Zoom - How to Use Smartphone as Document Camera

Issue:
For instructors who wish to give lectures, sections, or office hours in which the primary mode of instruction involves handwritten teaching or annotation of paper documents

Resolution:
1. Get something that will hold your phone above the writing surface.  
   A stack of books or similar makeshift setup would work, or you could use a device like: This one found on Amazon

2. Install the Zoom Cloud Meetings app on your smartphone.  
   Android  
   Apple iOS

3. Launch a Zoom meeting from your computer, as the host. Connect with audio and video.

4. Join the meeting from your phone but do not connect audio on your phone. (You may need to tap “cancel” when asked to join audio.)

5. Tap the screen of your phone and select the icon to flip to the rear-facing camera. If necessary, tap the small inset image on the phone screen so that the image from the rear camera fills the screen.  
   You might need to turn on the Flashlight function of your phone if it is too dark.

6. Mount the phone so that its camera captures the image of the paper that you wish to display. You will probably need to plug in your phone—Zoom drains the battery quickly.

7. On your host computer, you should pin the video to display the image from your phone. If the video is pinned, you will see “Unpin” in the corner of your Zoom screen. Pinning the video will ensure that the video from your phone can be recorded.  
   Your students or colleagues may also need to pin the video to view your handwriting.

8. You can now teach using paper and pen. All audio will run through the computer.

9. Use the Zoom controls on your computer to manage the meeting. You can view participants, mute or unmute microphones, type in the chat window, etc.

- Zoom - Joining Meetings and Best Practices
- Zoom - How do I Update to the Latest Version of Zoom?
- Zoom - How do I Join Meetings if I cannot Install Zoom?
- Blackboard - Copy a Test from Another Course
- Blackboard - How students see group discussion boards