




## Application Sharing

Application sharing allows a user to present and share an application on their computer for collaboration with others in the videoconference. All shared applications are displayed within the Present workspace for all meeting participants.

### To Share an Application:

1. During a session, click the  button on the **General** tab and select **Share Application**.

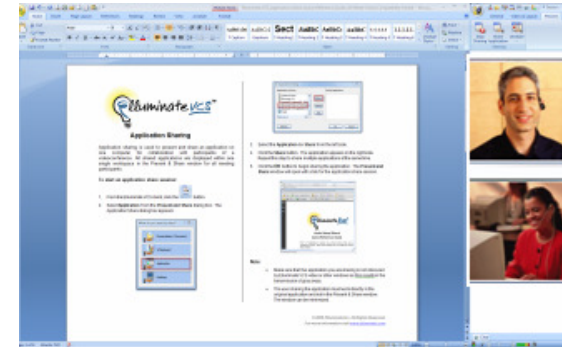
or






Click the **Share Application** button on the **Present** tab.

2. Select the application you want to share from the **Application Share** dialog box.

**Note:** Your application must be open to see it in the **Application Share** dialog box. Click the **Refresh** button to allow newly opened applications to appear in the Application Share dialog box. The Present workspace opens with the application showing.



3. Click the **Present** tab to view and use the following toolbar buttons:

 <b>Stop Sharing</b>	<b>Stop Sharing</b> – Stops the Application Sharing Session for all applications and or desktops
 <b>Share Application</b>	<b>Share Application</b> – opens the Application Share dialog box which allows you to select from a list of running applications. The share session opens in the Present workspace window.
 <b>Unshare</b>	<b>Unshare</b> – Allow the user to select the application they wish to unshared.

4. Click the **Stop Sharing** button to stop the sharing session or click **Unshare** button to select an application to stop sharing.

**Note:** More than one application can be shared at a time. Repeat steps to share additional applications.