

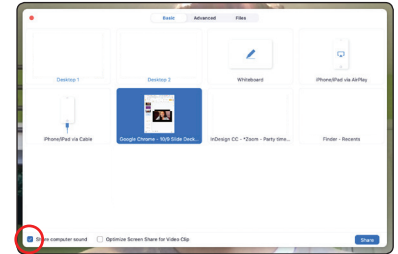
Party Time

1 Open the SparkVotes Parties Game Deck in Google Slides.

2 Start your Zoom meeting.

3 When your guests arrive, share your screen:

- Click "Share Screen" in the Zoom Toolbar.
- Select the browser window with the SparkVotes Parties Game Deck.
- Enable "Share computer sound" before hitting the "Share" button.



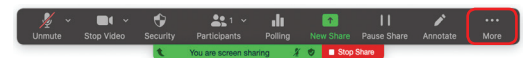
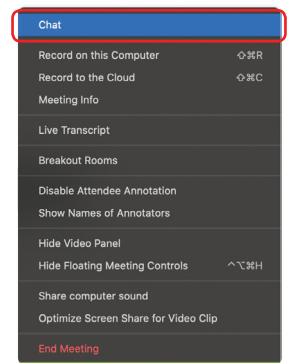
4 Click "Present" in Google Slides to make the SparkVotes Parties Game Deck fullscreen.

5 In Zoom, you can change your viewing settings on the thumbnail videos to see all of your guests while sharing your screen.

Select "Gallery View" and drag the bottom corner until everyone is visible.

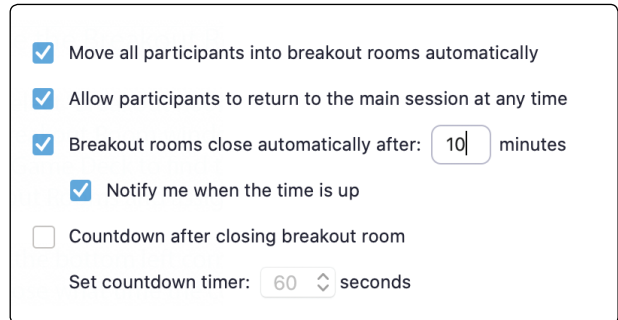
6 In the Zoom Toolbar, click "More" and select "Chat."

Guests will use the chat as a buzzer during games, and you'll also need to share links with them during the party.



7 Create and manage the Breakout Rooms:

- Click "More" and select "Breakout Rooms."
- Navigate to the Breakout Room window. (You may have to briefly exit Fullscreen on the Game Deck to find this window.)
- Create two Rooms and assign the team members.
- Click "Options" in the bottom left corner and match the settings of the image to the right. Be sure to change the time limit according to the game's instructions.
- You can use the "Broadcast" feature to send time warnings from the Main Session to both Breakout Rooms.



8 When you've finished playing the games, end Screen Share.
