If you would like to assure that you are the ONLY one that can share screen in Zoom meetings, Here’s how to adjust those settings:

1. Login to ConferZoom
2. Select the “Settings” tab on the Left.
3. Select the “IN Meeting Basic” option, under “meeting”.
4. Scroll down to the Screen sharing section.
5. For **Who Can Share**, select Host Only.
6. For **Who can start sharing** when someone else is sharing, select Host Only.
7. Under “Annotation”, turn this setting off (to gray.)

You can change these settings back on a day when you have students giving presentations who need to share their screens.

If you have any questions about how to do this, please reach out to DE Support.  
**Click here for contact information**