
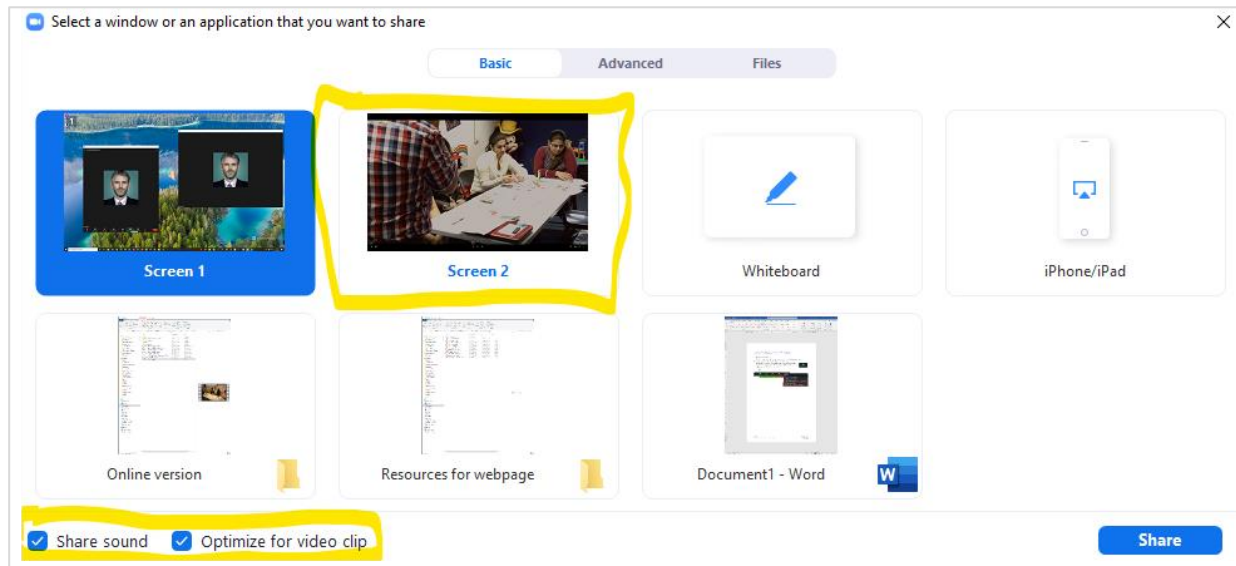


# Tips for sharing video in a Zoom session

1. Start a Zoom session.
2. Double click your video file. This will open the video in your default media player.
3. Pause and rewind the video ready for use in the session.
4. At the appropriate point in the session, click the green 'Share Screen' button on your Zoom toolbar (this is usually at the bottom of your main screen, but sometimes it's at the top). 
5. From the share menu popup (shown below), click on the image of the video in your media player, but you must also tick:
  - Share sound, and
  - Optimize for video clip

This will ensure that the video's sound bypasses your computer's microphone and goes straight from your computer to others' computers.



6. If you forget to tick these two options, then click the 'More' tab on the share menu (often found at the top of your screen) and tick the two options at the bottom of the drop-down menu:

