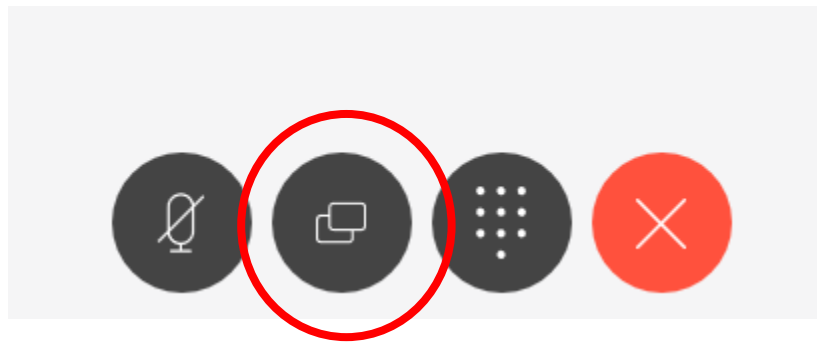


How to Share Your Screen for Evidence Presentation

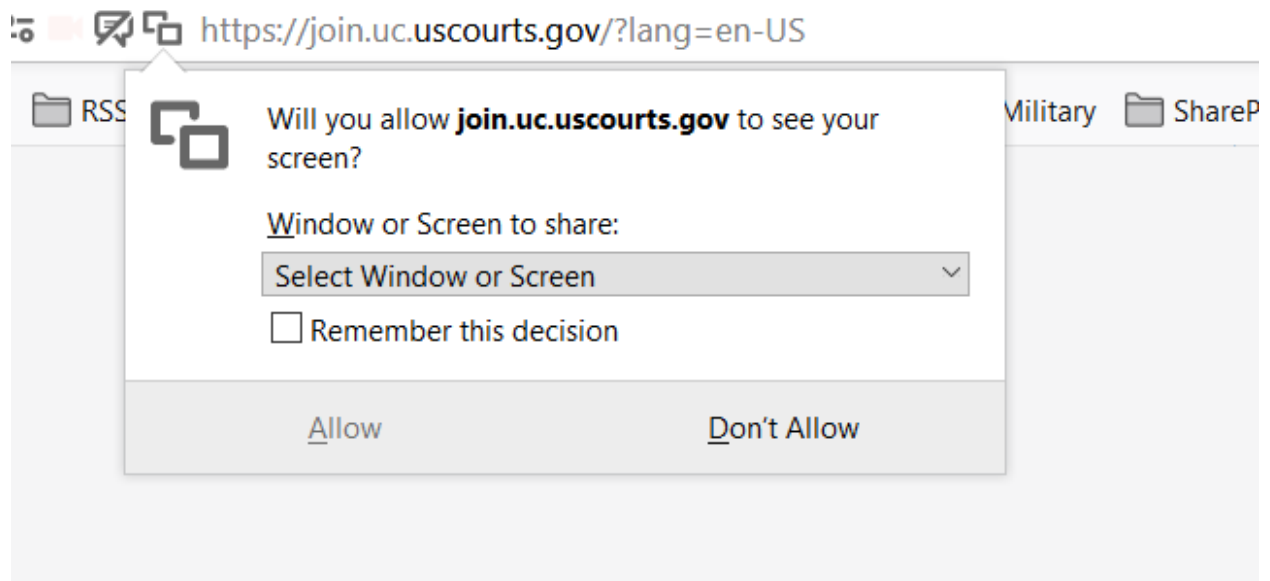
During an evidentiary video docket, you may need to present evidence to the court or share them with a witness during an examination or cross-examination. The best way to do that is to use the share screen function built into the video system.

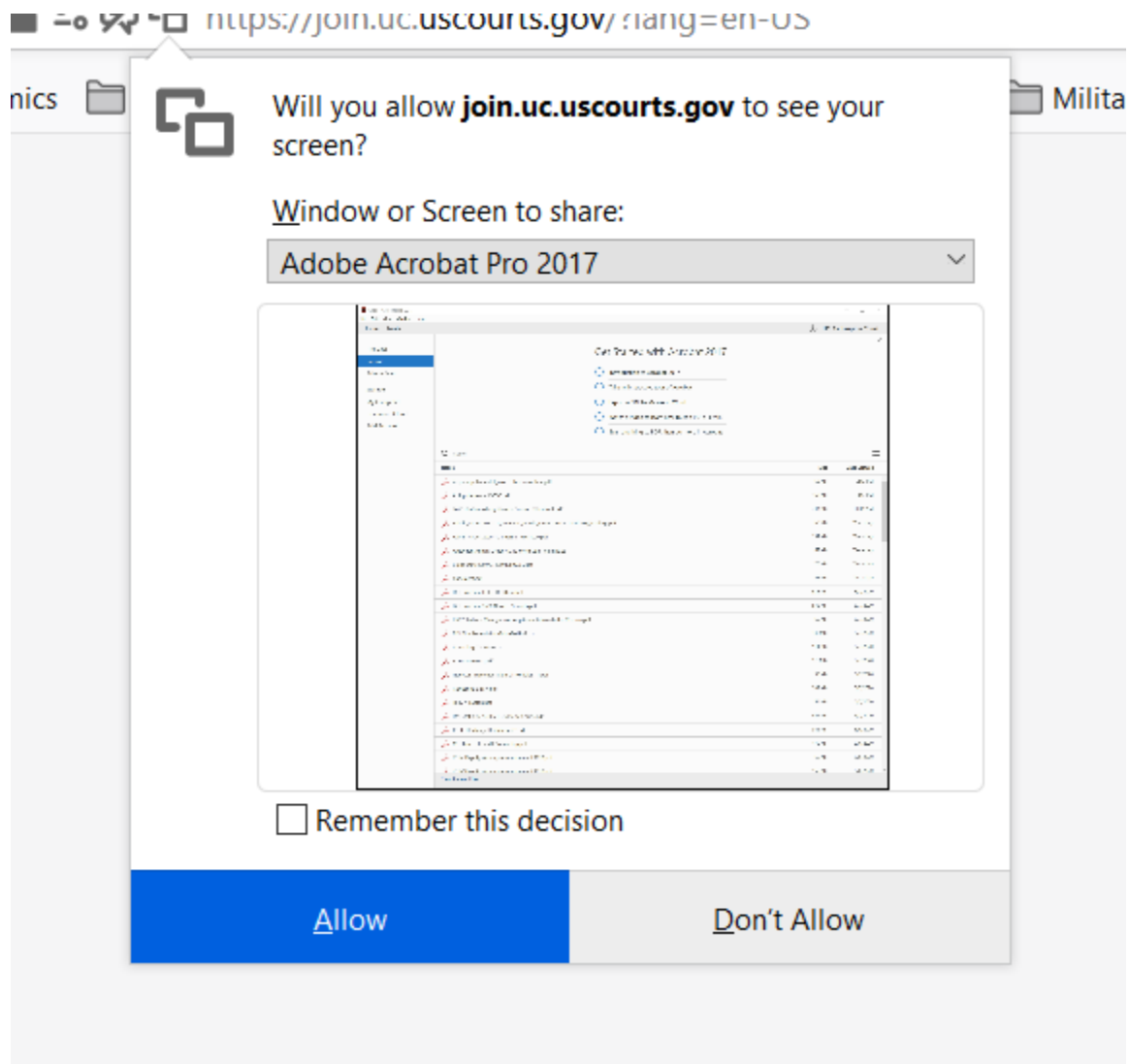
Before court, mark all your exhibits using numbers for plaintiffs and letters for defendants. After you have the individual files, combine them into one PDF document in numeric or alphabetic order as appropriate. By saving them in this format you will be able to share your Adobe Pro or Adobe Reader and move between exhibits without changing programs.

1. At the bottom of the conference screen, you will see four icons. Select the share screen button, circled in red below.



2. You will receive a prompt asking for permission to share your screen. It will be at the top of the screen. Select what you would like to share. It is recommended that you only share an application window and not your full screen. Clicking on “Remember this decision” will prevent the permission box from opening when you share your screen again.





3. Click on "Allow" to share your application.
4. When you want to switch back to the camera, click on the screen share button again.