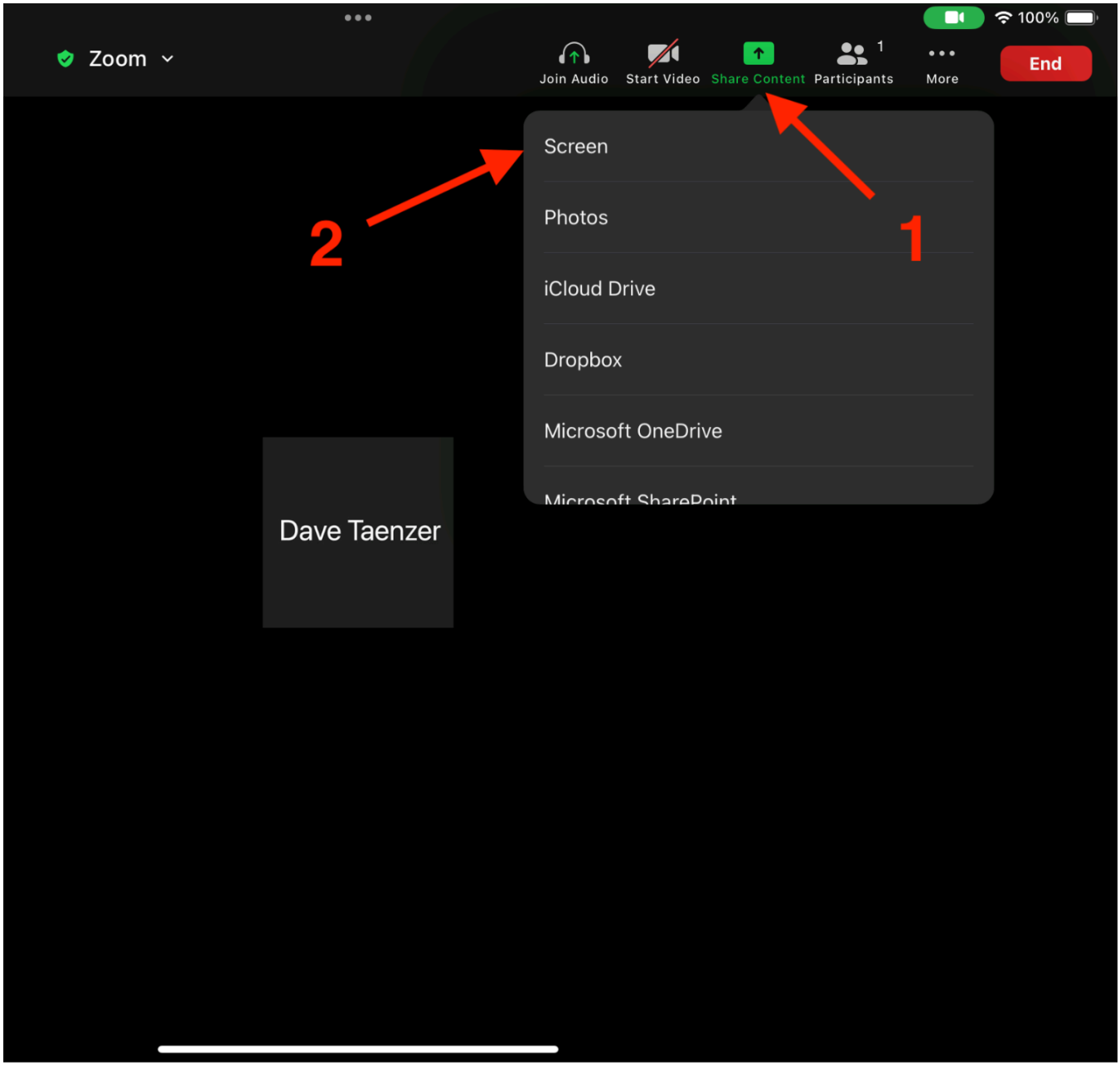


You will then see the Meeting Settings window pop up. Click on the switch to the right of “Always Show Meeting Controls” so that it is green. Then click on the Done button at the top of the screen:

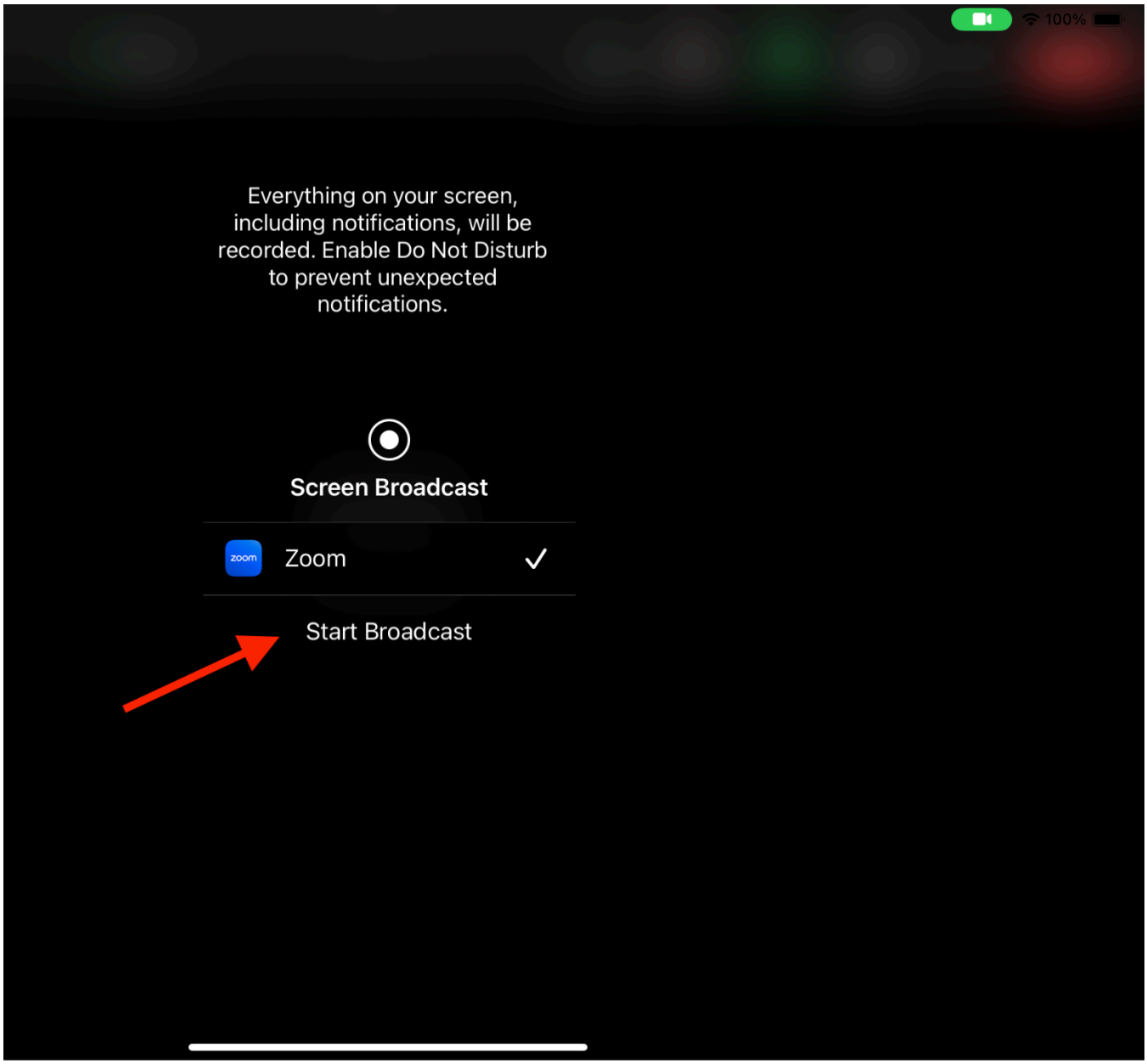


Using the Share Button on an iPad

Once you have the action buttons at the top of the screen so they don't disappear tap on the green Share Content button and then the Screen option:

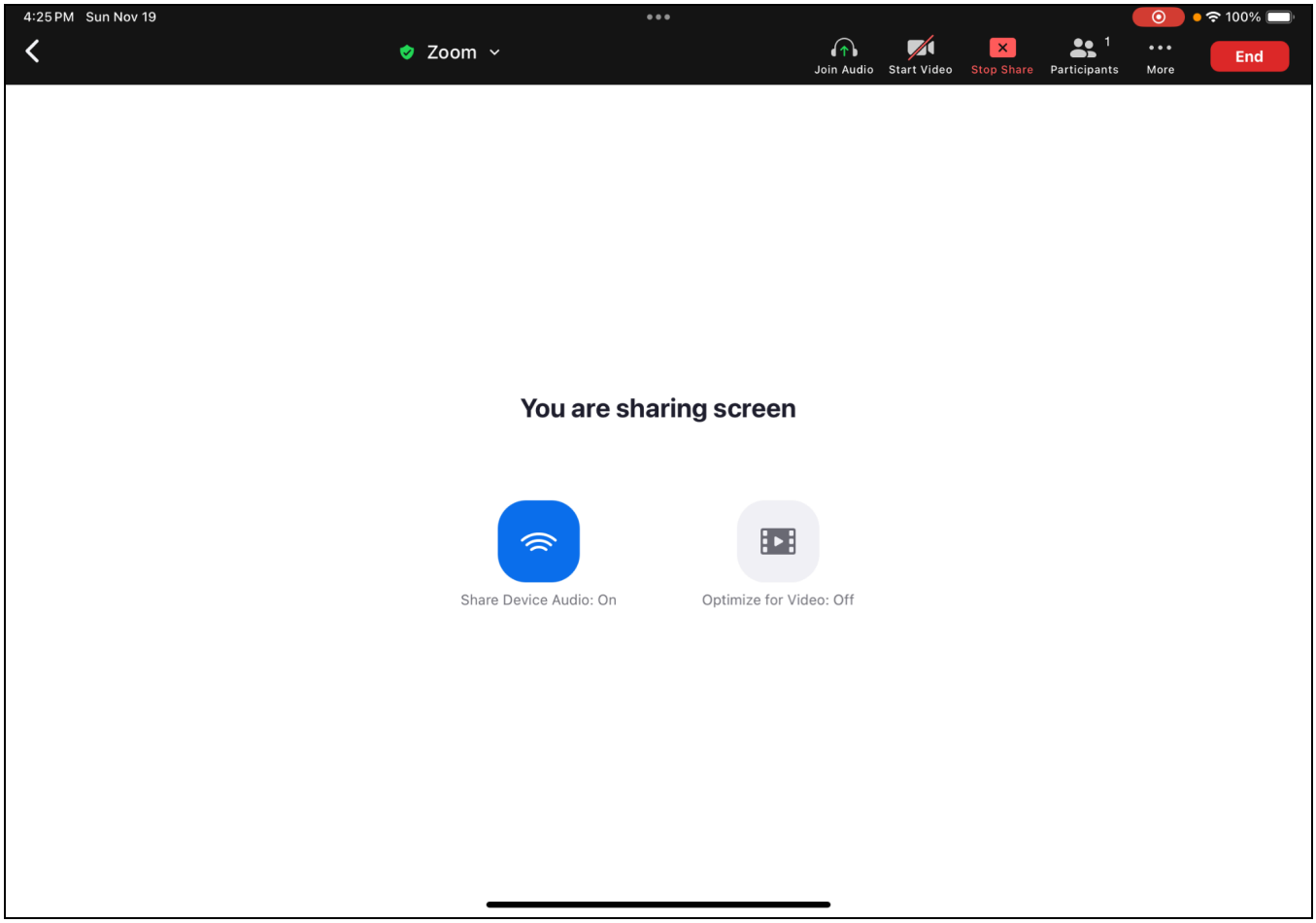


You will then see this screen. Tap on Start Broadcast:



It will count down for three seconds and then start your screen sharing.

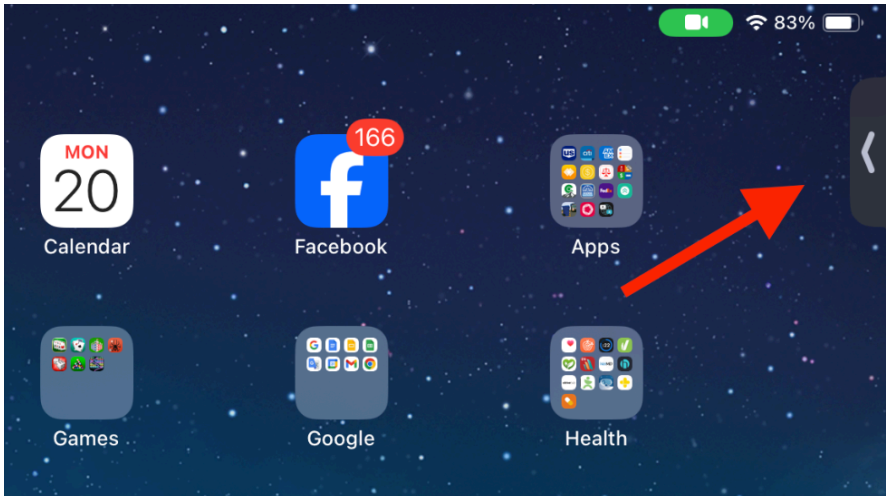
You will then see a display that looks like this:



You can click on the Home button if you iPad has one, or swipe up from the bottom of the screen to get to the Home screen.

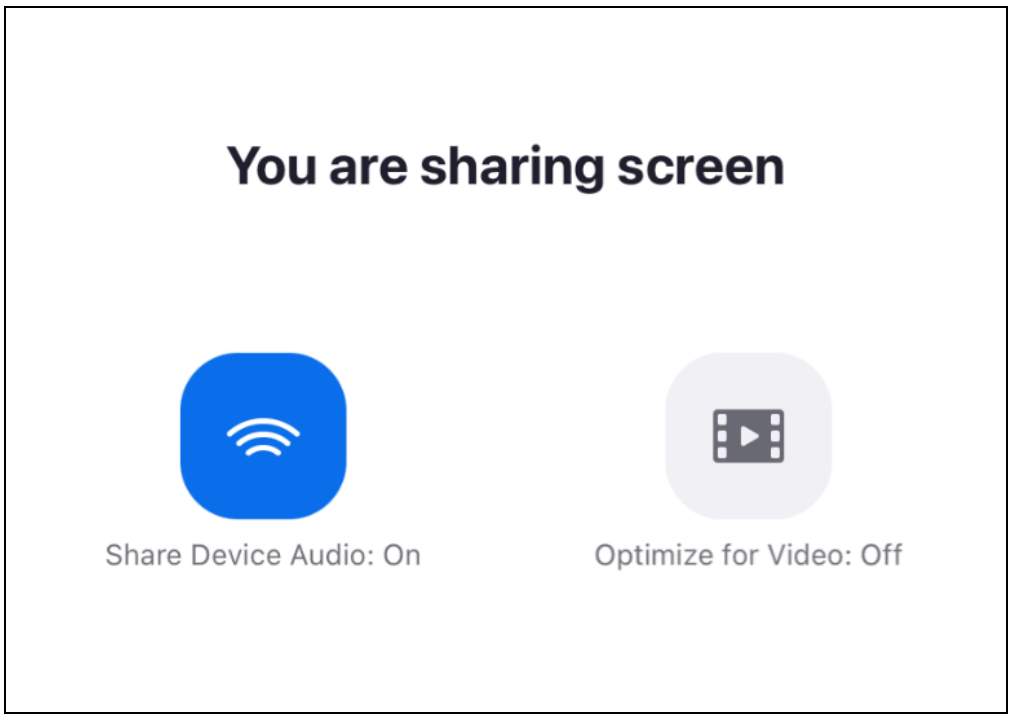
You can then slide the Zoom picture window off the right edge of the screen.

The picture will turn into an arrow on the edge of the screen:

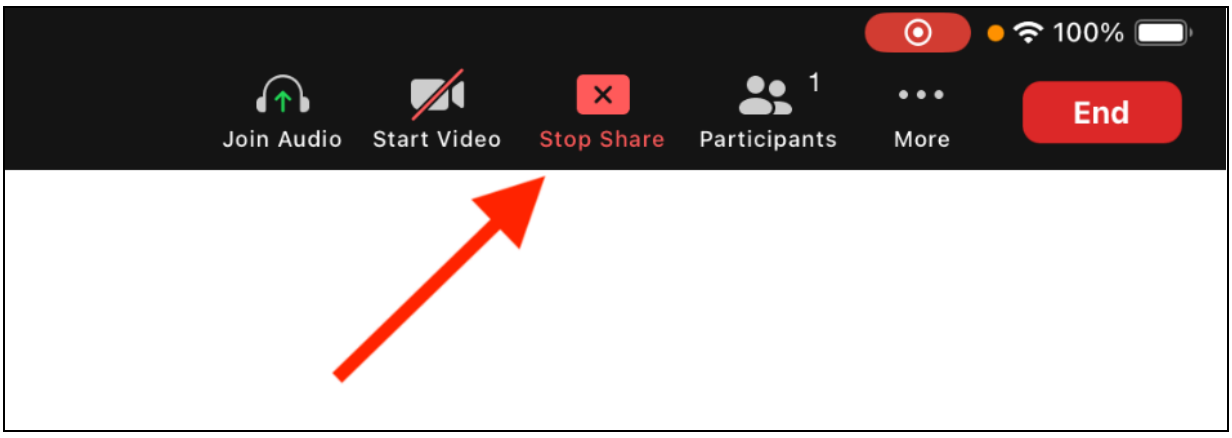


Stopping Screen Sharing on an iPad

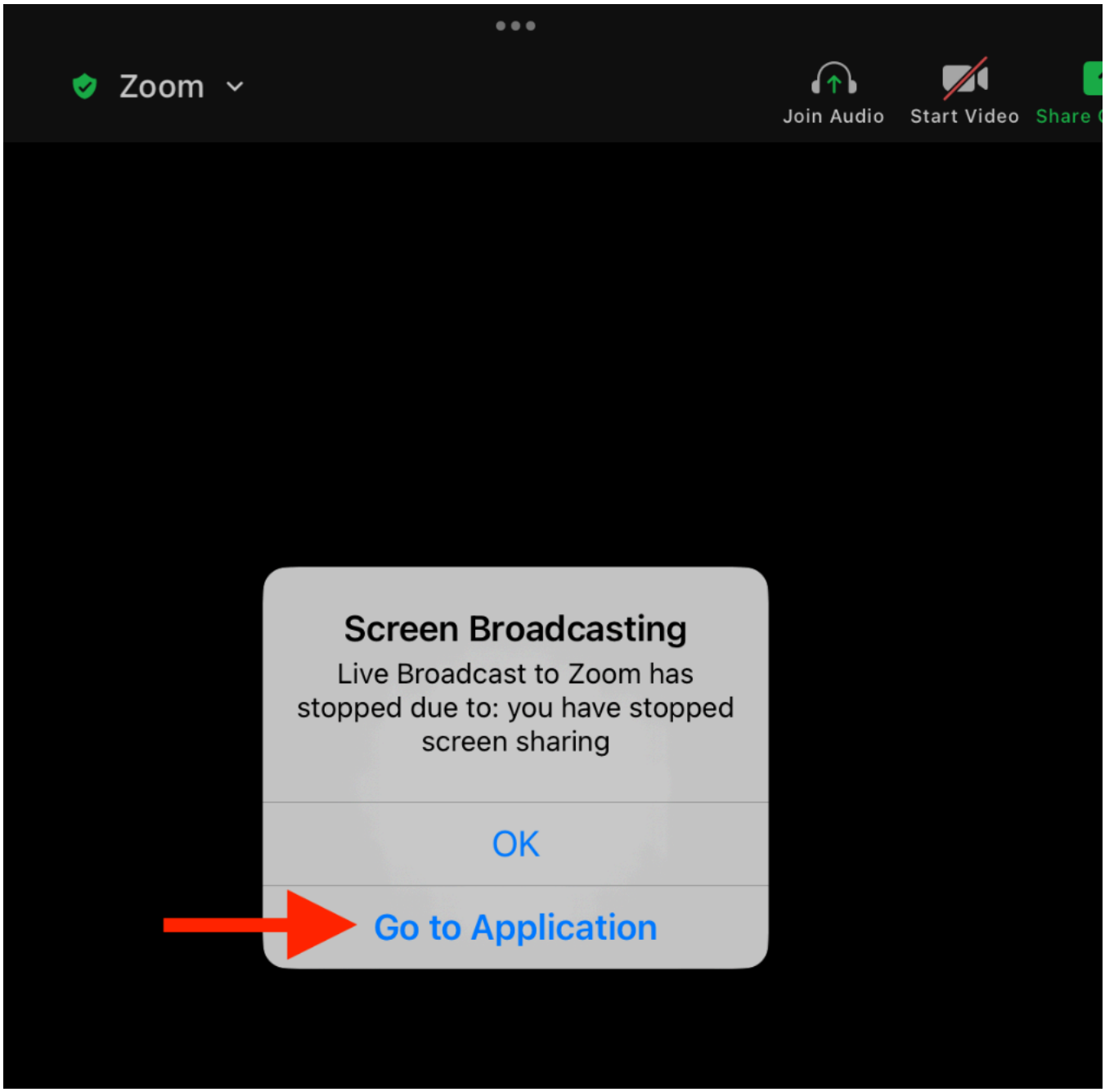
When you are ready to stop sharing your screen on the iPad, go back to your Home Screen and tap on the blue Zoom button to activate the Zoom app. You will see a screen that looks like this.



Click the red Stop Share button in the upper right corner of the screen:



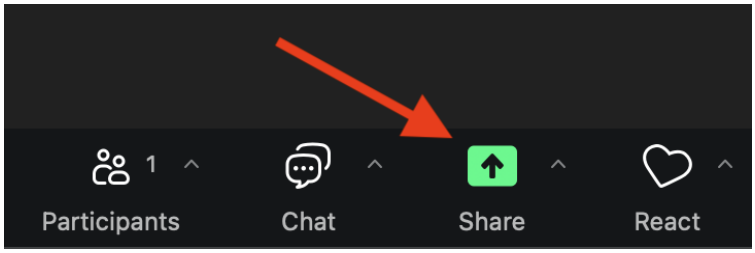
You will see a screen like this. Click on the Go to Application link:



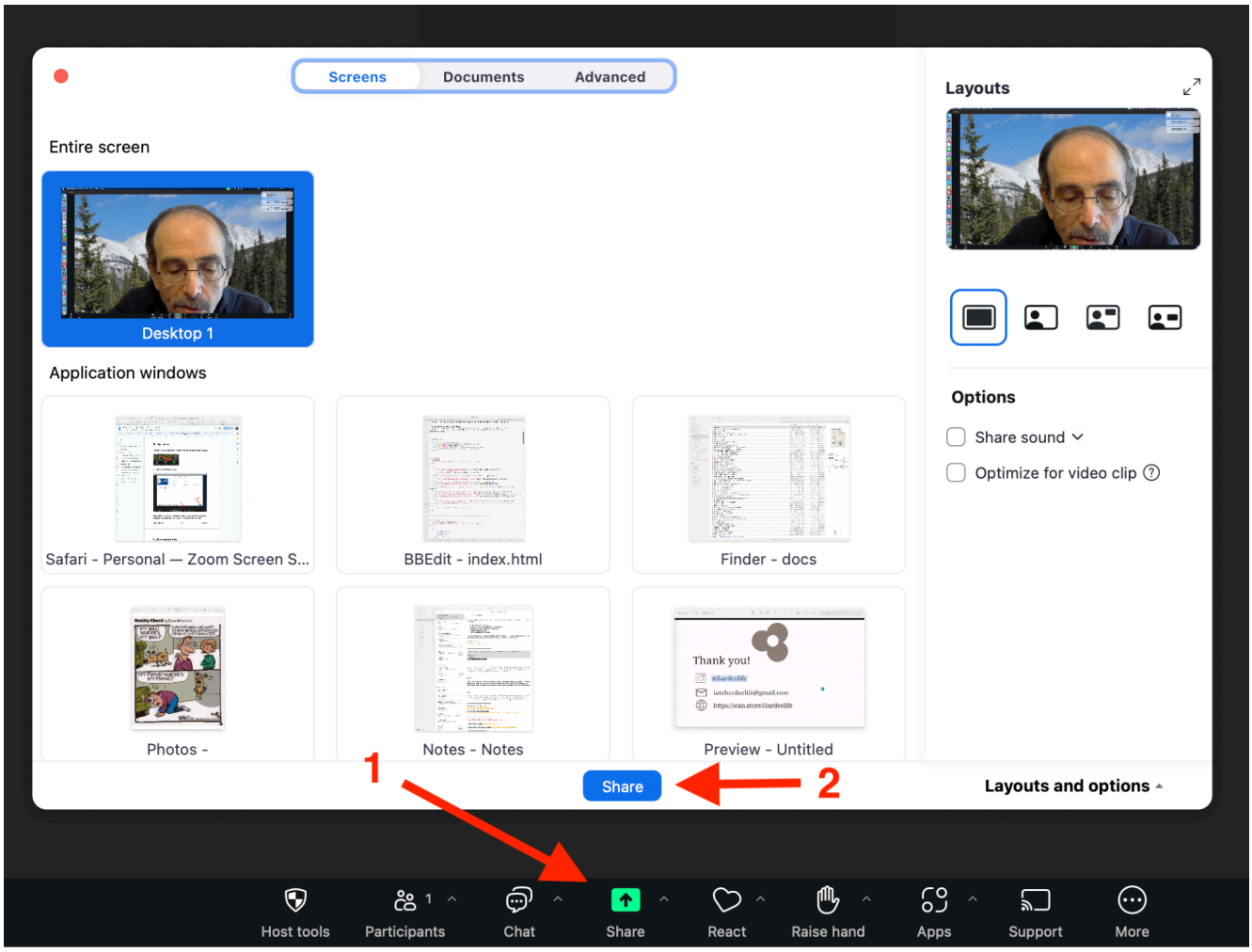
This will return you to the Zoom meeting and you should see the other participants.

Sharing a Mac

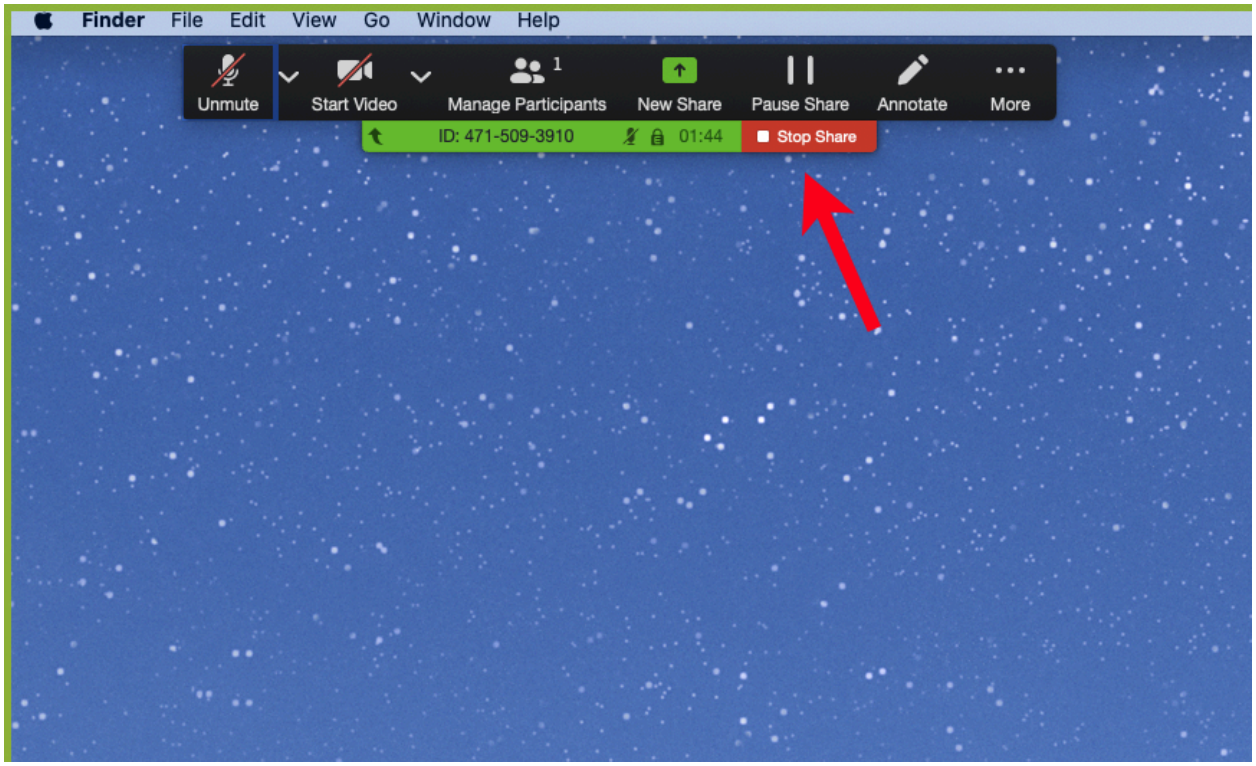
Click the green Share screen button at the bottom of the Zoom window:



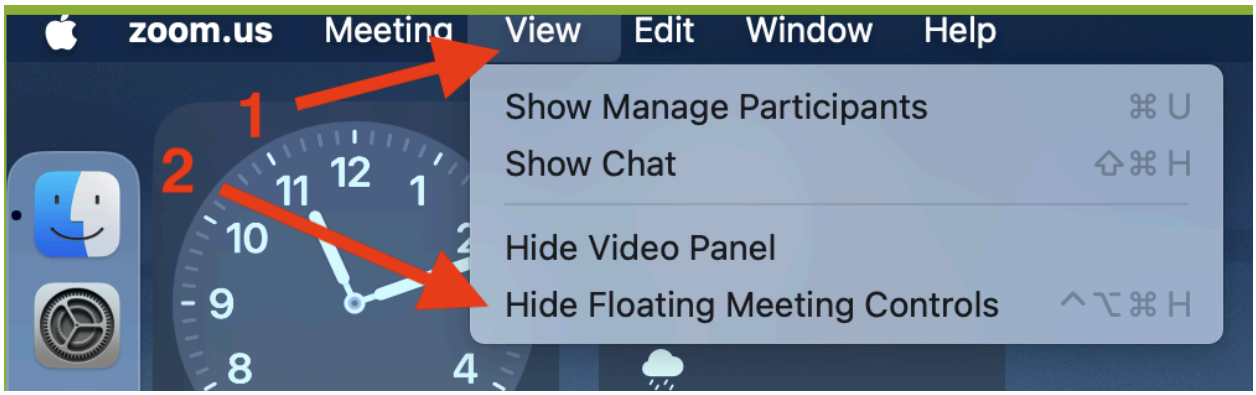
You will see something like this popup window:



Make sure the Desktop in the upper left part of the window is selected (blue) and click the blue Share button in the bottom right corner.
You will see something like this:



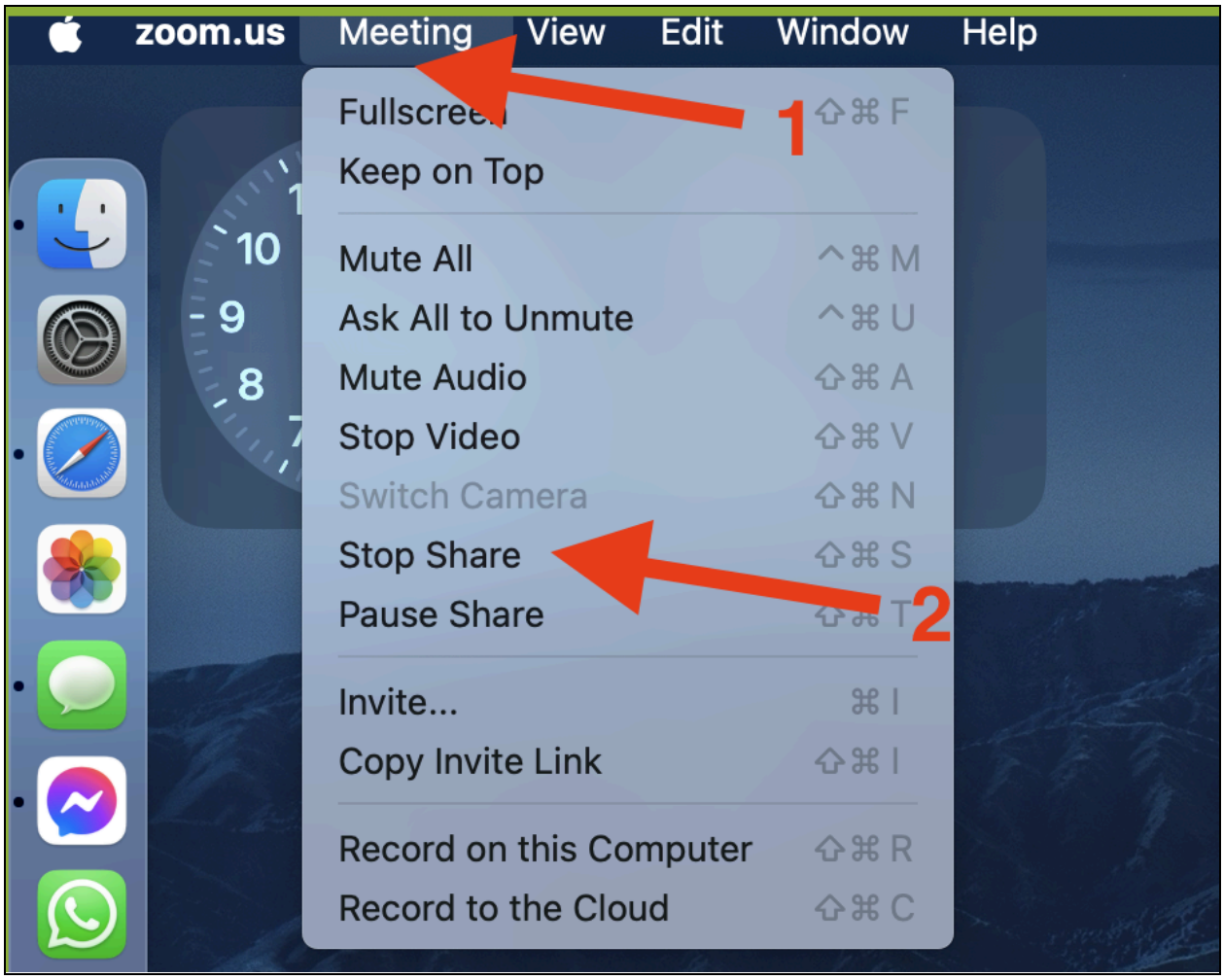
Click the red Stop Share button to stop screen sharing. If you want to hide these floating meeting controls, click on the blue Zoom button in your dock to bring up the Zoom menus and click on the View menu:



You can click on Hide Floating Meeting Controls to hide the zoom bar with buttons or Hide Video Panel to hide the participants display.
It is often useful to hide these since they are not shared with other participants in the Zoom session and can hide useful parts of your desktop. You can also drag these windows off to a corner of the screen to avoid this.

If you have hidden the Floating Meeting Controls, you can restore these easily by tapping on the Escape (Esc) key in the upper left of your keyboard.

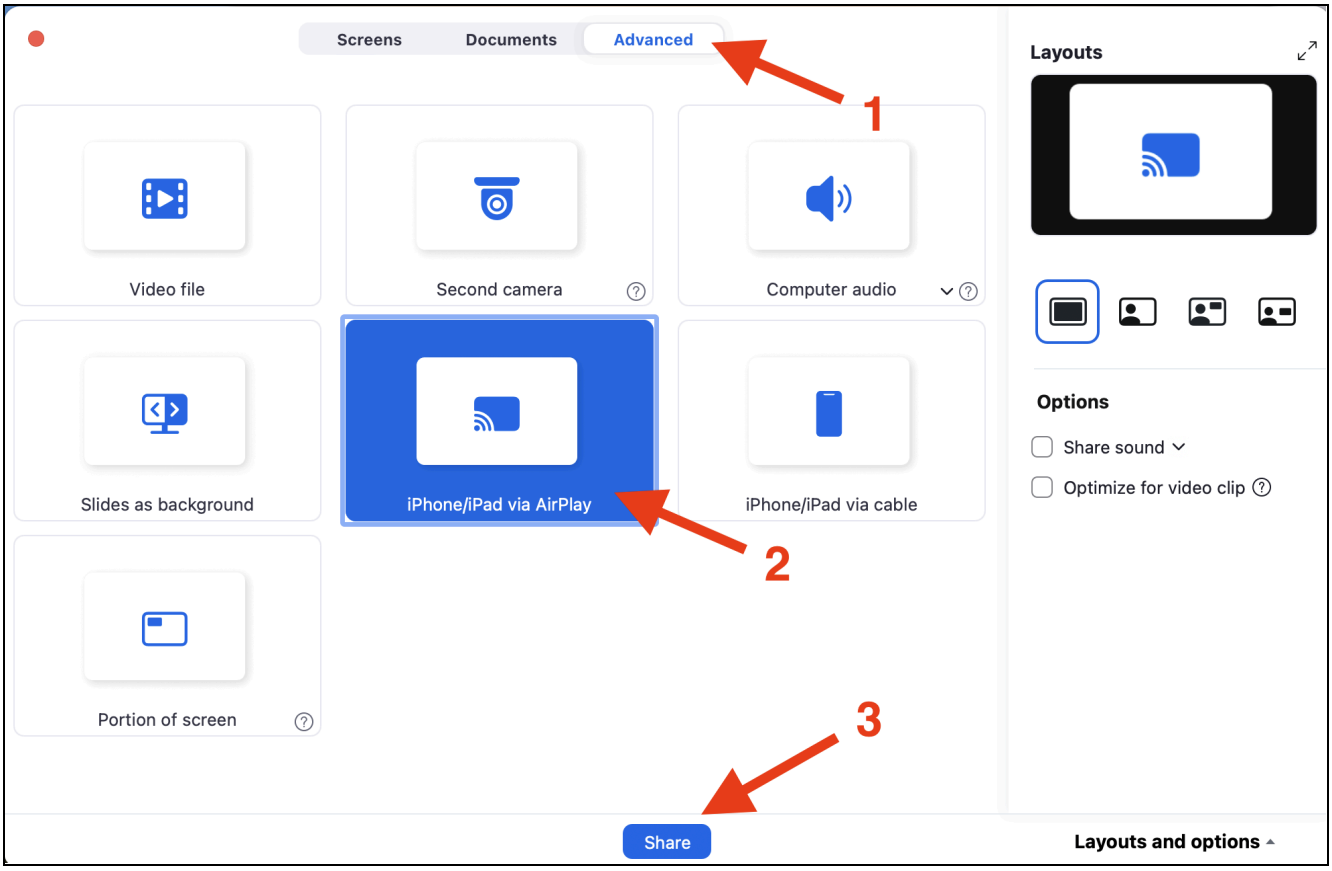
Another way to stop sharing is to click on the blue Zoom button in the dock to see the Zoom menus and then click on the Meeting menu and then Stop Share:


zoom.us
Meeting
View
Edit
Window
Help
Keep on Top
Mute All
Ask All to Unmute
Mute Audio
Stop Video
Switch Camera
Stop Share
Pause Share
Invite...
Copy Invite Link
Record on this Computer
Record to the Cloud
1
2

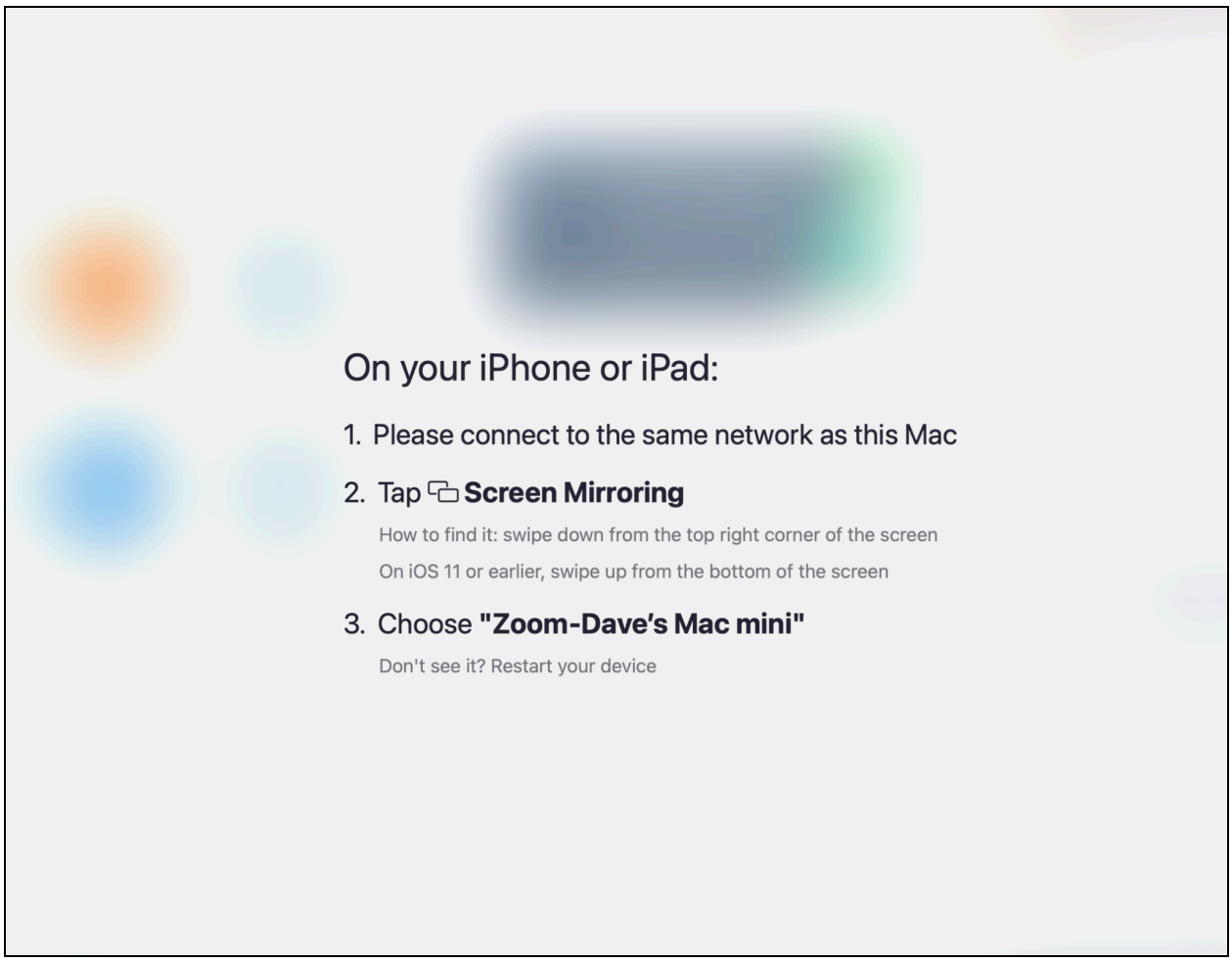
Sharing an iPhone via a Mac

If you are attending a Zoom meeting on a Mac that lets you do screen sharing, there is an option that lets you share your iPhone through your Mac. This means you don't need to join the meeting on your iPhone to share its screen if you are on a Mac computer.

On your Mac, click on the green **Share Screen** button at the bottom of the screen, then click the "Advanced" button the top of the popup window and then box labeled "**Share iPhone iPad via Airplay**" and then click the blue **Share** button in the bottom of the popup window:



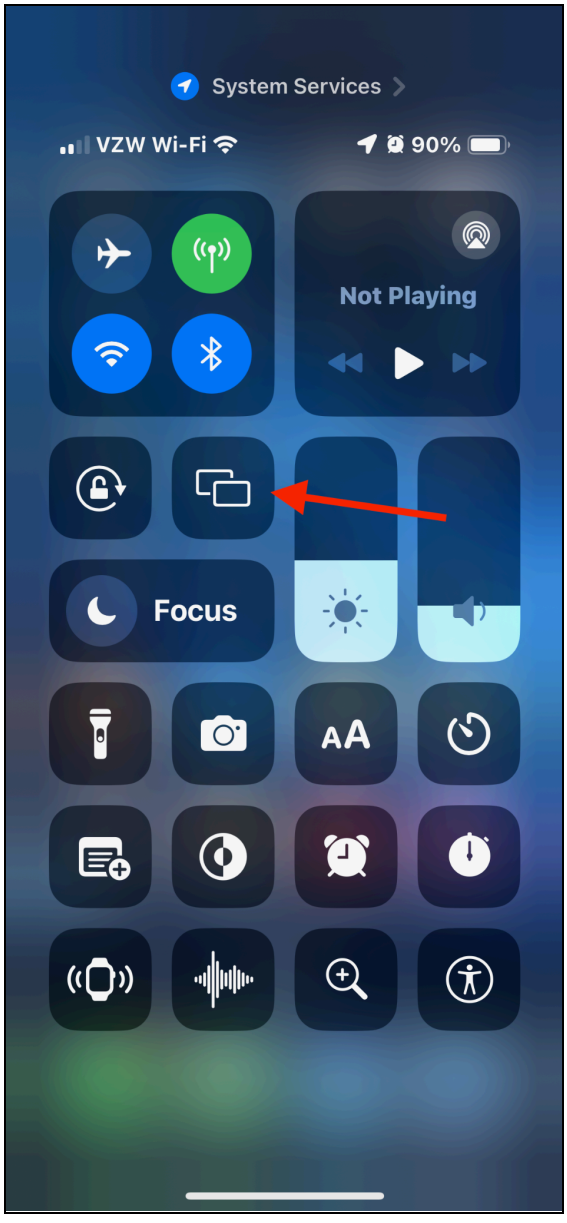
You will see something like this display on your Mac:



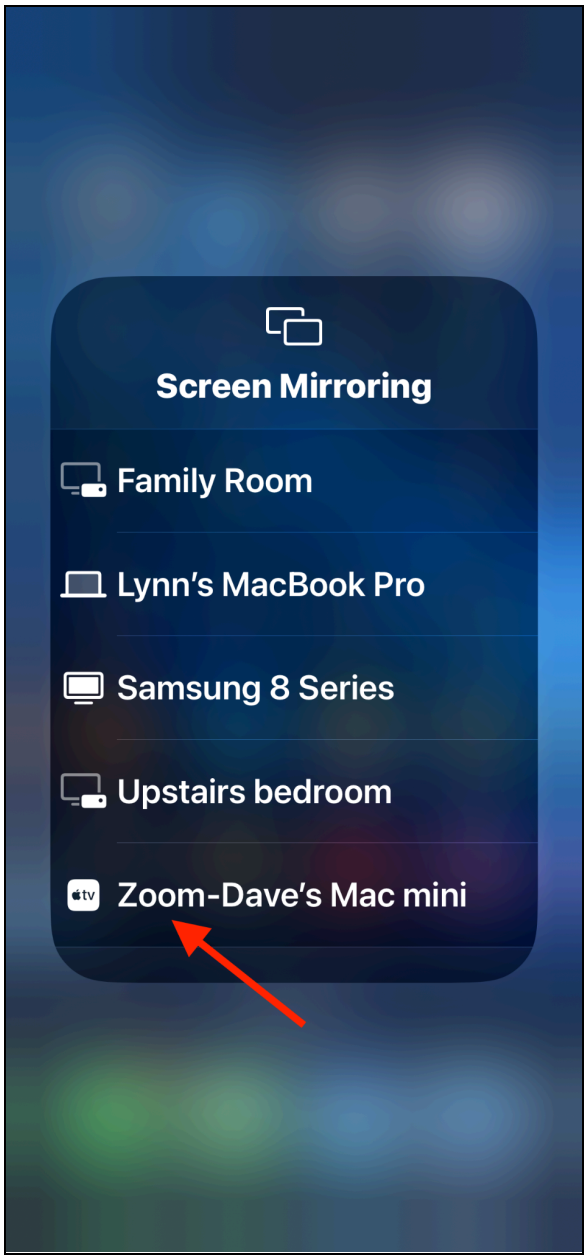
These are the instructions about how to do the next stop on your iPhone or iPad.

On your iPhone, bring up the Control Center display. On old iPhones with a physical Home button you swipe up from the bottom center of the screen. On newer iPhones without a Home button, you swipe down from the upper right corner of the screen. You can also use the Assistive Touch button if you have it.

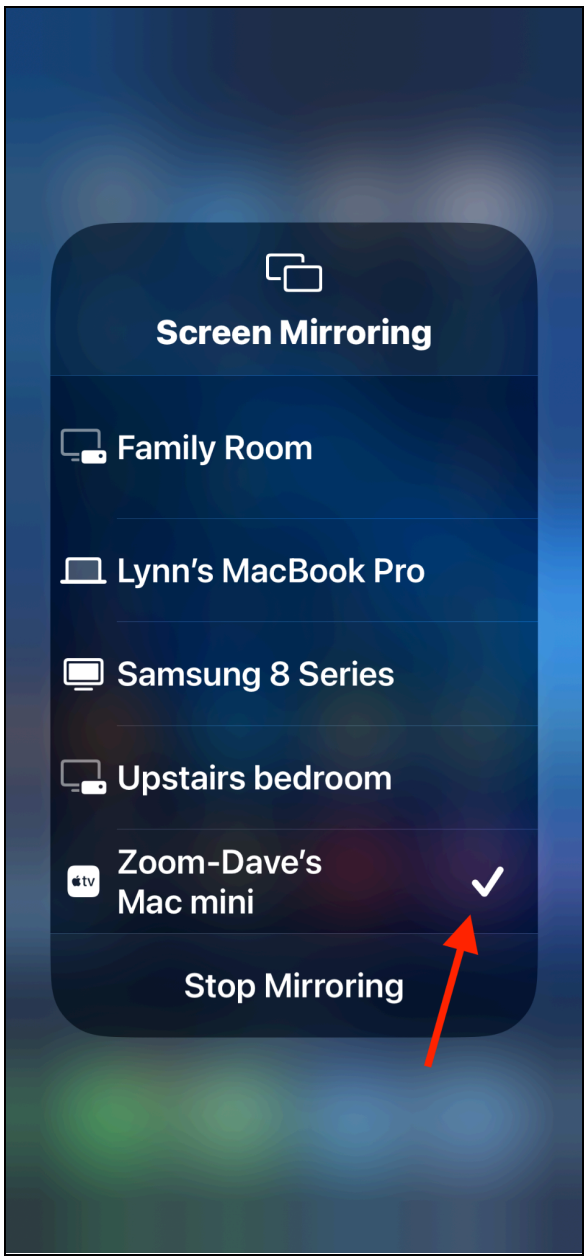
Click the Mirror button (the two overlapping rectangles next to the lock button:



A set of choices will appear. Scroll through and click on the one that starts with the word “Zoom”:



A check will appear to the right of that selection:

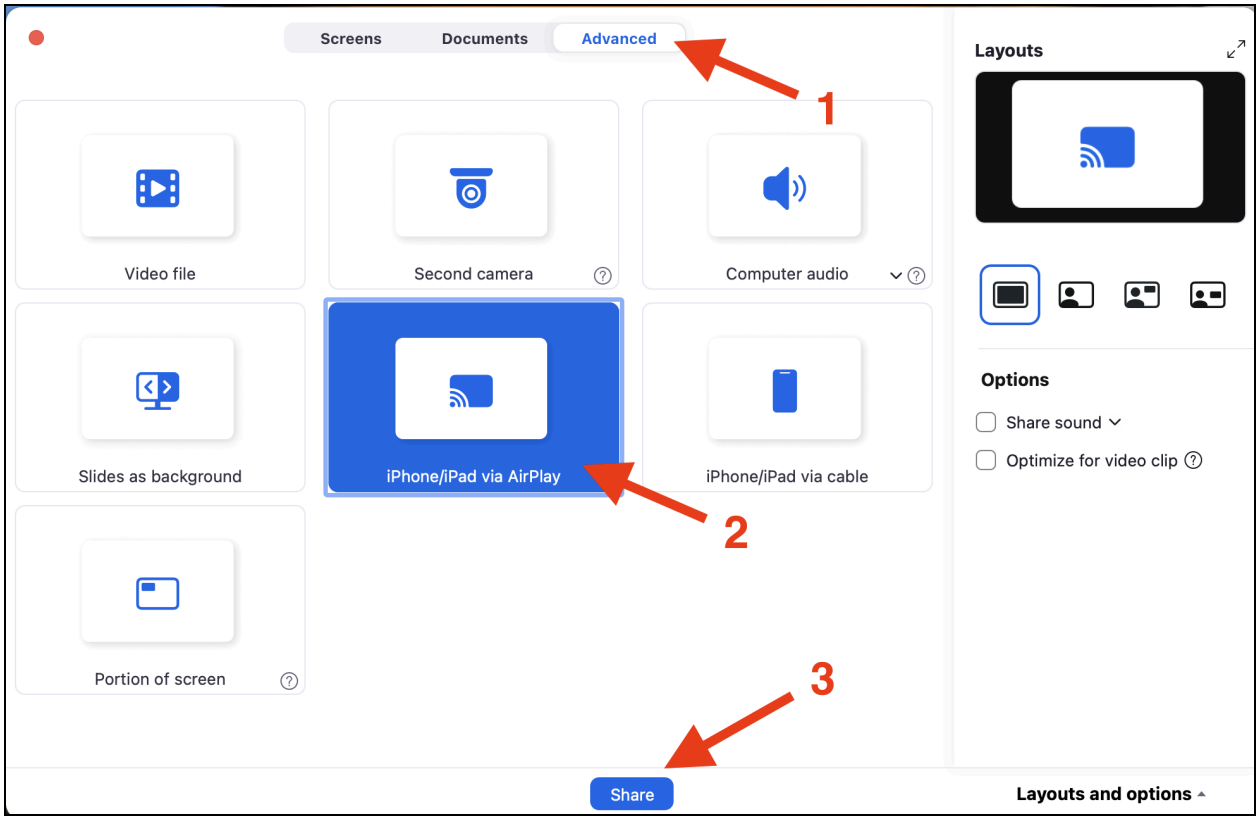


You can now go to your Home Screen. You will see your iPhone displayed on your Mac and can use the red Stop Share button **on your Mac** to stop the iPhone screen sharing.

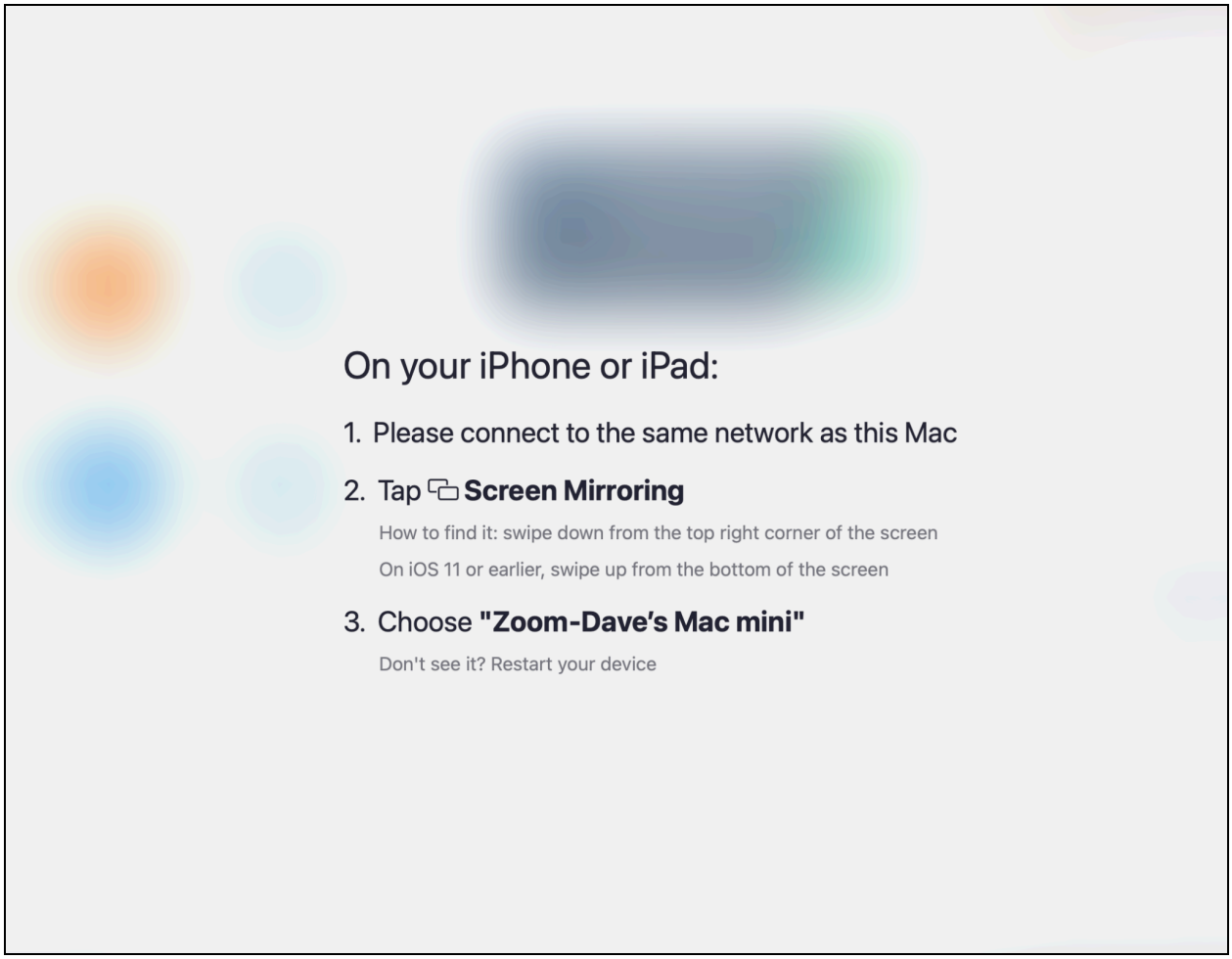
Sharing an iPad via a Mac

You can share an iPad on your Mac via Airplay during a Zoom meeting in the same fashion as sharing an iPhone.

On your Mac, click on the green **Share Screen** button at the bottom of the screen, then click the “Advanced” button the top of the popup window and then box labeled “**Share iPhone iPad via Airplay**” and then click the blue **Share** button in the bottom of the popup window:



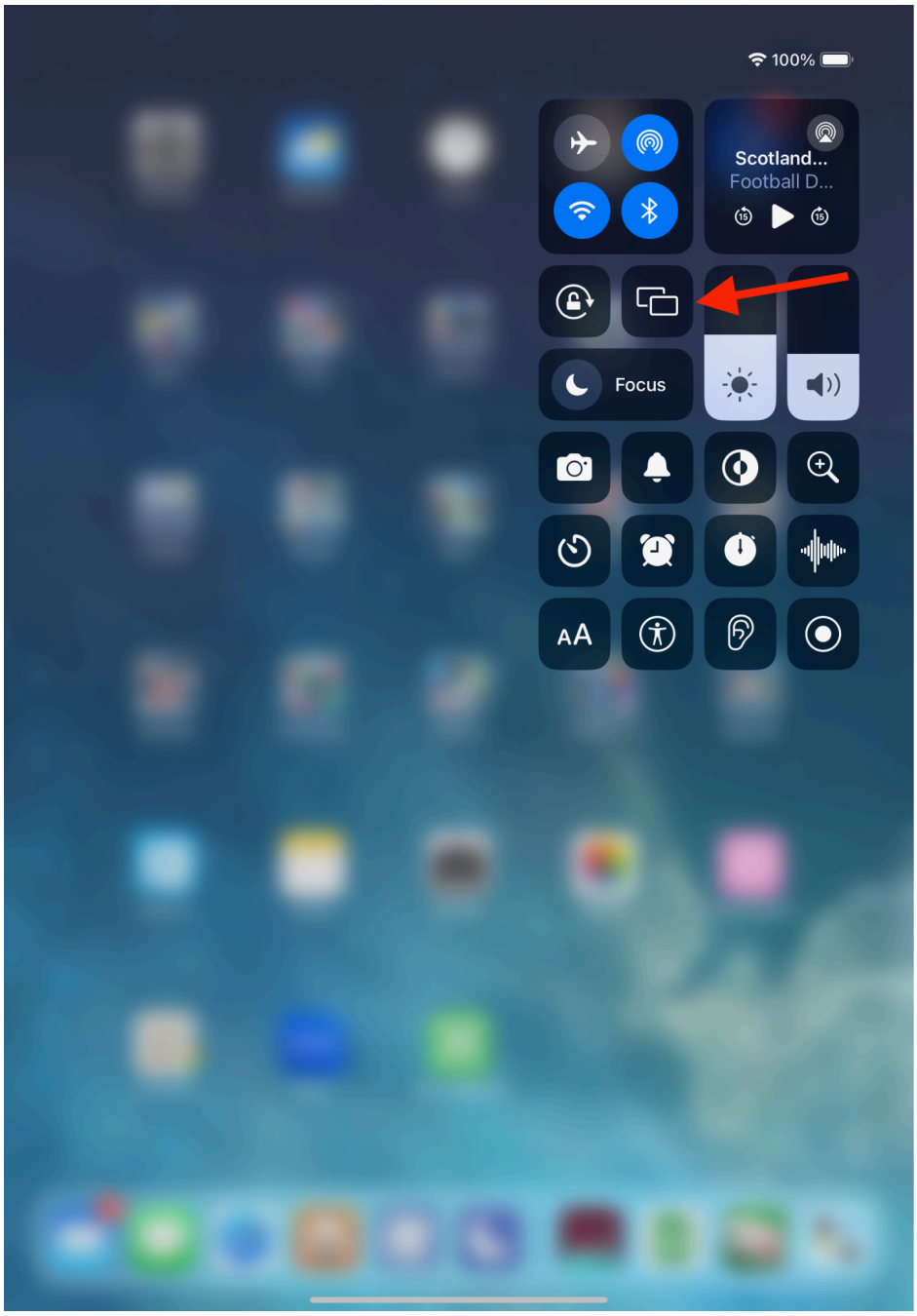
You will see something like this display on your Mac:



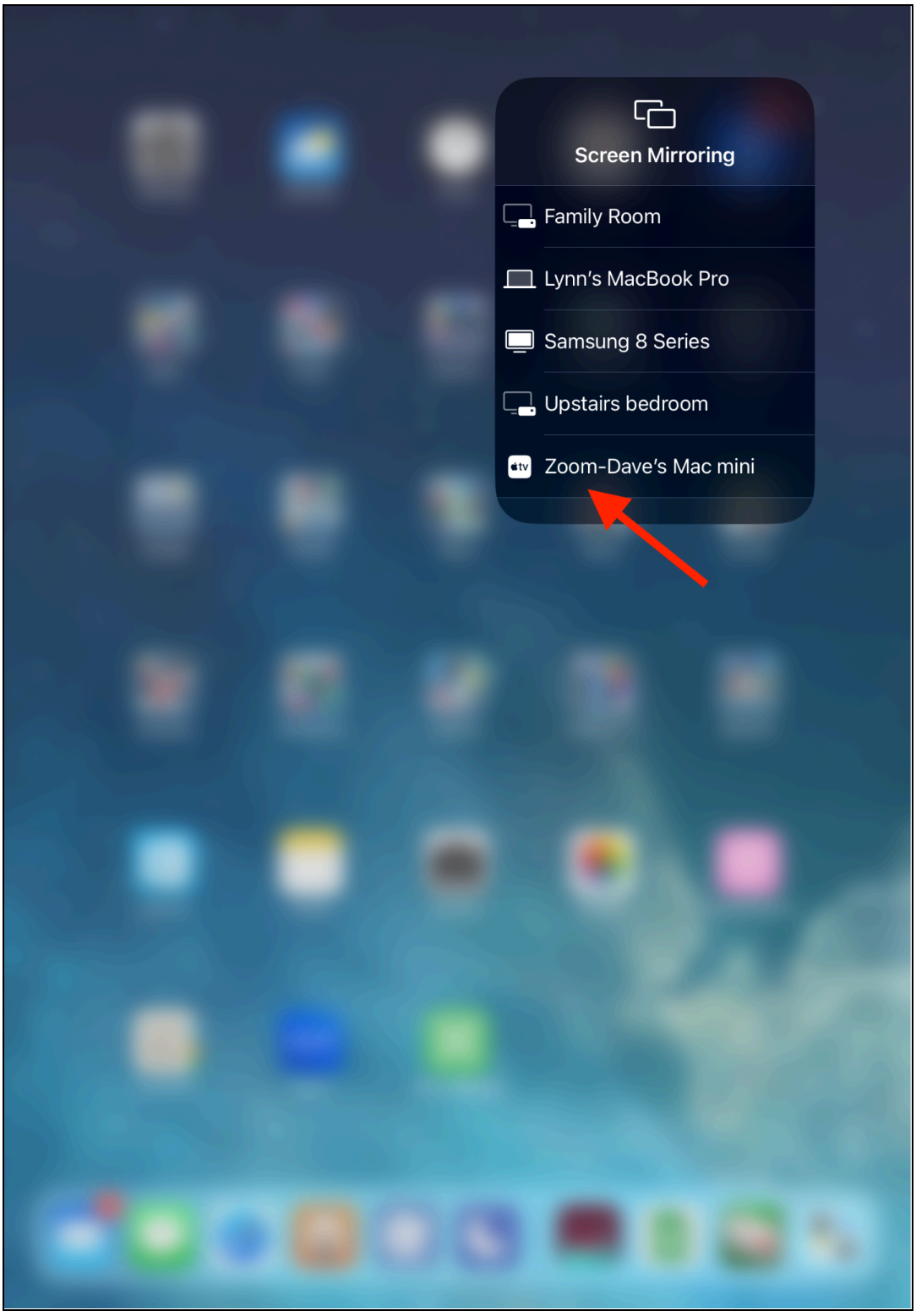
These are the instructions about how to do the next stop on your iPhone or iPad.

On your iPad, bring up the Control Center display by swiping down from the upper right corner of the screen. You can also use the Assistive Touch button if you have one displayed.

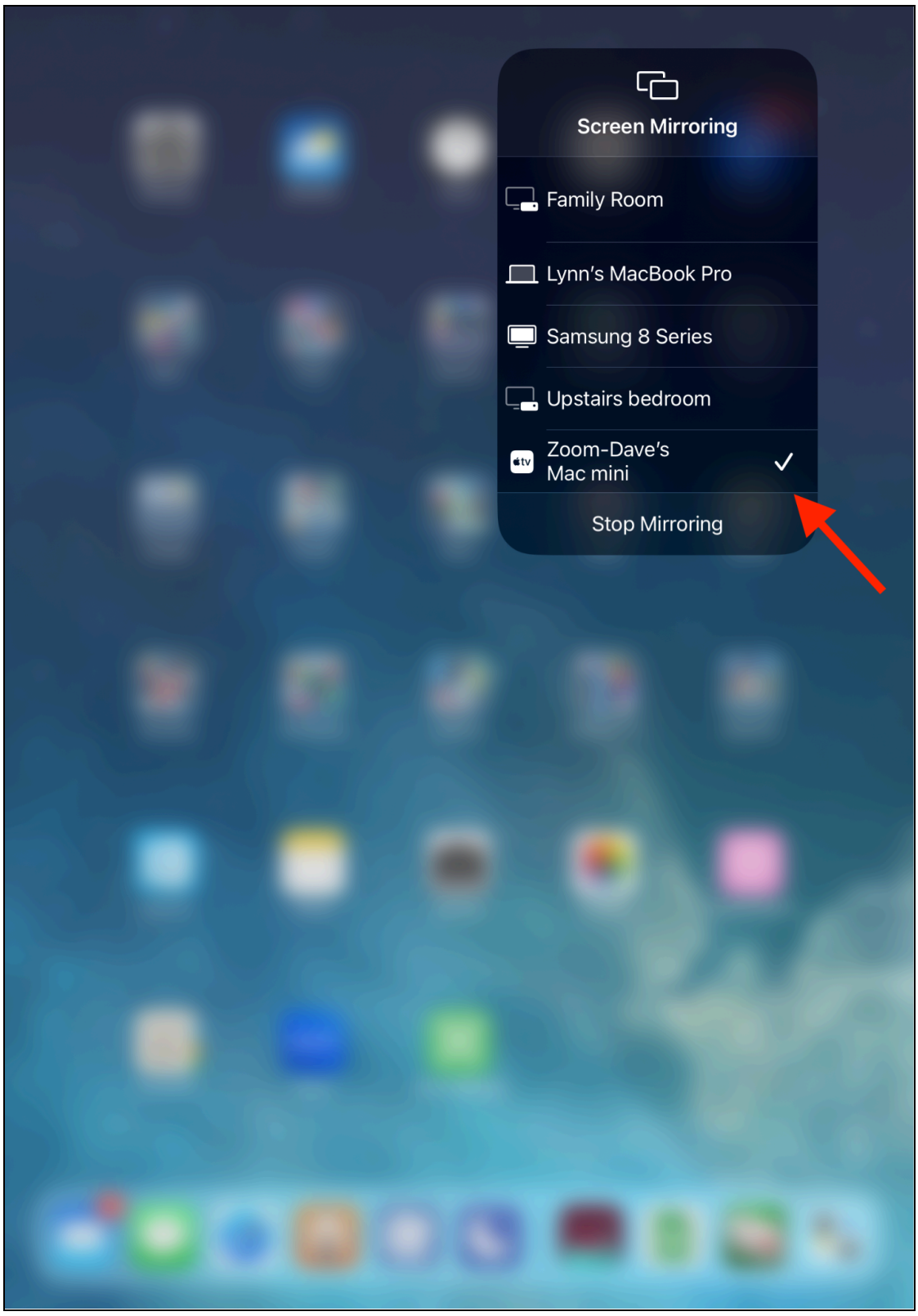
Click the Mirror button (the two overlapping rectangles next to the lock button:



A set of choices will appear. Scroll through and click on the one that starts with the word “Zoom”:



A check will appear to the right of that selection:



You can now go to your Home Screen on the iPad by clicking the Home button if there is one or flicking up from the bottom of the screen on newer iPads.

Your iPad should now appear on your Mac zoom session and you can stop the share by clicking on the red Stop Share button **on your Mac**.