Microsoft Whiteboard for Education

Navigate to board picker
View other boards you’ve created or were previously shared to you

Add ink and highlighters
Annotate and emphasize concepts with colorful ink and highlighters

Toolbox and create panel
Add text, sticky notes, shapes, and images to promote creativity in your class

Sticky notes
A great way to organize thoughts, to brainstorm, and to share ideas

Shapes and lines
Use shapes, lines, and text to create diagrams and process flows

Ink straight lines
Hold down the shift key while inking with mouse, pen, or finger to draw a straight line

Change your settings
Customize your board background, export your boards, or toggle collaborative cursors on and off

Ink to shape
Turn on enhanced ink shapes to automatically convert your ink strokes into shapes

Notes grids
Use an auto-layout grid to organize a group of sticky notes

Move to front
Fine tune your presentation by moving objects to the front or sending them to the back

Images
Upload images to make your lessons more visually engaging and fun
Microsoft Whiteboard for Education

**Templates**
Effectively design and lead an interactive lesson using one of the inbox templates as a guide.

**40+ Templates**
Drill into the templates panel to discover a variety of different templates.

**Ink arrows**
Add auto arrow heads to your ink strokes to quickly point to content using ink.

**Color coding**
Use sticky note and ink colors to represent who created them. Click or tap on the sticky note to change its color.

**Collaborative cursors**
See where each student is on the board and what they’re working on.

**Laser pointer**
Draw attention to places on the board using the laser pointer from the ink toolbar.

**Share board**
Create a share link to share the board with the class.

**Collaboration roster**
See who else has joined the interactive lesson.

**Mobile screen**
Interact with students on any platform or device.

**Highlighter**
Emphasize concepts using the multi-colored highlighter tool.

**Reactions**
Gather quick feedback from students by having them add reactions to the board.

*Some features are rolling out over the next few months*
Microsoft Whiteboard for Education

Whiteboard on Teams allows you to collaborate real-time with your virtual classroom.

Starting a new Whiteboard in Teams
Within your Teams call, you can simply start a new Whiteboard with just a few clicks.

Step 1
Click on the screensharing icon on your Teams video call to find Whiteboard.

Step 2
Click on the Whiteboard logo to begin a shared board and collaborate within your Teams call.

Or

Step 1
Go to the meeting tab where you see your chat and files for your meeting.

Step 2
Click on the Whiteboard tab and create a new board.

Whiteboard tab apps in Teams
Watch students work asynchronously with each other at any time and from anywhere using Whiteboard tab apps in Teams.
Microsoft Whiteboard for Education

**Whiteboard lives in our secure cloud**
All the whiteboards you create or are invited to are automatically saved to the cloud and accessible in the board picker across all your devices and the web seamlessly. Create, share, join, export, and title boards from one, easy-to-navigate location.

**Create new board**
Get started by creating a new Whiteboard from the board picker.

**Open existing board**
Visually browse all the boards that you’ve previously created or that were shared with you.

**Classroom exercises**
Use graphic organizers, common frameworks, and games to get students engaged and to get the creativity flowing.

**Lesson plan**
Create and organize lesson plans to facilitate learning sessions and to inform students about their assignments.
Microsoft Whiteboard for Education

Add Whiteboard to your computer
Whiteboard is available for download in the Microsoft Store on Windows 10, and on the App Store for iPhone and iPad.

Next steps with Microsoft Whiteboard
Remote work has become a new norm. Here are some helpful links to articles with how-to guidance for remote learning and working in Teams.

For additional support on Microsoft Whiteboard, please see the helpful support articles below:

• Microsoft Whiteboard help
• Enable Microsoft Whiteboard for your organization
• Whiteboard in a Teams meeting
• Enable Microsoft Whiteboard on Surface Hub

Get other quick start guides
Visit our YouTube page or our website to find out more ways you can use Whiteboard.

Enterprise sign-in
See our support page for how-to guidance to get started with Whiteboard for your organization.

Sign in to use Microsoft Whiteboard
You may use a Microsoft account or a work or school account to use Microsoft Whiteboard.

Work or school account
Personal account

Sign in with your work email to get the full experience with your team.