



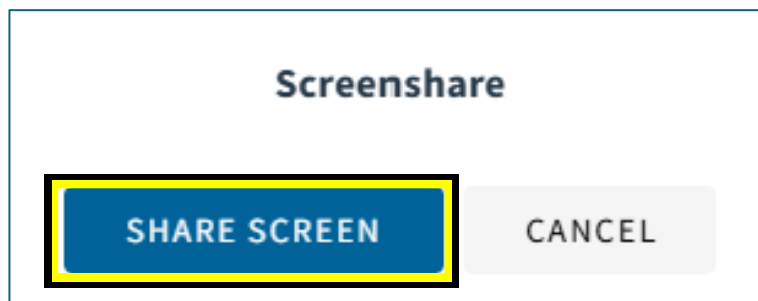
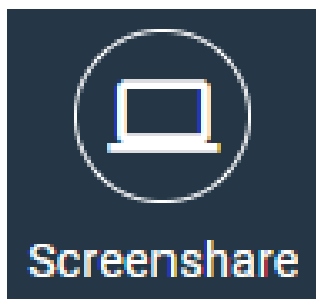
CourtCall Video Collaboration Platform  
Screen Sharing  
Colorado Judicial Branch  
2025

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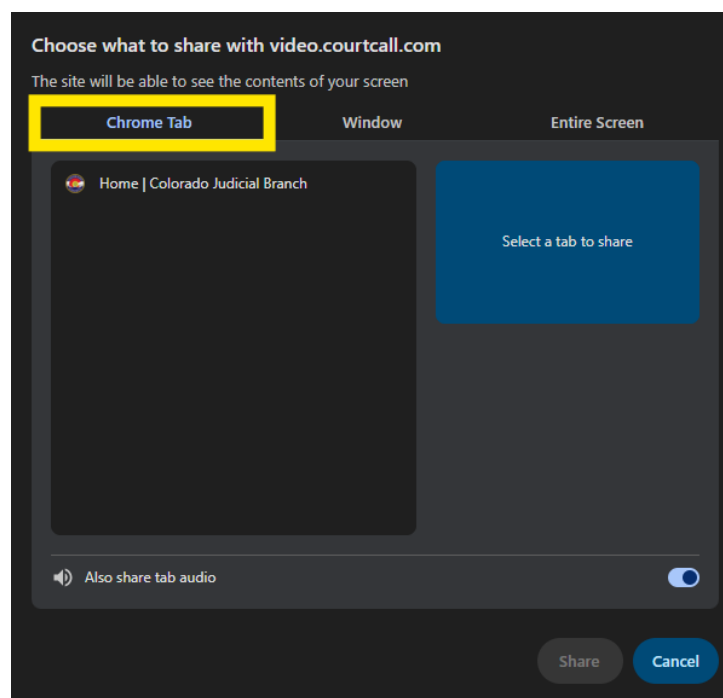
## How to Screen Share in Google Chrome

**Activate Screensharing for a host:** To activate screensharing as a host select the “Screenshare Icon” from the participant control panel and then select “Share Screen” from the popup menu.

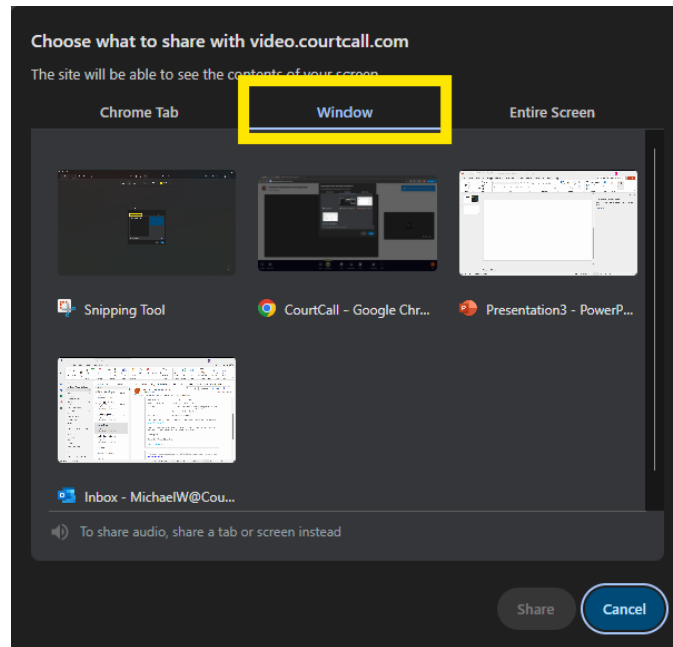


Hosts will have the ability to share a Browser Tab, Window or Entire Screen. Please select the most appropriate option for your screensharing needs. Once you have made the proper selection, the “Share” button at the base of the popup will illuminate.

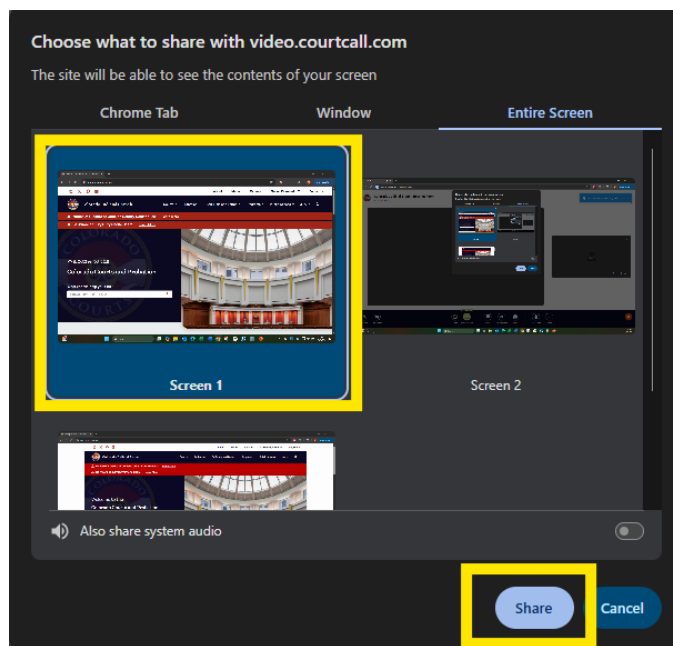
**Chrome Tab:** Allows users to share a single browser tab with meeting room participants.



**Window:** Allows a user to share the entire contents of a window/application with other participants in the meeting.

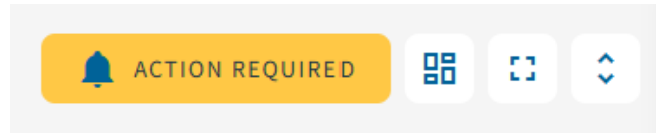


**Entire Screen:** Allows a user to share their entire screen (any available screen) with the participants in the meeting. Note that the screen must be selected from the representations in the pop-up window, prior to selecting “Share.”

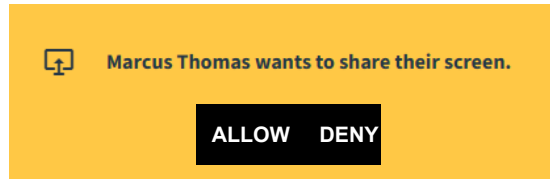


Once the “Share” button is selected, you will begin sharing your screen. To disable screen share, simply select the Screenshare icon from the panel and select “Stop Sharing.”

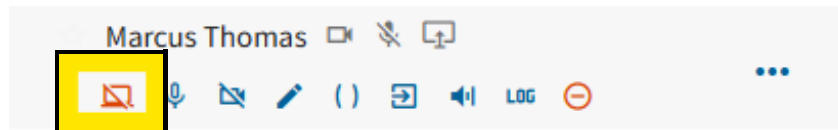
**Activate Screenshare for a participant:** For security purposes, members of the public must receive approval to share their screen during a meeting. If a member of the public requests screensharing access, hosts will receive a status notification prompting action.



Selecting the “Action Required” button will prompt a decision from the meeting host.

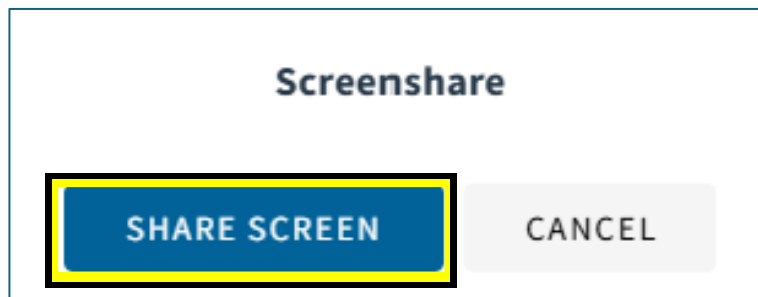
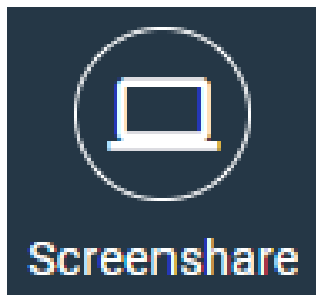


To allow public screensharing select “Allow” to grant the request, to deny the request select, Deny. Public screensharing can be terminated at any moment from the participant granular controls. The terminate screenshare icon, will immediately end the screenshare for a participant.



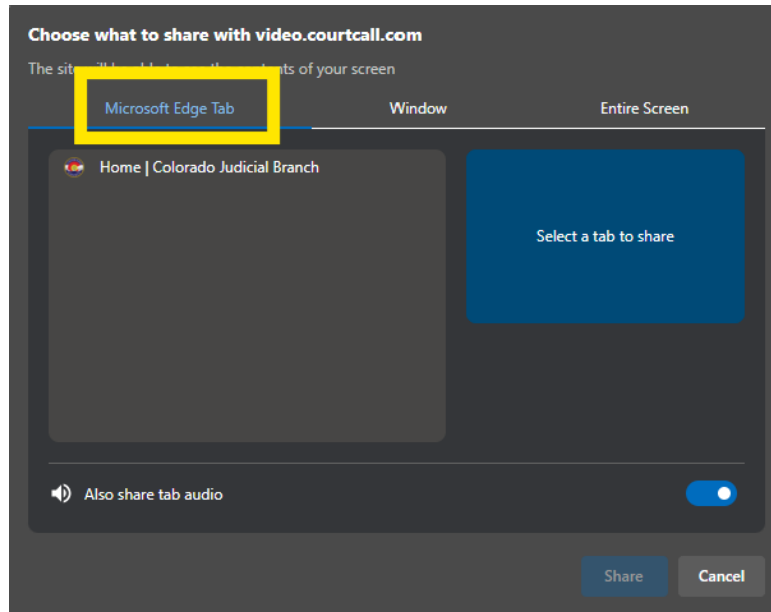
## How to Screen Share in Microsoft Edge

**Activate Screensharing for a host:** To activate screensharing as a host select the “Screenshare Icon” from the participant control panel and then select “Share Screen” from the popup menu.

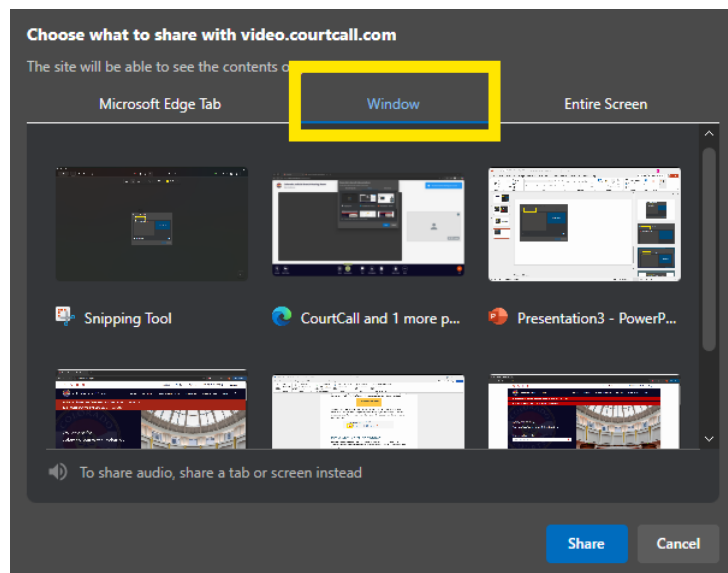


Hosts will have the ability to share a Browser Tab, Window or Entire Screen. Please select the most appropriate option for your screensharing needs. Once you have made the proper selection, the “Share” button at the base of the popup will illuminate.

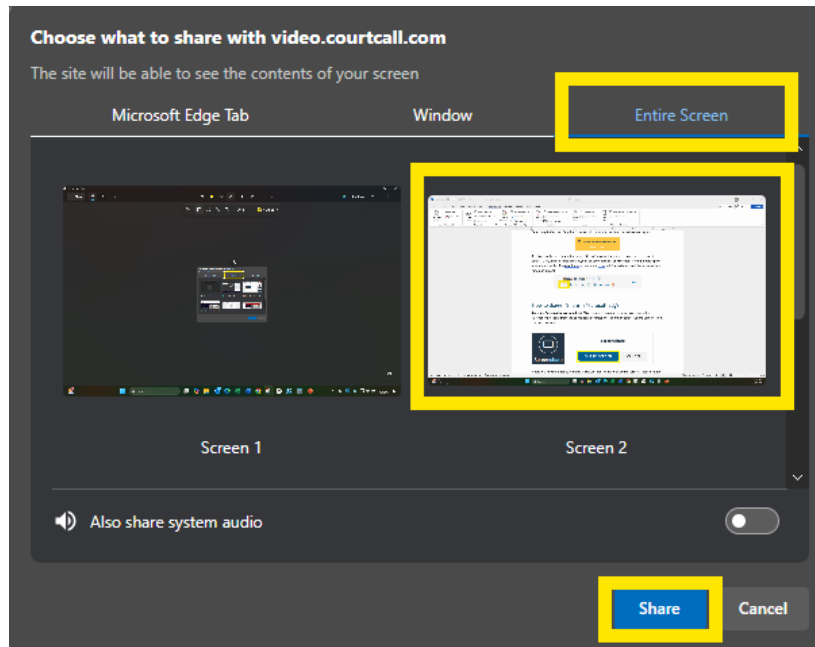
**Microsoft Edge Tab:** Allows users to share a single Edge browser tab with meeting room participants.



**Window:** Allows a user to share the entire contents of a window/application with other participants in the meeting.

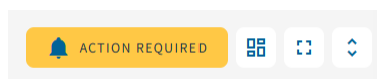


**Entire Screen:** Allows a user to share their entire screen (any available screen) with the participants in the meeting. Note that the screen must be selected from the representations in the pop-up window, prior to selecting “Share.”

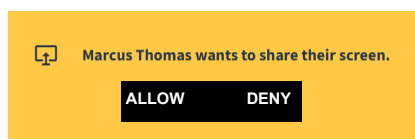


Once the “Share” button is selected, you will begin sharing your screen. To disable screen share, simply select the Screenshare icon from the panel and select “Stop Sharing.”




**Activate Screenshare for a participant:** For security purposes, members of the public must receive approval to share their screen during a meeting. If a member of the public requests screensharing access, hosts will receive a status notification prompting action.









Selecting the “Action Required” button will prompt a decision from the meeting host.



To allow public screensharing select “Allow” to grant the request, to deny the request select, Deny. Public screensharing can be terminated at any moment from the participant granular controls. The terminate screenshare icon, will immediately end the screenshare for a participant.

Marcus Thomas   

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