Google Jamboard Quick Guide

Originally developed as a companion app for Google's Interactive Flat Panel (IFP). However, the IFP is not a requirement to use the app as a virtual whiteboard, and the app is included with all student and staff Google accounts for *free.* The app can only be used *with an internet connection* on Chrome. It is located in a Chrome browser under the Google "waffle" apps.
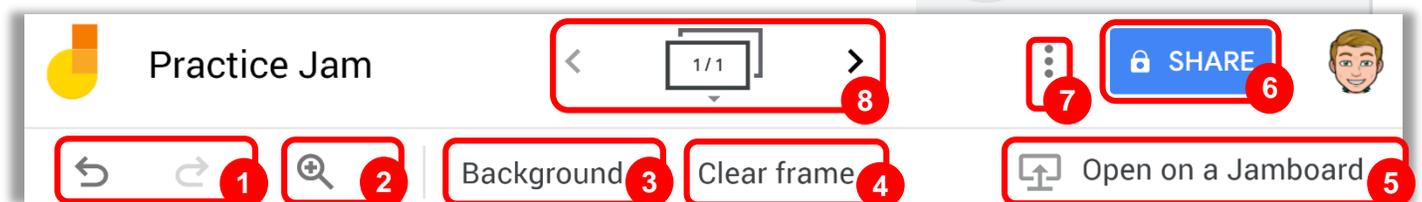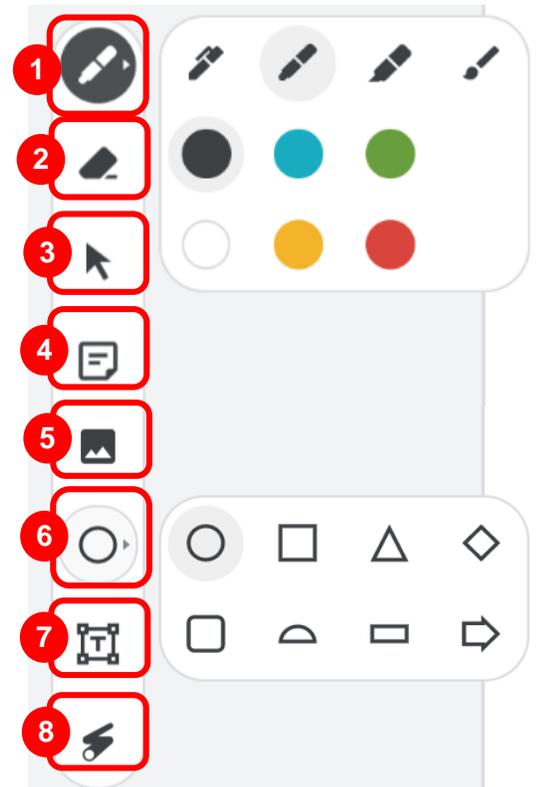
Getting Started:

(1) Go to *jamboard.google.com*.

(2) Click on the "+" icon to create your first "Jam."

(3) The rest of the interface should function almost identically to the rest of the G-Suite apps (e.g. Docs, Slides, Sheets, etc.)

Drawing & Annotation Controls:

Once you create a Jam you will see a blank, white rectangle which will act as your drawing space.

(1) **Drawing Tool:** Draw and annotate on the frame; click twice to show more options.

(2) **Eraser:** Remove marks made by the drawing tool.

(3) **Pointer:** Point or select objects on the frame.

(4) **Sticky Note:** Insert a note on to the frame.

(5) **Insert an Image:** Insert an image into the frame; you can insert from Drive, your device or the web.

(6) **Insert a Shape: I**nsert a variety of shapes which can be used for various purposes; click twice to bring up all of the available shapes.

(7) **Insert a Text Box:** Insert a box where you can type rather than annotate to add text.

(8) **Laser Pointer:** Used to temporarily mark on the frame; the marks disappear after just 3 seconds.

File & Document Controls:

(1) **Undo & Redo:** Undo/redo actions.

(2) **Zoom:** Increase/decrease the size of the frame(s).

(3) **Background:** Insert an Image to use as the background of your frame.

(4) **Clear frame:** Remove everything from the current frame.

(5) **Open on a Jamboard:** Not Available.

(6) **Share:** Share with a link or by email.

(7) **More options:** Rename; Download as PDF; Save as Image; Remove (delete); & Make a Copy (duplicate file).

(8) **View all Frames:** View all of your frames & create/duplicate new frames in the same "Jam" file. (To duplicate you must click on the three dots.)