HOW TO SHARE YOUR SCREEN IN ZOOM ON ANDROID 11 DEVICES

By John Krout, Potomac Area Technology and Computer Society (www.patacs.org)

George Mason University has required that PATACS confirm vaccination proof for PATACS members who physically attend future PATACS + OPCUG meetings in the Tallwood buildings. That was announced by PATACS President Paul Howard in an email sent on November 6, 2021.

Fortunately, this effort to see your vaccination proof needs to be done only once, as of now.

This document assumes you have one or both of the following in your Android device files, and that you know how to find the files on your Android device:

Your SMART Health Card PDF file, including both your vaccination history appearing as readable text and a QR code barcode. You can see an example below. This is the preferred vaccination proof document because the QR code is encrypted to ensure it has not been forged or altered.

If you do not have that, then you will need to show a photo of your CDC COVID-19 Vaccination Record card, which includes hand-printed vaccination information.

The images below were captured on a smart phone running Android 11 and Zoom app version 5.8.3.

STEP 1. Start the Zoom app on your Android device, and join the PATACS Zoom vaccination proof collection meeting.

STEP 2. When called upon to screen-share your vaccination proof, tap any blank part of the Zoom meeting screen to display the Zoom tool bar at the bottom of the Zoom meeting window. The tool bar should like like that shown in **illustration 1**.
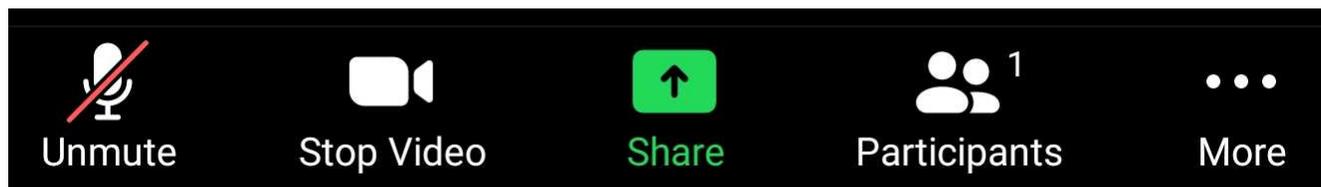

Illustration 1

The **green Share button** in the middle enables you to share a photo or PDF document that is stored on your Android device.

STEP 3. Tap the green Share button.

If you are not yet authorized to share, then Zoom will display a message to that effect. At that point, tell the Zoom meeting host that you are not yet authorized to share. The host will update your status so that you can share; when the host tells you to try again, you can dismiss the popup, and re-try the Share button.

If Share works, then you will see a Zoom popup like that depicted in **illustration 2**. The popup lists some cloud storage locations that you can access, and also some file types that you can open for sharing.

STEP 4.

Regardless of your vaccination proof type, tap **Document** in the popup.

STEP 5. Zoom will display a way to select the appropriate PDF or photo file on your Android device.

PDF FILE SHARE METHOD

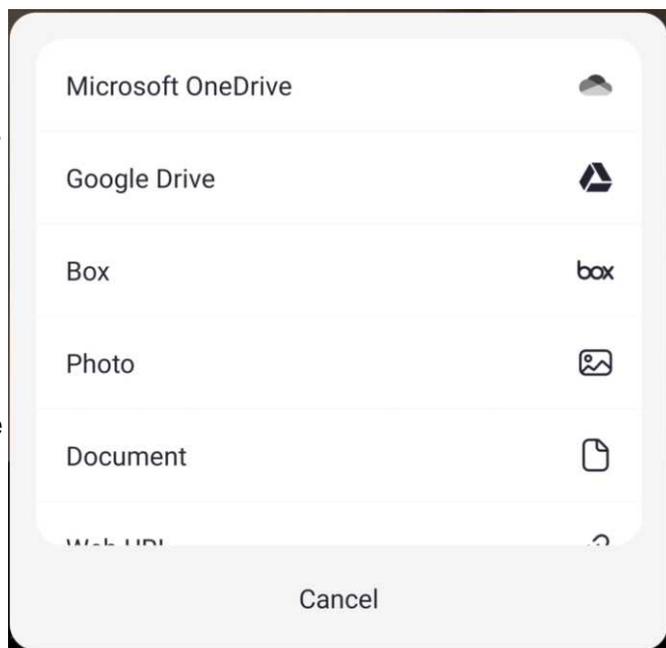If yours is a CDC Card photo, skip down to the heading **PHOTO FILE SHARE METHOD below**.

Illustration 2

If yours is the PDF file, then Zoom will display a file selection screen like that shown in **illustration 3.**
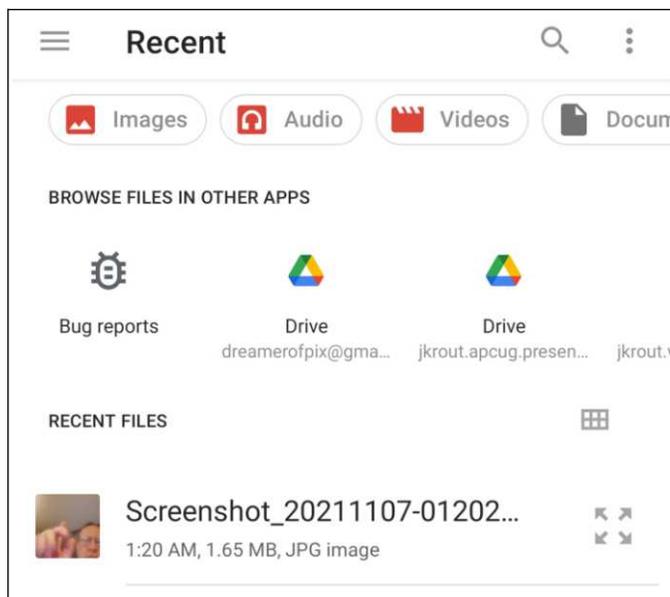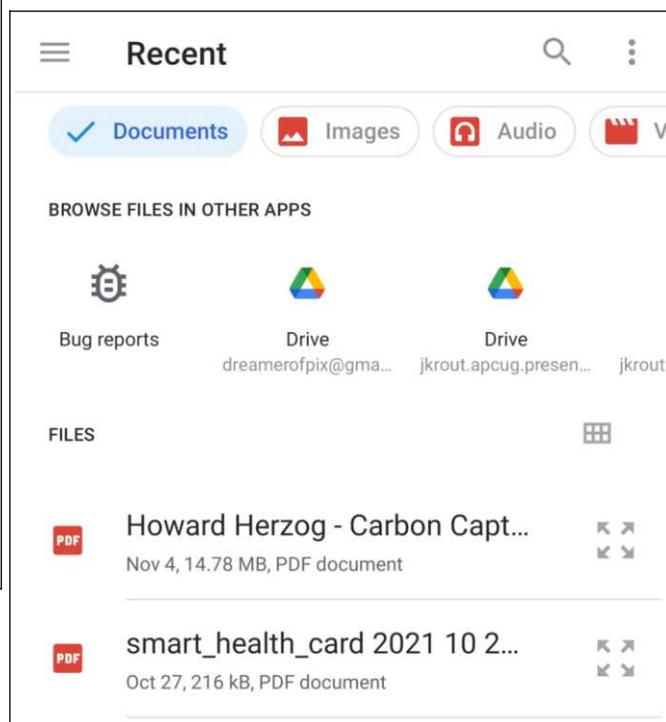

Illustration 3

Illustration 4

At the top of the file selection screen, tap the **Documents** choice, which in the illustration appears partly onscreen at the far right. The screen then displays only non-photo documents. You can see an example in **illustration 4**, with the word **Documents** highlighted and check-marked on the top left of the screen because that word was tapped.

In my case, the documents were in date order with the most recent first. The second document listed was my SMART Health Card PDF file.

Scroll down the list of documents on the screen. Tap your SMART Health Card PDF file.

When you do that, the Zoom meeting screen on your Android device reappears, and displays your PDF file, like that shown in **illustration 5**. For privacy purposes, I have covered my birth date in the illustration.

At that point, the green Share button in the Zoom tool bar changes to a **red Stop Share button**. You can see that at the bottom of the illustration. Skip down to Step 6 below.

PHOTO FILE SHARE METHOD

Refer again to illustration 3 above. Tap the word **IMAGES** at the top of the screen.

The screen changes, showing the word **Images** highlighted and check-marked at the top left of the screen. Zoom displays a list of photos in date order, with the most recent photo listed at the top. You can see an example of all that in **illustration 6**. In my case, because I have done a large number of screen captures, I had to scroll quite a way down the screen to find the thumbnail of my CDC Card photo.

Browsing thumbnails of photo is not easy on a relatively small screen of portable device. Alas, Zoom provides no way to scroll through photos displayed on a full screen. It may be that the best way to recognize select the photo quickly is to know its file name, since that info is more readable.

One way to make this photo file selection easier for you is to take the photo of your CDC Card shortly before the Zoom meeting, so that photo is the most recent photo on your Android device, and shows up first in the list.

Illustration 5

Illustration 6

Once you find that photo, tap it. The Zoom meeting screen reappears, with your photo displayed, like the example shown in **illustration 7**. For privacy reasons, I covered up my
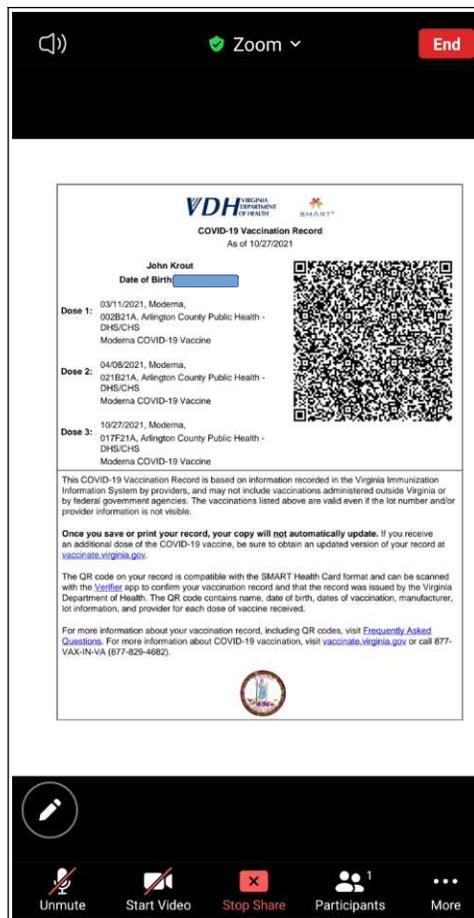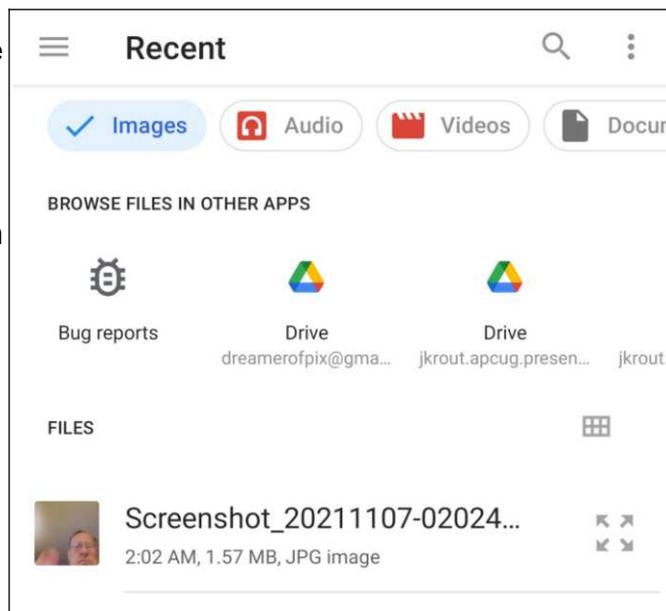
birth date in that illustration. Also note that the green Share button has become a red Stop Share button, as you can see in the illustration.

STEP 6.

When the meeting host has verified your vaccination proof, that person may be able to end your screen share. If not, then the meeting host will ask you to tap the red Stop Share button.

Either way, your proof of vaccination file disappears from the screen, and you are done.

NOTE: If you have a Zoom account, then you can practice these steps in advance of the PATACS Zoom Vaccination Proof Collection meeting.

FINAL NOTE: The federal HIPAA statute does not permit PATACS to make a copy of your vaccination proof. PATACS will only examine your vaccination proof, and make a note of the type of proof you provided.
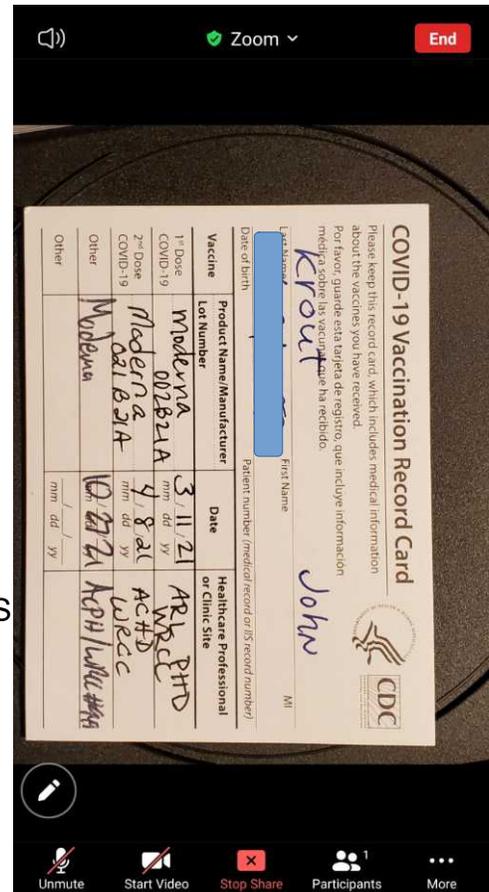

Illustration 7