While in a meeting:

1. Click the Share button at the bottom of the meeting window.

2. The sharing options window will open. Select Advanced at the top of the window. Select Portion of Screen.

3. Click the blue Share button at the bottom right of the share options window to begin sharing your screen.

4. An area smaller than your screen will appear with a green border. Any content or window that resides within that green border will be shared with your meeting participants.

*To resize the shared window, simply click and drag the perimeter of the green border.*