Sharing a PowerPoint presentation in Zoom

How do I show a PowerPoint presentation during a Zoom meeting?

1. Open your presentation in PowerPoint if you have not done so already.
2. Click the **Share** button in Zoom.
3. In the sharing window that opens click Microsoft PowerPoint to select it.
4. If your presentation includes narration, sound, or video:
   a. Check the **Share computer sound** box.
   b. If your computer prompts you to install the Zoom audio device, do so.
5. Click the **Share** button.
6. In PowerPoint:
   a. Switch to Slide Show mode.
   b. Give your presentation.
7. When done, click Zoom's **Stop Share** button.