

Zoom lectures with Wacom One

Monitoring your own Zoom lecture (optional)

This is actually a more general advice, but very relevant for Wacom One users, too. When you are sharing presentations or other material during a Zoom lecture, it is very useful to "monitor" the lecture as a guest, using a mobile device. This way, you can always immediately see if your screen sharing or Zoom polls work as planned. Practical guidelines:

1. Using your laptop, start your Zoom session normally.
2. Make sure that you have Zoom installed on a mobile device (phone or tablet). Do not login to Zoom with your Aalto account on the mobile device.
3. Using the mobile device, connect to the Zoom session as a guest. Do not connect to audio.
4. Keep an eye on the mobile device screen during your lecture. This way, you can immediately see if screen sharing and Zoom polls work as planned.

This approach allows you to see lecture from the **students' point of view**. For example, some programs may update the screen rather slowly via Zoom. If you notice this from your mobile device, you can slow down so that students can actually see what you want to show them.

Practice without audience before your first live session

It is strongly recommended to practice using your Wacom One device without any audience before using it in a live lecture setting. You can for example use your Personal meeting room and additionally connect as a guest using a mobile device (see above). Then test screen sharing, drawing on slides, etc. After practicing, your first live lecture with Wacom One will be much more enjoyable.

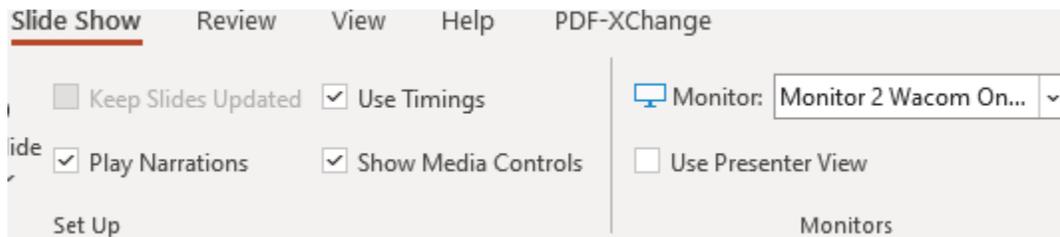
Using multiple displays

It is highly recommended to use Wacom One as a secondary display that **extends your desktop**.

- This way, Wacom One will show your Powerpoint slides and your primary display remains in full use.
- A major benefit is that you can follow the Zoom chat and manage the Zoom meeting on your main screen even while you are sharing a Powerpoint presentation.

(If you need to modify your display settings, you can do it by right-clicking Desktop > Display Settings > Multiple Displays > Extend these displays. See [Microsoft Support](#) for more instructions if necessary).

Step 1. Setup Powerpoint presentation so that the full screen presentation is displayed on Wacom One (Powerpoint > Slide Show > Monitor > Select Wacom One). Also, **uncheck Use Presenter View** (or un-maximize Presenter View during the presentation to keep Zoom controls visible).

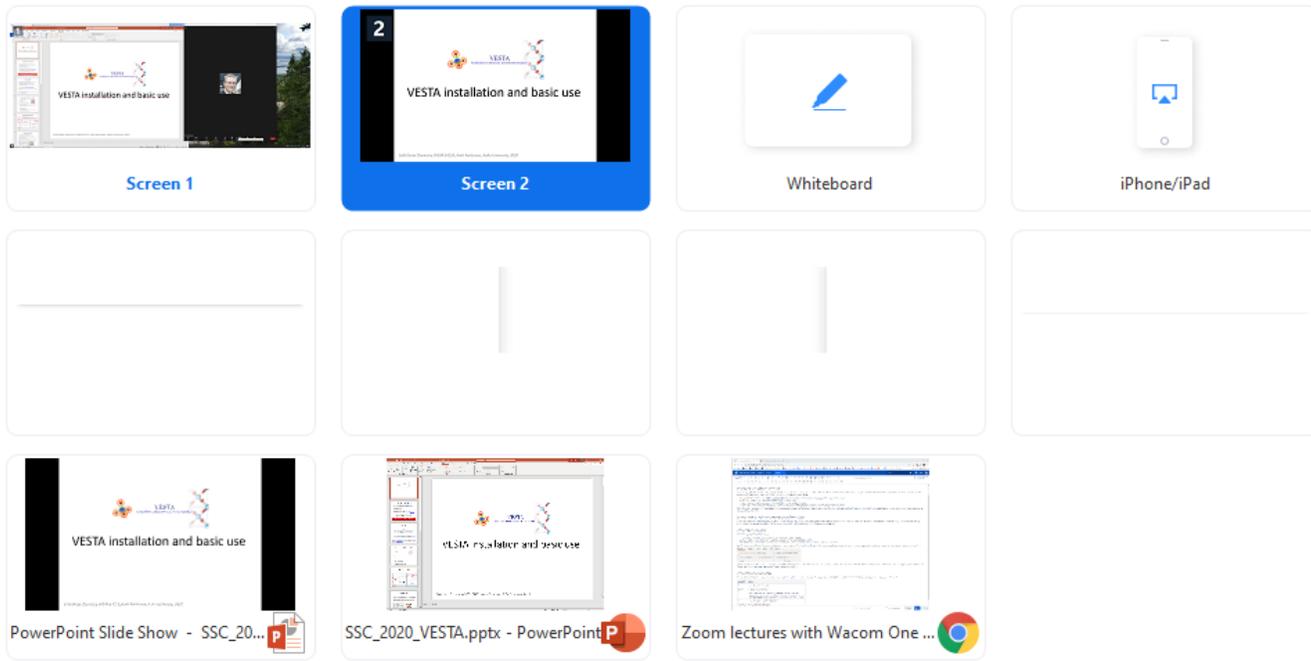


Step 2. In Zoom, share the **whole Wacom One screen**. Not the Powerpoint window, but really the whole Wacom One screen. In the example below, Wacom One is Screen 2 and the primary display is Screen 1.

Select a window or an application that you want to share

X

Basic Advanced Files



Share sound Optimize for video clip

Share

This setting leaves your primary display free for managing the Zoom session. Zoom meeting controls can be opened from the bottom of the primary display (green label that says **You are screen sharing**).

- You can write and draw on the slides during the presentation.
- The easiest way to move around in the presentation is using the arrow keys on your keyboard. Tap the Wacom One with the pen so that the Powerpoint presentation becomes active and then press arrow key (right/left). There are also some other useful keyboard shortcuts available (see below).
- You can also move in the presentation by taking the pen to the bottom left corner of the display. A Powerpoint navigation menu appears and you can move forward or backward.
- Taking the pen close to the display and pressing the button on the pen corresponds to a right-click and opens up a menu.
- You can exit the presentation by clicking Esc on the keyboard (when the Powerpoint presentation is active).

When the whole Wacom One screen is shared, you can simply drag new windows to the Wacom screen if you for example want to show a web browser window at some point.

Useful Powerpoint shortcuts

Here are some Powerpoint shortcuts that you can use while you are presenting with Wacom One. The keyboard shortcuts work when the Powerpoint presentation is active. Tap the Wacom One display with the pen to make the Powerpoint presentation active.

Shortcut	Action
E	Erase ink markup.
Ctrl+M	Hide/Show ink markup.
W	Show blank white slide / Return to presentation from the white slide. This is the fastest way to open up a digital whiteboard during a presentation.
B	Black blank slide (see white slide above)
Arrow keys	Move inside the presentation

(source: <https://support.microsoft.com/en-us/office/use-keyboard-shortcuts-to-deliver-powerpoint-presentations-1524f4ce-bd2a-45f4-9a7f-f18b992b93a0>)