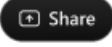


The instruction shows how to share screens through the Webex app and special notification for MacOS users

A. Webex Share screen instructions

You can share content when you're connected to a room or desk device.

1. During a meeting, select  .
2. When you're sharing content with video or audio, you should check these options:
 - Optimization drop-down menu:
 - **Automatically Optimize**—Chooses the best optimization for your content type.
 - **Optimize for text and images**—Displays text and images in your shared content at the highest resolution and clarity possible.
 - **Optimize for motion and video**—The video plays back much more smoothly, as some resolution is sacrificed in favor of a higher frame rate to reduce lag and increase fluidity in your shared video, animation, or dynamic content.
 - **Share your computer audio**—Allows others to hear your computer audio in addition to your microphone audio.
3. Choose the screen or application you want to share.

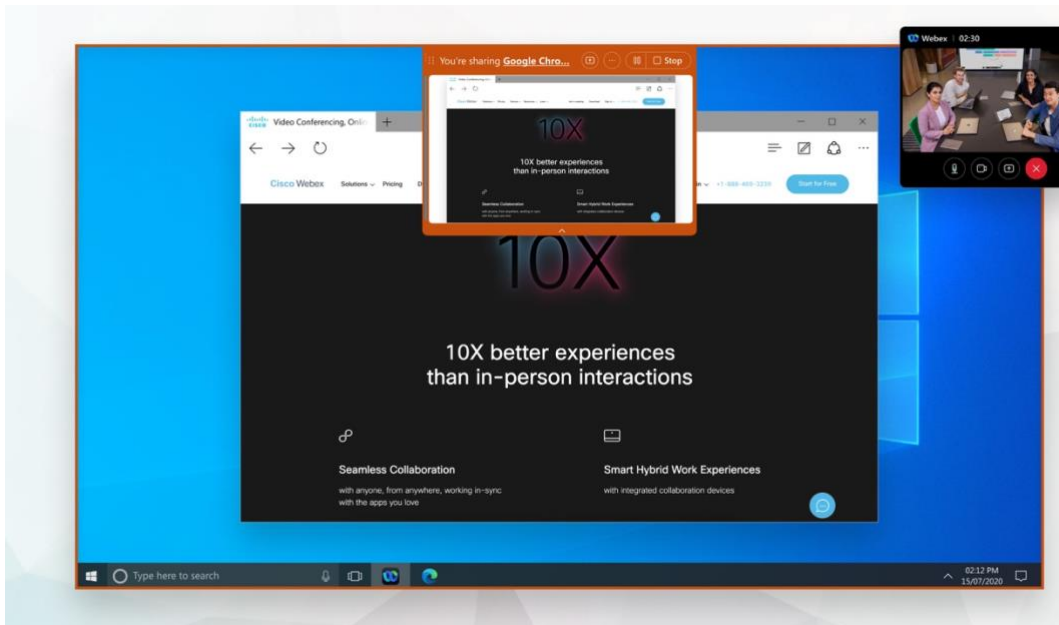
Hold **Shift** to select multiple applications. Everyone in the meeting will see one of the shared applications at a time only.

If you don't see the app that you want to share, scroll to see all your open apps.

You'll just see the name of the app when the app is minimized, when the app relies on the Universal Windows Platform app.

4. Preview what you're sharing at the top of the screen. Check that you're sharing only what you want and that everyone in the meeting can see it.





To show the preview after it disappears, go to the tab in the control bar at the top of the screen and click the down arrow.



Webex App suppresses notifications for incoming messages or calls when you're s




5. While you're sharing, you can select the following:

- ✓ If the share control bar is covering the shared content, drag the bar to any other edge of the screen.
- ✓ If the thumbnail videos are covering the shared content, drag the floating panel to another location on the screen.

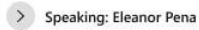
- **Share something else**  or the **You're sharing** link to switch to another screen or application without needing to stop sharing first.
- **Annotate**  to mark-up a shared screen during a call or a meeting.
- **Pause**  **Stop** to pause sharing your screen or application.
- **Resume**  **Stop** to resume sharing your screen or application.
- **Stop** to stop sharing.

Use the floating panel to conveniently access the following options:

- **Mute** or **Unmute** to mute or unmute yourself.
- **Stop video** or **Start video** to turn off or turn on your video.

- **Focus view**  to show the active speaker's video only.
- **Grid view**  to show the videos of the meeting participants.
- **Hide video view**  to hide all thumbnails videos. The name of the

active speaker shows in the floating panel.

 Speaking: Eleanor Pena



Reference:

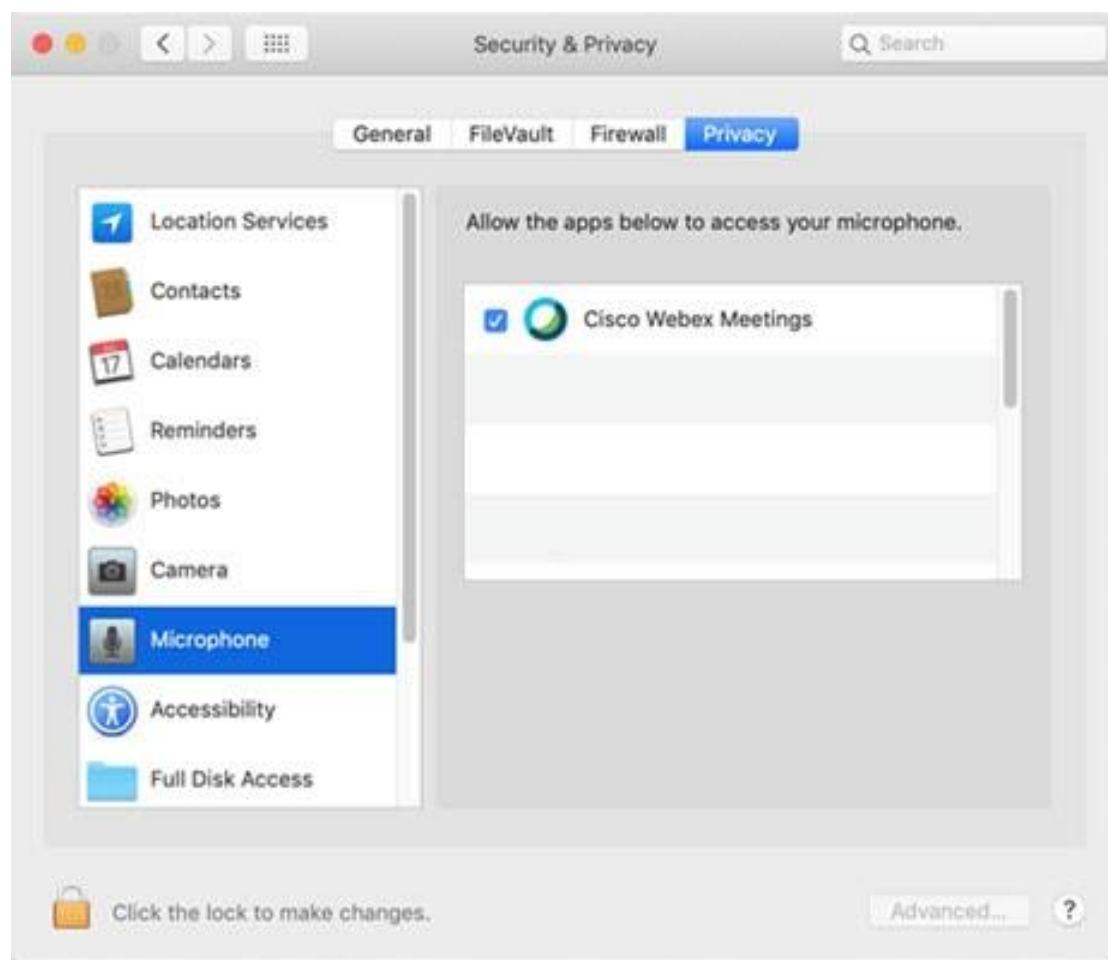
https://help.webex.com/en-us/article/i62jfl/Webex-App-|-Share-your-screen-or-application-in-a-meeting#id_101458

B. MacOS security permission for Webex instructions

Accessing the Microphone

To use your microphone during meetings, click **OK** after this prompt appears.

If you click **Don't Allow**, you can still grant permissions in your device's **System Preferences > Security & Privacy**. Go to the **Privacy** tab, and in the **Microphone** section, enable **Cisco Webex Meeting**.

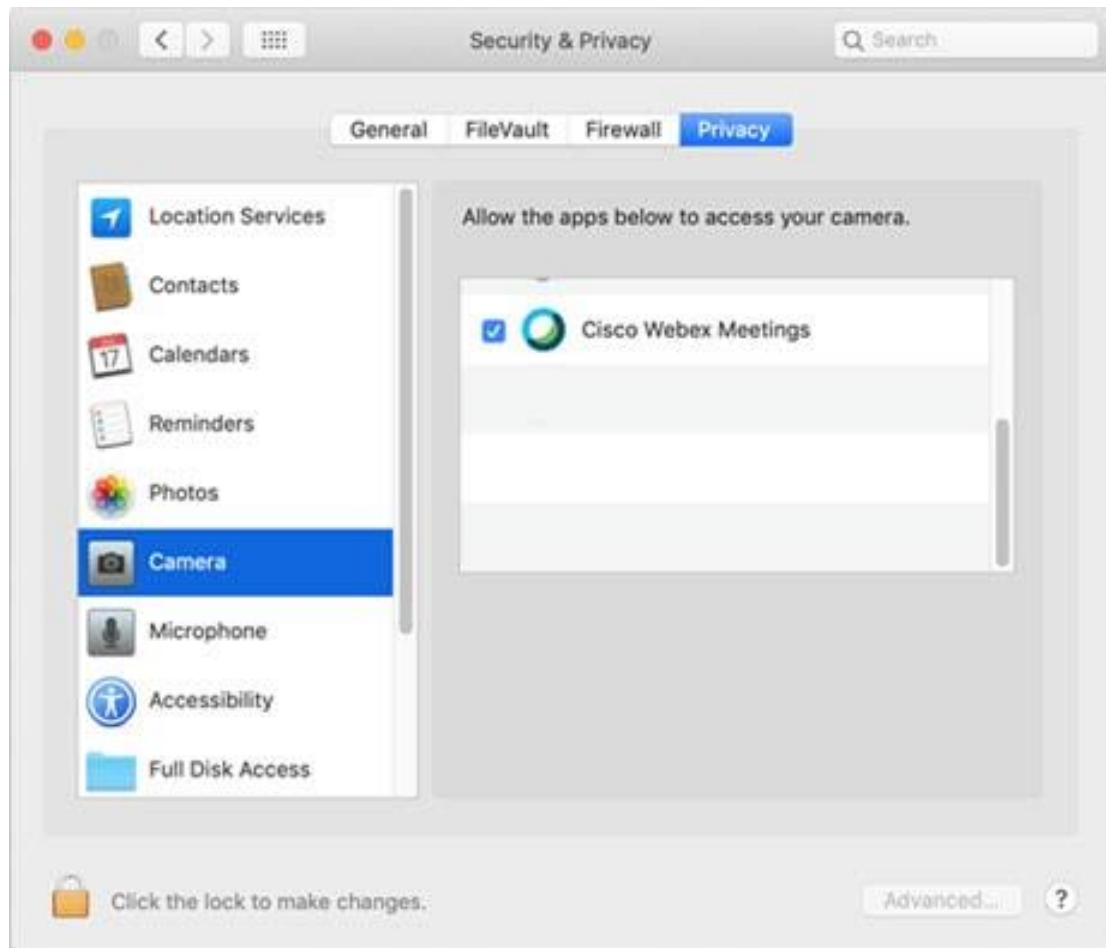


If you grant permissions during a meeting, restart the desktop app for the changes to take effect.

Accessing the Camera

To use your camera during meetings, click **OK** after the prompt appears.

If you click **Don't Allow**, you can still grant permissions in your device's **System Preferences > Security & Privacy**. Go to the **Privacy** tab, and in the **Camera** section, enable **Cisco Webex Meetings**.



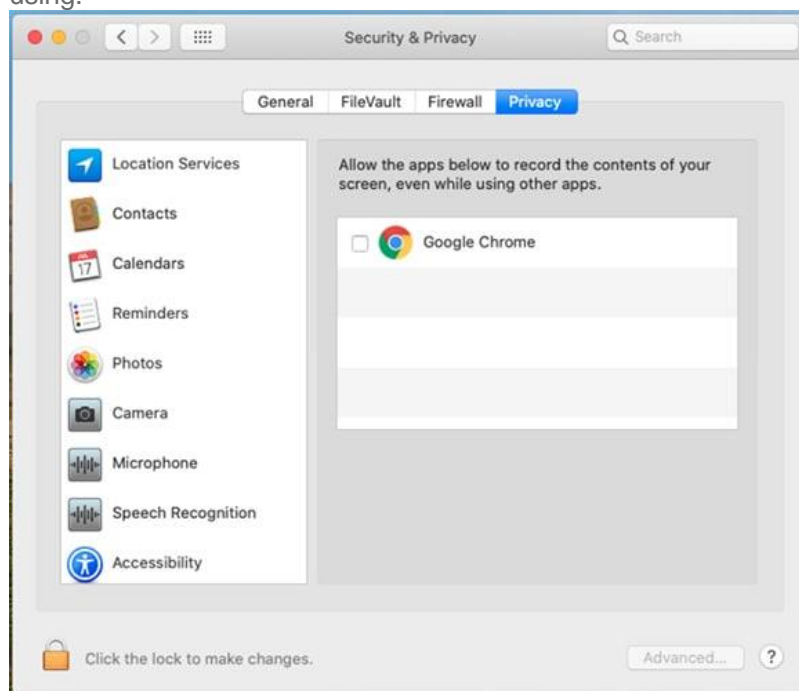
If you grant permissions during a meeting, restart the desktop app for the changes to take effect.

Accessing Screen Recording

To use screen recording and sharing during meetings, click **OK** after the prompt appears. If you click **Don't Allow** on the desktop app, you can still grant permissions in your device's **System Preferences > Security & Privacy**. Go to the **Privacy** tab, and in the **Screen Recording** section, enable **Cisco Webex Meeting**.



If you click **Don't Allow** on the web app, enable permissions for the web browser you're using.



If you grant permissions during a meeting, restart the desktop app for the changes to take effect.

Reference:

<https://help.webex.com/en-us/article/73zv13/Support-for-Cisco-Webex-Meetings-for-macOS-Catalina>