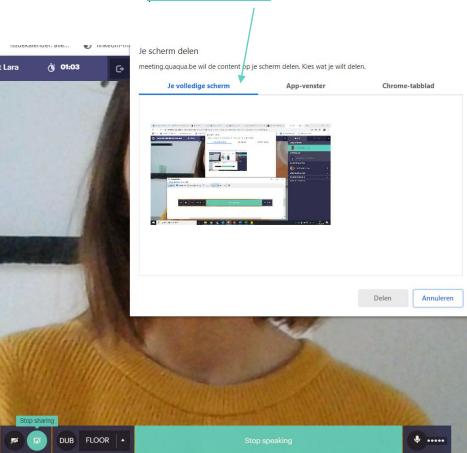


How to share your screen during a QuaQua meeting:

- 1. Make sure you are an active speaker
 - → turn on your microphone with the space bar of your keyboard
- 2. Click on the screensharing button



- 3. A pop-up window will appear where you have to choose which screen or programme you want to share
- 4. You can share your entire screen





5. Or choose <u>a specific app-window</u> (like PowerPoint, Word, ...) or a <u>Google Chrome tab</u>.

^{m.} Je scherm delen meeting.quaqua.be wil de conter	nt op je scherm delen. Kies wat je wi	It delen.	n <u>c</u>	
Je volledige scheme	App-venster	Chrome-tabblad		6. <u>Select the window</u> you want to share 7. <u>Click 'Share'</u>
Plaknotities	QuaQua reality Circle	Delen Annuler	v en	

- → Check your internet connection: <u>https://www.speedtest.net/</u>
- → Check if you have the latest version of Google Chrome: <u>https://www.whatismybrowser.com/detect/what-version-of-chrome-do-i-have</u>