



Grant Control

With ReadyTalk's Grant Control feature, you can grant a co-presenter remote access to your computer. To do so...

1. Go to www.readytalk.com/host and log in as the **Chairperson**.
2. Once logged into your **Conference Center**, select a meeting and click the **Open Meeting Controls** button.
3. Once the meeting controls are open, click the **Start Meeting** button.
4. From the conference controls, click on the **Add Co-Presenters** button near the top of the screen. Check the box next to the name of the presenter you would like to promote and then click the **Promote** button.
5. When the promotion completes, click on the **drop down arrow** next to that individual's name and select the **Grant Control of Desktop** option.
6. Your meeting controls will then minimize into a tool bar, your audience members will see your screen, and your co-presenter will have remote control of your desktop.
7. To stop sharing and revoke control of your desktop from your co-presenter, click on the **back button** located on your sharing toolbar near the top of your screen.



Note: Any mouse movement or keyboard presses by you will override your presenter's control of your desktop.

