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 **myViewBoard Whiteboard**

A digital whiteboard for Windows, Android, iOS and online.

myViewBoard Whiteboard overview

myViewBoard Whiteboard is a digital whiteboard designed for multiple operating systems (Windows, Android, iOS, and online). myViewBoard Whiteboard works best on a large touch display, such as Interactive Flat Panels (IFPs) like [ViewBoard](https://manuals.viewsonic.com/ViewSonic_User_Guide_Database) (https://manuals.viewsonic.com/ViewSonic_User_Guide_Database), but it can also run on non-interactive screens, such as a laptop screen, and be used with mouse clicks in place of touch interaction.

To experience more features in Whiteboard, we recommend creating a myViewBoard account at [myviewboard.com](https://www.myviewboard.com) (<https://www.myviewboard.com>) to gain access to features like [cloud integration](https://myviewboard.com/kb/en_US/account-settings/cloud-integration) (https://myviewboard.com/kb/en_US/account-settings/cloud-integration), which allows for files to follow users across devices, and certain tools in [Magic Box](https://myviewboard.com/kb/create-lessons/magic-box) (<https://myviewboard.com/kb/create-lessons/magic-box>). To make the most out of Whiteboard, a subscription to a **Premium** or **Entity** account is required to access all of its features. [Find out more about our plans](https://myviewboard.com/kb/account-introduction/subscription-tiers-overview) (<https://myviewboard.com/kb/account-introduction/subscription-tiers-overview>).

Please verify the version of Whiteboard you are using as there will be differences between features available and feature functionality in each version. However, when creating lessons, myViewBoard's proprietary OLF file format is designed to support simple and efficient transfer of file content from one version to the next.

Windows Android iOS

Whiteboard for Windows is designed for devices running Windows 10 or higher. Though ViewBoards come preinstalled with Android, the ViewBoard may also have a slot-in Windows PC installed, allowing for Whiteboard for Windows to be installed on the IFP.

Additionally, Whiteboard for Windows can be used through a desktop or laptop PC with mouse clicks replacing touch.

All Whiteboard versions function similarly with minor differences, but the Windows version is the most feature rich.

Let's get started

- Don't have Whiteboard on your device? Find out [how to install the correct myViewBoard Whiteboard version and related system requirements](https://myviewboard.com/kb/getting-started-whiteboard/download-and-install-whiteboard) (<https://myviewboard.com/kb/getting-started-whiteboard/download-and-install-whiteboard>).
- Don't have an account? Learn [how to create an account](https://myviewboard.com/kb/account-introduction/create-an-account) (<https://myviewboard.com/kb/account-introduction/create-an-account>) and [subscribe to different myViewBoard plans](https://myviewboard.com/kb/account-introduction/subscription-tiers-overview) (<https://myviewboard.com/kb/account-introduction/subscription-tiers-overview>).
- Need to get more familiar with Whiteboard tools? Go in-depth with [toolbar features](https://myviewboard.com/kb/whiteboard-working-area/main-toolbar) (<https://myviewboard.com/kb/whiteboard-working-area/main-toolbar>), as well as [Magic Box features](https://myviewboard.com/kb/create-lessons/magic-box) (<https://myviewboard.com/kb/create-lessons/magic-box>).
- Want to better understand the differences between the different Whiteboard versions? Review our [myViewBoard Whiteboard feature comparison page](https://myviewboard.com/kb/whiteboard-working-area/wb-features-comparison1) (<https://myviewboard.com/kb/whiteboard-working-area/wb-features-comparison1>).



myViewBoard Whiteboard

A digital whiteboard for Windows, Android, iOS and online.

Download, install, and update myViewBoard Whiteboard

This article outlines key details like system requirements and steps to download myViewBoard Whiteboard.

System requirements

Windows **Android** **iOS**

Recommended specifications	Minimum requirements	Specifications for devices interacting with Whiteboard ¹
<ul style="list-style-type: none"> Operating system: Windows 10 Pro 64-bit, version 21H2² and above Processor: Intel Core i7 x86³, 3.6 GHz or above RAM: 16 GB Disk drive: SSD Bandwidth: 25 Mbps or higher (wired connection preferred) Touch display: ViewSonic ViewBoard@ (https://www.viewsonic.com/us/products/shop/viewboard) Other software required: .NET 4.8² 	<ul style="list-style-type: none"> Operating system: Windows 10 Pro 64-bit, version 1607² and above Processor: Intel Core i3 x86, 3.2 GHz or above RAM: 8 GB Disk drive: HDD or SSD Bandwidth: 25 Mbps (wired connection preferred) Other software required: .NET 4.8² 	<ul style="list-style-type: none"> Operating system: Windows 10 and above, macOS, and Chrome OS Processor: Intel Core i3 x86, 3.2 GHz or above Bandwidth: 25 Mbps One of the following browsers: <ul style="list-style-type: none"> Chrome (latest version) Edge (latest version)

¹This applies to participants interacting with the host whiteboard by watching the [Wireless Presentation](https://myviewboard.com/kb/present-lessons/wireless-presentation) (<https://myviewboard.com/kb/present-lessons/wireless-presentation>), or using features from myviewboard.com, such as [Throw](https://myviewboard.com/kb/student-engagement/throw) (<https://myviewboard.com/kb/student-engagement/throw>).

²To ensure the minimum .NET Framework requirement of version 4.8 is met on your device, make sure your Windows 10 64-bit meets the minimum requirement of version 1607.

³For users running 11th Gen Intel, performance issues are expected when using the [Embedded Browser](https://myviewboard.com/kb/create-lessons/embedded-browser) (<https://myviewboard.com/kb/create-lessons/embedded-browser>) or when uploading GIF files. In order to improve performance, please

update your Intel Graphics Driver to version 30.0.100.9667 or a newer production version. The latest drivers can be [found here](https://www.intel.com/content/www/us/en/download/19387/intel-graphics-beta-windows-dch-drivers.html) (<https://www.intel.com/content/www/us/en/download/19387/intel-graphics-beta-windows-dch-drivers.html>). For more information on this

issue, please view [these resources](#)

(https://www.intel.com/content/www/us/en/search.html#sort=relevancy&f:@tabfilter=%5BDownloads%5D&f:@stm_10385_en=%5BGraphics,Intel%20Iris%20Xe%20Graphics%20Family%5D).


Download and install myViewBoard Whiteboard

Windows

Android

iOS

Download myViewBoard Whiteboard for Windows by following these steps:

1. Go to myViewBoard.com.
 - o **If already signed in,**
 - a. Open the **Download myViewBoard applications** pop-up, found in the header.
 - b. Press the Windows icon  in the pop-up to download the installer.
 - o **If not signed in,**
 - a. Click **Download** in the header.
 - b. Press the **myViewBoard Whiteboard** icon.
 - c. Press the **Download for Windows 64 bit** button.
2. The file will download to your local drive.

Install by following these steps:

1. Open the installation file.
2. On the myViewBoard Setup window, press **Next**.
3. Press **Install** (requires administrative privileges).
4. If prompted on a separate window, press **Yes** to allow the app to make changes to your device.
5. When installation is complete, press **Finish**.

myViewBoard: Installing myViewBoard Whiteboard Software



<https://youtu.be/koodeleqwlQ>

Enroll instances

For **entity users only**, enrolling myViewBoard Whiteboard is recommended so IT Admin can configure certain Whiteboard settings more easily. Whiteboard requires a stable internet connection to successfully enroll your instance. Enrollment only needs to be done once on a given instance after installation.

STANDARD, PRO, and PREMIUM USERS


Standard, Pro, and Premium users can skip ahead to **signing in** (<https://myviewboard.com/kb/getting-started-whiteboard/signing-in>) since enrolling your newly installed myViewBoard Whiteboard is not required.

WHITEBOARD FOR WINDOWS USERS


- Enrolling myViewBoard Whiteboard is not currently supported within the Whiteboard for Windows app.
- The only method of instance enrollment under an entity is through MSI installation. ([Learn more \(https://myviewboard.com/kb/en_US/entity-management-1/myviewboard-deployment\)](https://myviewboard.com/kb/en_US/entity-management-1/myviewboard-deployment).)
- However, **activation is no longer required** as of v2.59.1.0 of Whiteboard for Windows. Simply launch Whiteboard after installation, sign in, and access the features available to your subscription tier.

Entity users can complete instance enrollment under their entity by the following methods:

Method 1: Enroll with Whiteboard Enrollment Form (any entity user) +

1. Install Whiteboard onto the device (visit the download page if the app is not already installed on your device).
2. Open the software and sign in with your myViewBoard account.
3. Press **settings** and click  for the software information tab.
4. Press **Enroll Software Instance under Entity**.
5. Complete the **Whiteboard Enrollment Form** by entering a Whiteboard name and a myViewBoard email address.
6. After inputting the email address, await detection of the corresponding entity.
7. A prompt should appear informing you of successful enrollment.

Method 2: Enroll with Whiteboard Enrollment QR Code (Entity Admin only) +

1. Install Whiteboard onto the device (visit the download page if the app is not already installed on your device).
2. Open the software and sign in with your myViewBoard account.
3. Press **settings** and click  for the software information tab.
4. Press **Enroll Software Instance under Entity**.

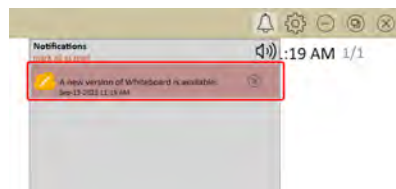
5. On the Whiteboard Enrollment Form, press **Enroll via QR Code**.
6. Open the Companion app (https://myviewboard.com/kb/en_US/companion) (make sure to be signed in with your Entity Admin account).
7. Tap the QR code icon to open the scanner.
8. Scan the QR code displayed on Whiteboard with your mobile device.
9. On your mobile device, ensure you select your desired entity.
10. Tap **Submit**.
11. A prompt should appear on Whiteboard informing you of successful enrollment.



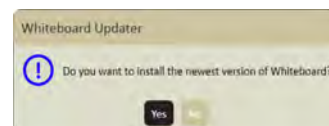
After sign-in, access the enrollment QR code or form in myViewBoard Whiteboard settings.

Update myViewBoard Whiteboard

In general, when a new version of Whiteboard becomes available, you'll receive a notification and a prompt in the app asking if you would like to update to the latest version.

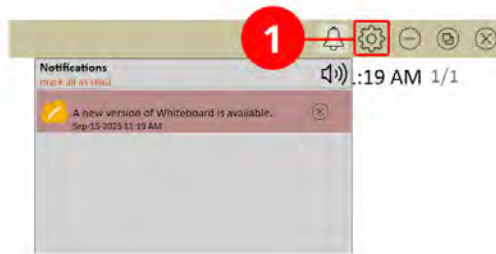


Notification of a new available version of myViewBoard Whiteboard, found at the right of the top toolbar menu.



Prompt asking user if they want to update to the latest version of Whiteboard.

If you don't see the notification prompt, you can also initiate the Whiteboard Updater through the settings menu. Go to the information tab to find the **Update myViewBoard Whiteboard** button.



If no update is available, you'll receive a "Version is up to date" dialog. Otherwise, you'll be prompted to update myViewBoard Whiteboard. (See Whiteboard Updater screen above.) Follow the instructions to initiate and complete the update.

STILL NOT UPDATING?

Windows **ViewBoard**

If the update process is not initiating, we recommend you uninstall Whiteboard and download the latest version from myviewboard.com, following the steps above.

myViewBoard: Not Installing Updates



<https://youtu.be/tQnkQVb8UXg>

myViewBoard Knowledge Base


myViewBoard Whiteboard

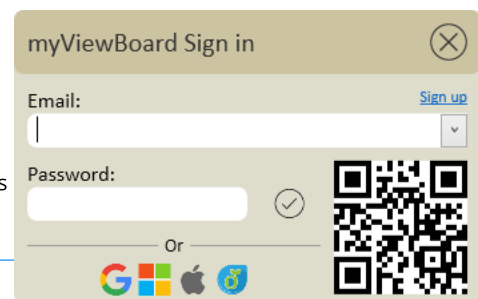
A digital whiteboard for Windows, Android, iOS and online.

Signing in to myViewBoard Whiteboard

Sign in to myViewBoard Whiteboard to access all available features to your subscription tier.

Signing in is easy—just use the same Google, Microsoft, Apple, or email account you used to register your myviewboard.com (myViewBoard.com) account.

The sign-in panel appears at the bottom-right of the Whiteboard screen. If this panel is hidden, click  to show the sign-in panel.



Sign-in panel.

CREATE AN ACCOUNT

If you have yet to create an account or are not sure what your sign-in credentials are, learn [how to create an account \(https://myviewboard.com/kb/account-introduction/create-an-account\)](https://myviewboard.com/kb/account-introduction/create-an-account).




Signing in by email

1. Input your email and password.
2. Press the checkmark button.


FORGOT PASSWORD

If you have forgotten your myViewBoard password, or if you never activated your account, [find out more here \(https://myviewboard.com/kb/account-introduction/sign-in\)](https://myviewboard.com/kb/account-introduction/sign-in).

Signing in with a Google, Microsoft, or Apple account

1. Click any of the following:
 - o Sign in with  Google.
 - o Sign in with  Microsoft.
 - o Sign in with  Apple.
2. Follow the prompted instructions with your chosen account to sign in.

Signing in by Companion app QR code

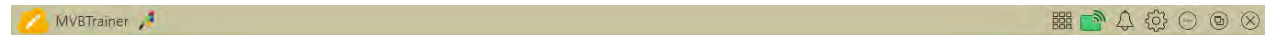
1. Launch myViewBoard Companion app  on your mobile device (with internet access).
2. Sign in using your myViewBoard account.
3. Tap the QR code icon to open the phone's camera.

4. Position the phone so that the **QR code** displayed within the **myViewBoard Sign-in** panel is inside Companion app QR code scanner.

Stay signed in (Windows-only)

Users who wish to stay signed in to Whiteboard, even after closing the app, can do so with the stay signed in feature (Windows-only).

When you launch Whiteboard for Windows, you will see a prompt to stay signed in. Select **Yes** and you will remain signed until you sign yourself out. Even if you close the app or restart your device, each time you launch Whiteboard, you will *automatically be signed in*.



Stay signed in prompt after first signing in with the stay signed in feature.

ENTITY USERS NOTE

If you are an **entity user** and don't see the stay signed in prompt after signing in but you would like to use this feature, contact your organization's IT for assistance. (**Standard**, **Pro**, and **Premium** users automatically have access to this feature on signing in.)

IT admin should configure this setting in **Software Instances** (https://myviewboard.com/kb/en_US/entity-management-1/software-instances?from_search=110360223#configure-an-instances-settings-6).

Learn more

myViewBoard: Signing In To Your myViewBoard Account




<https://youtu.be/TRpwHdddXiU>

myViewBoard Whiteboard

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Whiteboard settings

To change myViewBoard Whiteboard **settings**, press  in the title bar (top-right of the screen).


To configure even more settings affecting your Whiteboard experience, sign in to myviewboard.com ([//myViewBoard.com](https://myviewboard.com)) and go to the

[FollowMe settings](https://myviewboard.com/kb/en_US/account-settings/followme-settings) (https://myviewboard.com/kb/en_US/account-settings/followme-settings).

User and technical settings

Windows **Android** **iOS**

User preferences

On first opening the **settings** window, you will see the  **User Preferences** tab.



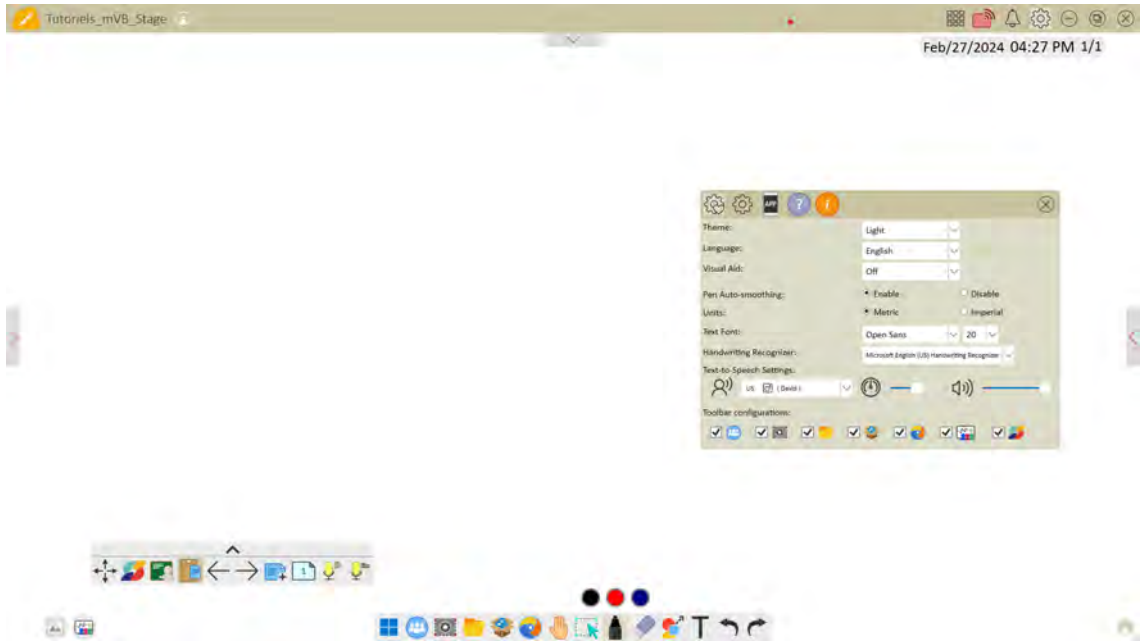
User preferences tab.

The following user preference settings are available:

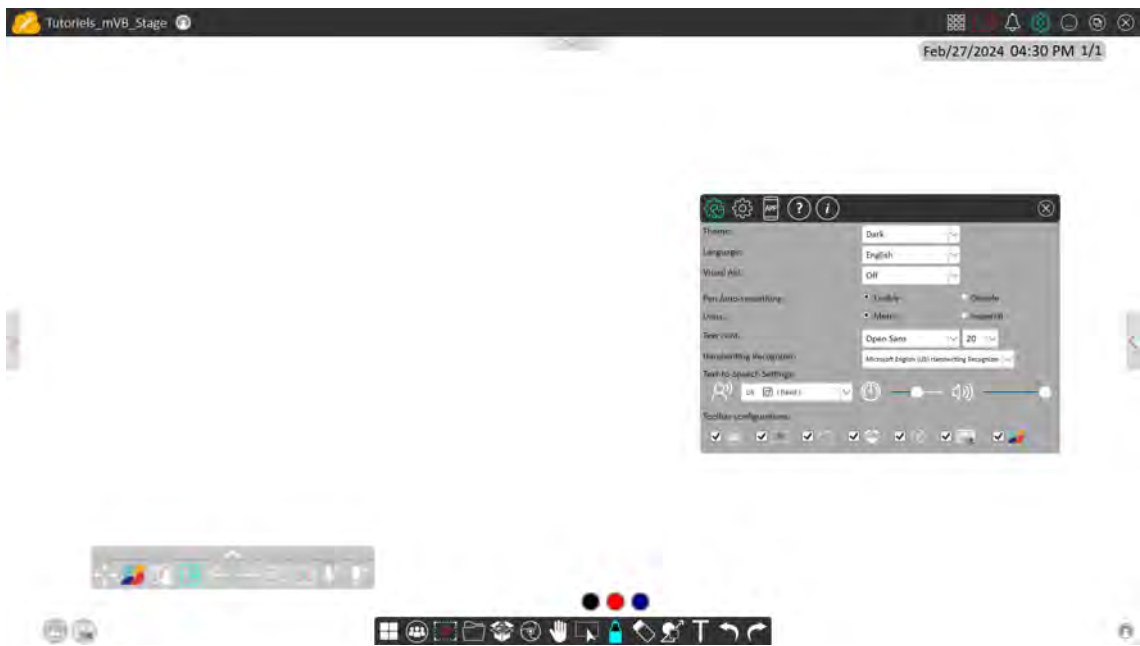
Theme +

Select from two themes based on your preference:

- **Light:** This is the default view upon first opening Whiteboard.



- **Dark:** This view alters the UI to a dark theme.



Language

+

Select the language which will display in Whiteboard's UI. After selecting a language, the Whiteboard UI will update immediately.

Language name (English)	Native name
Arabic	العربية
Bangla	বাংলা
Basque	Euskara
Catalan	Català

Chinese (Traditional)	繁體中文
-----------------------	------

Language name (English)	Native name
Danish	Dansk
Dutch	Nederlands
English	English
Estonian	Eesti
Finnish	Suomalainen
French	Français
German	Deutsch
Greek	ελληνικά
Hindi	हिन्दी
Hungarian	Magyar
Indonesian	Indonesian
Italian	Italiano
Japanese	日本語
Kannada	ಕನ್ನಡ
Kazakh	Қазақ тілі
Latvian	Latviešu
Lithuanian	Lietuvių
Malaysian	Malay
Marathi	मराठी
Polish	Polskie
Portuguese	Português
Punjabi	ਪੰਜਾਬੀ
Romanian	Română
Russian	Русский
Slovak	Slovenčina

Slovak	Slovensčina
Spanish	Español
Language name (English)	Native name
Swedish	Svenska
Tamil	தமிழ்
Telugu	తెలుగు
Thai	ไทย
Turkish	Türkçe
Ukrainian	україна
Vietnamese	Tiếng Việt

Visual Aid



For those in need of color-blind support, Whiteboard offers different visual filters. Select from the following:

- Off
- Inverted color
- Grayscale
- Grayscale inverted
- Deuteranopia
- Protanopia
- Tritanopia



VISUAL AID NOTE

Whiteboard Visual Aid cannot be run at the same time as **Windows Color Filter** (<https://support.microsoft.com/en-us/windows/use-color-filters-in-windows-43893e44-b8b3-2e27-1a29-b0c15ef0e5ce>). Ensure Windows Color Filter is turned off when enabling Whiteboard Visual Aid.

Configuration toggles

+

The following can be toggled on or off, with all configurations enabled by default:

- **Pen Auto-smoothing:** Automatically smooth out lines created by writing with Pen tools.
- **Units:** Switch between **Metric** and **Imperial**. These measurement units appear when creating shapes with [Shapes tools](https://myviewboard.com/kb/en_US/main-toolbar-1/shapes-and-lines) (https://myviewboard.com/kb/en_US/main-toolbar-1/shapes-and-lines) and when using [Magic Box tools](https://myviewboard.com/kb/en_US/magic-box-basics/tools-overview) (https://myviewboard.com/kb/en_US/magic-box-basics/tools-overview).

Text Font

+

Configure the default **font type** and **font size** when using the Text tool **T**.

Default **font size**, **font weight**, and **font color** can also be configured at [myViewBoard.com](https://myviewboard.com) ([//myViewBoard.com](https://myviewboard.com)) > [FollowMe](https://myviewboard.com/kb/en_US/account-settings/followme-settings) (https://myviewboard.com/kb/en_US/account-settings/followme-settings).

Handwriting Recognizer

+

Set the language that Whiteboard's built-in [handwriting recognition](https://myviewboard.com/kb/en_US/text-formatting/handwriting) (https://myviewboard.com/kb/en_US/text-formatting/handwriting) will detect. The following options are currently supported:

- Microsoft English (US) Handwriting Recognizer
- Microsoft English (Canada) Handwriting Recognizer
- Microsoft 中文 (繁體) 手寫辨識器

Text to Speech Settings

+

Configure default text-to-speech settings:

- **Voice:** Select from pre-installed voices (must be installed in your system already).
- **Speed:** Adjust how fast the voice reads text.
- **Volume:** Adjust the volume of the voice when reading text.

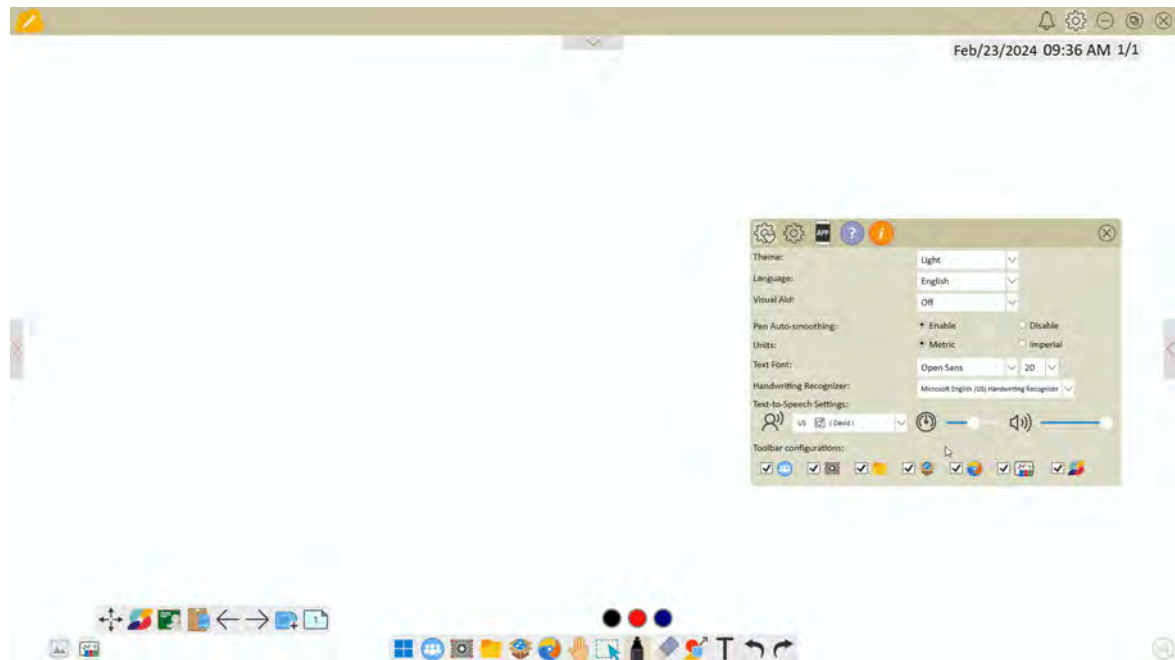
These options affect the Text to Speech option available within the **Text Editor** (<https://myviewboard.com/kb/text-formatting/text-editor>) pop-up when inputting text to the canvas.

Toolbar configuration

+

Adjust the settings to enable or disable the following tools for the Main Toolbar, Floating Toolbar, and Participation options:

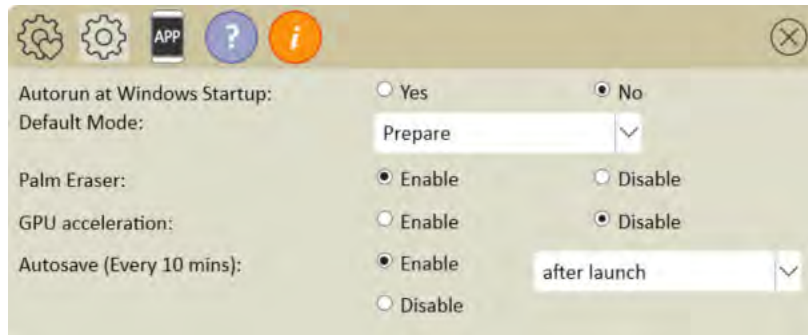
- [Wireless Presentation](https://myviewboard.com/kb/en_US/main-toolbar-1/wireless-presentation-1) (https://myviewboard.com/kb/en_US/main-toolbar-1/wireless-presentation-1)
- [Screen Capture](https://myviewboard.com/kb/en_US/present-lessons/screen-capture) (https://myviewboard.com/kb/en_US/present-lessons/screen-capture)
- [File Manager](https://myviewboard.com/kb/en_US/main-toolbar-1/file-manager) (https://myviewboard.com/kb/en_US/main-toolbar-1/file-manager)
- [Magic Box](https://myviewboard.com/kb/en_US/create-lessons/magic-box) (https://myviewboard.com/kb/en_US/create-lessons/magic-box)
- [Embedded Browser](https://myviewboard.com/kb/en_US/main-toolbar-1/1634051-embedded-browser-overview) (https://myviewboard.com/kb/en_US/main-toolbar-1/1634051-embedded-browser-overview)
- [Participate Mode](https://myviewboard.com/kb/en_US/classroom-engagement/participate-mode) (https://myviewboard.com/kb/en_US/classroom-engagement/participate-mode)
- ClassSwift



Selection of the Toolbar tools to hide or display directly from the Whiteboard settings.

Technical settings

Press  to view the **Technical Settings** tab.




Technical Settings tab.

The following technical settings are available:

- **Autorun at Windows Startup:** Automatically start myViewBoard Whiteboard when starting your computer.
- **Default Mode:** Select whether Whiteboard will start in **Prepare**, **Present** (<https://myviewboard.com/kb/present-lessons/present-mode>), or **Desktop Mode**.
- **Palm Eraser:** Enable erasing objects on the canvas using a closed palm on some Interactive Flat Panels (IFPs). Erase pen strokes even when the Pen tool is not selected.
- **GPU Acceleration:** Enables devices with a dedicated graphics card to allot extra computing power toward improving Whiteboard performance.

Companion app download

Windows **Android** **iOS**

Click  to download the [myViewBoard Companion app](https://myviewboard.com/kb/getting-started-companion/overview-companion-app) (<https://myviewboard.com/kb/getting-started-companion/overview-companion-app>). On this tab, QR codes will display for opening the Companion app page on the App Store or Google Play.




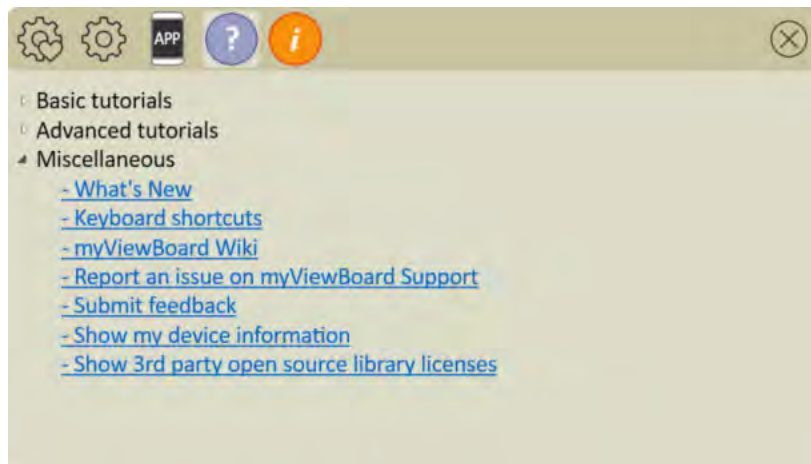
Scan the QR with your Apple or Android device to be taken to the myViewBoard Companion app download page.

You can also always access Companion app store page through [myviewboard.com's Download page](https://myviewboard.com/download/) (<https://myviewboard.com/download/>).

Help

Windows **Android** **iOS**

Click  to view resources that help you learn to operate myViewBoard Whiteboard through common tasks and questions.



Help tab.


The following sections are available in this tab:

- **Basic**
 - View video tutorials covering Whiteboard's most important features.
 - Videos open in a floating window within Whiteboard through the Embedded Browser.
- **Advanced**
 - View video tutorials covering more advanced Whiteboard features and workflows.
 - Videos open in a floating window within Whiteboard through the Embedded Browser.
- **Miscellaneous**
 - **What's New:** View articles that explain the latest myViewBoard Whiteboard release details.
 - **Keyboard Shortcuts:** Review an article outlining the hotkeys available for Whiteboard.
 - **myViewBoard Knowledge Base:** Access the Knowledge Base in the Embedded Browser.

- **myViewBoard Knowledge Base:** Access the knowledge base in the Embedded Browser.
- **myViewBoard Support:** Leave a ticket for our Technical Support Team to review and respond to.
- **Whiteboard for Windows Survey:** Submit feedback through a survey.
- **Show my device information:** In cases of technical support, click this to generate a hardware and software summary of your device and Whiteboard version.
- **Show 3rd party open source library licenses:** Click this to generate a licenses agreement of 3rd party components used by Whiteboard.

Software information

Windows **Android** **iOS**

Click  to display details on the current version of your currently installed Whiteboard for Windows.



Software info tab.

This tab displays the following information:

- **Email:** The email address used to enroll this Whiteboard instance.
- **Whiteboard Name:** Whiteboard name assigned by IT Admin.
- **Instance ID:** Unique ID associated to this instance.
- **Version:** Whiteboard version currently installed.

The following additional information is available:

- **Remote Control status:** Displays whether this Whiteboard can allow casting through Wireless Presentation.
- **Update myViewBoard Whiteboard:** Click to check for a new Whiteboard version.

myViewBoard Knowledge Base

myViewBoard Whiteboard

A digital whiteboard for Windows, Android, iOS and online.

Whiteboard preferences and pre-configurations

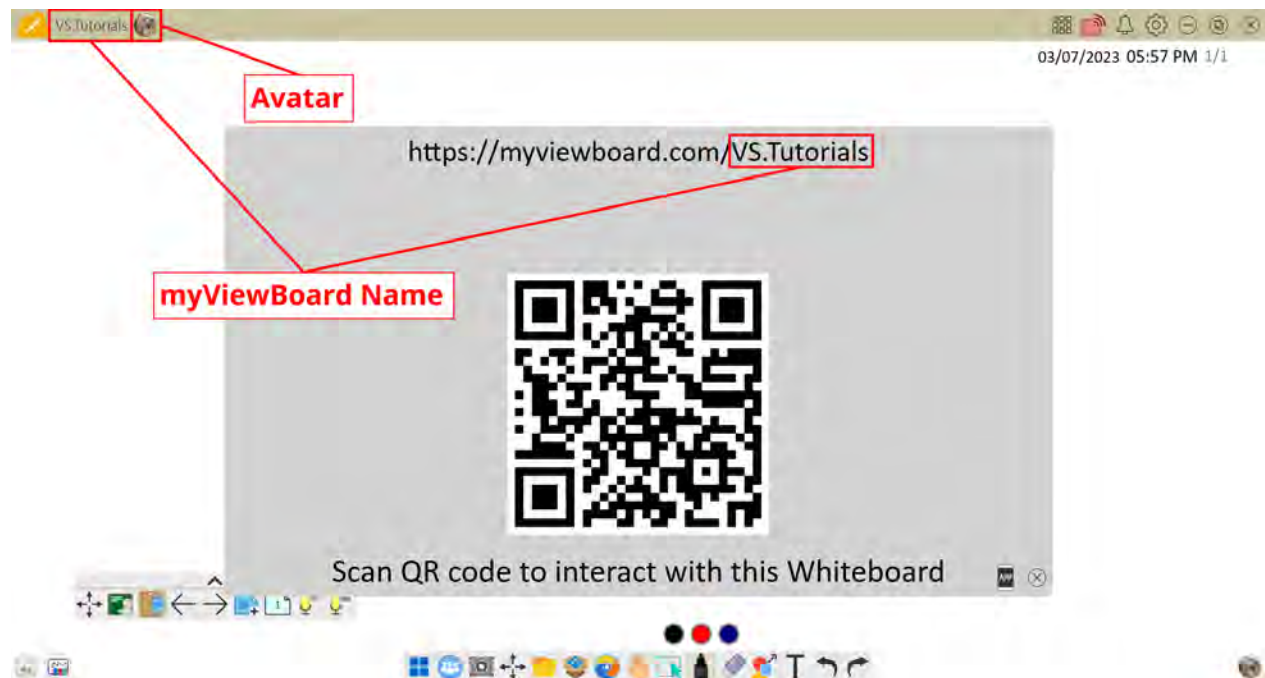
myViewBoard Whiteboard users can access app setting preferences from within the app, and preferences updated will save to that specific app instance.

Additionally, users should be aware they can pre-configure certain settings and preferences after signing in to myviewboard.com ([//myviewboard.com](https://myviewboard.com)).

Settings configurable in Edit Account

After signing in to myviewboard.com, users should access **Edit Account** (https://myviewboard.com/kb/en_US/personalize-myviewboard-account#account-settings-1) to update the following account information:

- Avatar
- myViewBoard Name



Settings configurable in **Edit Account** on myviewboard.com.

Preferences configurable in FollowMe

After signing in to myviewboard.com, users should access **FollowMe** (<https://myviewboard.com/kb/account-settings/followme-settings>) to update the following Whiteboard app preferences:

- Whiteboard Theme
- Session Password (<https://myviewboard.com/kb/account-settings/followme-settings#set-a-session-password-2>)

Session Password (https://myviewboard.com/?account=setting&followme=setting&account=setting&session-password/)

- Show Time
- Show Grid
- Enable Wireless Presentation at launch



Preferences configurable in **FollowMe** on myviewboard.com.

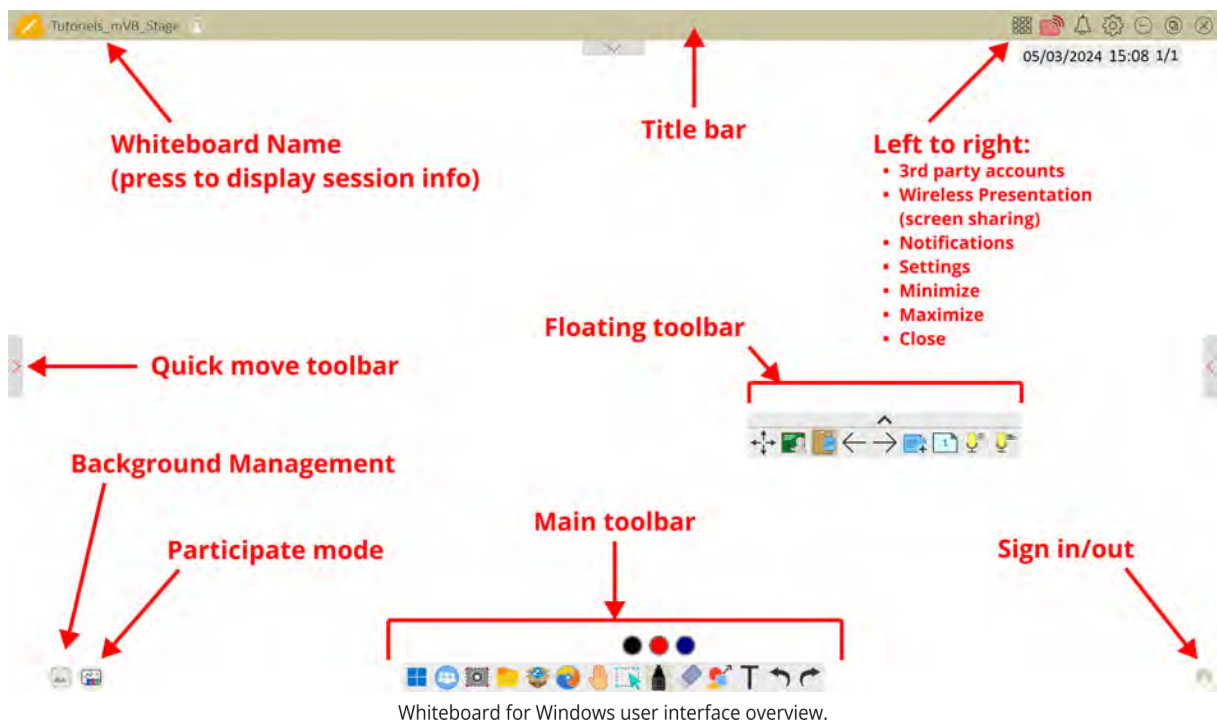
myViewBoard Knowledge Base

myViewBoard Whiteboard



A digital whiteboard for Windows, Android, iOS and online.

myViewBoard Whiteboard interface overview

Windows Android iOS











After opening Whiteboard, you will see the working area and toolbar icons. Additionally, the **Whiteboard session information** is at the upper-left corner and the **Whiteboard Settings icons** are at the upper-right corner.

You can also generally find more tools and options by **tapping any icon** in the main toolbar **twice**. Just like a regular whiteboard, you can use a  (<https://wiki.myviewboard.com/Pen>) **Pen** (https://myviewboard.com/kb/en_US/main-toolbar-1/pen-tools-overview) tool to write on the board and an  (<https://wiki.myviewboard.com/Eraser>) **Eraser** (<https://myviewboard.com/kb/main-toolbar-1/eraser>) to clear writing or objects.

Essential Whiteboard Features

Windows Android iOS

- **Infinite Canvas:** The working area is infinite — press  (<https://myviewboard.com/kb/main-toolbar-1/infinite-canvas>) **Infinite Canvas** (https://myviewboard.com/kb/en_US/main-toolbar-1/infinite-canvas) and zoom in and out of or pan around the canvas. Great for moving seamlessly through a topic within the same page!

- **New Page:** Add new pages by pressing  (<https://myviewboard.com/kb/floating-toolbar-1/page-navigation>) **New Page** (<https://myviewboard.com/kb/floating-toolbar-1/page-navigation>) in the floating toolbar. It's up to you how you choose to display your materials; on different pages, or different parts of the same page (or a combination of both).
- **Magic Box:** You have access to a host of interactive tools via  (<https://myviewboard.com/kb/magic-box-basics/overview-mb>) **Magic Box** (<https://myviewboard.com/kb/create-lessons/magic-box>).
- **Embedded Browser:** Browse the web within Whiteboard with  (https://myviewboard.com/kb/en_US/create-lessons/embedded-browser) **Embedded Browser** (https://myviewboard.com/kb/en_US/create-lessons/embedded-browser), with the option to easily add web images, videos, and pages to your canvas.
- **Import content:** Display your existing files and content with the  (https://myviewboard.com/kb/en_US/magic-box-basics/import-file) **Import** (<https://myviewboard.com/kb/magic-box-basics/import-files>) feature (found within Magic Box).
- **Windows Toggle button:** Navigate your Windows system's apps and web browser while still having access to Whiteboard annotation tools, using the  (https://myviewboard.com/kb/en_US/main-toolbar-1/windows-toggle) **Windows Toggle button** (https://myviewboard.com/kb/en_US/main-toolbar-1/windows-toggle). Switch between pen tools and mouse navigation by toggling between  and . To add Magic Box elements in Windows mode, double press the desired feature (drag and drop is not supported in this mode).

KEYBOARD SHORTCUTS

The Windows version of Whiteboard supports keyboard shortcuts to allow quick switching between tools. For the full list, view the **Keyboard shortcut page** (<https://myviewboard.com/kb/whiteboard-tips/keyboard-shortcuts>).

DIFFERENCES BETWEEN WHITEBOARD VERSIONS

To learn more about which features are supported across different versions of Whiteboard, view the **Features comparison page** (<https://myviewboard.com/kb/whiteboard-working-area/wb-features-comparison1>).

myViewBoard Knowledge Base



myViewBoard Whiteboard






A digital whiteboard for Windows, Android, iOS and online.








Whiteboard main toolbar

On this page, review the available tools within Whiteboard's main toolbar across all versions. Click tool icons to learn more.

Overview of tools

Windows Android iOS

 <p>https://myviewboard.com/kb/main-toolbar-1/windows-toggleWindows Toggle (https://myviewboard.com/kb/main-toolbar-1/windows-toggle)</p>	<p>Click to hide the Whiteboard canvas while still having access to Whiteboard tools. By doing so, you can navigate your Windows OS and its apps while having the option to annotate on top at any time.</p>
 <p>https://myviewboard.com/kb/present-lessons/wireless-presentationWireless Presentation (https://myviewboard.com/kb/present-lessons/wireless-presentation)</p>	<p>Enable and manage wireless presentations by casting your session to other devices or receiving a feed from other devices. Also, begin a 3rd party video conferencing session (must be bound to your account in your FollowMe settings (https://myviewboard.com/kb/account-settings/cloud-integration)).</p>
 <p>https://myviewboard.com/kb/present-lessons/screen-captureScreen Capture (https://myviewboard.com/kb/present-lessons/screen-capture)</p>	<p>Screenshot the canvas or record audio or video activity on the canvas.</p>
 <p>https://myviewboard.com/kb/main-toolbar-1/move-toolbar-mainMove toolbar (https://myviewboard.com/kb/en_US/main-toolbar-1/move-main-toolbar)</p>	<p>Click/tap and drag to move the position of the toolbar to either side of or the bottom of the canvas.</p>
 <p>https://myviewboard.com/kb/main-toolbar-1/file-managementFile Management (https://myviewboard.com/kb/main-toolbar-1/file-management)</p>	<p>Open, save, export, print, or share Whiteboard session files.</p>

<p><u>(https://myviewboard.com/kb/main-toolbar-1/file-manager)File Manager</u> (https://myviewboard.com/kb/main-toolbar-1/file-manager)</p>	
<p> <u>(https://myviewboard.com/kb/create-lessons/magic-box)Magic Box</u> (https://myviewboard.com/kb/create-lessons/magic-box)</p>	<p>Add tools that enhance engagement and encourage students to interact with the board.</p>
<p> <u>(https://myviewboard.com/kb/create-lessons/embedded-browser)Embedded Browser</u> (https://myviewboard.com/kb/create-lessons/embedded-browser)</p>	<p>Opens an internet browser within your Whiteboard session. Drag text, images, and videos onto the canvas as objects, or embed web pages into the canvas for later navigation.</p>
<p> <u>(https://myviewboard.com/kb/main-toolbar-1/infinite-canvas)Infinite Canvas</u> (https://myviewboard.com/kb/main-toolbar-1/infinite-canvas)</p>	<p>Drag to move around the canvas. When using touch controls, use two touchpoints to zoom in/out. Click/tap this icon twice to open the Infinite Canvas overview for easier navigation.</p>
<p> <u>(https://myviewboard.com/kb/main-toolbar-1/selection-tool)Selection Tool</u> (https://myviewboard.com/kb/main-toolbar-1/selection-tool)</p>	<p>Select objects by drawing a line across/surrounding desired objects. This allows resizing of images and shapes, editing of text, and editing of objects through the Adorning Menu (https://myviewboard.com/kb/adorning-menu-all/delete-objects).</p>
<p> <u>(https://myviewboard.com/kb/main-toolbar-1/pen-tools-overview)Pen</u> (https://myviewboard.com/kb/main-toolbar-1/pen-tools-overview)</p>	<p>Draw using freehand lines. Click/tap twice to open the Pens sub-menu, which contains AI Pen and more.</p>
<p> <u>(https://myviewboard.com/kb/main-toolbar-1/eraser)Eraser</u> (https://myviewboard.com/kb/main-toolbar-1/eraser)</p>	<p>Erase objects by dragging over or tapping them. Click/tap twice for more eraser options.</p>
<p> <u>(https://myviewboard.com/kb/main-toolbar-1/shapes-and-lines)Shapes and Lines</u> (https://myviewboard.com/kb/main-toolbar-1/shapes-and-lines)</p>	<p>Create shapes and arrows as well as tables. Click/tap twice for a sub-menu containing different shape and arrow types.</p>
<p>T <u>(https://myviewboard.com/kb/main-toolbar-1/text-tools)Text</u></p>	<p>Create a textbox and input text onto the canvas. Click/tap twice to switch to Handwriting Recognition mode.</p>

<https://myviewboard.com/kb/main-toolbar-1/text-tools>



<https://myviewboard.com/kb/main-toolbar-1/undo-redo>



<https://myviewboard.com/kb/main-toolbar-1/undo-redo>




Undo / Redo

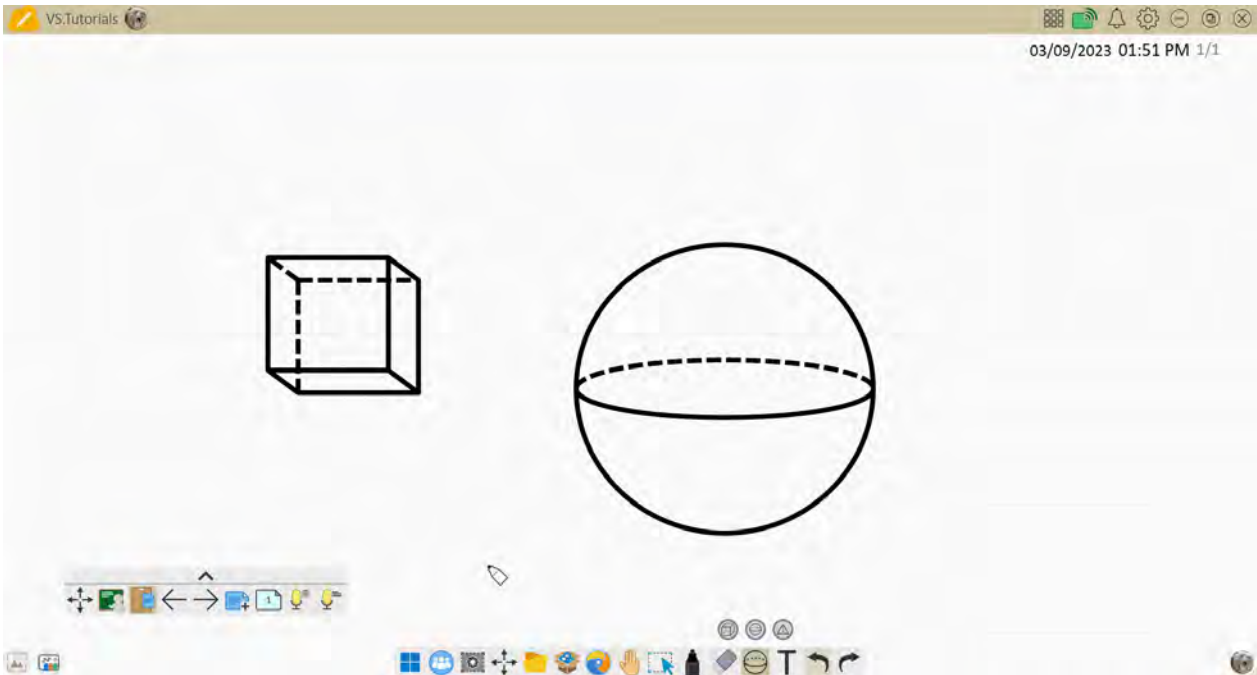
<https://myviewboard.com/kb/main-toolbar-1/undo-redo>

Undo/redo the last action on the current page.

Move position of the main toolbar

Users can move the **main toolbar** to different positions within myViewBoard Whiteboard. The following options are available:

- Tap the **move toolbar**  icon to move the main toolbar to the left or right side of the canvas.
- Press-hold and drag  to move between the positions outlined on the left, bottom, or right side of the canvas.
- Press-hold and drag  up to title bar to move the main toolbar to the top of the canvas (**Windows-only**).



Example of moving the main toolbar. The user moves the toolbar by pressing and dragging the move icon. Finally, the user presses the move icon to instantly move the toolbar.

myViewBoard Knowledge Base








myViewBoard Whiteboard

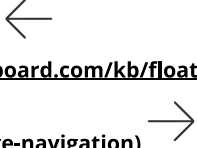




A digital whiteboard for Windows, Android, iOS and online.

Floating toolbar

On this page, review all the available tools and features within Whiteboard's floating toolbar across all versions. Press tool icons to learn more.

Windows **Android** **iOS**

 <p>(https://myviewboard.com/kb/floating-toolbar-1/move-toolbar-floating)Move toolbar (https://myviewboard.com/kb/en_US/main-toolbar-1/move-main-toolbar).</p>	<p>Click/tap and drag to move the position of the toolbar anywhere on the canvas.</p>
 <p>ClassSwift</p>	<p>Launch ClassSwift, a tool for creating interactive, push-and-respond content to enhance student engagement and understanding in educational settings.</p>
 <p>(https://myviewboard.com/kb/floating-toolbar-1/prepare-present-mode)Present Mode (https://myviewboard.com/kb/present-lessons/present-mode-breakdown).</p>	<p>Enter full screen, with the title bar and Windows task bar hidden. The main and floating toolbars will still be available.</p>
 <p>(https://myviewboard.com/kb/floating-toolbar-1/prepare-present-mode)Prepare Mode (https://myviewboard.com/kb/en_US/floating-toolbar-1/prepare-present-mode-summary).</p>	<p>Exit full screen with access to the title bar restored.</p>
 <p>(https://myviewboard.com/kb/floating-toolbar-1/paste-from-clipboard)Paste from Clipboard (https://myviewboard.com/kb/floating-toolbar-1/paste-from-clipboard).</p>	<p>Paste copied content onto the canvas. Supports text and most file types.</p>

 <p>https://myviewboard.com/kb/floating-toolbar-1/page-navigation) https://myviewboard.com/kb/floating-toolbar-1/page-navigation) Prev / Next Page https://myviewboard.com/kb/en_US/floating-toolbar-1/1634143-page-navigation)</p>	<p>Move to the previous/next page.</p>
 <p>https://myviewboard.com/kb/floating-toolbar-1/page-navigation)New Page https://myviewboard.com/kb/en_US/floating-toolbar-1/1634143-page-navigation)</p>	<p>Add a new blank page.</p>
 <p>https://myviewboard.com/kb/floating-toolbar-1/page-navigation)Page Management https://myviewboard.com/kb/en_US/floating-toolbar-1/1634143-page-navigation)</p>	<p>Add, reorder, duplicate, and delete pages.</p>
 <p>https://myviewboard.com/kb/floating-toolbar-1/live-captions) Live Captions Settings https://myviewboard.com/kb/floating-toolbar-1/live-captions#how-to-use-3)¹</p>	<p>Set the language in which Live Captions will create captions.</p>
 <p>https://myviewboard.com/kb/floating-toolbar-1/live-captions)Live Captions https://myviewboard.com/kb/floating-toolbar-1/live-captions)¹</p>	<p>Turn on and display captions that are immediately created as a speaker talks. Captions display in Present Mode (https://myviewboard.com/kb/present-lessons/present-mode).</p>

¹This feature is available only by request by entity account types. [Inquire here \(https://myviewboard.com/contact/\)](https://myviewboard.com/contact/).


Shortcut tray (Windows-only)

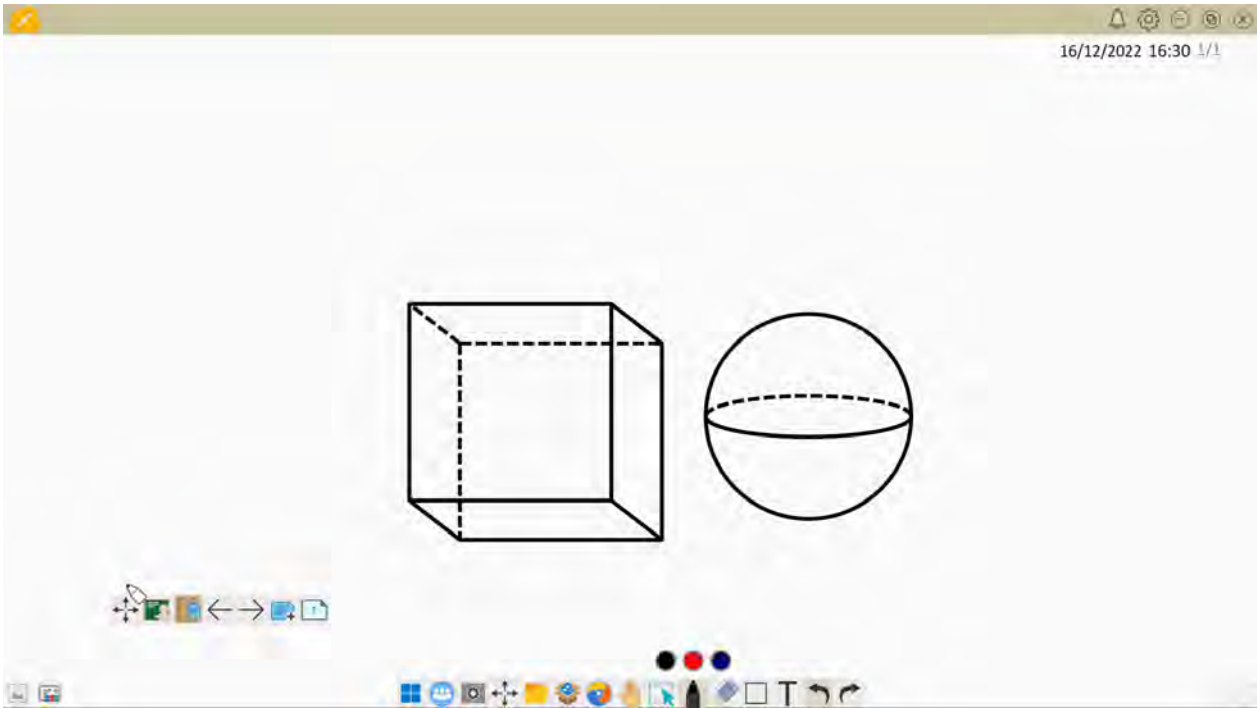
The floating toolbar also features a shortcut tray. When clicked, a tray expands in which you can drag your most used tools for more convenient placement. For example, if you frequently use math tools, simply drag the ruler, protractor, and more into this tray.



For more information, view the [Shortcut tray page \(https://myviewboard.com/kb/en_US/floating-toolbar-1/shortcut-tray\)](https://myviewboard.com/kb/en_US/floating-toolbar-1/shortcut-tray).

Move position of the floating toolbar

As opposed to the main toolbar, the **floating toolbar** can be moved and placed **anywhere** within the canvas. Press-hold and drag the **move toolbar**  icon to move the floating toolbar to a desired position.



Move the Floating toolbar between the sides of the screen. Picture: the user press-holds and drags the floating toolbar around the canvas.

myViewBoard Knowledge Base


 **myViewBoard Whiteboard**

A digital whiteboard for Windows, Android, iOS and online.







Whiteboard features comparison

This page compares the features available across Whiteboard versions, outlining the level of support of a given feature between each version.

Windows Toggle button +

Windows	Android	iOS
<p>Feature icon</p>  <p>https://myviewboard.com/kb/main-toolbar-1/windows-toggle</p>		
<p>Supported before sign-in</p>		

Wireless Presentation +

Windows	Android	iOS
<p>Feature icon</p>  <p>https://myviewboard.com/kb/present-lessons/wireless-presentation</p>		
<p>Supported after sign-in</p> <ul style="list-style-type: none"> Access Wireless Presentation menu Connected Changing status Disconnected View displays attempting to share or receive their screen		

SUBSCRIPTION REQUIREMENT

To access this feature, a **Pro**, **Premium**, or **Entity** account subscription is required. [Learn more about myViewBoard subscription plans \(https://myviewboard.com/kb/account-introduction/subscription-tiers-overview\)](https://myviewboard.com/kb/account-introduction/subscription-tiers-overview). [. \(https://myviewboard.com/kb/account-introduction/myviewboard-subscriptions\)](https://myviewboard.com/kb/account-introduction/myviewboard-subscriptions)

Screen Capture



Windows

Android

iOS

Feature icon



[. \(https://myviewboard.com/kb/present-lessons/screen-capture\)](https://myviewboard.com/kb/present-lessons/screen-capture)

Supported **before** sign-in



Capture full screen



Capture a region of the canvas with a free-form line



Capture a region of the canvas with a rectangle outline



Record the Whiteboard session



Record audio captured during the session

File Manager



Windows

Android

iOS

Feature icon



[. \(https://myviewboard.com/kb/main-toolbar-1/file-manager\)](https://myviewboard.com/kb/main-toolbar-1/file-manager)

Supported **before** sign-in



New file



Open file



Save file



Save As



Export file into PNG, JPG, IWB¹



Print session pages

Supported **after** sign-in



Export file into PDF, PPTX¹



VIEWBOARD USERS

¹For users using myViewBoard Whiteboard on a **ViewBoard**, exporting to PDF (*all versions*) and PPTX (*Windows-only*) is available **before sign-in**. However, to export to cloud storage, **sign-in is required**.

If using a personal device, to export to PDF (*all versions*) and PPTX (*Windows-only*), **sign-in is also required**.

SUBSCRIPTION REQUIREMENT

²To use **Share Session** in File Manager, a **Pro**, **Premium**, or **Entity** account subscription is required. **Learn more about myViewBoard subscription plans** (<https://myviewboard.com/kb/account-introduction/subscription-tiers-overview>).

Magic Box



Windows

Android

iOS

Feature icon



(<https://myviewboard.com/kb/create-lessons/magic-box>)

Supported **before** sign-in



Import resources¹



Sticky Notes



Tools



Camera

Supported **after** sign-in

Cloud account icons (must be bound in your [FollowMe settings](https://myviewboard.com/kb/account-settings/followme-settings) (<https://myviewboard.com/kb/account-settings/followme-settings>))



YouTube²



Search images²



Widgets



Throw³



Pop Quiz³



Polls³

CLOUD STORAGE NOTE

¹To access your **bound cloud storage** (https://myviewboard.com/kb/en_US/account-settings/cloud-integration), these resources will not appear until **after sign-in**.

VIEWBOARD USERS

²For users using myViewBoard Whiteboard on a ViewBoard, these features are available **before sign-in**.

SUBSCRIPTION REQUIREMENT

³To use these features in Magic Box, a **Pro**, **Premium**, or **Entity** account subscription is required. [Learn more about myViewBoard subscription plans \(https://myviewboard.com/kb/account-introduction/subscription-tiers-overview\)](https://myviewboard.com/kb/account-introduction/subscription-tiers-overview).

Embedded Browser



Windows

Android

iOS

Feature icon



[. \(https://myviewboard.com/kb/create-lessons/embedded-browser\)](https://myviewboard.com/kb/create-lessons/embedded-browser)

Supported **before** sign-in



Back a page



Forward



Refresh page



Home page



Open keyboard



Marker



Laser Pen



Eraser



Screen capture



Embed web page onto canvas

EMBEDDED BROWSER FOR ENTITY USERS

Some **entity users** (https://myviewboard.com/kb/en_US/subscription-info/benefits-of-an-entity-account) may notice the Embedded Browser icon is missing from the main toolbar. If this is the case, your school's IT may have disabled this feature. If you believe this is incorrect, please contact your IT department.

Infinite Canvas



Windows

Android




iOS

Feature icon



[. \(https://myviewboard.com/kb/main-toolbar-1/infinite-canvas\)](https://myviewboard.com/kb/main-toolbar-1/infinite-canvas)

Supported **before** sign-in on a touch screen device

-  Touch and drag to move around the canvas
-  Two fingers to zoom in/out of the canvas
-  Palm or side of the hand to erase

Pen



Windows

Android

iOS

Feature icon



[. \(https://myviewboard.com/kb/main-toolbar-1/pen-tools-overview\)](https://myviewboard.com/kb/main-toolbar-1/pen-tools-overview)

Supported **before** sign-in



Marker



Paint Brush



Highlighter



Laser pen



Shape Line



Magic Line

Supported **after** sign-in



AI Pen^{1,2}

SUBSCRIPTION REQUIREMENT

¹To use these features, a **Pro**, **Premium**, or **Entity** account subscription is required. [Learn more about myViewBoard subscriptions. \(https://myviewboard.com/kb/account-introduction/subscription-tiers-overview\)](https://myviewboard.com/kb/account-introduction/subscription-tiers-overview)

VIEWBOARD USERS

²For users using myViewBoard Whiteboard on a ViewBoard, this feature is available **before sign-in**.

Eraser

Windows Android iOS

Feature icon



[. \(https://myviewboard.com/kb/main-toolbar-1/eraser\)](https://myviewboard.com/kb/main-toolbar-1/eraser)

Supported **before** sign-in



Regular Eraser



Erase freehand area



Clear All Strokes



Clear All

Shapes and Lines +

Windows Android iOS

Feature icon



[. \(https://myviewboard.com/kb/main-toolbar-1/shapes-and-lines\)](https://myviewboard.com/kb/main-toolbar-1/shapes-and-lines)

Supported **before** sign-in



2D Shapes



3D Shapes



Lines



Table



Custom Shape Tool

Text tools +

Windows Android iOS


Feature icon




[. \(https://myviewboard.com/kb/main-toolbar-1/text-tools\)](https://myviewboard.com/kb/main-toolbar-1/text-tools)


Supported **before** sign-in

Basic text editor features

 Handwriting mode (Supported languages: English (US), English (CA), Traditional Chinese characters, [configured in Settings](https://myviewboard.com/kb/getting-started-whiteboard/whiteboard-settings) (<https://myviewboard.com/kb/getting-started-whiteboard/whiteboard-settings>))

 Convert handwriting

Supported **after** sign-in

 Immersive Reader¹ (For more information on language support, [view this article](https://learn.microsoft.com/en-us/azure/applied-ai-services/immersive-reader/language-support) (<https://learn.microsoft.com/en-us/azure/applied-ai-services/immersive-reader/language-support>)).

VIEWBOARD USERS

¹For users using myViewBoard Whiteboard on a ViewBoard, this feature is available **before sign-in**.

Pages



Windows

Android


iOS

Feature icon



[_https://myviewboard.com/kb/floating-toolbar-1/page-navigation](https://myviewboard.com/kb/floating-toolbar-1/page-navigation)

Supported **before** sign-in

 Add new page

 Duplicate page

 Delete page

 Manage pages

Present/Create Mode



Windows

Android

iOS

Feature icon



[_https://myviewboard.com/kb/floating-toolbar-1/prepare-present-mode\)](https://myviewboard.com/kb/floating-toolbar-1/prepare-present-mode)

[/prepare-present-mode\) /](https://myviewboard.com/kb/floating-toolbar-1/prepare-present-mode)
[_https://myviewboard.com/kb/floating-toolbar-1/prepare-present-mode\)](https://myviewboard.com/kb/floating-toolbar-1/prepare-present-mode)



Supported **before** sign-in

Paste from Clipboard



Windows

Android

iOS

Feature icon



[_ \(https://myviewboard.com/kb/floating-toolbar-1/paste-from-clipboard\)](https://myviewboard.com/kb/floating-toolbar-1/paste-from-clipboard)

Supported **before** sign-in

Previous/Next Page



Windows

Android

iOS

Feature icon



[_ \(https://myviewboard.com/kb/floating-toolbar-1/page-navigation\)](https://myviewboard.com/kb/floating-toolbar-1/page-navigation)



[1/page-navigation](https://myviewboard.com/kb/floating-toolbar-1/page-navigation)
 [\(https://myviewboard.com/kb/floating-toolbar-1/page-navigation\)](https://myviewboard.com/kb/floating-toolbar-1/page-navigation)

Supported **before** sign-in

Backgrounds



Windows

Android

iOS

Feature icon



[_ \(https://myviewboard.com/kb/create-lessons/background-management\)](https://myviewboard.com/kb/create-lessons/background-management)

Supported **before** sign-in



Color Backgrounds



Preloaded Images



[ViewSonic Originals \(https://myviewboard.com/kb/en_US/viewsonic-originals/originals-overview\)](https://myviewboard.com/kb/en_US/viewsonic-originals/originals-overview)



Previously Imported Images



Import Image

-  Grid
-  Date & Time

Supported **after** sign-in



Participate Mode +

Windows Android iOS

Feature icon



(<https://myviewboard.com/kb/classroom-engagement/participate-mode>)

Supported **before** sign-in

Live Captions +

Windows Android iOS

Feature icon



([https://myviewboard.com/kb/floating-toolbar-](https://myviewboard.com/kb/floating-toolbar-1/live-captions)



[1/live-captions](https://myviewboard.com/kb/floating-toolbar-1/live-captions))

(<https://myviewboard.com/kb/floating-toolbar-1/live-captions>)

Supported **after** sign-in

SUBSCRIPTION REQUIREMENT

To access this feature, an **Entity** account subscription is required. **[Learn more about myViewBoard subscription plans \(https://myviewboard.com/kb/account-introduction/subscription-tiers-overview\)](https://myviewboard.com/kb/account-introduction/subscription-tiers-overview)**.

In addition, this feature is **only available by request**. To learn more, **[view the Live Captions page \(https://myviewboard.com/kb/floating-toolbar/live-captions\)](https://myviewboard.com/kb/floating-toolbar/live-captions)**.

Feature support pre- and post-sign-in

Access the following PDF of a features outline *pre-* and *post-sign-in* for myViewBoard Whiteboard:



myViewBoard Whiteboard printable quick start guides

Access the following PDFs for Quick Start Guides of each version of myViewBoard Whiteboard:



 **myViewBoard Whiteboard**

A digital whiteboard for Windows, Android, iOS and online.



Annotate the canvas

On this page, review available annotation tools within myViewBoard Whiteboard across all versions.

Pen tools


Use the **Pen tool** to draw freehand lines and shapes. Available pens vary between Whiteboard versions.

Access pens by following these steps:

1. Select the **Pen tool**  in the **main toolbar**.
2. The default selection is the **black marker**.
3. Begin writing on the canvas if you want to begin annotating.
4. Press  again for the **Marker menu** or for **switching between the different Pen tools**.
5. Press one of the 3 colored dots above the pen tool to quickly switch colors.

For a full breakdown of available pen tools and how to use them, view the [pen tools page](https://myviewboard.com/kb/en_US/main-toolbar-1/pen-tools-overview) (https://myviewboard.com/kb/en_US/main-toolbar-1/pen-tools-overview).

Eraser




The **Eraser tool** erases objects on the canvas. Press  a second time to access additional eraser options that make clearing more objects easier.

For a full breakdown of available eraser options, view the [eraser tools page](https://myviewboard.com/kb/en_US/main-toolbar-1/eraser) (https://myviewboard.com/kb/en_US/main-toolbar-1/eraser).

Shapes and Lines


Use the **Shapes and Lines tool** to insert 2D shapes, 3D shapes, lines, and tables with different styles.

Access the Shapes and Lines tools by following these steps:

1. Select **Shapes and Lines**  in the **main toolbar**.
2. The default selection is a **black square** .
3. Begin creating a square on the canvas at any time by tapping and dragging to your desired size.
4. Press  again to access a menu of **different shapes and lines**.

For a full breakdown of available shapes and lines options, view the [shapes and lines page](https://myviewboard.com/kb/en_US/main-toolbar-1/shapes-and-lines) (https://myviewboard.com/kb/en_US/main-toolbar-1/shapes-and-lines).

Text editor and tools

With the **text editor** , input and format text onto the canvas.

The Windows version of myViewBoard Whiteboard supports more text options, including Immersive Reader, text-to-speech, and more

and more.

For a full breakdown of available text editor and tools options, view the [text tools page](https://myviewboard.com/kb/en_US/main-toolbar-1/text-tools) (https://myviewboard.com/kb/en_US/main-toolbar-1/text-tools).

Adorning menu








Select an object using the **select tool**  to display the **adorning menu** next to that object.








All objects

These options are available for all selected objects.

Windows









Android & iOS










 <p>(https://myviewboard.com/kb/adorning-menu-all/fade-objects)Fade (https://myviewboard.com/kb/adorning-menu-all/fade-objects)</p>	<p>Fade a selected object in or out. (Shapes and Lines do not support this feature.)</p>
 <p>(https://myviewboard.com/kb/adorning-menu-all/spin-objects)Spin (https://myviewboard.com/kb/adorning-menu-all/spin-objects)</p>	<p>Spin an object, as you would a spinner in a board game.</p>
 <p>(https://myviewboard.com/kb/adorning-menu-all/lock-objects)Lock (https://myviewboard.com/kb/adorning-menu-all/lock-objects)</p>	<p>Lock the position of selected objects.</p>
 <p>(https://myviewboard.com/kb/adorning-menu-all/moveable-lock)Moveable Lock (https://myviewboard.com/kb/adorning-menu-all/moveable-lock)</p>	<p>>Move objects without displaying the Adorning Menu.</p>
 <p>(https://myviewboard.com/kb/adorning-menu-all/copy-cut-objects)Cut (https://myviewboard.com/kb/adorning-menu-all/copy-cut-objects)</p>	<p>Cut selected objects.</p>
 <p>(https://myviewboard.com/kb/adorning-menu-all/embed-link-to-objects)Link (https://myviewboard.com/kb/adorning-menu-all/embed-link-to-objects)</p>	<p>Embed a link into a selected object.</p>
 <p>Copy (https://myviewboard.com/kb/adorning-menu-all/copy-cut-object)</p>	<p>Copy selected objects.</p>

 <p>(https://myviewboard.com/kb/adorning-menu-all/drag-to-copy)Drag-to-Copy (https://myviewboard.com/kb/adorning-menu-all/drag-to-copy).</p>	<p>Once turned on, drag an object to create a copy of it.</p>
 <p>(https://myviewboard.com/kb/adorning-menu-all/flip-mirror-objects)Mirror object (https://myviewboard.com/kb/adorning-menu-all/flip-mirror-objects).</p>	<p>Create a mirrored copy of a selected object.</p>
 <p>(https://myviewboard.com/kb/adorning-menu-all/flip-mirror-objects)Flip object (https://myviewboard.com/kb/adorning-menu-all/flip-mirror-objects).</p>	<p>Flip a selected object along a selected axis.</p>
 <p>(https://myviewboard.com/kb/adorning-menu-all/delete-objects)Delete (https://myviewboard.com/kb/adorning-menu-all/delete-objects).</p>	<p>Delete selected objects.</p>
 <p>(https://myviewboard.com/kb/adorning-menu-all/save-objects)Save object (https://myviewboard.com/kb/adorning-menu-all/save-objects).</p>	<p>Save a selected object.</p>
 <p>(https://myviewboard.com/kb/adorning-menu-all/group-objects)Group (https://myviewboard.com/kb/adorning-menu-all/group-objects).</p>	<p>Group selected objects.</p>
 <p>(https://myviewboard.com/kb/adorning-menu-all/group-objects)Align multiple objects (https://myviewboard.com/kb/en_US/adorning-menu-all/2023845-align-objects).</p>	<p>Align objects horizontally or vertically with multiple options available.</p>

Special Objects

These options are available for all selected objects.

 <p>(https://myviewboard.com/kb/en_US/adorning-menu-special/line-thickness)Line Thickness (https://myviewboard.com/kb/en_US/adorning-menu-special/line-thickness)</p>	Adjust line thickness using a slider.
 <p>(https://myviewboard.com/kb/en_US/adorning-menu-special/opacity)Opacity (https://myviewboard.com/kb/en_US/adorning-menu-special/opacity)</p>	Set transparency of an object's fill (not its border). Also affects strokes made with Pen tools .
 <p>(https://myviewboard.com/kb/en_US/adorning-menu-special/color-selection)Color (https://myviewboard.com/kb/en_US/adorning-menu-special/color-selection)</p>	Change the color of selected lines or text.
 <p>(https://myviewboard.com/kb/en_US/adorning-menu-special/color-selection)Color Fill (https://myviewboard.com/kb/en_US/adorning-menu-special/color-selection)</p>	Change the color fill of selected objects.
 <p>(https://myviewboard.com/kb/en_US/adorning-menu-special/show-measurements)Show Measurements (https://myviewboard.com/kb/en_US/adorning-menu-special/show-measurements)</p>	Show measurements of a shape or line. Only for 2D shapes and lines .
 <p>(https://myviewboard.com/kb/en_US/adorning-menu-special/segment-shapes)Segments (https://myviewboard.com/kb/en_US/adorning-menu-special/segment-shapes)</p>	Divide a shape into equal segments (or slices for a circle). Only for 2D shapes .
 <p>(https://myviewboard.com/kb/en_US/adorning-menu-special/circle-in-out-shapes)Inner Circle (https://myviewboard.com/kb/en_US/adorning-menu-special/circle-in-out-shapes)</p>	Add a circle inside a shape. Only for certain 2D shapes .
 <p>(https://myviewboard.com/kb/en_US/adorning-menu-special/circle-in-out-shapes)Outer Circle (https://myviewboard.com/kb/en_US/adorning-menu-special/circle-in-out-shapes)</p>	Add a circle outside a shape. Only for certain 2D shapes .


 <p>(/adorning-menu-special/pie-arc-shapes)Pie or Arc https://myviewboard.com/kb/en_US/adorning-menu-special-objects/pie-arc-shapes</p>	<p>Convert a circle into a pie or arc object.</p>
 <p>(/adorning-menu-special/combine-shapes)Combine Shapes https://myviewboard.com/kb/en_US/adorning-menu-special-objects/combine-shapes</p>	<p>Merge multiple selected shapes into a single shape. Only for multiple 2D shapes.</p>
 <p>(/adorning-menu-special/remove-color)Remove Color https://myviewboard.com/kb/en_US/adorning-menu-special-objects/remove-color</p>	<p>Remove a specific color in an image.</p>
 <p>(/adorning-menu-special/crop-images)Crop Image https://myviewboard.com/kb/en_US/adorning-menu-special-objects/crop-images</p>	<p>Edit an image to only show a custom region.</p>
 <p>(/adorning-menu-special/fit-image-to-screen)Fit to Screen https://myviewboard.com/kb/en_US/adorning-menu-special-objects/fit-image-to-screen</p>	<p>Resize a selected image to fill the whole screen within your canvas view.</p>
 <p>(/adorning-menu-special/set-image-as-background)Set as Background https://myviewboard.com/kb/en_US/adorning-menu-special-objects/set-image-as-background</p>	<p>Set a selected image as the canvas background.</p>
 <p>(/adorning-menu-special/object-layers)Object Layers https://myviewboard.com/kb/en_US/adorning-menu-special-objects/object-layers</p>	<p>Set order objects display over each other, with options to display objects at the back or front.</p>
 <p>(/adorning-menu-special/sticky-note-layers)Sticky Notes Layers https://myviewboard.com/kb/en_US/adorning-menu-special-objects/sticky-note-layers</p>	<p>Collect all Sticky Notes in a pop-up window. Great for when many Sticky Notes cover the canvas.</p>
 <p>(/adorning-menu-special/text-to-speech-1)Text-to-Speech</p>	<p>Have text read aloud. Only for text content.</p>

(https://myviewboard.com/kb/en_US/adorning-menu-special-objects/text-to-speech-1)

myViewBoard Whiteboard

A digital whiteboard for Windows, Android, iOS and online.

Magic Box full breakdown

Magic Box  presents powerful tools that make myViewBoard Whiteboard more engaging. Use Magic Box tools to develop your presentations and lesson plans to present them with ease.

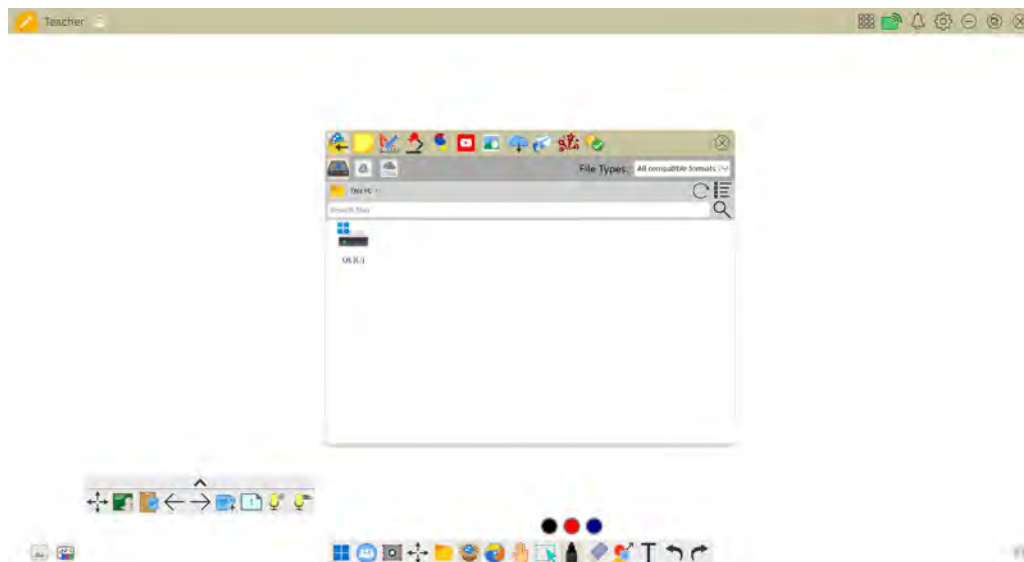
Magic Box is available in myViewBoard Whiteboard for Windows, Android, and iOS.

Feature breakdown

Magic Box features differ between each platform. View the tools available in each version of myViewBoard Whiteboard below.

Open Magic Box









Windows **Android** **iOS**






Magic Box pop-up in the Windows version. Tap the Magic Box icon in the main toolbar to open it.

Tools available

Get to know the Magic Box tools available across Whiteboard versions. Remember you must be signed in with your myViewBoard account to access some features, and in some cases, a [Pro or Premium account](https://myviewboard.com/kb/en_US/subscription-info/standard-pro-premium-breakdown) (https://myviewboard.com/kb/en_US/subscription-info/standard-pro-premium-breakdown) is required.

 <p>(https://myviewboard.com/kb/magic-box-basics/import-files)File (https://myviewboard.com/kb/magic-box-basics/import-files)¹</p>	<p>Press  to access files from your <u>local or cloud storage</u> (https://myviewboard.com/kb/en_US/magic-box-basics/import-files), such as Google Drive or Microsoft OneDrive.</p>
 <p>(https://myviewboard.com/kb/magic-box-basics/sticky-notes)Sticky Notes (https://myviewboard.com/kb/en_US/magic-box-basics/sticky-notes)¹</p>	<p>Add Sticky Notes in various colors to the canvas, as well as draw and display text on the note.</p>
 <p>(https://myviewboard.com/kb/magic-box-basics/tools-overview)Tools (https://myviewboard.com/kb/magic-box-basics/tools-overview)¹</p>	<p>Access and incorporate in your lessons various tools such as <u>clock</u> (https://myviewboard.com/kb/tools-2/whiteboard-clock), <u>timer</u> (https://myviewboard.com/kb/tools-2/whiteboard-timer-stopwatch), <u>compass</u> (https://myviewboard.com/kb/tools-2/whiteboard-compass), <u>calculator</u> (https://myviewboard.com/kb/tools-2/whiteboard-math-calculator), <u>3D dice</u> (https://myviewboard.com/kb/tools-2/whiteboard-3d-dice), <u>graph tool</u> (https://myviewboard.com/kb/tools-2/whiteboard-xy-graph), and <u>more</u> (https://myviewboard.com/kb/magic-box-basics/tools-overview).</p>
 <p>(https://myviewboard.com/kb/magic-box-basics/camera)Document Camera (https://myviewboard.com/kb/magic-box-basics/camera)¹</p>	<p>Use a device camera and insert the camera feed directly onto the canvas. (Device camera must be connected.)</p>
 <p>(https://myviewboard.com/kb/magic-box-basics/camera)Originals (https://myviewboard.com/kb/en_US/viewsonic-originals/originals-overview)</p>	<p>Access ViewSonic Originals resources, such as images and GIFs, and insert them directly onto the canvas.</p>
<p>YouTube (https://myviewboard.com/kb/magic-box-basics/youtube-whiteboard)²</p>	<p>Browse YouTube videos. Drag and drop the videos onto the canvas. Play in Present or Prepare Modes.</p>
 <p>(https://myviewboard.com/kb/magic-box-basics/image-search)Image Search (https://myviewboard.com/kb/magic-box-basics/image-search)²</p>	<p>Safely search the web for images. Drag and drop search results onto the canvas.</p>
 <p>Online Widgets</p>	<p>Browse animated widgets in a variety of themes.</p>

<p>Online widgets https://myviewboard.com/kb/en_US/magic-box-basics/widgets-windows-only)²</p>	
<p> https://myviewboard.com/kb/student-engagement/throw)Throw https://myviewboard.com/kb/student-engagement/throw)³</p>	<p>Browse documents that participants (or you) have shared with the Whiteboard host session. Participants can do this via Whiteboard Portal (https://myviewboard.com/kb/en_US/other-resources/whiteboard-portal) or Companion app (https://myviewboard.com/kb/companion-and-whiteboard/join-whiteboard-session).</p>
<p> https://myviewboard.com/kb/student-engagement/pop-quiz)Pop Quiz https://myviewboard.com/kb/student-engagement/pop-quiz)³</p>	<p>Ask a question verbally or in written form, allowing participants to respond from their devices.</p>
<p> https://myviewboard.com/kb/student-engagement/polls)Polls https://myviewboard.com/kb/student-engagement/polls)³</p>	<p>Create questions in many formats, such as multiple choice, true or false, rating, free response, voting, or random draw. Questions and answers can be saved for future reference.</p>

¹Available before sign-in.

²Available after sign-in.

³Available for Pro, Premium, and Entity accounts.

Learn more

- Learn more about the [different file types you can import](https://myviewboard.com/kb/present-lessons/import-files-1#supported-file-formats-when-importing-2) (<https://myviewboard.com/kb/present-lessons/import-files-1#supported-file-formats-when-importing-2>) into an ongoing Whiteboard session.
- [Learn how to link your cloud storage](https://myviewboard.com/kb/en_US/account-settings/cloud-integration) (https://myviewboard.com/kb/en_US/account-settings/cloud-integration), such as Google Drive and more, to your myViewBoard account.
- Dive deeper by getting a rundown of all [Magic Box tools](https://myviewboard.com/kb/magic-box-basics/tools-overview) (<https://myviewboard.com/kb/magic-box-basics/tools-overview>), or learn about [Pop Quiz](https://myviewboard.com/kb/student-engagement/pop-quiz) (<https://myviewboard.com/kb/student-engagement/pop-quiz>), [Throw](https://myviewboard.com/kb/student-engagement/throw) (<https://myviewboard.com/kb/student-engagement/throw>), [Polls](https://myviewboard.com/kb/student-engagement/polls) (<https://myviewboard.com/kb/student-engagement/polls>), and more!

myViewBoard: Magic Box Overview



<https://youtu.be/rvSip3L-Tjg>

The Magic Box | myViewBoard by ViewSonic



<https://youtu.be/HY-FoUutoTs>

myViewBoard Knowledge Base

 **myViewBoard Whiteboard**




A digital whiteboard for Windows, Android, iOS and online.

Embedded Browser full feature breakdown


myViewBoard Whiteboard's **Embedded Browser** allows you to navigate the web right within the Whiteboard canvas. This built-in web browser allows Whiteboard host to access to internet sites **without leaving the Whiteboard app**.

Basic web navigation

Window controls

 Close	Close the browser. Note that this closes all the tabs in the browser.
 Maximize	Sets the browser to fill the entire whiteboard canvas area. Press again to restore back to the browser's previous size.
 Minimize	Hides the browser from view, but still keeps all active web pages open. To view the browser again, press the embedded browser icon on the main toolbar.

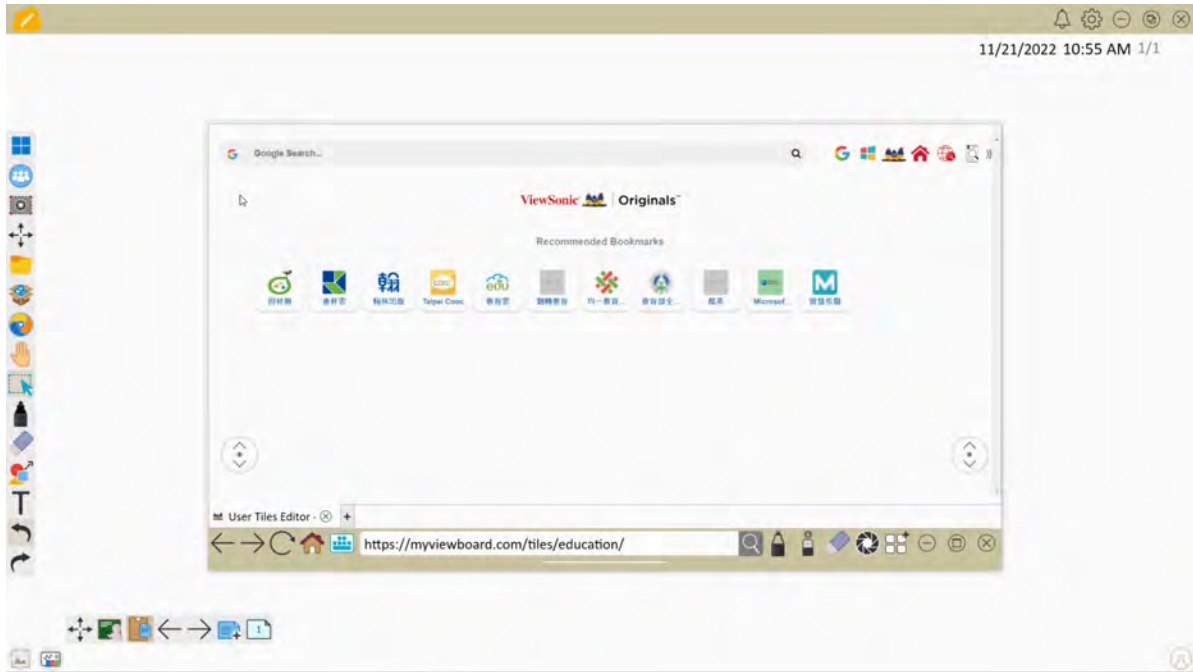
Navigation bar

The navigation bar displays the URL of the web page in the current tab. This bar also functions as a search bar. Search by inputting keywords and pressing  or pressing the **Enter** key.

SEARCH ENGINE NOTE







Google is the default search engine in the Embedded Browser.

To switch to **Bing**, press the Google icon on the browser's homepage at the top search bar.



Browser popup window. The search engine can be toggled by pressing the Google icon to the left of the search bar at the top of the window (Windows version depicted).

Windows Android & iOS

 Go Back	Go to the previous web page.
 Go Forward	Go to the next web page.
 Refresh	Refreshes the web page.
 Home	Returns to the homepage
 Keyboard	Displays an on-screen keyboard. Only available when a physical keyboard is not available on a touch screen.
 New Tab	Opens a new tab.

Bookmarks

The homepage contains **predefined Bookmark tiles**. myViewBoard provides a default set of tiles (**Recommended Bookmarks**), which **depend on the theme** selected for Whiteboard.

WHERE TO EDIT BOOKMARKS

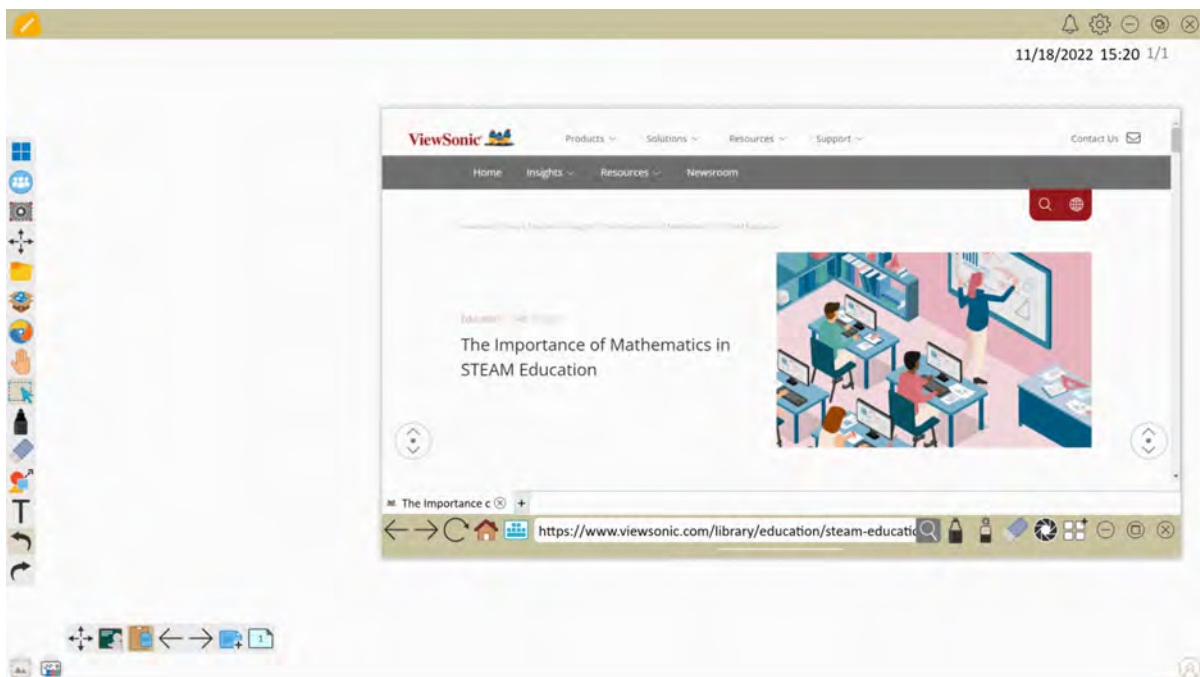
You can edit the tiles and bookmarks in your **FollowMe settings** (https://myviewboard.com/kb/en_US/account-settings/followme-settings) **(i)** (https://myviewboard.com/kb/en_US/account-settings/followme-settings) > **Bookmarks** (<https://myviewboard.com/kb/account-settings/user-bookmarks>) after signing in to myviewboard.com ([myViewBoard.com](https://myviewboard.com)).

Inserting text onto the canvas

Add text from any web page you are browsing within the Embedded Browser onto the canvas.

Windows **Android & iOS**

1. Visit a web page.
2. Highlight text from a web page.
3. Drag the highlighted text onto the canvas.



Example of highlighting text and press and dragging the text from the Embedded Browser onto the canvas.

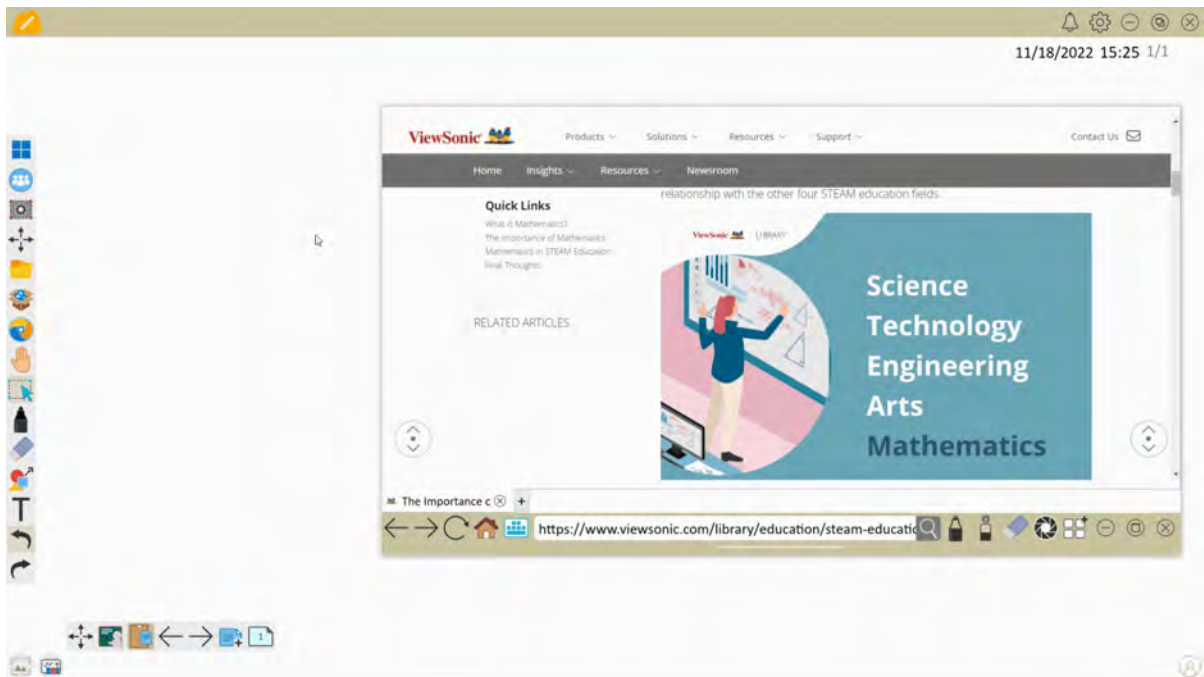
https://static.helpjuice.com/helpjuice_production/uploads/upload/image/9713/direct/1668756174748-Text%20copy%20paste%20EN.gif

Inserting images onto the canvas

Add images from any web page you are browsing within the Embedded Browser onto the canvas.

Windows Android & iOS

1. Visit a web page.
2. Identify an image you want to add to the canvas.
3. Click and drag the image onto the canvas.



Example of pressing and dragging an image from the Embedded Browser onto the canvas.

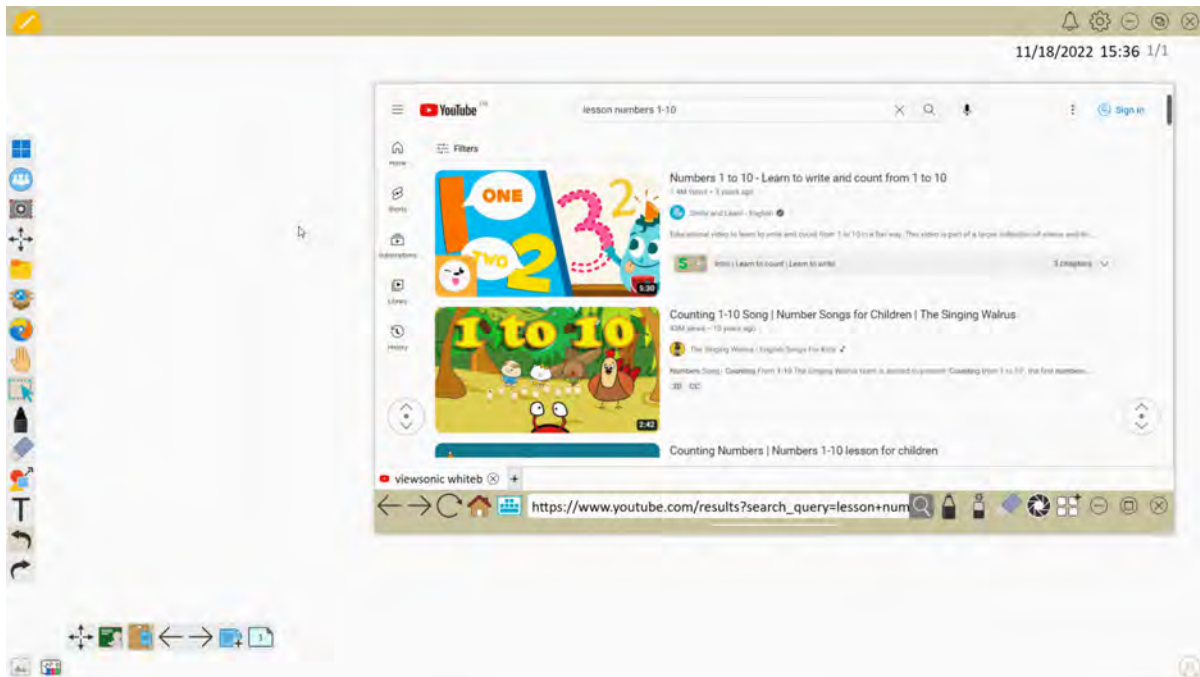
https://static.helpjuice.com/helpjuice_production/uploads/upload/image/9713/direct/1668756521246-image%20copy%20paste%20EN.gif

Inserting YouTube videos onto the canvas

Add videos from YouTube within the Embedded Browser onto the canvas.

Windows **Android & iOS**

1. Visit <https://www.youtube.com/> (<https://www.youtube.com/>) and search for a video you want to add to the canvas.
2. On the search results, press and drag the video title onto the canvas. (Pressing and dragging the thumbnail will only insert thumbnail image.)
3. The video will display in a floating frame.



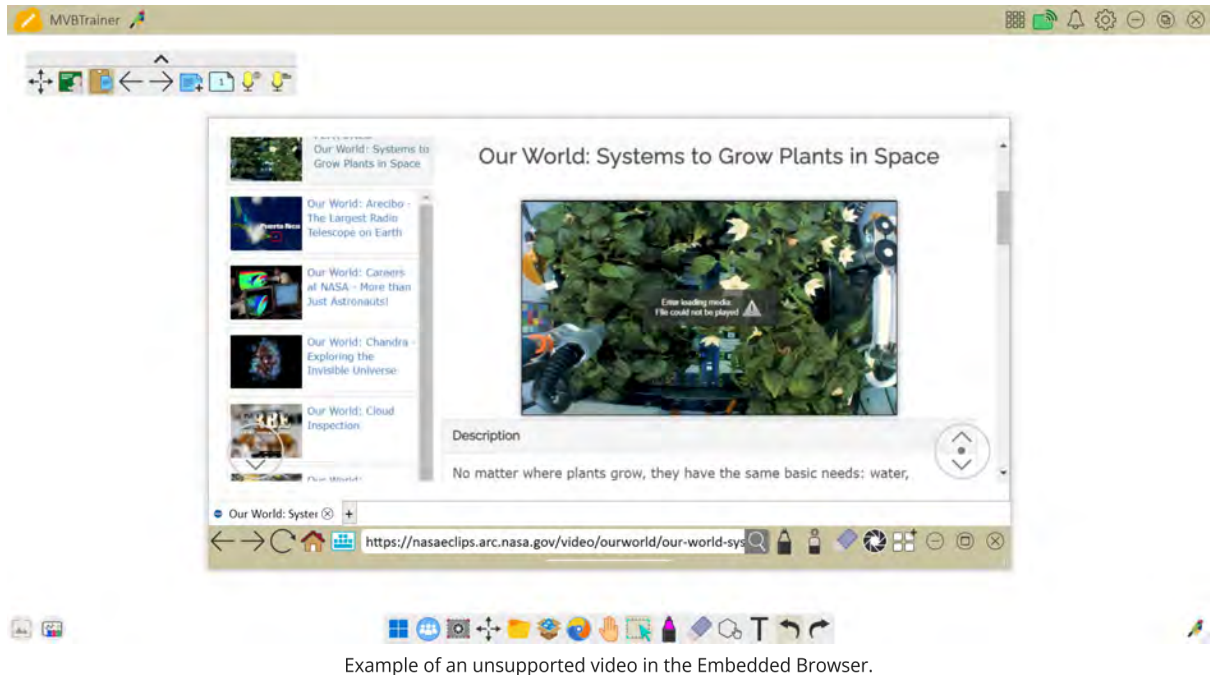
Example of pressing and dragging a YouTube video from the Embedded Browser onto the canvas.

https://static.helpjuice.com/helpjuice_production/uploads/upload/image/9713/direct/1668757087729-Video%20copy%20paste%20EN.gif

FEATURE LIMITATION IN WHITEBOARD FOR WINDOWS VERSION: MP4 VIDEOS



The Embedded Browser in the Windows version of myViewBoard Whiteboard **does not support H.264 video codec media** (<https://www.haivision.com/resources/streaming-video-definitions/h-264/>) at this time. This means videos on popular websites may not successfully play. (Note: YouTube videos are unaffected.)

If the embedded video link you wish to play in the built-in browser encounters an error message or does not play at all, it may be because the streaming service uses **H.264 video codec** to display videos.



Inserting ViewSonic Originals content

Follow these steps to open an Originals lesson through the Embedded Browser:

1. Open the Embedded Browser  (https://myviewboard.com/kb/en_US/main-toolbar-1/1634051-embedded-browser-overview)
2. On the home page, press the ViewSonic Originals logo  | Originals[™]
3. On the Originals home page, locate your desired lesson.
4. Enter the lesson page.
5. On the lesson page, press the **Apply** button.
6. Wait a couple of seconds and the lesson will now open in your active canvas session.

https://static.helpjuice.com/helpjuice_production/uploads/upload/image/9713/direct/1681193667218-embed%20browser%20open%20olf.gif







Example of a user opening an Originals lesson within myViewBoard Whiteboard for Windows through the Embedded Browser.

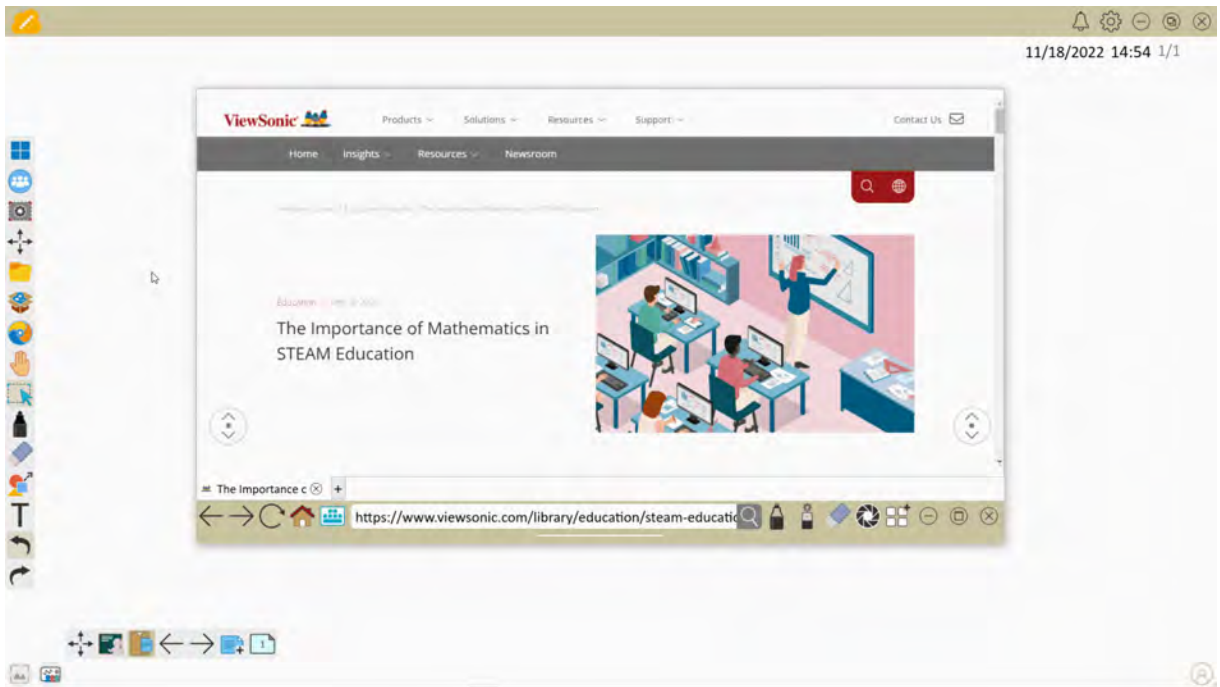
To learn more about which content is accessible to you, [view the content tiers section of our Originals article](https://myviewboard.com/kb/en_US/viewsonic-originals/originals-overview?draft=true#content-tiers-1) (https://myviewboard.com/kb/en_US/viewsonic-originals/originals-overview?draft=true#content-tiers-1).

Annotation tools

Annotation tools allow mark-up on a web page inside the Embedded Browser. After selecting a tool *a second time*, annotations made will hide. Select a tool again to make the annotations reappear.

Windows **Android & iOS**


 Pen	Draw freehand lines.
 Laser Pen	Draw transparent lines to highlight content. When a new stroke is started, the previous stroke will automatically be erased.
 Eraser	Erase annotations made on a web page. Alternatively, press  (which appears after selecting this tool) to clear all annotations.

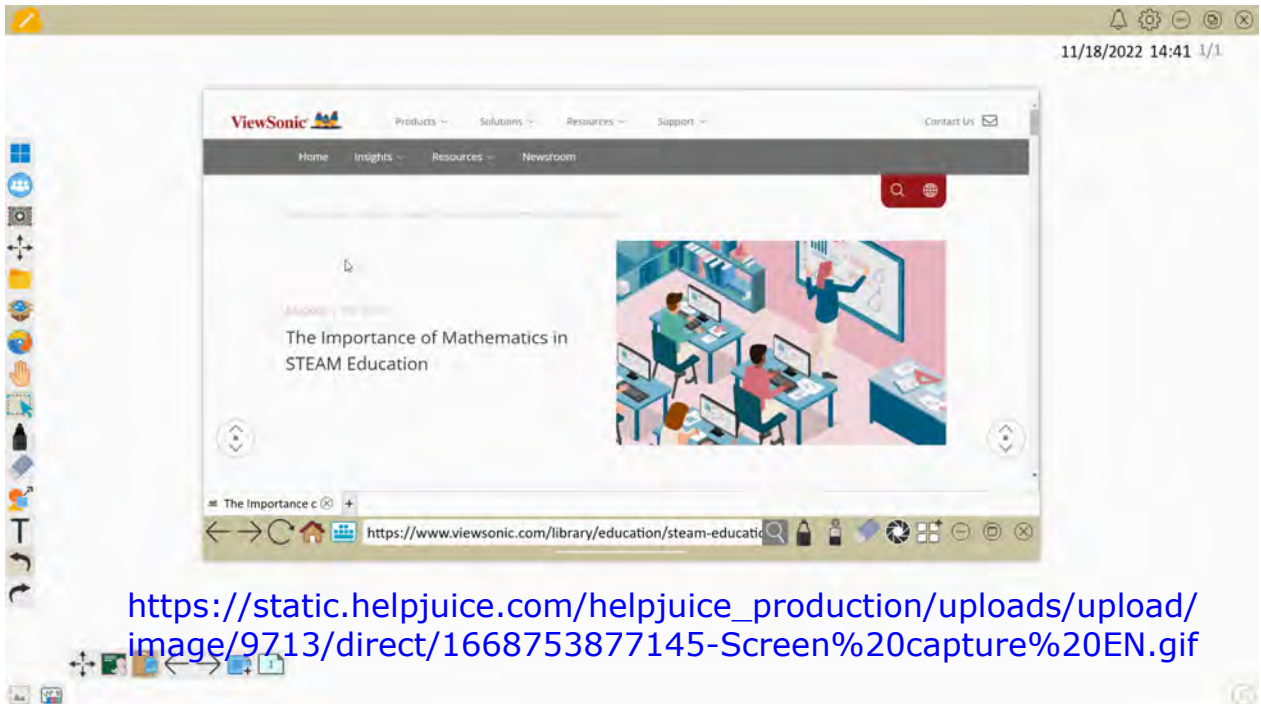


Example of annotation within the Embedded Browser. A stroke is made, and then part of the stroke is erased.

https://static.helpjuice.com/helpjuice_production/uploads/upload/image/9713/direct/1668754612668-Screen%20capture%20annotation%20EN.gif

Take a screenshot of the browser

Select  to capture a screenshot of your current web page. The screenshot is then inserted as an image on the canvas.



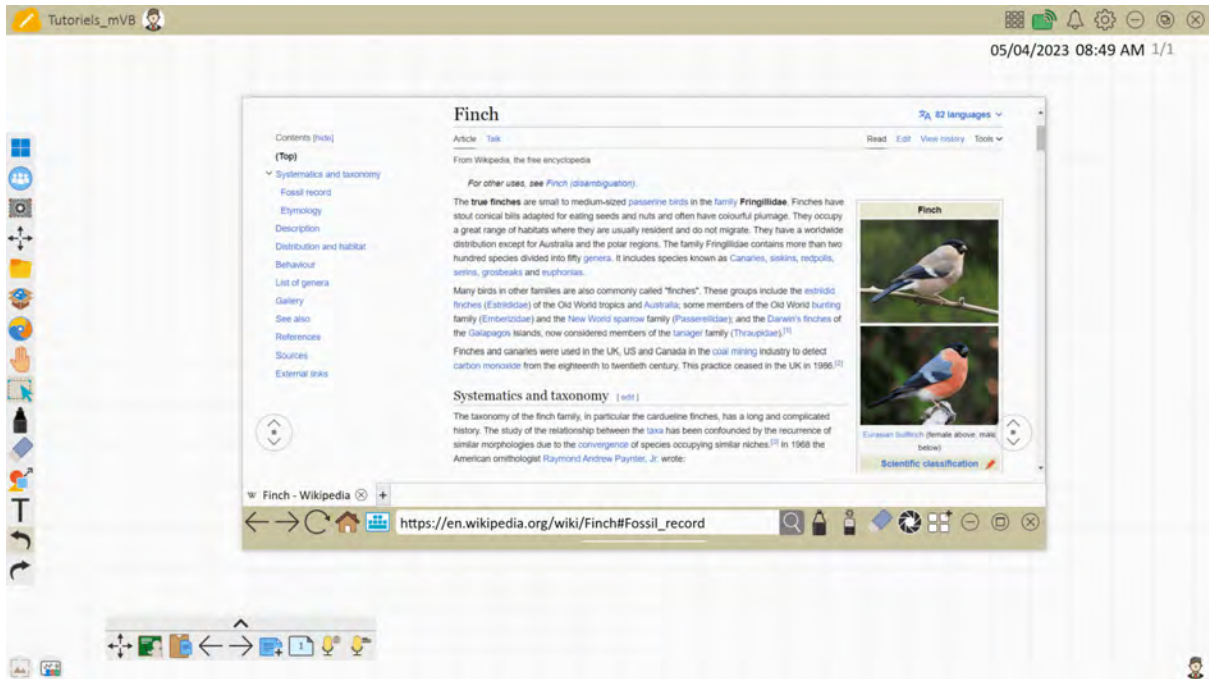
https://static.helpjuice.com/helpjuice_production/uploads/upload/image/9713/direct/1668753877145-Screen%20capture%20EN.gif

Example of a screenshot of a web page in the Embedded Browser being taken (Windows version depicted). The screenshot button is pressed, and the browser is minimized giving view to the newly inserted screenshot.

EMBEDDED URL

When taking a screen capture of a web page using the Embedded Browser in myViewBoard Whiteboard, a hyperlink to the webpage URL will automatically be included in the image. This feature allows for easy reference to the original source of the content and open the source web page anytime.


Learn more about embedded hyperlinks (https://myviewboard.com/kb/en_US/adorning-menu-all/embed-link-to-objects).

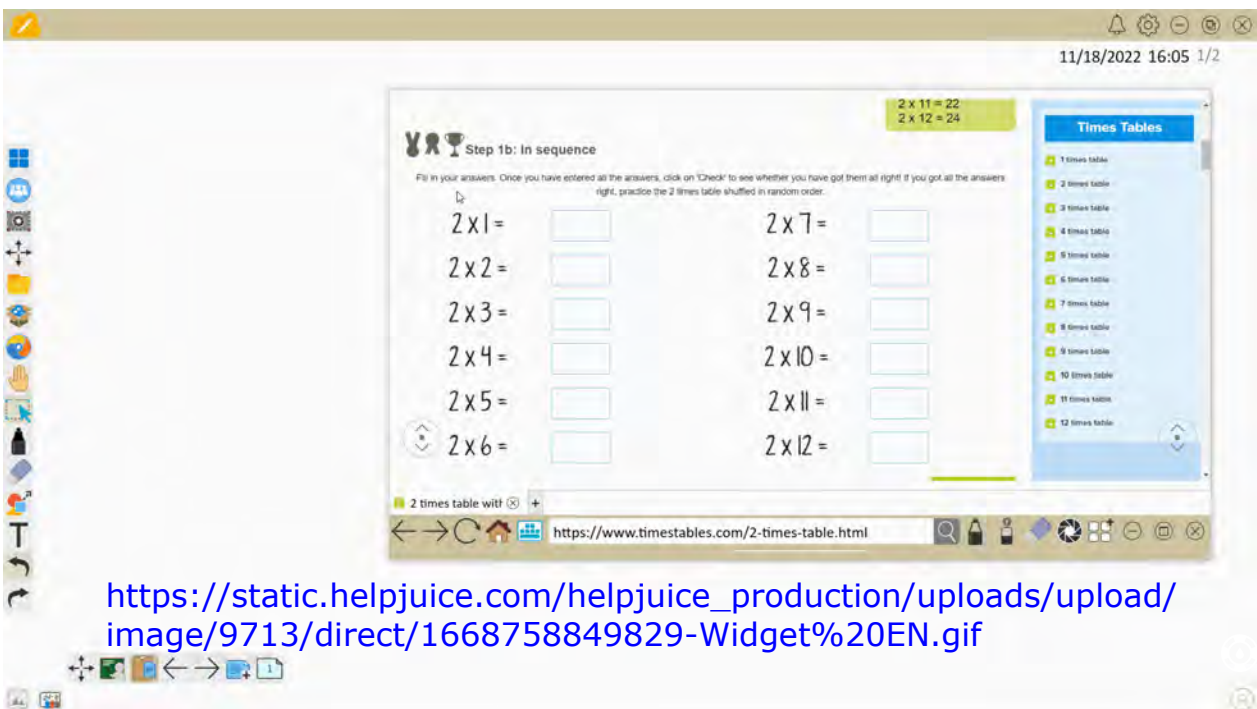


Press the embedded URL icon of the screen capture made in the Embedded Browser to open the source of the screenshot (Windows version depicted).

https://static.helpjuice.com/helpjuice_production/uploads/upload/image/9713/direct/1683162856269-Link%20embedded%20browser%20GIF%20EN.gif

Web page widgets (Windows-only)

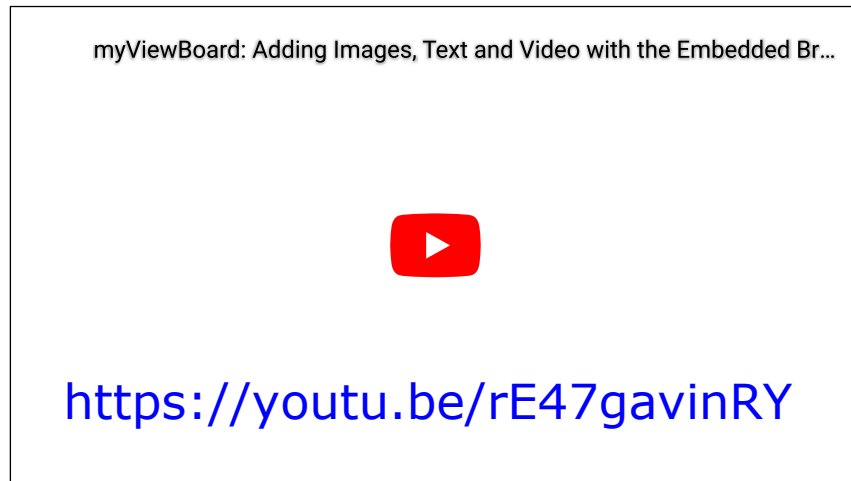
The Embedded Browser allows a host to display a web page as a widget on the canvas by pressing the  icon in the browser's toolbar. This is a great tool for when teachers want to save a specific web page in their lesson plan.



https://static.helpjuice.com/helpjuice_production/uploads/upload/image/9713/direct/1668758849829-Widget%20EN.gif

Example of embedding a web page widget within the Whiteboard canvas. User presses the widget button, and a floating frame containing the web page is added to the canvas.

Learn more




myViewBoard Knowledge Base

myViewBoard Whiteboard

A digital whiteboard for Windows, Android, iOS and online.

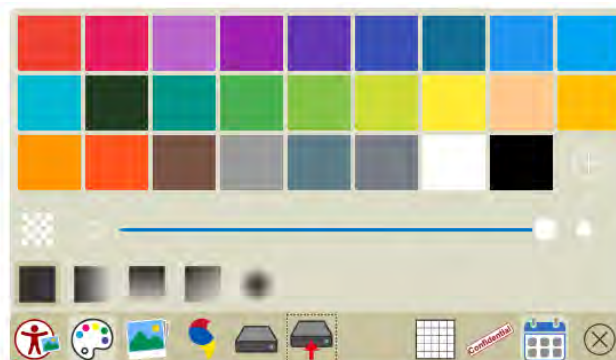
Background Management

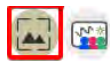
The **Background Management** feature allows users to customize myViewBoard Whiteboard canvas backgrounds. Press  at the bottom-left of the screen to browse a variety of background options.

Users can import images from local and cloud storage, use [ViewSonic Originals backgrounds](https://myviewboard.com/kb/en_US/viewsonic-originals/originals-overview) (https://myviewboard.com/kb/en_US/viewsonic-originals/originals-overview), or simply set a solid color background to the current canvas or to all canvas pages.



Example of applying a solid color background and a pre-set background onto the canvas. User opens Background Management and applies a solid color background and then a default background.










An open Background Management pop-up window, with the solid color

selection menu open.

Primary options

The Background Management menu includes the following options:

FollowMe Images +	
	Select from custom images uploaded by you to your FollowMe Background Settings , (https://myviewboard.com/kb/account-settings/background) accessible after signing in to your myViewBoard account (https://myviewboard.com/kb/account-introduction/account-overview).
Background Color Selection +	
	Set a solid or color gradient as the background.
Preinstalled Backgrounds +	
	Select from backgrounds that come pre-installed with myViewBoard Whiteboard.
ViewSonic Originals Backgrounds +	
ViewSonic Originals provides regularly updated and ready-made content for educators to use. These backgrounds can also be viewed on the Originals Backgrounds page (https://myviewboard.com/originals/category/backgrounds). Read more down below (https://myviewboard.com/kb/en_US/create-lessons/background-management#viewsonic-originals-backgrounds-2).	
	Select from ViewSonic Originals (https://myviewboard.com/kb/en_US/viewsonic-originals/originals-overview) backgrounds created by ViewSonic.
Saved Backgrounds +	
	Select and manage images from ones previously uploaded from your local drive.
Upload Background +	
<hr/>	



Select images from your **local hard drive** to use as a background.

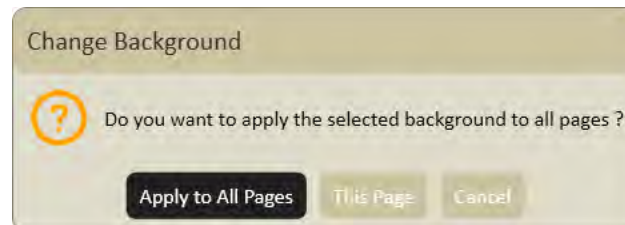
REMEMBER

Select images that match your screen's resolution to ensure best presentation results.

Applying a background

When applying a background image from the **FollowMe Images**, **Background Color Selection**, **Preinstalled Backgrounds**, and **Originals** menus, you will have the following options:

- Apply to All Pages: Select to apply the background image to all created pages within your Whiteboard session.
- This Page: Select to apply the background image only to your current canvas page.

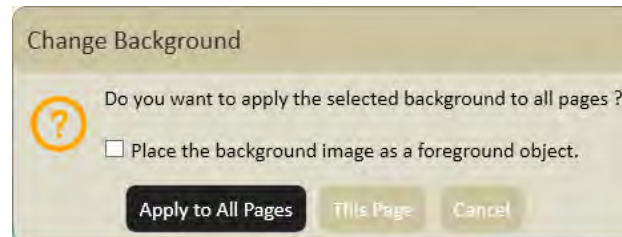


Prompt when applying a background image.

APPLY IMAGE AS AN EDITABLE OBJECT (WINDOWS-ONLY)

For FollowMe Images, Preinstalled Backgrounds, and Originals, you also have an additional option:

- Place the background image as a foreground object:
 - Check the box to apply the background as an image that can be selected, moved, resized, and more, just as any other image added to the canvas.
 - Note that images will be added as **locked objects** (https://myviewboard.com/kb/en_US/adorning-menu-all/lock-objects).



Prompt when applying a background image within FollowMe Images, Preinstalled Backgrounds, and Originals menus (Windows version).

Additional options

Grid




Select a grid on the canvas. Strokes and objects created will display over the grid. The color of the grid changes depending on your chosen background color.

Date & Time





Display the current date and time in the top-right of the canvas.

Pressing  will toggle between showing or hiding the current date and time.



ViewSonic Originals backgrounds

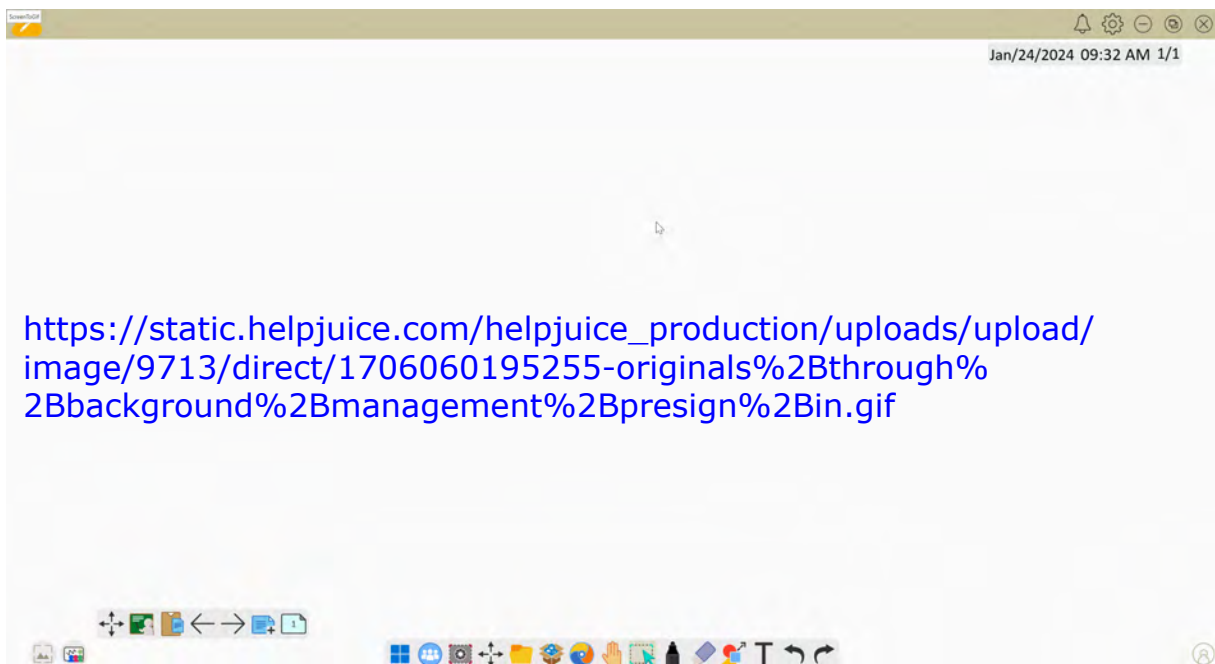
ViewSonic Originals (https://myviewboard.com/kb/en_US/viewsonic-originals/originals-overview) is a digital content library designed for educators that offers a range of resources at various subscription levels, including free options. Some of the resources can be accessed without signing in, while others require a myViewBoard subscription.

To access the Originals backgrounds, follow these steps:

Pre-sign-in After sign-in

For users who wish not to sign in to myViewBoard Whiteboard, a set of Originals backgrounds is still accessible.

1. Press  to open the Background Management menu.
2. Press .
3. The Embedded Browser will appear and open the Originals Backgrounds page.
4. Choose a category (the Windows version allows the user to filter the content within the different tiers) where an **Open Access** background is available.
5. Press the background of your choice and select Full HD or 4K to apply it as a background. (You will be prompted to add it to all pages or the current page of the canvas.)



Users select the Originals icon in the Background Management menu, which takes them to the Originals Backgrounds Picker. From there, they filter for Math Subject on the left-hand side and apply a desired background to the current canvas page (Windows version of the Whiteboard illustrated).

NOTE ON WHITEBOARD VERSIONS AND ACCESSING ORIGINALS

Accessing tiered content through Backgrounds Management is supported starting at the following versions of Whiteboard:

- Windows: v2.66
- Android & iOS: v2.12

If the version of Whiteboard you're currently using is below the above-listed versions, you will **only be able to access Open Access backgrounds**.

[Learn more about Originals content tiers \(https://myviewboard.com/kb/en_US/viewsonic-originals/originals-overview?draft=true#content-tiers-1\)](https://myviewboard.com/kb/en_US/viewsonic-originals/originals-overview?draft=true#content-tiers-1)

Learn more

myViewBoard: Adding Backgrounds



<https://youtu.be/LL9UCfErkOs>

myViewBoard Knowledge Base

 **myViewBoard Whiteboard**

A digital whiteboard for Windows, Android, iOS and online.

Save a lesson

To save a new lesson or save progress on a previously saved file, simply do so using File Manager.

When you are ready to save, open **File Manager**  and **Save**  or **Save as** . Lesson materials can only be saved in OLF file format.

[View the full steps \(https://myviewboard.com/kb/main-toolbar-1/file-manager#save-files-5\)](https://myviewboard.com/kb/main-toolbar-1/file-manager#save-files-5) and [learn more about File Manager \(https://myviewboard.com/kb/main-toolbar-1/file-manager\)](https://myviewboard.com/kb/main-toolbar-1/file-manager).

NOTICE TO WINDOWS 11 USERS

When saving lesson materials through File Manager in a Windows 11 environment, some users may encounter an error message. [Learn troubleshooting options \(https://myviewboard.com/kb/troubleshooting-tips/unable-to-save-windows-11\)](https://myviewboard.com/kb/troubleshooting-tips/unable-to-save-windows-11).

Other file format options

If you would like to export your lesson into a different file format, [learn about exporting from File Manager \(https://myviewboard.com/kb/en_US/main-toolbar-1/file-manager#export-formats-6\)](https://myviewboard.com/kb/en_US/main-toolbar-1/file-manager#export-formats-6).

If you would like to share your lesson materials at the end of a lesson, [learn more about sharing by QR code \(https://myviewboard.com/kb/en_US/main-toolbar-1/file-manager#share-lessons-by-qr-code-8\)](https://myviewboard.com/kb/en_US/main-toolbar-1/file-manager#share-lessons-by-qr-code-8).

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Import presentation files

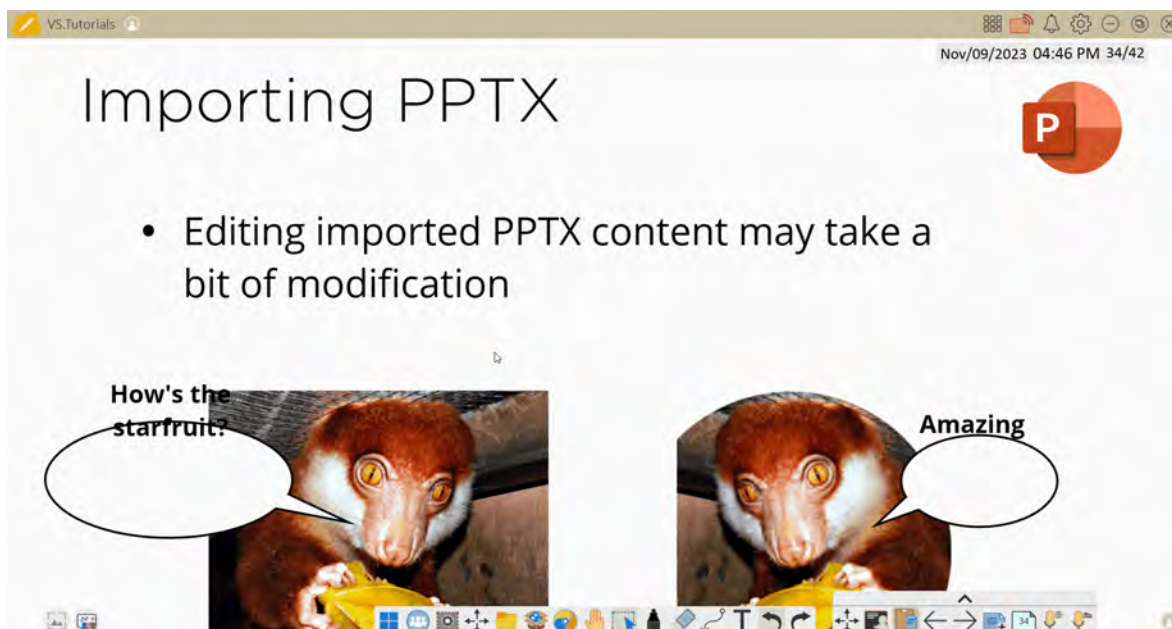
When importing PPTX files in all versions of Whiteboard, Whiteboard will load your saved slide layouts and their objects so that you can continue editing your presentation and deliver lessons within Whiteboard.

Steps to convert

The steps required are the same as for [importing document files \(https://myviewboard.com/kb/en_US/magic-box-basics/import-files#document-and-presentation-files-4\)](https://myviewboard.com/kb/en_US/magic-box-basics/import-files#document-and-presentation-files-4):

1. Access cloud or local files through the Magic Box 📁.
2. Locate your PPTX file.
3. When importing your desired PPTX file, select **Import as Object**.
4. When ready, press **Import Landscape**.


The result will be all the objects you had previously saved in this PPTX file right on your Whiteboard canvas. You can expect there will be some differences resulting from the import process, for example, slightly different placement of objects in some places or slightly different styling of some objects. (See more in the limitations note box below.)



https://static.helpjuice.com/helpjuice_production/uploads/upload/image/9713/3622256/editing_imported_pptx.gif

Before importing PPTX files during a lesson

We recommend importing content before you present it during a class to understand how you may need to modify content if you plan to import on the fly. Additionally, if you simply import and complete your modifications before a lesson, then you'll be

able to save in OLF file format and open this content during a class [using the File Manager](https://myviewboard.com/kb/en_US/main-toolbar-1/file-manager)  (https://myviewboard.com/kb/en_US/main-toolbar-1/file-manager) without any concerns.

LIMITATION NOTES

The following are some known limitations you might expect to encounter when you import PPTX files:

- Objects may be converted into different positions and sizes.
- Object styling (color, line width, etc.) may be different.
- The results when importing into the different versions of Whiteboard (Windows, Android, iOS) will not be exactly the same.
- SmartArt objects are not currently supported.
- In general, in case you notice an object hasn't been converted, the object is not currently supported. You'll either have to recreate the object in Whiteboard or save your desired content into another file format and import that.
- In the case that you encounter an error when importing, either try a different file or contact myViewBoard Support for further assistance.

myViewBoard Knowledge Base

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Open and import lesson materials

myViewBoard Whiteboard provides educators various ways to open or import files into their session. To open files, users can go to **File Manager** (https://myviewboard.com/kb/en_US/main-toolbar-1/file-manager) > **Open** to browse files within their device's local drive.

With the **Import Files** (https://myviewboard.com/kb/en_US/magic-box-basics/import-files) feature within **Magic Box** (<https://myviewboard.com/kb/create-lessons/magic-box>), users can browse local and cloud drives to bring existing lesson materials into a lesson currently being worked on.

To get the full breakdown on scenarios and steps for opening files, [learn more in the File Manager page](https://myviewboard.com/kb/en_US/main-toolbar-1/file-manager) (https://myviewboard.com/kb/en_US/main-toolbar-1/file-manager). To view full import file options and steps, [learn more in the Import Files page](https://myviewboard.com/kb/en_US/magic-box-basics/import-files) (https://myviewboard.com/kb/en_US/magic-box-basics/import-files).

PAGE LIMIT FOR NON-SIGNED IN USERS

For users who are not signed in to Whiteboard, the maximum number of pages allowed is **5**. However, by signing in with your myViewBoard account, enjoy unlimited pages when adding or importing content. [Learn more about signing in to Whiteboard](https://myviewboard.com/kb/en_US/getting-started-whiteboard/signing-in) (https://myviewboard.com/kb/en_US/getting-started-whiteboard/signing-in).

Supported file formats when opening

Only **Open Learning Format (OLF)** file type is supported for opening from File Manager. myViewBoard Whiteboard is designed for OLF file format. We recommend primarily using this file type for the most optimized experience.

OLF AND FILE CONVERSION

If you have previous lesson materials saved in other digital whiteboarding file formats (e.g. Flipchart, Notebook, ENB), we provide a **File Conversion** (<https://myviewboard.com/kb/other-resources/file-conversion-request>) to **OLF file type** (https://myviewboard.com/kb/en_US/whiteboard-wiki/open-learning-format-olf) option. You also have the option to import these file types into myViewBoard Whiteboard. (See below.)

Supported file formats when importing

The following file formats are supported to import from Import Files.

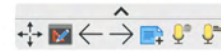
Windows **Android** **iOS**

Whiteboard files	Vboard and OLF for myViewBoard, Flipchart for Promethean ¹ , Notebook for SMART ¹ , ENB for Evernote ¹ , and IWB for multiple brands.
Documents	Google Doc, PDF, DOCX, TXT, ONE, URL

Presentations	Google Slides, PPTX (excluding PowerPoint mobile files)
Images	PNG, JPG, JPEG, BMP, GIF, ICO, TIF, TIFF, SVG
Audio	MP3, AAC, WMA, WAV, M4A
Video	WMV, MP4, MPG, XESC, 3PG, MOV, MPEG, MKV, ASF, AVI, M4V

¹These file formats are available to save changes made in myViewBoard Whiteboard, the file must be saved as in OLF file format.

https://static.helpjuice.com/helpjuice_production/uploads/upload/image/9713/direct/1682058861763-import%20lesson%20.gif



WORKAROUND FOR GOOGLE FILES MAX IMPORT SIZE

When importing a Google Slide or Google Doc file, note if you encounter an import error when attempting to import the file, this may be due to a max file size conversion limit being exceeded (resulting conversion file size limit: 10MB). To successfully import this content, we suggest you download the Google file as a PDF. Then, import the newly downloaded PDF file.

To learn more about expected behaviors when opening different file types, [learn more in the Import Files page](https://myviewboard.com/kb/magic-box-basics/import-files) (<https://myviewboard.com/kb/magic-box-basics/import-files>).

Learn more

View how Magic Box allows you to import resources from your local and cloud drive into the canvas.

Windows

Android

iOS

myViewBoard: Import Files Using the Magic Box (Whiteboard for Wi...



<https://youtu.be/DLmmRnTm45g>

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Present Mode

Present Mode is a myViewBoard Whiteboard feature that allows the host to switch between Prepare mode and Present mode to display the content in full screen with the title bar hidden (and the Windows taskbar in the Windows version), allowing for maximum use of your display's screen area.



When switching to Present Mode, the following changes to your screen will result:

- The canvas covers the entire screen.
- The title bar becomes hidden.
- Only the Next, Previous, and Add Page icons are shown on the Floating Toolbar.
- To exit Present Mode, press Prepare Mode .

ON LAUNCHING WHITEBOARD

On launching the app, Whiteboard is in Prepare mode, which is suitable for lesson planning and content creation. However, to maximize space on your screen, use Present mode.

Switching Present Mode on and off

1. Press Present Mode .
2. Press  to return to Prepare Mode.



Lesson 1





Press the **Present Mode** icon to switch to a full screen presentation view.

1/1

Lesson 1



To go back to **Prepare Mode**, press the Prepare Mode icon.

To learn more about Adorning Menu tool details, [view our Adorning Menu overview](https://myviewboard.com/kb/en_US/create-lessons/1621196-annotate-the-canvas#adorning-menu-4) (https://myviewboard.com/kb/en_US/create-lessons/1621196-annotate-the-canvas#adorning-menu-4).

Learn more

myViewBoard: Present and Prepare




<https://youtu.be/YbJFUZsifNo>

myViewBoard Knowledge Base

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Screen Capture full breakdown

The **Screen Capture**  tool allows a host to take a screenshot, record the screen, record audio, and live stream the screen. Screen Capture features vary depending on Whiteboard version.


Taking a screenshot

Screenshot options +


Windows **Android** **iOS**

 Capture the entire screen	Capture the entire canvas area.
 Capture a freehand region	Draw the area to capture. Make sure to close the shape or the screenshot will not capture.
 Capture a rectangular region	Tap and drag to draw a rectangle over the area to capture. Release to capture.

To take a screenshot, perform the following steps:

1. Press **Screen Capture** .
2. Select a screenshot option.
3. After the capture, the image is added onto the canvas as a new object.
4. Interact with the image as with any other object.







Users that are currently signed in have the option to save the screenshot to their cloud storage:

1. Click the image once.
2. Click the **Save as...**  icon from the menu.
3. Navigate to the desired location, and click the check icon.


Record the screen

To record the screen, perform the following steps:

Windows **Android** **iOS**

1. Press **Screen Capture**  to open your screen capture options.
2. Press the **Video Recorder**  icon.
3. Set up your recording environment:
 -  Volume slider: Set the recording volume of the session.
 -  Screen record: Record the whole screen.
 -  Selection record: Specify a freehand region to record.
4. Press **Record** .
 - If a freehand region was specified, red lines will appear along the edges of the screen. Drag corners of the region to resize the recording area. Press the record button once ready.
 - If you select to record the entire screen, select a video resolution, and then press the checkmark to get started.
5. During recording, a floating bar provides the option to **pause/resume** the screen recording or **stop** it at any time.



6. Press **Stop**  to end the recording.
7. Once pressed, review the video using the preview window.
8. Click the **save disk** icon and select a location to save the video. You can only save videos to a local hard drive (not cloud storage).






NOT SIGNED IN USERS ON RECORDING TIME

For users who are not signed in to Whiteboard, screen recording time is limited to **5 minutes**. However, by signing in with your myViewBoard account, enjoy unlimited recording. [Learn more about signing in to Whiteboard \(https://myviewboard.com/kb/en_US/getting-started-whiteboard/signing-in\)](https://myviewboard.com/kb/en_US/getting-started-whiteboard/signing-in).

Live streaming

To livestream the screen online, perform the following steps:

Windows **Android** **iOS**

1. Press **Screen Capture** .
2. Press **Video Recorder** .
3. Press the **Stream**  icon.
4. Provide the following:
 - Stream Key: Sign in to your streaming service to find your unique streaming key.
 - Stream URL: The stream URL for your platform.
5. (Optional) Select the **Record the stream** checkbox to record a copy of the stream to your local drive.
6. Press  after selecting your desired video resolution.
7. Press  to start the stream.

To learn more about live-streaming, visit the [Live-streaming page \(viewsonic.com/en_US/live-streaming-a-session\)](https://viewsonic.com/en_US/live-streaming-a-session).

Record audio

Windows

Android


iOS

Recording an audio file

To record an audio file, perform the following steps:

1. Press **Screen Capture** .
2. Press the **Audio recorder**  icon.
3. During recording, a floating bar provides the option to **pause/resume** the audio recording or **stop** it at any time.



4. Press **Stop**  to end the recording.
5. Once pressed, review the audio using the preview window.
6. Press the **save disk** icon and select a location to save the file. Files will be saved as an MP3 file.

NOTE

All sounds captured by a connected microphone will be recorded.

myViewBoard Knowledge Base

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Wireless Presentation setup

Wireless Presentation allows a myViewBoard Whiteboard host to share their screen and audio, as well as receive others' screens and audio feeds.

PREREQUISITES FOR WIRELESS PRESENTATION

Make sure the following requirements have been met on the devices to send or receive a screen:



- Users must be signed in to Whiteboard to enable Wireless Presentation.
- Users must be signed in to [myviewboard.com \(http://myViewBoard.com\)](http://myViewBoard.com) to receive a screen.

System requirements for Android devices


Wireless Presentation is natively supported in the Windows version, while Android devices must meet system specifications to use Wireless Presentation.




Android device requirements

In the Android version of myViewBoard Whiteboard, Wireless Presentation is available if your device meets the following requirements:

- myViewBoard Whiteboard for Android version: **1.11.6**
 - To view your version, in the title bar press  >  > **Version**.
- Device OS minimum requirement: **Android 7**
 - To check your Android version, launch **Settings** and go to **System > About device**.
- WebView version minimum requirement: **61.0.3163.98**.
 - To check your system's WebView version, launch **Settings** and go to **Apps > All Apps** (menu name varies depending on OS version) and look for **Android System WebView**.

Wireless Presentation status indicators




The status of Wireless Presentation is visible at the top-right of the title bar. Press  to open the Wireless Presentation window:

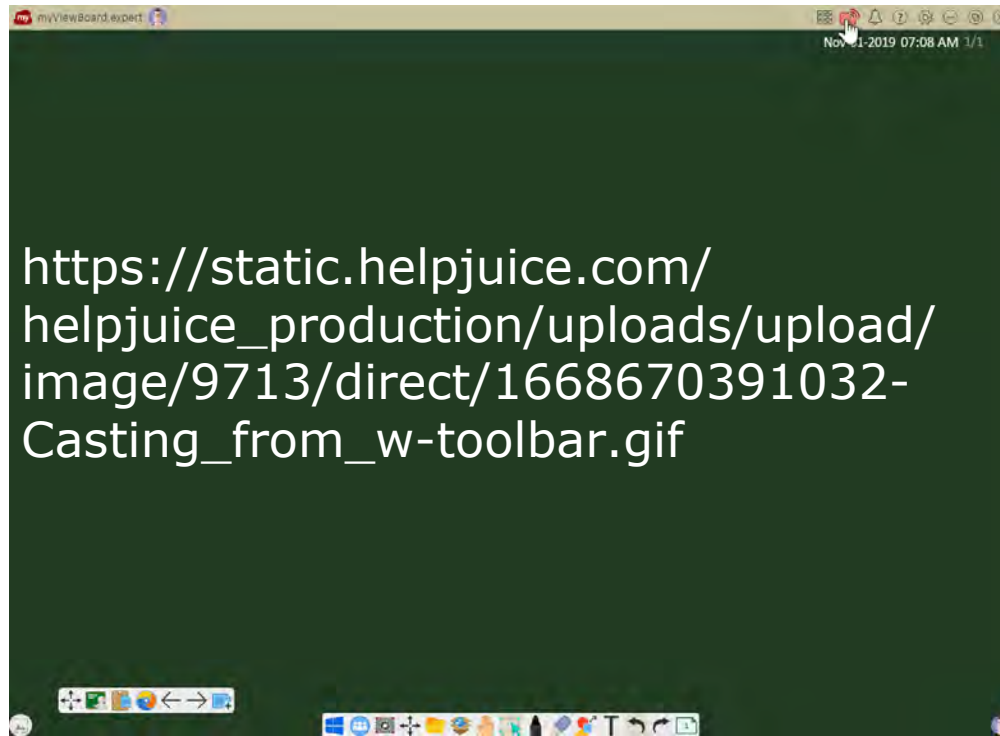
	Disconnected
	Changing status
	



Connected

Enable Wireless Presentation

To **enable** Wireless Presentation, after signing in press  to enable screen sharing. The icon should turn green  to indicate it is enabled. Press  again to disable Wireless Presentation.




User opens Wireless Presentation by pressing its icon located on the title bar. The icon turns green, indicating Wireless Presentation is enabled.

Enable Wireless Presentation at launch



To always enable Wireless Presentation, perform the following:

1. Sign in to myviewboard.com (<http://myviewboard.com>).
2. Access your **FollowMe**  settings.
3. Go to **Settings**.
4. Toggle the **Always enable Wireless Presentation** option to ON.
5. Press **Confirm**.

WIRELESS PRESENTATION IN WHITEBOARD

The setting will be applied the next time you sign in to the Whiteboard.

Sharing and receiving a screen

Participants can share their screens to a host or receive a screen from a host after the host has enabled Wireless Presentation.

Sharing a screen





From student's device

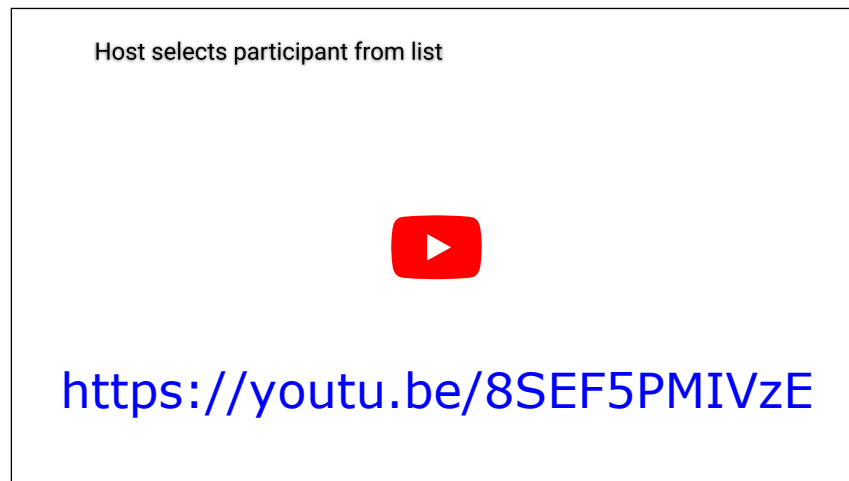
To a host's device

[Learn how to share a screen from the Whiteboard Portal \(https://myviewboard.com/kb/other-resources/whiteboard-portal#interacting-from-the-whiteboard-portal-4\)](https://myviewboard.com/kb/other-resources/whiteboard-portal#interacting-from-the-whiteboard-portal-4).

Receiving a screen

From the host's device **To a student's device**

1. Open the Wireless Presentation pop-up by pressing  or .
 - Alternatively, press  on the far-left of the title bar to view requests to receive from students. Press any of these notifications to open the Wireless Presentation pop-up.
2. Enter the **Present out**  tab and select the screen you want to share.
3. Your selected screen should now begin casting to receiving devices.




SHARING AUDIO

While sharing a host screen to a student's device, microphone audio will play on receiving devices.

Note audio from videos within the canvas will not play on receiving devices.

Stop Wireless Presentation

1. Press  in the main toolbar.
2. On the **Present in** or **Present out** tab, select the screen you want to stop.
3. The presenter's screen will immediately terminate on the receiving device.

COMPANION APP WIRELESS PRESENTATION MANAGEMENT

myViewBoard Companion app allows the host to manage Wireless Presentation through the app. Learn more about **Wireless Presentation management with the Companion app** (https://viewsonictest.helpjuice.com/en_US/companion-interaction-whiteboard/sign-in-manage-whiteboard#manage-whiteboard-from-around-the-room/).





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Live streaming a session

You can use the **Screen Capture** tool to broadcast your screen to selected streaming services. The **Live-streaming** functionality is available in myViewBoard Whiteboard for Windows and myViewBoard Whiteboard for Android.

Supported streaming services	
 YouTube	Stream URL: rtmps://a.rtmps.youtube.com/live2 How to Live-stream on YouTube (https://support.google.com/youtube/answer/2474026?hl=en&ref_topic=9257984&co=GENIE.Platform%3DDesktop&oco=1)
 Facebook Live	Stream URL: rtmps://live-api-s.facebook.com:443/rtmp/ How to broadcast Live on Facebook (https://www.facebook.com/formedia/tools/facebook-live/)
 Twitch	Stream URL: rtmp://live.twitch.tv/app/ How to Live-stream on Twitch (https://help.twitch.tv/s/topic/OTO1U000000CjngWAC/beginner-broadcasting?language=en_US)
 Workplace	Stream URL: rtmps://live-api-s.facebook.com:443/rtmp/ How to broadcast Live on Workplace (https://www.workplace.com/resources/ways-to-work/work-smarter/live/)

Requirements

The following are required before streaming:

- A streaming account that is already enabled for streaming. Some services like YouTube require up to 24 hours after an initial request before enabling streaming.
- In **Whiteboard for Windows**, make sure the latest version of Whiteboard for Windows is installed and running.
- In **Whiteboard for Android**, make sure the myViewBoard Live app is installed on your Android device.
- Ensure you are streaming from an environment with good and stable network speed.



Get the stream keys and URLs from the streaming platforms

Before starting to stream, you must obtain your stream key and stream URL first. This information is provided by the streaming services.

YouTube **Facebook Live** **Twitch** **Workplace**

NOTE






Once live-streaming is requested from YouTube, it may take up to 24 hours to access live-streaming.

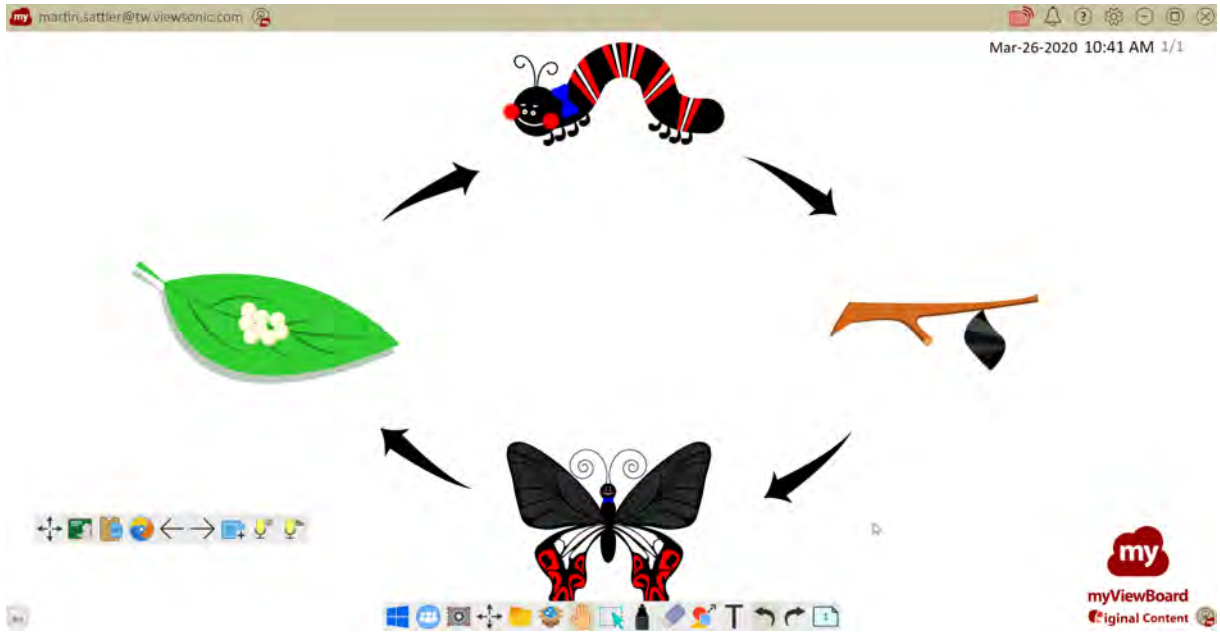
1. Open your browser and sign in to <https://youtube.com> (<https://YouTube.com>).
2. Once signed in, press  in the upper right corner.
3. From the drop-down, press  **Go Live**.
4. On top of the next screen, select **STREAM**.
5. In the new Window, provide the following information:
 - a. Title
 - b. Publish option (Public, Unlisted, or Private)
 - c. Audience options
 - d. Optional:
 - i. Description
 - ii. Category
 - iii. Schedule for later
 - iv. Upload custom thumbnail
 - v. Age restriction
6. Press **Create Stream**.
7. After a few seconds, YouTube will provide a unique stream key and the stream URL.

Start streaming in myViewBoard Whiteboard

Once you have attained a stream key and URL, open myViewBoard Whiteboard and sign in. To start the stream, perform the following steps:

Windows **Android** **iOS**

1. Press **Screen Capture**  to open the Screen Capture tool.
2. Press **Video Recorder** .
3. Press **Stream** .
4. Provide the following (See above steps on how attain this info):
 - Stream Key: Input the streaming key attained from your streaming platform.
 - Stream URL: Input the stream URL attained from your streaming platform.
5. (Optional) Select the **Record the stream** checkbox to record a copy of the stream to your local drive.
6. Press  after selecting your desired video resolution.
7. Press  to start the stream.



Streaming requires a Stream Key and a Stream URL.

https://static.helpjuice.com/helpjuice_production/uploads/upload/image/9713/direct/1668654859271-Streaming.gif

Share your stream

YouTube **Facebook Live** **Twitch** **Workplace**

1. Press **Go Live**.
2. Choose to distribute the link to your audience.
3. Everybody who opens your link can view your myViewBoard Whiteboard session. You can also invite people to your own YouTube channel so that anyone who visits your channel can view the stream.

Ending a stream

After the presentation is done, end the session by performing the following steps:

From your streaming service

YouTube **Facebook Live** **Twitch** **Workplace**

After the presentation is done, press **End Stream**.

From myViewBoard Whiteboard

To end the stream, press  to stop broadcasting.

Viewing the stream after the session

Selecting the **Record the stream** checkbox before streaming saves a recording of the stream to the local device. This can then be uploaded to a cloud drive account and distributed to your students. Streaming platforms also typically save the stream to your channel or timeline.

NOTE

- Facebook saves the session as a post in the teacher's timeline.
- YouTube saves the session as a video in the teacher's channel

- myViewBoard saves the session as a video in the teacher's channel.
- Twitch saves the session as a video in the teacher's channel.
- Workplace saves the session as a video in the teacher's timeline.

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myViewBoard Knowledge Base



myViewBoard Whiteboard

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Camera feed in class

The **Camera** tool, found in the [Magic Box](https://myviewboard.com/kb/create-lessons/magic-box) (<https://myviewboard.com/kb/create-lessons/magic-box>), allows teachers to connect an external camera device to enhance lessons by focusing on physical materials while delivering a lesson through myViewBoard Whiteboard.

This tool can be especially useful in Math and Science classes or any class where a teacher has physical materials they will interact with.

To learn more about all the options available in the Camera tool, [learn more about its technical features](https://myviewboard.com/kb/magic-box-basics/camera) (<https://myviewboard.com/kb/magic-box-basics/camera>).

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Live Captions overview

Live Captions is a myViewBoard Whiteboard (Windows-only) assistive feature that creates live captions for an audience. This can be useful for those who are hard of hearing or when environments can be noisy. It's also a great option in foreign language classes.

This feature is available to *entities only by request*. For entities who would like to make Live Captions available, learn [how to request this feature](https://myviewboard.com/kb/other-resources-1/requesting-live-captions) (<https://myviewboard.com/kb/other-resources-1/requesting-live-captions>).

Once you have Live Captions set up, [learn about all its features](https://myviewboard.com/kb/floating-toolbar-1/live-captions) (<https://myviewboard.com/kb/floating-toolbar-1/live-captions>).

myViewBoard Knowledge Base

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A digital whiteboard for Windows, Android, iOS and online.

Split screen app (ViewBoard only)

This article will give you a quick overview on how to use Whiteboard in split screen mode through the [Split Screen app](https://www.myviewboard.com/kb/apps-other-info/pre-installed-apps-1#other-apps-6) (<https://www.myviewboard.com/kb/apps-other-info/pre-installed-apps-1#other-apps-6>) on a ViewBoard.



DEVICE AND FIRMWARE VERSION SUPPORT

Before continuing, be aware that the Split Screen app is currently only supported on **IFP50-5, IFP33, and IFP105S devices**.

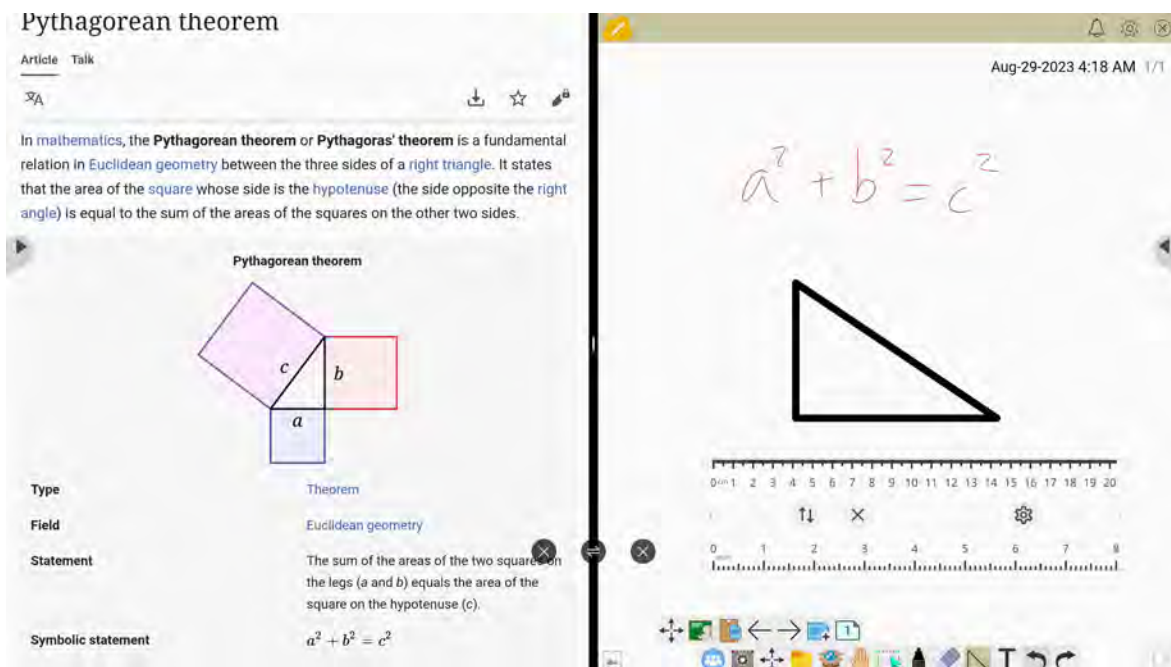
In addition, ensure your IFP50-5's firmware is up to date to **version 20230817 or above**.

Use Whiteboard in Split Screen

To open Whiteboard in Split Screen mode,

1. Go to your ViewBoard's home screen.
2. Open the Split Screen app  found in your app tray.
3. You should see the myViewBoard Whiteboard icon  in the app list. Press it.
4. Select another app to open alongside Whiteboard.

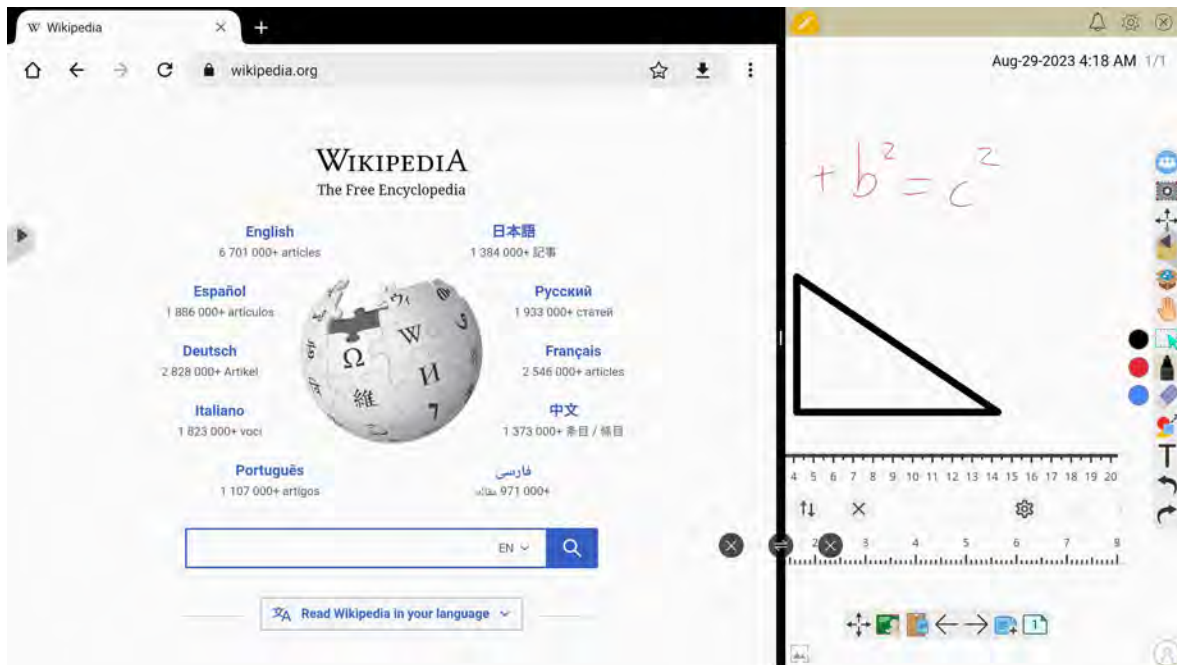
After doing so, use Whiteboard as normal. There are no limitations aside from the smaller canvas size.



Example of Whiteboard open (right) in the Split Screen app.

Remember,

- Navigate by using the [Infinite Canvas](https://myviewboard.com/kb/en_US/main-toolbar-1/infinite-canvas) (https://myviewboard.com/kb/en_US/main-toolbar-1/infinite-canvas) in case you want to view previously created content now hidden.
- Resize the split screen at any time. A split screen can be resized to a third, half, or two-thirds size. Please note, when the Whiteboard screen is resized to a third of the screen, the main toolbar will lock to the right edge of the canvas.



Whiteboard (right) when reduced to one-third screen size in Split Screen.

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 **myViewBoard Whiteboard**

A digital whiteboard for Windows, Android, iOS and online.


Share Whiteboard session

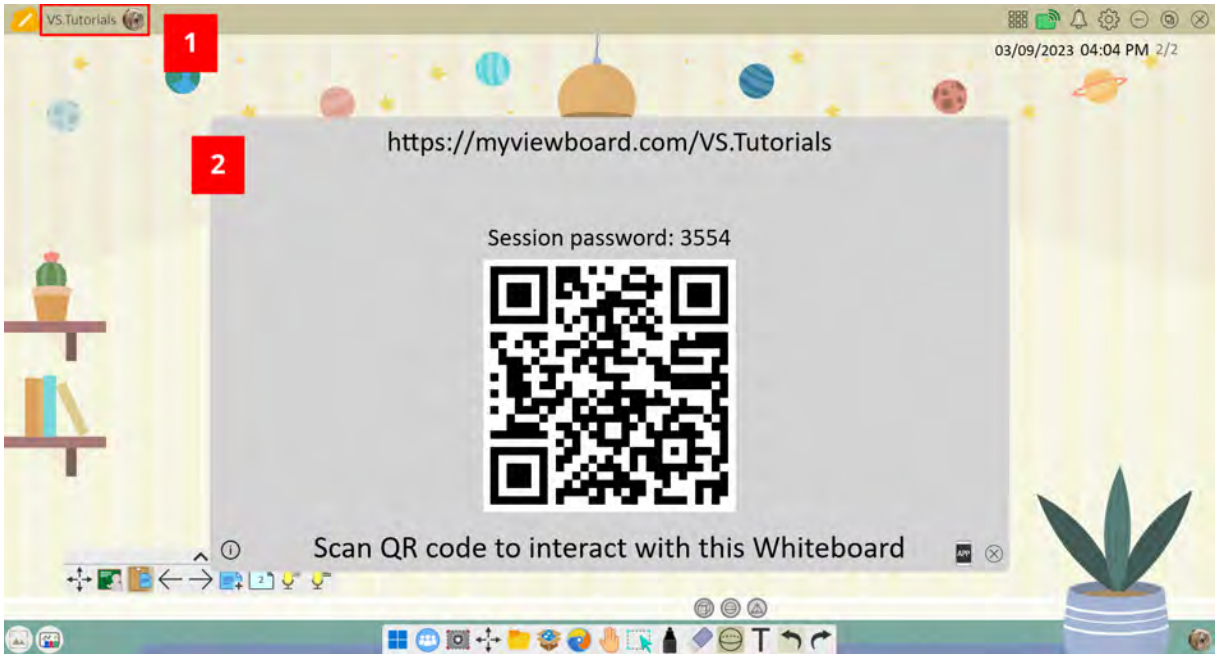
By having students join a myViewBoard Whiteboard session with their devices, they can participate in your lesson in the following ways:

- Answer a [Pop Quiz](https://myviewboard.com/kb/en_US/student-engagement/pop-quiz) (https://myviewboard.com/kb/en_US/student-engagement/pop-quiz) with free responses.
- Join a [Polls](https://myviewboard.com/kb/en_US/student-engagement/polls) (https://myviewboard.com/kb/en_US/student-engagement/polls) session and respond to questions while a teacher is proctoring (Whiteboard for Windows-only).
- Use [Throw](https://myviewboard.com/kb/en_US/student-engagement/throw) (https://myviewboard.com/kb/en_US/student-engagement/throw) to send files to the Whiteboard host, who can open these files at any time.
- [Cast a device screen to or receive a device screen from](https://myviewboard.com/kb/other-resources/whiteboard-portal#interacting-from-the-whiteboard-portal-4) (<https://myviewboard.com/kb/other-resources/whiteboard-portal#interacting-from-the-whiteboard-portal-4>) the host Whiteboard canvas (Whiteboard Portal-only).

Invite students

First, students must join your Whiteboard session before they participate in any digital activity. Whether students are joining your session through the [Whiteboard Portal](https://myviewboard.com/kb/en_US/whiteboard-portal) (https://myviewboard.com/kb/en_US/whiteboard-portal) or the [myViewBoard Companion app](https://myviewboard.com/kb/getting-started-companion/overview-companion-app) (<https://myviewboard.com/kb/getting-started-companion/overview-companion-app>), the process of inviting is the same:

1. Press  at the far left of the title bar to reveal your Whiteboard host session details.
2. A pop-up will appear, displaying your session details.
3. Students can join through the following options:
 - a. Input the URL displayed at the top of the pop-up into their device's web browser.
 - b. Use their mobile phone's camera to scan the QR code.
 - c. Use their Companion app to scan the QR code.



Share session window open in Windows version of myViewBoard Whiteboard.

CHANGE myViewBoard NAME REMINDER

If at any time you forget the basic steps on how to **change your myViewBoard Name** (https://myviewboard.com/kb/en_US/personalize-myviewboard-account?from_search=112292317#account-settings-1), press ⓘ to view quick instructions.






Hint message open in the share session pop-up.

Inviting from Magic Box tools

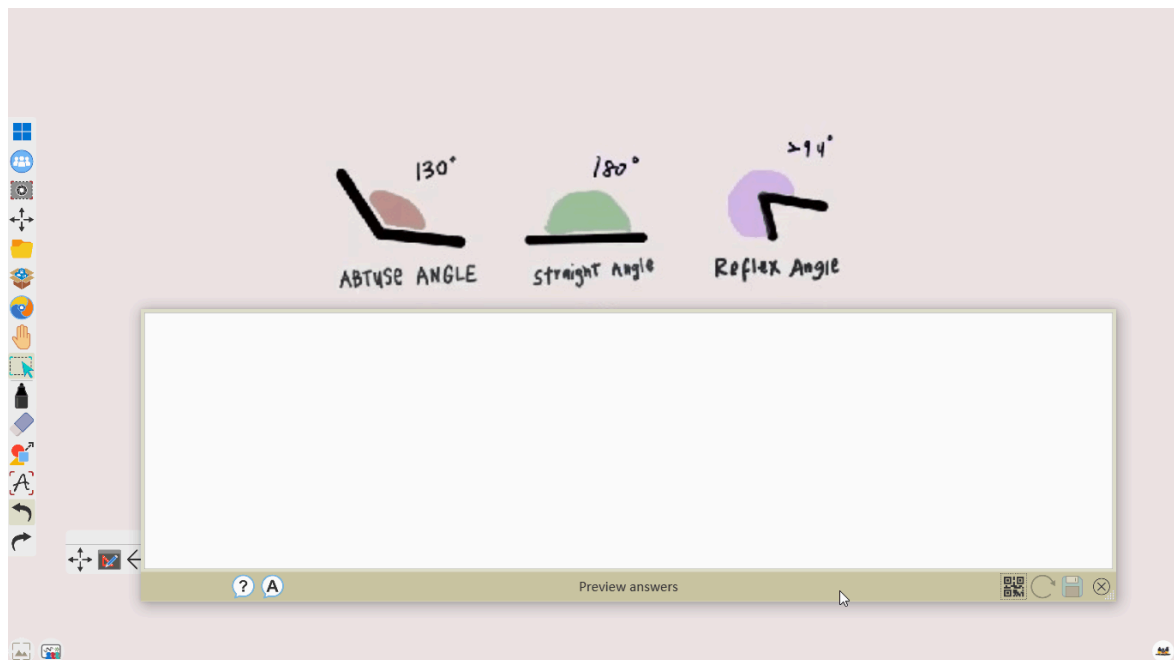
The following student interaction tools in Whiteboard offer a convenient way to join a session within the feature:

Pop Quiz Polls (Windows-only)

To share a session from within Pop Quiz, follow these steps:

1. In the **main toolbar**, press .
2. In the Magic Box pop-up, press  (swipe the icon bar all the way to the right if you can't see it).
3. In the Pop Quiz toolbar, press .
4. A QR code and URL will display in the Answers section.
5. The user can choose to join the pop quiz via QR code (Companion app) or URL (Whiteboard Portal).

Windows Android iOS



INVITE USERS ANY TIME

Invite audience members to join a pop quiz *before or after* adding the pop quiz.

Inviting when session password is enabled

For teachers who want to ensure students not participating in a current session cannot join, they can [enable a session password in their FollowMe settings](https://myviewboard.com/kb/account-settings/followme-settings#set-a-session-password-2) (<https://myviewboard.com/kb/account-settings/followme-settings#set-a-session-password-2>).

With a session password enabled, this merely adds an additional step to the invitation process [described above](https://myviewboard.com/kb/classroom-engagement/share-whiteboard-session#invite-students-0) (<https://myviewboard.com/kb/classroom-engagement/share-whiteboard-session#invite-students-0>). With a password enabled, the share session pop-up will display a 4-digit temporary password:



A unique password, which is automatically generated for each session, is displayed in the share session pop-up window.

When using the methods outlined in the next section, students must use this session password to join a session.

Methods of joining a session

Students can join a Whiteboard session through both the Companion app and Whiteboard Portal.

To learn how to join through Companion app, [view this article](https://myviewboard.com/kb/companion-and-whiteboard/join-whiteboard-session) (<https://myviewboard.com/kb/companion-and-whiteboard/join-whiteboard-session>).

To learn how to join through the Whiteboard Portal, [view this article](https://myviewboard.com/kb/other-resources/whiteboard-portal) (<https://myviewboard.com/kb/other-resources/whiteboard-portal>).

SHOULD I USE COMPANION APP OR WHITEBOARD PORTAL?

The method of joining will depend on your classroom scenario.

- Whiteboard Portal benefits: Cast your Whiteboard session to students or receive a screen within Whiteboard from those who joined the session. Suitable for classrooms that require laptops.
- Companion app benefits: Have a convenient way for students to quickly interact with your session. Suitable for classrooms that permit mobile devices.

What's next?

Want to learn the ins-and-outs of tools available in Companion app or the Whiteboard Portal that can enhance classroom engagement? Check out the following pages:

- [Pop Quiz \(https://myviewboard.com/kb/en_US/student-engagement/pop-quiz\)](https://myviewboard.com/kb/en_US/student-engagement/pop-quiz)
- [Throw \(https://myviewboard.com/kb/student-engagement/throw\)](https://myviewboard.com/kb/student-engagement/throw)
- [Polls \(https://myviewboard.com/kb/en_US/student-engagement/polls\)](https://myviewboard.com/kb/en_US/student-engagement/polls)
- [Wireless Presentation \(https://myviewboard.com/kb/en_US/present-lessons/wireless-presentation\)](https://myviewboard.com/kb/en_US/present-lessons/wireless-presentation)


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 **myViewBoard Whiteboard**


A digital whiteboard for Windows, Android, iOS and online.

Throw, Pop Quiz & Polls for engagement

Throw (https://myviewboard.com/kb/en_US/student-engagement/throw), **Pop Quiz** (https://myviewboard.com/kb/en_US/student-engagement/pop-quiz), and **Polls** (https://myviewboard.com/kb/en_US/student-engagement/polls) are tools within the Magic Box for classroom engagement during a myViewBoard Whiteboard session. Each tool allows students to interact with the session through their devices. Please note *Polls is an exclusive tool to the Windows version of myViewBoard Whiteboard*.

With **Throw** (https://myviewboard.com/kb/en_US/student-engagement/throw) , students can share images, videos, and other document files to a Whiteboard session. Teachers will then have access to all files shared by students and can open them on the canvas.

With **Pop Quiz** (https://myviewboard.com/kb/en_US/student-engagement/pop-quiz) , teachers can initiate a convenient and quick question-response format. This feature is great for a quick review after introducing a topic or for asking students to share their thoughts and ideas.

With **Polls** (https://myviewboard.com/kb/en_US/student-engagement/polls)  (Windows-only), teachers can prepare a series of timed questions with many question formats available (multiple choice, true or false, ratings, free format, vote, and random draw) before a lesson. Then, when it's that time of the lesson, teachers can ask students to join Polls to have a convenient way to respond to several questions from their devices.

For each of these tools, students can interact with a Whiteboard session through either the [myViewBoard Companion app](https://myviewboard.com/kb/companion-interaction-whiteboard/participating-in-class-companion#how-to-participate-1) (<https://myviewboard.com/kb/companion-interaction-whiteboard/participating-in-class-companion#how-to-participate-1>) or [Whiteboard Portal](https://myviewboard.com/kb/other-resources/whiteboard-portal) (<https://myviewboard.com/kb/other-resources/whiteboard-portal>). Additionally, navigate to the respective articles for each tool to learn more about their features and functionalities.

 **myViewBoard Whiteboard**



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Participate Mode

Participate Mode is an exclusive feature in the Windows version of myViewBoard Whiteboard. This feature divides the Whiteboard into multiple smaller whiteboards with independent pens and eraser tools, allowing several users to draw in their own whiteboards side-by-side.

Access Participate Mode

Participate Mode divides the whiteboard surface into up to six smaller whiteboards. Follow these steps to access this mode:

1. Sign in to myViewBoard Whiteboard, if you haven't already.
2. On the bottom-left of the screen, press .
3. The canvas view will change.
4. When finished, press  to exit.

https://static.helpjuice.com/helpjuice_production/uploads/upload/image/9713/direct/1671696787629-participate%20mode.gif





FEATURE REQUIREMENT

To use Participate Mode, make sure your device is Windows OS build version 1903 or higher. Also, make sure the myViewBoard Whiteboard version you're using is 2.41.5.0 or above.

To verify which versions you are using, complete the following:

...any other version of the software, complete the following:

- Windows OS version: **Start Menu > Settings > System > About**
- myViewBoard Whiteboard version:  >  **About info**

LIMITATION

You might be unable to use your finger and pen (especially thin pens) simultaneously according to limitations on certain IFP devices that are not ViewSonic devices.




How to use



6 boards available in Participate Mode with a guide to all buttons at the bottom toolbar.

1. By default, three mini whiteboards open. Change the number by selecting the icons at the bottom-left:



2. Press  to swap the top and bottom rows (available when using 4 whiteboards or more).
3. Press  to clear all whiteboards at once.
4. Press  to allow users to draw on opposite sides (designed for use when the IFP is laid horizontally on a table).
5. The **pen color** for each whiteboard can be configured independently. Each whiteboard also has its own **eraser** and **delete all** tool:



LESSON IDEA

Incorporate **Participate Mode** in your lessons. In the below example, the lesson topic is kindness. Participate Mode can thus be used to foster group collaboration to answer the question "What can you do to make them from grayscale to color?"

Take a look at how both groups jot down their ideas to share with the class.

https://static.helpjuice.com/helpjuice_production/uploads/upload/image/9713/direct/1671697637832-document%20autorecovery.mp4

Learn more

What's New - March & April 2021



<https://youtu.be/mIE3MxJ8OGs>

Multiple Users | myViewBoard by ViewSonic



https://youtu.be/d_ruNi9007U


 **myViewBoard Whiteboard**

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Share lesson materials

When teachers have concluded delivering a lesson with myViewBoard Whiteboard, they have a couple different options to share lesson materials with the class.

Export lesson to a different file format

If you wish to export the result of your lesson materials into a non-OLF file format, use the **Export**  feature within **File Manager**. This option is suitable for educators who will upload the file to a shared cloud drive, post it in an online group, or email it to the class.

[View the full steps to export lesson materials \(https://myviewboard.com/kb/en_US/main-toolbar-1/file-manager#export-lesson-to-other-file-formats-3\).](https://myviewboard.com/kb/en_US/main-toolbar-1/file-manager#export-lesson-to-other-file-formats-3)

The following file formats are supported within myViewBoard Whiteboard:


- PDF¹
- PNG
- JPG
- BMP²
- PPTX^{1,3}
- IWB

¹Only supported in the Windows version.

²Only supported in the Android and iOS versions.

³File format can only be exported by **Pro**, **Premium** or **Entity** users.

Share lesson by QR code

If you wish to provide students with the option to immediately attain lesson materials, use the **Share by QR Code**  feature within **File Manager**. This option provides students with the option to access a PDF of the lesson materials on their mobile device or to input a URL into their device's web browser.

[View the full steps to share by QR code \(https://myviewboard.com/kb/en_US/main-toolbar-1/file-manager#share-lessons-by-qr-code-4\).](https://myviewboard.com/kb/en_US/main-toolbar-1/file-manager#share-lessons-by-qr-code-4)

SUBSCRIPTION REQUIREMENT

To access this feature, a **Pro**, **Premium**, or **Entity** account subscription is required. **[Learn more about myViewBoard subscription plans \(https://myviewboard.com/kb/en_US/account-introduction/subscription-tiers-overview\).](https://myviewboard.com/kb/en_US/account-introduction/subscription-tiers-overview)**
 [\(https://myviewboard.com/kb/account-introduction/myviewboard-subscriptions\)](https://myviewboard.com/kb/account-introduction/myviewboard-subscriptions)

LESSON SHARE NOT WORKING?

You may encounter a failure to generate a QR code to share your lesson. In such cases, this can be due to any of the following reasons:

- Your internet connection may be unstable.
- Your default cloud storage may be experiencing unstable connection.

- Your default cloud storage capacity may have reached its limit. (Storage space required because the lesson file saves to your cloud storage.)

Learn more about connecting your cloud account and default cloud storage.

(<https://myviewboard.com/kb/account-settings/cloud-integration#bind-apps-and-cloud-accounts-1>)

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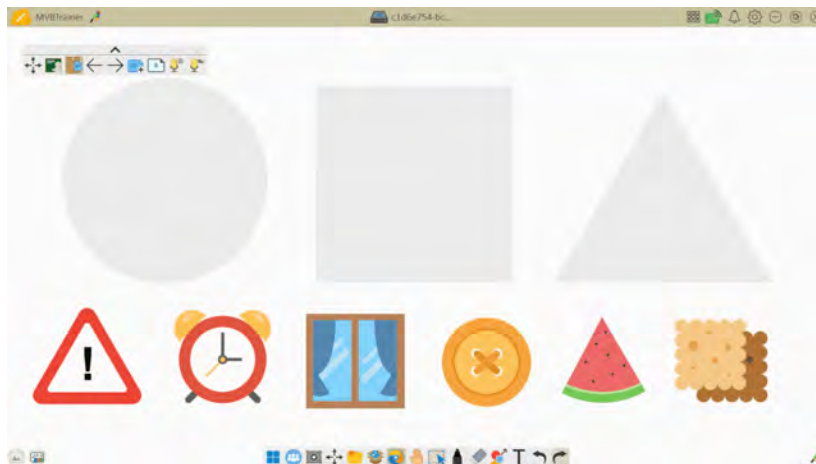
Move, resize and rotate objects

This article will show several options available to move, rotate, and resize objects on the myViewBoard Whiteboard canvas. Learn how to adjust the position, angle, and size of objects in all versions of Whiteboard.

The following instructions apply to finger touch interactions.

Move objects

1. Press-hold a desired object with one finger (or two).
2. Drag the object to move it.

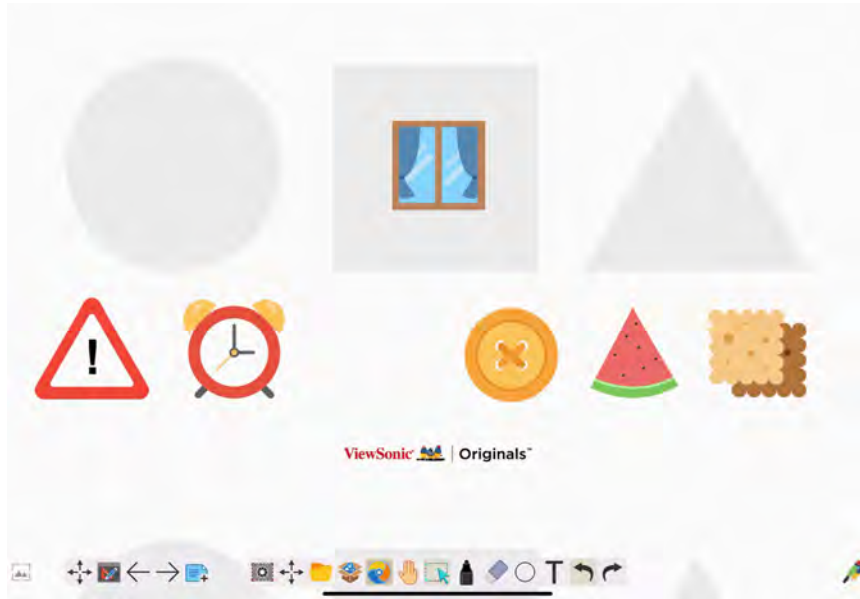


Example of a user dragging an object to a desired location (Windows version depicted).

https://static.helpjuice.com/helpjuice_production/uploads/upload/image/9713/direct/1681721461590-mover%20objeto.gif

Resize objects

1. Press-hold a desired object.
2. Use a two-finger pinch motion to enlarge or reduce the size of an object.



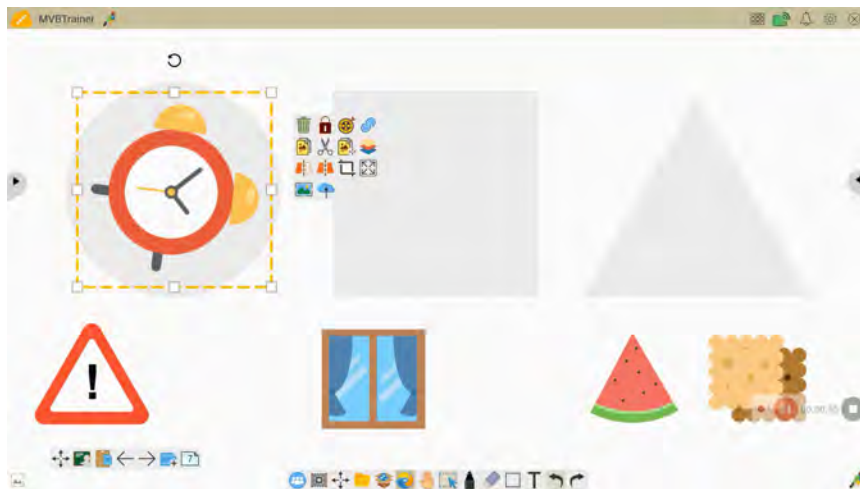
Example of a user using a two-finger pinch motion to resize a desired object (iOS version depicted).

https://static.helpjuice.com/helpjuice_production/uploads/upload/image/9713/direct/1681724172365-resize%20objeto.gif

Rotate objects

Here's how to rotate objects:

1. Press-hold a desired object with two fingers.
2. With a third finger, make a rotating motion and rotate the object to a desired position.



Example of a user rotating an object with three-finger touch (Android version depicted).

https://static.helpjuice.com/helpjuice_production/uploads/upload/image/9713/direct/1681779753240-rotar%20objeto.gif

ENABLE SELECTION TOOL TO INTERACT WITH OBJECTS

If a tool is enabled, switch to the **Selection tool**  from the main toolbar before interacting with objects.

NOTICE FOR WINDOWS 11 USERS

In Windows 11, the native three-finger gesture may conflict with Whiteboard's three-finger gesture. If you wish to use Whiteboard's three-finger gesture, make sure to disable the native three-finger gesture in **Windows 11 touch settings** (https://support.microsoft.com/en-us/windows/touch-gestures-for-windows-a9d28305-4818-a5df-4e2b-e5590f850741#WindowsVersion=Windows_11).

LEARN MORE ABOUT THE SELECTION TOOL

Learn more about manipulating objects through the selection tool (https://myviewboard.com/kb/en_US/main-toolbar-1/selection-tool).

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myViewBoard Whiteboard

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Stylus support in Whiteboard

myViewBoard Whiteboards supports ViewSonic stylus use for a more interactive experience when creating content or delivering a lesson. For customers of certain models of ViewBoards, ViewSonic stylus pens are included. For iPad users, Apple Pencil and other Bluetooth styluses are supported.

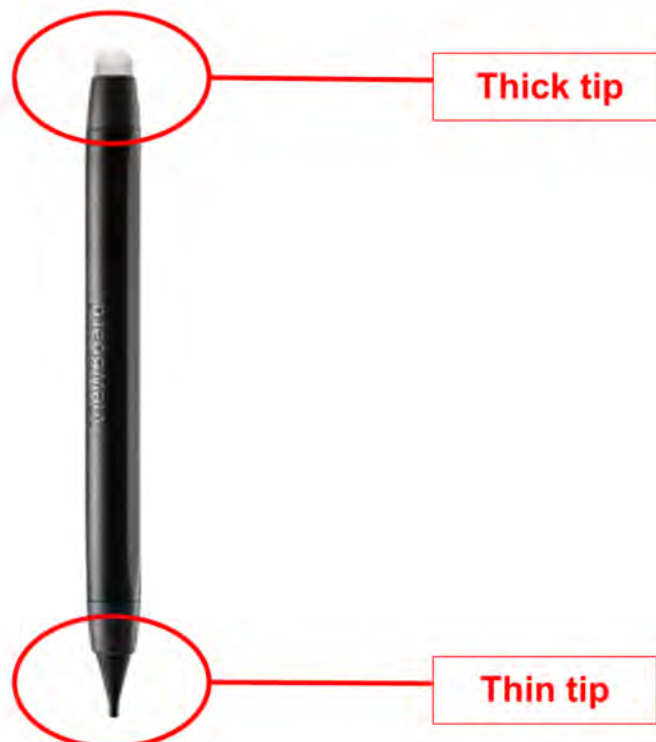
Using a ViewBoard stylus

Depending on the model of ViewBoard purchased, you may receive a certain model of stylus pen. This article will focus on the functionality of the [VB-PEN-002](https://www.viewsonic.com/us/vb-pen-002.html).

Fine tip/thick tip functionality

The VB-PEN-002 comes with dual-tip functionality. The pen features a thin tip and a rounded, thicker tip, making it easy to switch between drawing and other actions.

Your panel detects pen functionality based on the size of the tip diameter. The VB-Pen-002 features diameter sizes of 8mm (thick tip) and 3mm (thin tip). Other pen stylus models may feature diameter sizes of 9mm and 4mm respectively.



View of the **thin** and the **thick** tins of a ViewSonic Pen.

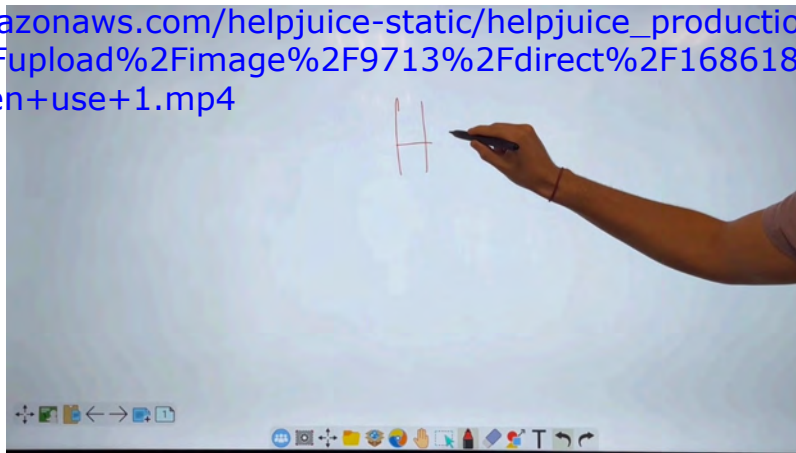
After first launching myViewBoard Whiteboard, the thin tip produces a thin red stroke by default. The thick tip, on the other hand, draws a thicker black line by default.

Users can customize the pen color, line thickness, and opacity of both the thin and thick tips using the [pen tools sub-menu](https://myviewboard.com/kb/en_US/main-toolbar-1/pen-tools-overview) (https://myviewboard.com/kb/en_US/main-toolbar-1/pen-tools-overview). These settings will save *only during an active session*. If Whiteboard is restarted, the default pen settings will be restored.



Example of customized pen strokes using the thick tip (left) and thin tip (right).

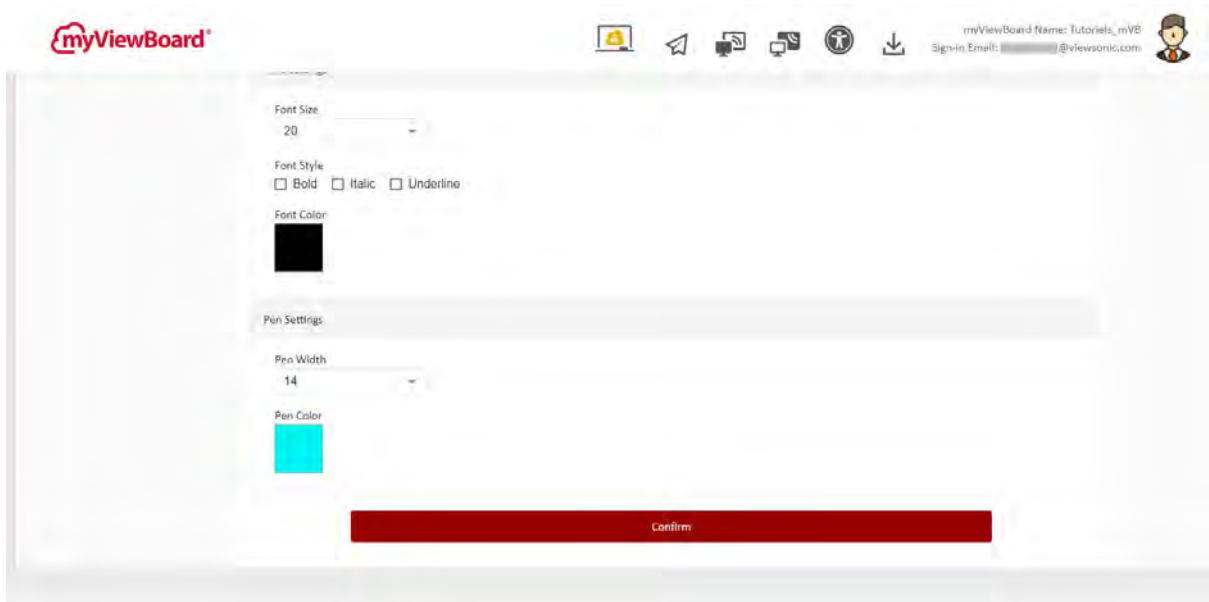
https://s3.amazonaws.com/helpjuice-static/helpjuice_production%2Fuploads%2Fupload%2Fimage%2F9713%2Fdirect%2F1686188015932-Thin-Thick+pen+use+1.mp4



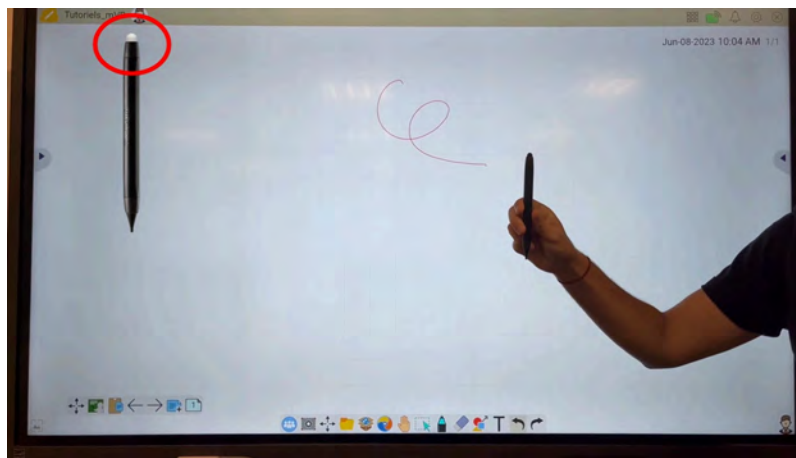
A user makes default thin red strokes with the thin tip of the stylus and then changes the color and line thickness. The user then makes default thicker black strokes with the thick tip side and then changes the color, thickness, and opacity.

CUSTOMIZE DEFAULT PEN STYLING

Users have the option to **customize the default pen style in their FollowMe settings** (https://myviewboard.com/kb/en_US/account-settings/followme-settings#settings-1). These default settings **only affect the thick tip** default pen setting (as well as the default finger touch pen setting).



FollowMe settings page, with customized width and color settings.



User makes thick tip strokes, reflecting the customized default color and width previously configured in their FollowMe settings.

https://static.helpjuice.com/helpjuice_production/uploads/upload/image/9713/direct/1686190983502-Change%20marker%20follow%20me%20settings.mp4

The thick side of the stylus functions the same as your finger does when using Whiteboard on a touch display. Thus, just as you would tap main toolbar icons with your finger to use different tools, you can also use the thick side to do the same.

https://static.helpjuice.com/helpjuice_production/uploads/upload/image/9713/direct/1686188586846-Thick%20pen%20select%20object%20use%201.mp4

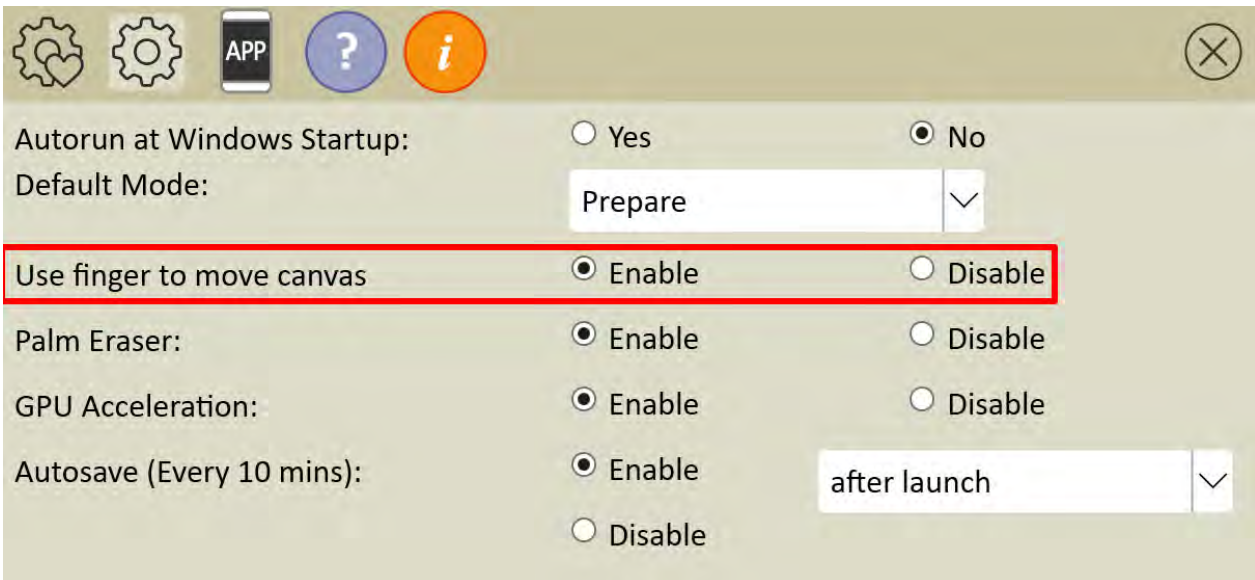


With the thick tip of the stylus, the users select different tools from the main toolbar and use them on the canvas.

Use finger to move canvas setting

When using a stylus in Whiteboard for Windows or Android on a ViewBoard, you may only want to draw and interact with objects on the canvas with the stylus and move around the canvas with touch. In such cases, you will want to enable the **Use finger to move canvas** settings.

With this option enabled, users can exclusively use the stylus for writing and using the Whiteboard tools on the canvas, while finger touch only moves or zooms in/out. The main toolbar will also respond to finger touch, but selected tools only apply to stylus usage.



Use finger to move canvas is enabled in the Whiteboard settings menu (Windows version).

Stylus support in the iOS iPad version of Whiteboard

When using the iOS version of Whiteboard on iPad, the Apple Pencil, as well as other Bluetooth styluses like the [ViewSonic ACP501 \(https://www.viewsonic.com/global/products/pendisplay/ACP501\)](https://www.viewsonic.com/global/products/pendisplay/ACP501), are supported.

Use of a stylus on an iPad offers better precision than finger touch while using Whiteboard.

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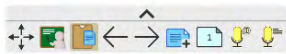
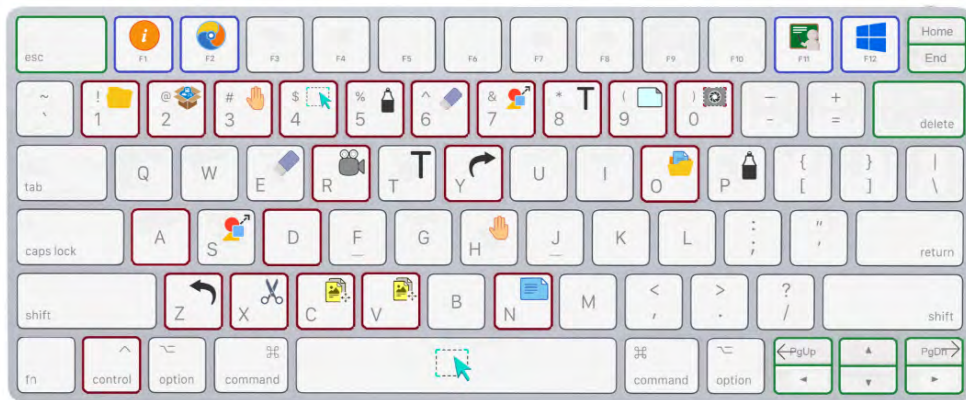
myViewBoard Whiteboard

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Keyboard Shortcuts (Windows only)

Save time when using myViewBoard Whiteboard Windows version by making use of keyboard shortcuts.

General hotkeys for tools and navigation



Keys	Actions
P	Pens (https://myviewboard.com/kb/en_US/main-toolbar-1/pen-tools-overview?from_search=105664126) Press twice to open a submenu with more pen tools.
SPACE	Select Tool (https://myviewboard.com/kb/en_US/main-toolbar-1/selection-tool) Press to switch to the select tool, which allows you to select and move or edit objects.
S	Shapes and Lines (https://myviewboard.com/kb/en_US/main-toolbar-1/shapes-and-lines) Press to enable a shape drawing tool. Press twice to open a submenu with more shapes and lines.
T	Text Editor (https://myviewboard.com/kb/en_US/text-formatting/text-editor) Press to enable a text input tool. Press twice to switch to handwriting mode (https://myviewboard.com/kb/en_US/text-formatting/handwriting-whiteboard-windows).
H	Infinite Canvas (https://myviewboard.com/kb/en_US/main-toolbar-1/infinite-canvas) Press to enable a drag-to-move around the canvas tool. Press twice for a canvas overview.
E	Eraser (https://myviewboard.com/kb/en_US/main-toolbar-1/eraser) Press to enable an eraser tool. Press twice to open a submenu with extra options.
Home	Return to the first page (if the canvas contains multiple pages).
End	Go to the last page (if the canvas contains multiple pages).
Page Down	Go to the next page (if the canvas contains multiple pages).
Page Up	Go to the previous page (if the canvas contains multiple pages).
ESC	Unselect all selected objects.
Del	Delete all selected objects.
F1	Open a Help pop-up window.
F2	Open the Embedded Browser (https://myviewboard.com/kb/en_US/create-lessons/embedded-browser).
F11	Toggle between Present and Prepare modes (https://myviewboard.com/kb/en_US/present-lessons/present-mode).
F12	Toggle between Desktop mode (https://myviewboard.com/kb/main-toolbar-1/windows-toggle) and Whiteboard mode.
↑ / ↓ / ← / →	Move selected objects with the arrow keys.

TIP

If no response is resulting from presses of F keys within Whiteboard (and Windows OS actions are taking precedence), **FnLock** may be enabled. Make sure to disable it before attempting Whiteboard hotkeys.

Hotkeys for objects, file management and more

Keys	Actions
CTRL + A	Select all objects.
CTRL + C	Copy selected objects.
CTRL + D	Duplicate selected objects.
CTRL + V	Paste previously copied objects.
CTRL + X	Cut selected objects.
CTRL + Z	Undo Reverse the last action taken.
CTRL + Y	Redo Revert an action previously undone.
CTRL + O	Open File Whiteboard for Windows prompts the user to save a current canvas before opening a file.
CTRL + S	Save File If working on a previously saved file, this action will quick save. Otherwise, the file will have to be Saved as.
CTRL + N	New File Whiteboard for Windows prompts the user to save a current canvas before creating a new file.
CTRL + P	Print
CTRL + R	Open Whiteboard's screen recorder (https://myviewboard.com/kb/en_US/present-lessons/screen-capture).
CTRL + Shift + N	New page
CTRL + 0	Open Screen Capture (https://myviewboard.com/kb/en_US/present-lessons/screen-capture)submenu.
CTRL + 1	Open the File Manager (https://myviewboard.com/kb/main-toolbar-1/file-manager)submenu.
CTRL + 2	Open Magic Box (https://myviewboard.com/kb/en_US/create-lessons/magic-box)submenu.
CTRL + 3	Open the Infinite Canvas (https://myviewboard.com/kb/en_US/main-toolbar-1/infinite-canvas)submenu.

CTRL + 3	canvas submenu.
CTRL + 4	Switch to the Select tool.
CTRL + 5	Switch to the Pen tool.
CTRL + 6	Switch to the Eraser tool.
CTRL + 7	Switch to the Shapes and Lines tool.
CTRL + 8	Switch to the Text Editor tool.
CTRL + 9	Open the Page Management submenu.

Embedded Browser hotkeys

Keys	Actions
CTRL + T	New tab
CTRL + W	Close tab
CTRL + L	Move the cursor to the address bar and highlight everything in it.
CTRL + M	Minimize the Embedded Browser window.

Mouse wheel special features

Action	Description
Mouse wheel click	Click, hold and drag the mouse wheel to move the canvas without selecting the Infinite Canvas tool.
Mouse wheel scroll	Scroll the mouse wheel to zoom in/out on the canvas without selecting the Infinite Canvas tool.

myViewBoard Knowledge Base

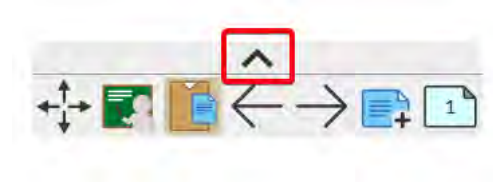
 **myViewBoard Whiteboard**

A digital whiteboard for Windows, Android, iOS and online.

Floating toolbar shortcut tray (Windows-only)

The **Floating Toolbar** features a shortcut tray that allows users to store and quickly access their most frequently used **tools** in a conveniently accessible location.

The shortcut tray is available in the Floating Toolbar only after the user signs in. The tools stored in the shortcut tray will be **saved** and appear every time you sign in across different devices.



Press the upward-facing arrow to access the shortcut tray.

Learn more about the [shortcut tray and how to save tools in it](https://myviewboard.com/kb/en_US/floating-toolbar-1/shortcut-tray) (https://myviewboard.com/kb/en_US/floating-toolbar-1/shortcut-tray).

ONLY AVAILABLE IN WINDOWS VERSION

The shortcut tray is a feature available **only** in the Windows version of **myViewBoard Whiteboard**.

 **myViewBoard Whiteboard**

A digital whiteboard for Windows, Android, iOS and online.

Reset lesson (iOS-only)


The user can reset all the changes made in a saved myViewBoard Whiteboard session by using the **Reset lesson** function. For this feature to be available, the user must save the session file first. After resetting a lesson, the session will revert back to its most recent saved state.

This is a convenient tool for teachers who have a reusable lesson material they would like to restore to its original state during a lesson.

NOTE

The **Reset lesson** tool is a feature available **only** in the iOS version of myViewBoard Whiteboard.

Steps to reset a lesson

1. Save the current session if you have not previously created a session file.
2. Continue preparing the lesson.
3. After changes have been made, the **reset lesson**  icon will become active.
4. Press the reset lesson icon.
5. Press **Yes** when prompted to confirm you wish to revert the file to its previously saved state.
6. The canvas will be reset to its most recently saved state.




An example of changes made to a saved lesson material. After pressing the reset lesson button, the original state of the file is restored.

https://static.helpjuice.com/helpjuice_production/uploads/upload/image/9713/direct/1671588224474-Restet%20lesson%20gif%20EN.gif

 **myViewBoard Whiteboard**

A digital whiteboard for Windows, Android, iOS and online.

myViewBoard Record (Android-only)

myViewBoard Record  is a free screen recording app for **Android** devices. It can be used independently or in conjunction with Whiteboard for Android to record and store the sessions for future use.

Presenters can utilize this tool to have a copy of their presentations for the audiences, or save for later review. It is a simple and easy-to-use application that helps to have a better experience of teaching and public speaking.

Download myViewBoard Record

myViewBoard Record is available through a direct download link for the APK file [here \(https://dl.myviewboard.com/latest?recorder_open\)](https://dl.myviewboard.com/latest?recorder_open).

System requirement +







- Android 5.0 or higher.
- At least 100 MB of free space.
- Grant permissions to record audio, access photos, media and files, and display over other apps.

NO RECORDING FILE SIZE LIMIT

There is no limit on video recording length as long as the save location has enough free space.

Record a screen


Android devices Whiteboard for Android

1. From the app tray of your device, press the **myViewBoard Record** icon .
2. Grant permissions for audio recording, file access, and display over other apps if opening for the first time.
3. Select the video resolution and tap the **tick mark**  to begin recording.
4. After the 3 second countdown, the screen will start to be recorded.
5. A **pause and stop floating toolbar**  will display and can be dragged around the screen.
6. Press **Stop**  to finish recording, and preview the video.
7. Press the **save icon**  (bottom right) and choose a folder to save the record.
8. Enter a file name and click the tick mark  to confirm.
9. View your file using a file explorer or gallery app.

 **myViewBoard Whiteboard**

A digital whiteboard for Windows, Android, iOS and online.

myViewBoard Live (Android-only)

myViewBoard Live  is a livestreaming app for **Android** devices. It can be used independently or in conjunction with the myViewBoard Whiteboard for Android to livestream sessions to different streaming services as Facebook, YouTube, Twitch, and Workplace.

Download myViewBoard Live

myViewBoard Live is available through a direct download link for the APK file [here \(https://dl.myviewboard.com/latest?livestream\)](https://dl.myviewboard.com/latest?livestream).

System requirement +

- Android 5.0 or higher.
- At least 100 MB of free space.
- At least 4 Mbps network upload speed.
- Grant permissions to record audio and display over other apps.

Livestreaming a session

You can find detailed instructions about livestreaming your myViewBoard Whiteboard sessions in the article [Live streaming a session \(https://myviewboard.com/kb/en_US/present-lessons/live-streaming-a-session\)](https://myviewboard.com/kb/en_US/present-lessons/live-streaming-a-session).

myViewBoard Whiteboard

A digital whiteboard for Windows, Android, iOS and online.

Unable to save file (Windows 11-only)

When saving lesson materials through File Manager in a Windows 11 environment, some users may encounter an error message.



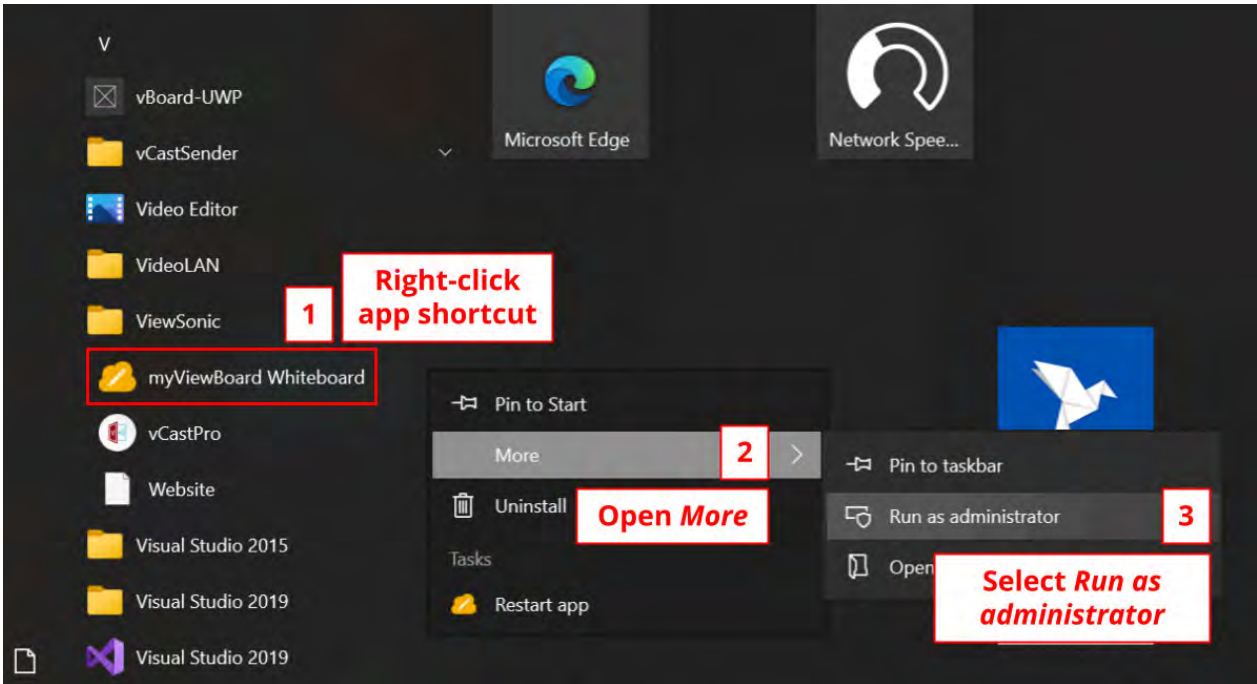
Save File Error message the user may encounter if they are not running myViewBoard Whiteboard as an administrator.

In such cases, administrator permissions may be required to save in the root folder (typically C:\). This may arise as devices in a school will have been set up by IT admin for security reasons.

Run as administrator

If you encounter the above error, open myViewBoard Whiteboard through the **Run as administrator** option:

1. Locate myViewBoard Whiteboard shortcut.
2. Right-click the shortcut.
3. Select **Run as administrator**.





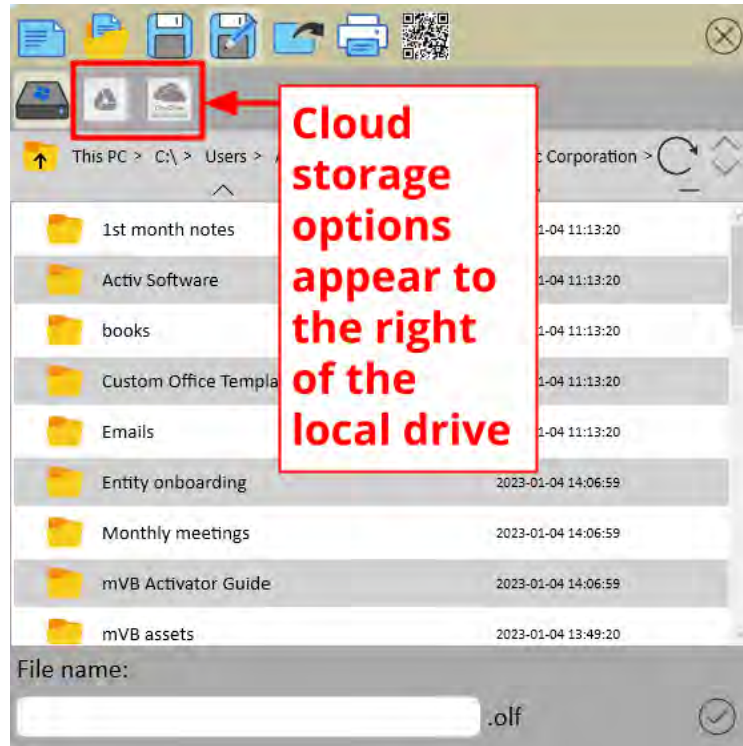
Steps to open myViewBoard Whiteboard as administrator.

Save to cloud storage

Alternatively, users have the option to save their lesson materials to their bound cloud storage account. Cloud storage must first be bound in user FollowMe settings (https://myviewboard.com/kb/en_US/account-settings/cloud-integration). (If this option is not available, contact your IT department for further assistance.)

To save to your bound cloud storage in myViewBoard Whiteboard, follow these steps:

1. Sign in to Whiteboard with your myViewBoard account. (Required)
2. Create a lesson.
3. Open **File Manager** .
4. Select your desired cloud storage.
5. Select your desired file location destination.
6. Enter a file name.
7. Press .





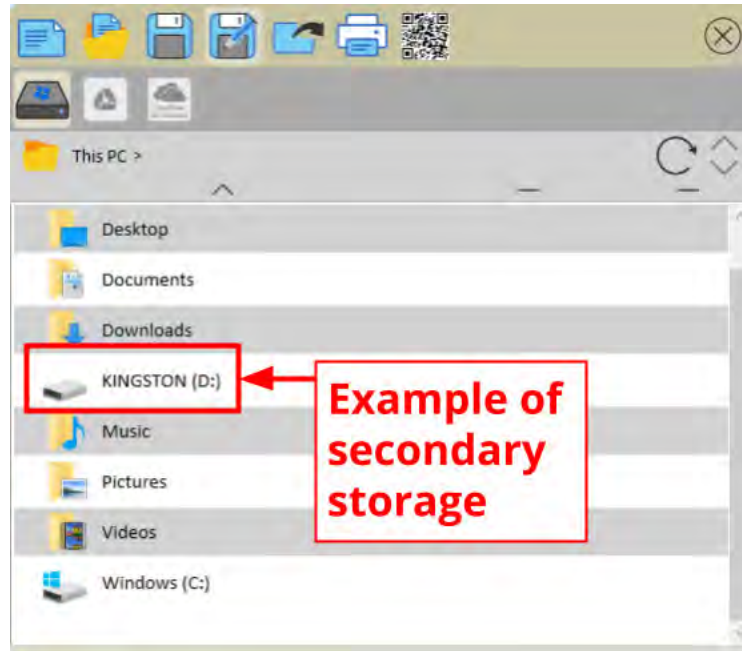
File Manager window with Google Drive and OneDrive for Business cloud storage options highlighted.

Save to external storage

Another option is for users to connect an external drive, such as a thumb drive, to the device. These drives typically appear as (D:), (E:), and so on.

To save to your bound cloud storage in myViewBoard Whiteboard, follow these steps:

1. Create a lesson.
2. Open **File Manager** .
3. Select your desired secondary storage.
4. Select your desired file location destination.
5. Enter a file name.
6. Press .



File Manager window with a secondary storage option highlighted.

Still can't save?

If you are still unable to save a lesson file, make sure to contact your IT department for further assistance.

myViewBoard Knowledge Base



 **myViewBoard Whiteboard**

A digital whiteboard for Windows, Android, iOS and online.

Whiteboard document recovery (Windows-only)

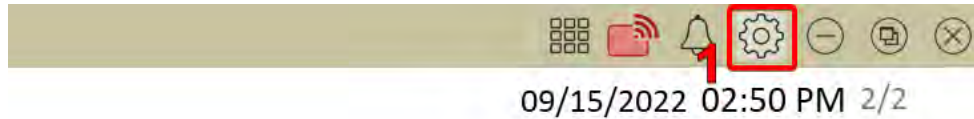
Whiteboard for Windows has a built-in document recovery feature in the case the app crashes while in a session. To better manage this situation, make sure to enable **autosave** within your settings.

Enable Autosave

1. Sign into Whiteboard for Windows, if you haven't already.
2. Select  on the right-side of the **Title bar**.
3. Go to the  **Technical settings** tab.
4. In the Autosave section, select **Enable**.
5. In the dropdown, select between autosave options:
 - o After launching Whiteboard.
 - o When idling on the canvas.

NOTE

Autosave runs every **10 minutes**. This can't be modified.



Find the autosave option within your settings after signing into Whiteboard.

Once enabled, you can rest assured that even if the Whiteboard app crashes, you will be able to recover your progress to the most recent autosave point.

What to do when Whiteboard crashes

In the case the Whiteboard app crashes:

1. Ensure autosave is enabled.
2. If you find that Whiteboard has become unusable (the app has become unresponsive):
 - o Option 1:
 - a. Go to the **Windows Taskbar**.
 - b. Right-click/long-press the **Whiteboard icon**.
 - c. Select **Restart app**.
 - o Option 2:
 - a. Open **Windows Task Manager** (hotkey: **CTRL + SHIFT + ESC**).
 - b. Under **Apps**, select Whiteboard for Windows.
 - c. Select **End Task**.
3. If you have force-closed Whiteboard for Windows or it crashed, open the app again.
4. On launching Whiteboard, the recovered file will open.
5. If you have enabled the **Stay signed in** (<https://myviewboard.com/kb/getting-started-whiteboard/signing-in#stay-signed-in-windows-only-4>) feature, wait for Whiteboard to automatically sign you in. If you haven't, sign in manually with your myViewBoard credentials.
6. Save the recovered file. Use **Save as** function to save this file in your desired file location.

https://static.helpjuice.com/helpjuice_production/uploads/upload/image/9713/direct/1671604565331-document%20autorecovery.mp4

0:00 / 0:44



TIP

Don't be afraid to **sign in** after opening the recovered file. After sign-in completion, the recovered file will remain open in the app.

myViewBoard Knowledge Base



All the setup tools and info to run your entity

Casting solutions for myViewBoard

This article outlines some convenient casting solutions that allow myViewBoard users to share a device screen to a ViewBoard during a lesson.

NETWORKING REQUIREMENTS INFO

For information on networking requirements for these apps, as well as other myViewBoard products and services, [view our networking requirements page \(https://myviewboard.com/kb/other-resources-1/networking-requirements\)](https://myviewboard.com/kb/other-resources-1/networking-requirements).

myViewBoard Display

myViewBoard Display comes pre-installed on ViewBoards and only requires an internet browser on the casting device.

To learn how to get started with Display, [view our Display articles \(https://myviewboard.com/kb/en_US/getting-started-display/1593103-overview\)](https://myviewboard.com/kb/en_US/getting-started-display/1593103-overview).

myViewBoard: Using myViewBoard Display



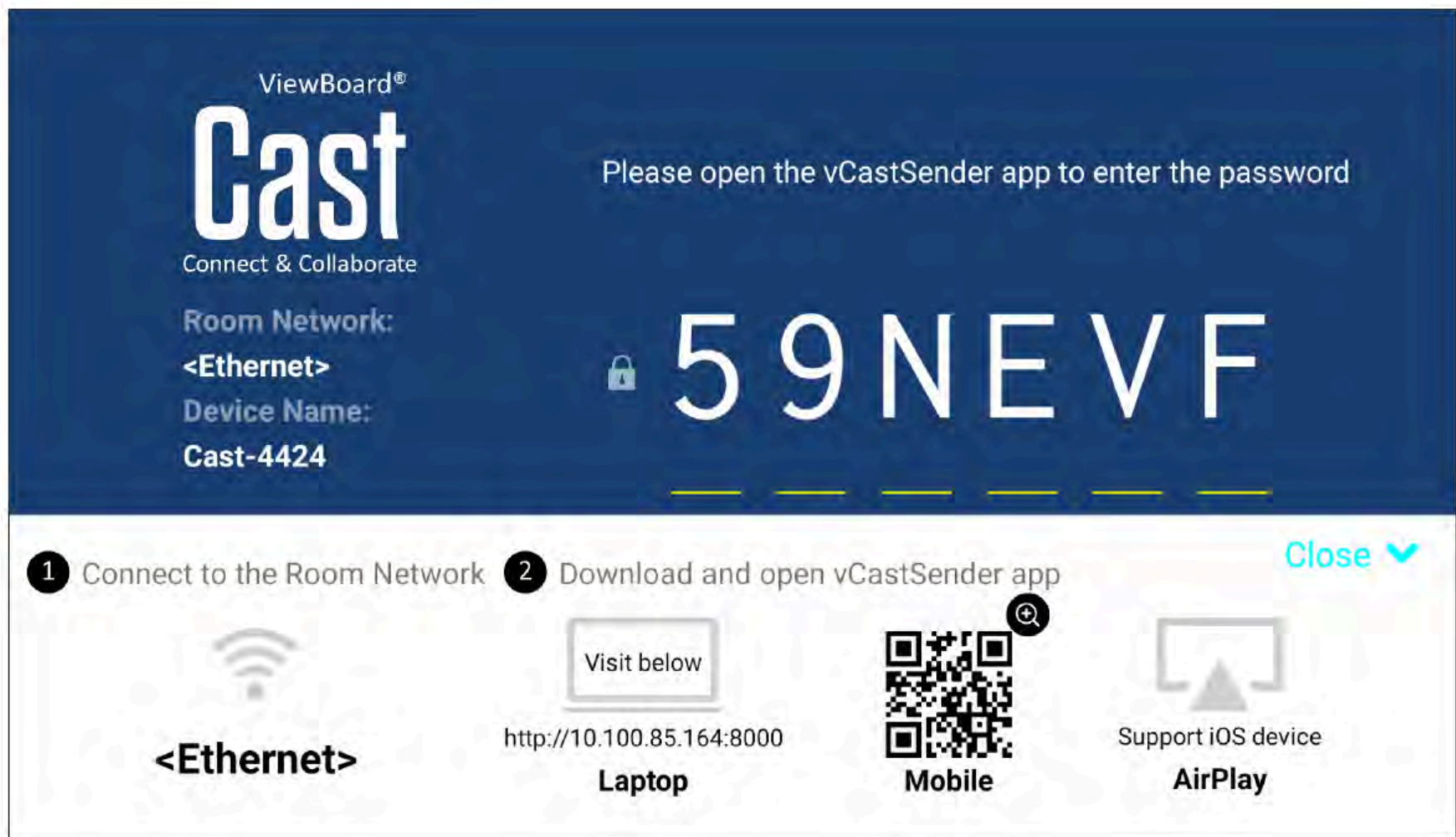
<https://youtu.be/CoYybleCEQc>

vCastReceiver

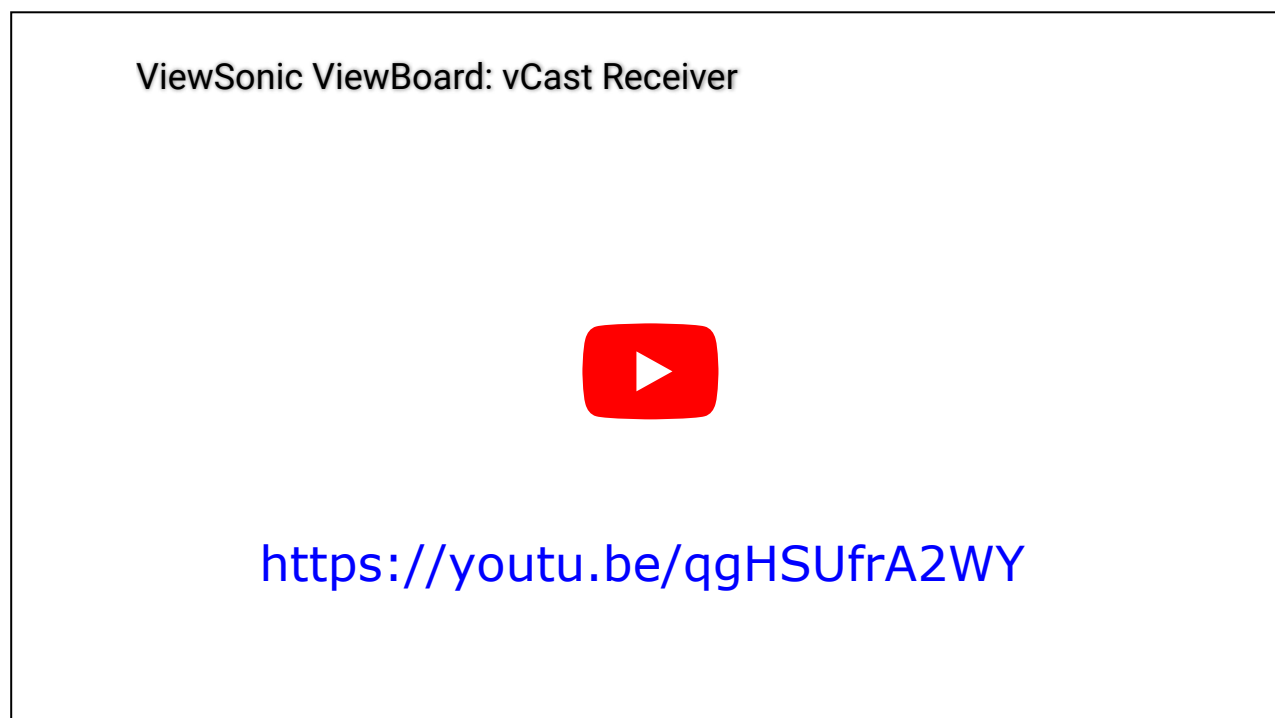
vCastReceiver comes pre-installed on ViewBoards. With vCast, users can cast a screen to or receive a screen from a ViewBoard. Additionally, if users are casting from a Windows or Mac device, touchback is supported from the ViewBoard.

To get started, users can launch vCast on the IFP. The vCast landing page will display key information:

- Network: to verify casting devices are on the same network
- Device Name: to identify which device to cast to from the casting device
- 6-digit password: to be entered on the casting device when ready to cast
- First-time user help steps on casting



vcast landing screen with help guide open.



PEN FUNCTIONALITY ON VIEWBOARDS

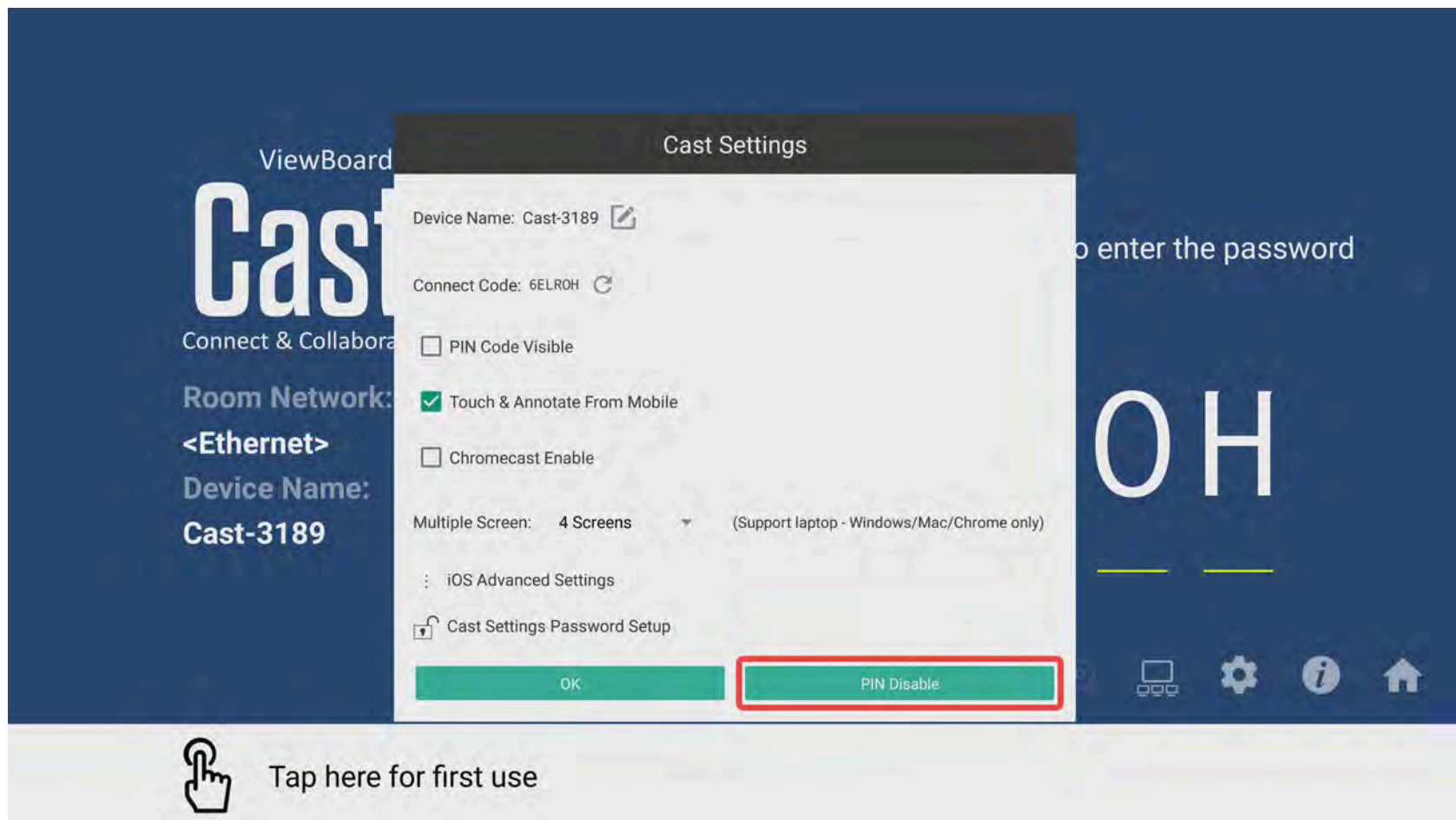
- **Scenario 1:** User on a Windows device shares their screen using vCastSender to a ViewBoard and uses Whiteboard opened on the sharing device.
 - When receiving a device screen on a ViewBoard and using Whiteboard, note that standard ViewBoard Pen functionality may not apply.
 - For example, for certain models of Pens which feature fine tip/thick tip functionality, only the thick tip will be detected.
- **Scenario 2:** User shares their screen using vCastSender to a ViewBoard, uses Whiteboard opened on the sharing device, stops sharing their screen, connects to the ViewBoard via USB-C or HDMI and USB-A, and attempts to use Whiteboard again.
 - As in *Scenario 1*, standard ViewBoard Pen functionality may not apply when receiving a device and using Whiteboard on the ViewBoard.
 - When connecting to the ViewBoard via wire, Pen functionality in Whiteboard will still be limited.
 - To restore the Pen's expected functionality, Whiteboard must be restarted.

vCastSender app

Users have the option to download and install the vCast Sender app onto their personal device. Help instructions will display an **address** or **QR code** users should access for installation of the app.

DISABLE PIN NOTICE

If you would like to remove the requirement to input a password before connecting with a receiving device, you have the option to disable this requirement in vCast's settings.




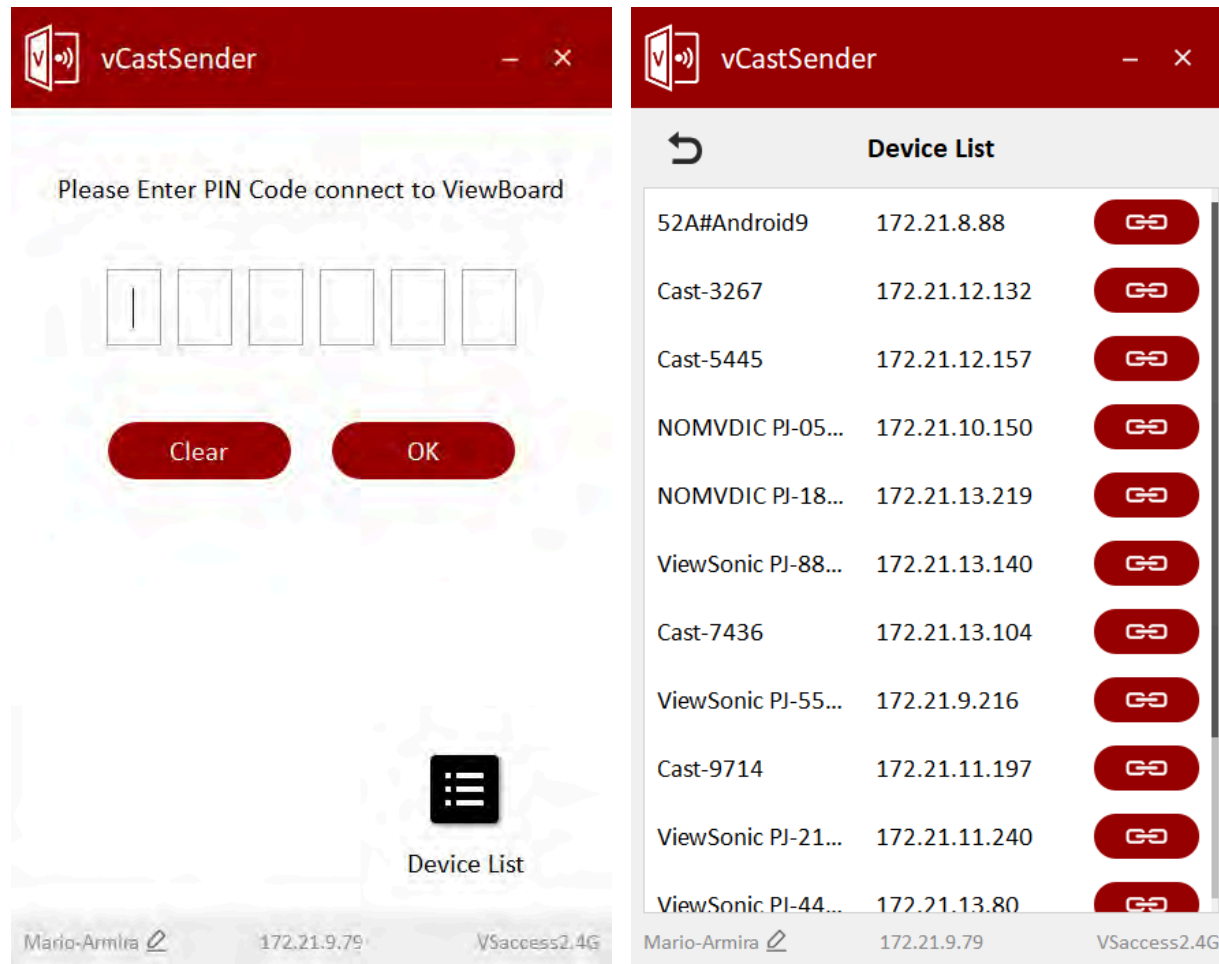
Pin Disable button highlighted in vCast's settings.

However, **please note the following:**

1. Once the PIN requirement is disabled, **any device** on the receiving device's network will be able to connect.
2. Can't find your receiving device in the device list? This may be occurring because your sending device is on a different subnetwork. Both sending and receiving devices **must be on the same subnet** for the receiving device to be discoverable.

Windows, Mac, and Chrome users should complete the following:

1. Make sure your device is connected to the same network as the IFP.
2. Go to the address displayed on vCastReceiver and download vCastSender.
3. Launch vCast Sender.
4. Connect to vCast through either of the following methods:
 - Entering the password displayed on vCast on the IFP.
 - Or entering the **Device List** and pressing  next to your desired **Device Name**.
 - Remember: The Device Name is displayed on vCast on the IFP.




vcast sender app landing screen asking user to input a code displayed in vCast.

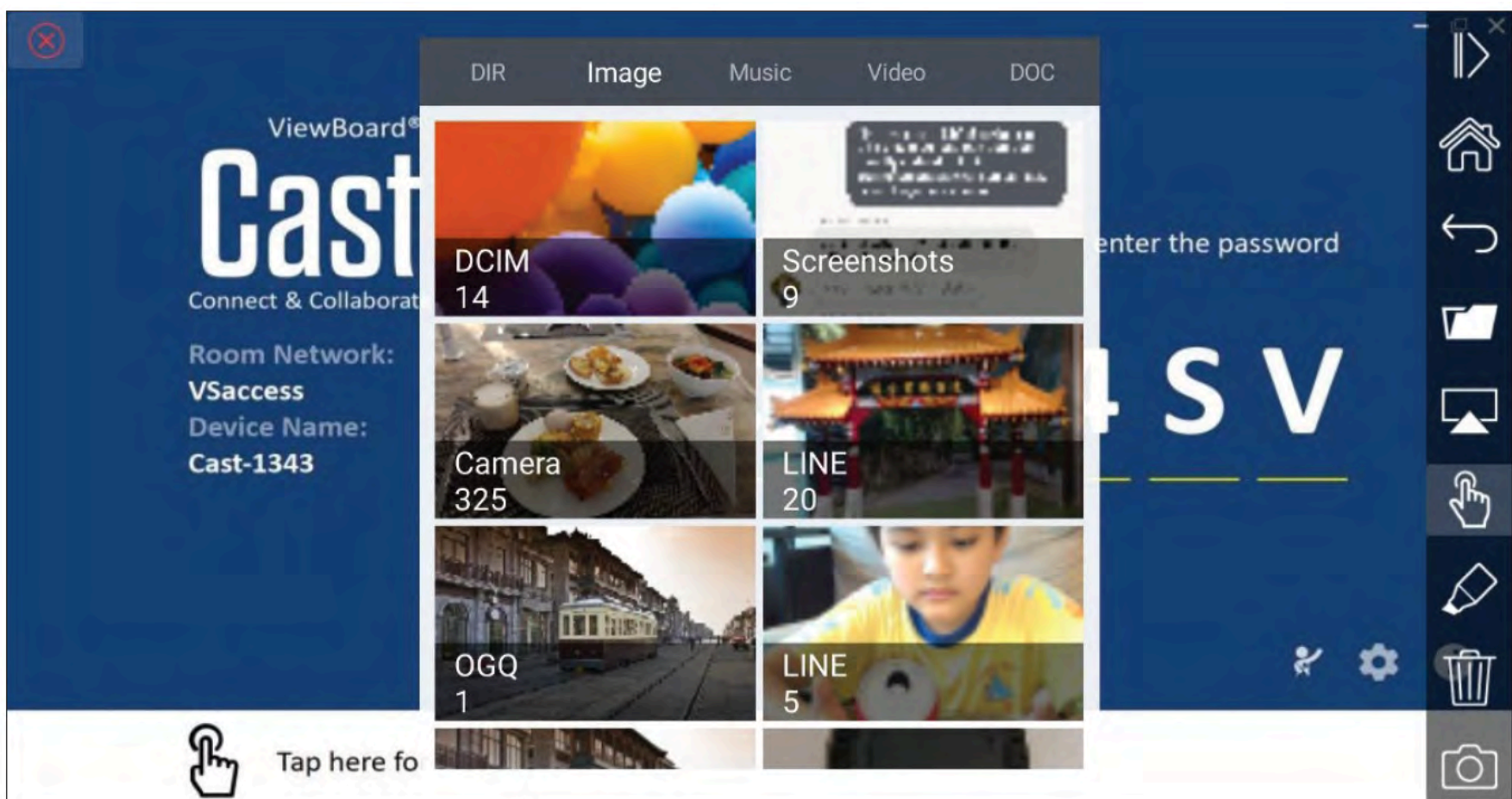
Available devices running vcast on the same network as your personal device.

Using a mobile device

iOS and Android users should complete the following:










1. Make sure your device is connected to the same network as the IFP.
2. Scan the QR code displayed on vCastReceiver and download vCastSender.
3. Launch vCastSender.
4. Connect to vCast through either of the following methods:
 - o Entering the password displayed on vCast on the IFP.
 - o Or entering the **Device List** and pressing  next to your desired **Device Name**.
 - Remember: The Device Name is displayed on vCast on the IFP.

When connected, you'll see several annotation options that allow you to take actions on the receiving device.



view from a mobile touch device with annotation tools on the right and media folder open.

Review the following functions available while connected to a receiving device:

Option	Description
 Toggle toolbar	Show/hide this toolbar.
 Home	Return to the receiving device's home screen.
 Back	Go back one screen on the receiving device.
 Folder	Browse the sending device's files.
 Screen sharing	Cast the sending device's screen to the receiving device. (Android 5.0 and above.)
 Touch	Press to activate touch mode.
 Pen	Press to activate pen mode. Make annotations with different stroke styles.
 Clear	Clear all annotations from the screen.
 Camera	Take a picture with the sending device's camera and send to the receiving device.

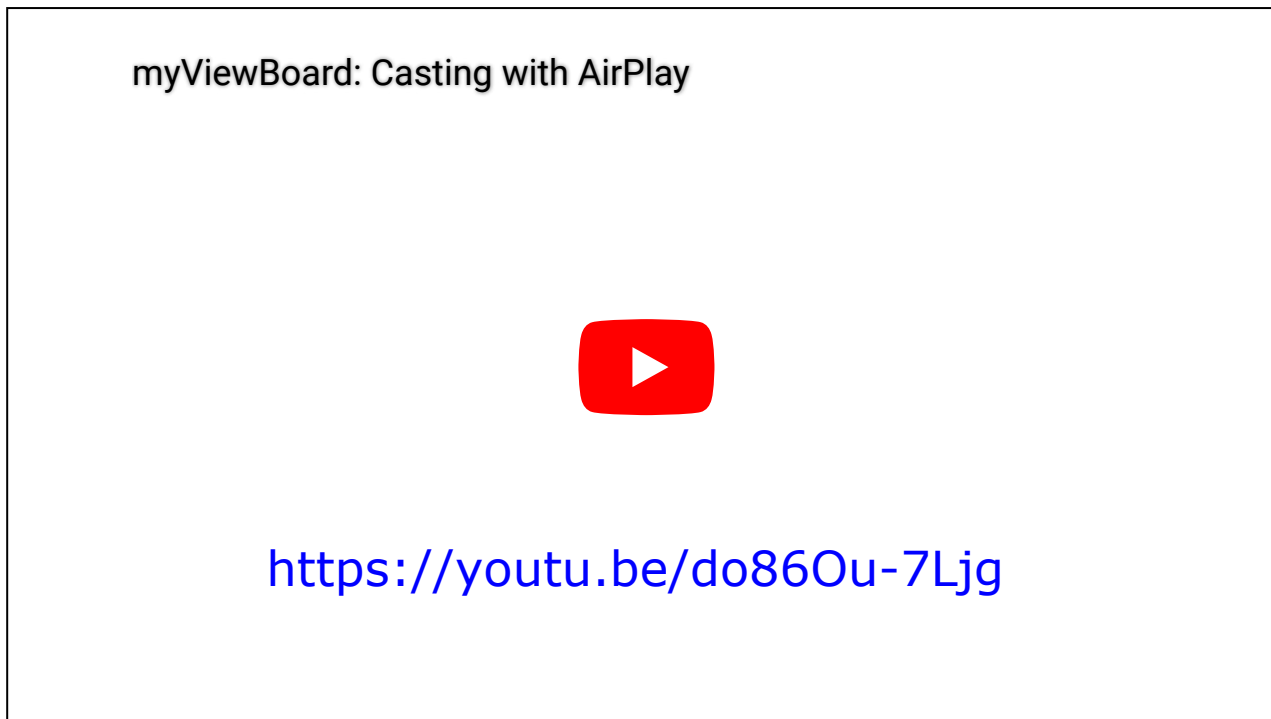
AirPlay

iOS users also have the option to cast through iOS's native AirPlay functionality. To do so, complete the following:

1. Make sure your device is connected to the same network as the IFP.
2. On your device, open AirPlay and select the corresponding Device Name from the list.
3. A one-time AirPlay password will appear on the IFP.
4. Enter this password onto your device.

TOUCHBACK NOT SUPPORTED THROUGH AIRPLAY

When casting your screen through AirPlay, touchback is not supported. Navigation can only be controlled through the casting device.



Chromecast

As another alternate solution, users have the option to cast their screens using Chromecast. To do so, complete the following:

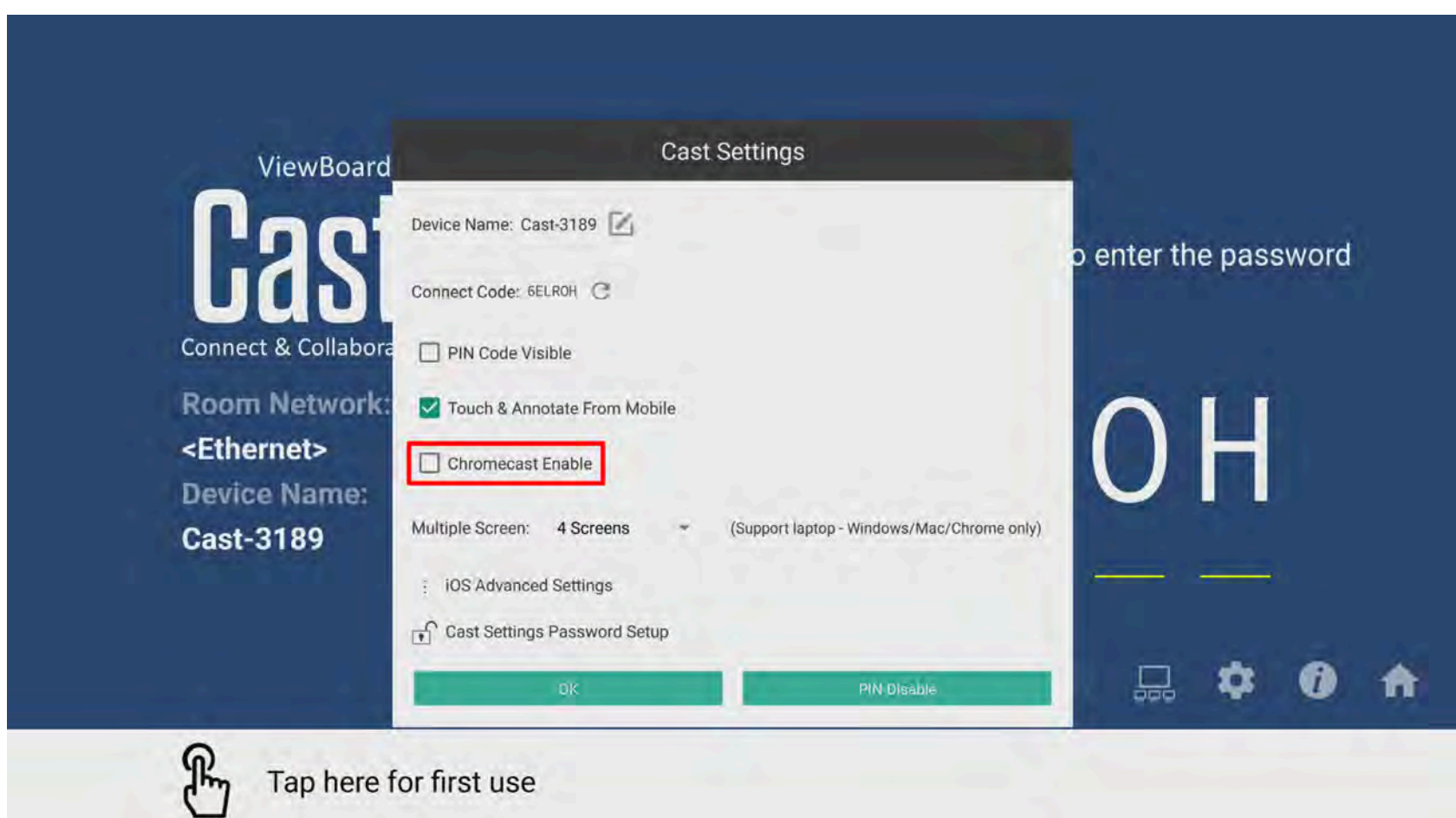
1. Make sure your device is connected to the same network as the IFP.
2. On your device, open Chrome or a Chromium-based browser (like Microsoft Edge).
3. Select **Cast...**
4. Select the corresponding Device Name from the list.

TOUCHBACK NOT SUPPORTED THROUGH CHROMECAST

When casting your screen through Chromecast, touchback is not supported. Navigation can only be controlled through the casting device.

WARNING: ONE-TIME PASSWORD NOT REQUIRED

With the Chromecast option enabled within vCastReceiver, any user on the same network or subnetwork can cast their device's screen to the receiving IFP. If you do not wish to make this option available, make sure to disable this option within vCastReceiver.



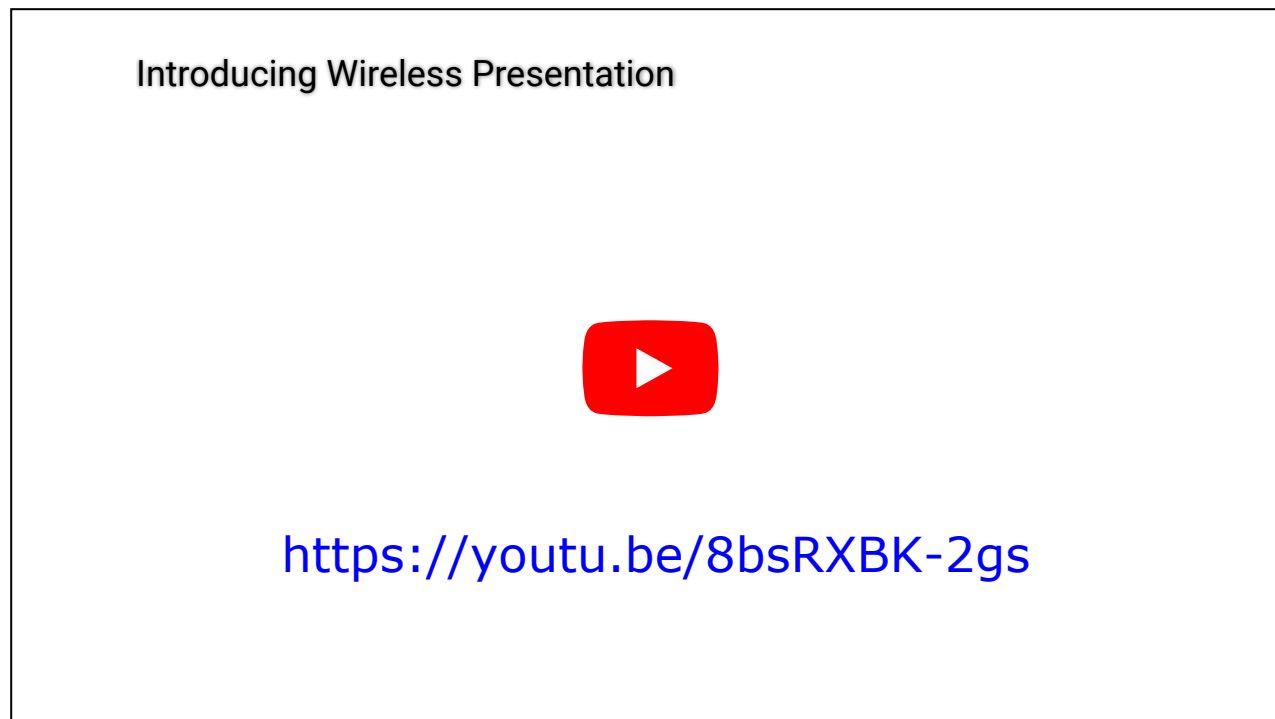
Chromecast Enabled feature highlighted within vCastReceiver settings. Image depicts the feature when it is disabled.

Through myViewBoard Whiteboard

myViewBoard Whiteboard (<https://myviewboard.com/kb/getting-started-whiteboard/overview-whiteboard>) comes pre-installed on ViewBoards. With Whiteboard, IFP users can share screens from other devices or the IFP's screen can be cast to other devices.

IFP users should sign in to Whiteboard ([a Pro, Premium, or Entity account subscription is required](https://myviewboard.com/kb/account-introduction/subscription-tiers-overview) (<https://myviewboard.com/kb/account-introduction/subscription-tiers-overview>)), and access the Wireless Presentation feature.

For a full breakdown on all options available, [review the Wireless Presentation article](https://myviewboard.com/kb/en_US/present-lessons/wireless-presentation#sharing-and-receiving-a-screen-3) (https://myviewboard.com/kb/en_US/present-lessons/wireless-presentation#sharing-and-receiving-a-screen-3).



Knowledge Base