

How to the presentation at the Lightning talk sessions on 23rd Nov

For Presenter

1. Please attend the lightning talk session held on November 23.
2. Please log in to the ZOOM and move to the presentation room (Breakout room) at least 5 minutes before the session starts.
*You must enter the passcode when you enter the ZOOM.
3. The session chair will introduce you.
4. The presenter should introduce your presentation title to the audience.
5. Please share and playback the pre-recorded video on yourself.
6. After the playback of the pre-recorded video, there will be a one-minute Q&A session.

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- ① Click on Share Screen on the meeting toolbar.
- ② Select the program or desktop you wish to share.
- ③ **Select Share Sound in the bottom-left corner of the share selection window.**
(Optional) Select the down arrow ∨ just to the right of the Share Sound option to view audio options and switch between Mono and Stereo (high fidelity) audio options.
- ④ Click on Share in the bottom-right corner to begin sharing with your device's audio included.

Please watch this video how to share the video.

<https://support.zoom.us/hc/en-us/articles/201362153-Sharing-your-screen-or-desktop-on-Zoom>