Bring the device into the meeting by using the Zoom link from Meeting email or from https://wm7x.net/zoom.

Once the device is in the breakout room, ask the applicant to share their screen by tapping on the Zoom window to bring up the controls at the bottom of the screen. Select Share.

(They may need to swipe the controls to the left to see the share control. Unlike the desktop version of Zoom, the icon is typically white.)


Select Screen from the sharing options.
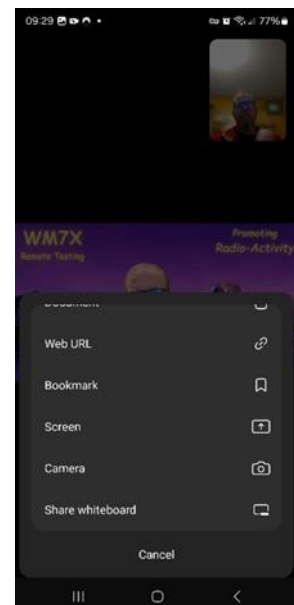
They'll see a pop-up that asks, "Start recording or casting with Zoom?" Direct them to tap Start Now. Applicant video will typically blink once if they've never shared their screen before, indicating the share attempt, and that permissions still need to be set.

If they haven't used Shared Screen previously on the device, it will ask them to allow Zoom to run on top of other applications. They'll need to scroll to the bottom of the list to find Zoom and move the slider. Tapping the left arrow at the top of the screen will return applicant to Zoom with the screen shared and the applicant's video paused.
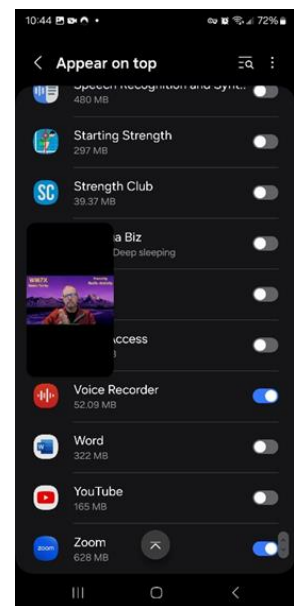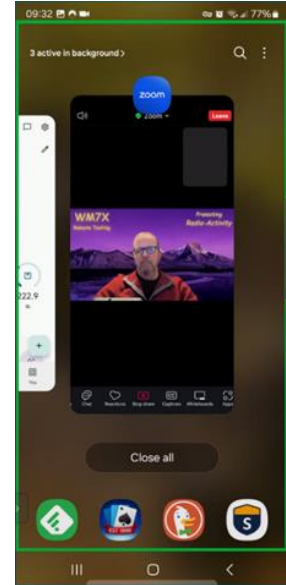

Ask the applicant to start their video again.

Have the applicant tap the **three-line icon** in the bottom left or right corner of their screen to display all their running applications. Ask them to close everything except Zoom by swiping the unneeded apps up and off their screen.

Then ask the applicant to touch **and hold** the blue icon at the top of the Zoom window.

Then simply **drop** (by letting go of) the applications icon in the top half of the screen.
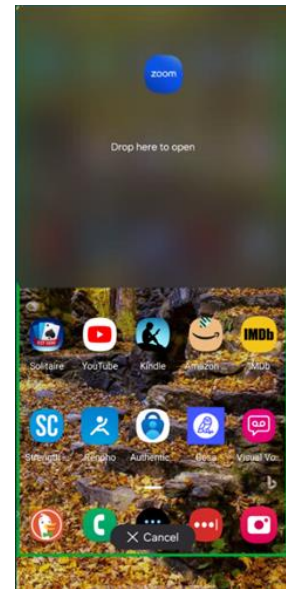
Have them select their browser in the bottom half of the screen.
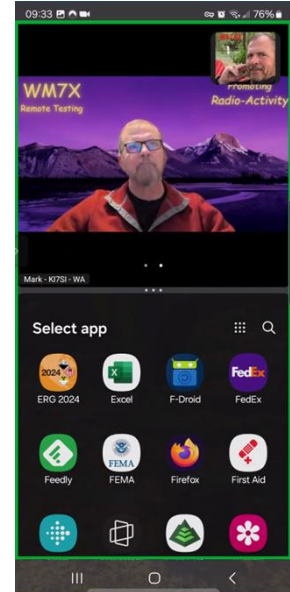
Direct them to navigate to examtools.org and then they can move the screen divider with the **three dots** up or down as they desire (with a warning not to go less than a quarter of the screen with zoom because doing so will unlink the two applications.)

HINT: If they'd like, tapping the three dots will open a small pop-up allowing them to save the application pairing to their desktop for when they come back for their upgrade. Tapping the **star** accomplishes this.