

New Whiteboard in Collaborate (06/24/2021)

All attendees can enjoy better formatting, usability, and annotation persistence with the new Whiteboard. With the improvements to the annotation tools, attendees can enjoy these features on a session Whiteboard or shared file.

General Update/New features:

- **Better formatting:** Pencil thickness, fonts and font size, shapes with color fill, arrows, and more are added to the annotation tools.
- **Usability:** It's easier to copy and reuse elements and paste text. You can now erase part of the annotations or clear all. There are multi line text blocks, text wrapping, and safeguards before clearing all annotations.
- **Interaction with breakout groups:** You can annotate a file in the main room and then share it with the breakout groups including annotations. You can bring a breakout group's own annotated file into the main room together with its annotations.
- **Annotation persistence:** Annotations made to the whiteboard, or on a file, are saved in the session. You can share something new, go to a new slide, or stop sharing. The annotations remain. Select *Clear Annotations* to remove them all.

NOTE: The new Whiteboard doesn't include a pointer, but you can easily draw your own (arrow, etc.) and move it around easily.



Updated/New Features on Whiteboard for Moderates:

- **Drawing, Brush, and Eraser:** Draw freehand on the page with various colors, thickness, and opacity. Select the eraser to remove annotations. You can erase parts of a freehand drawing with the eraser or select the *Delete* icon to delete the whole drawing. **(NOTE: previously you would just hit delete/backspace on the keyboard but now there is an actual annotation button)**
- **Text:** Add text directly on the page. You can move, edit, and change the text and select the font, size, alignment, and color of the text.
- **Shapes:** Choose *Line, Arrow, Rectangle, Ellipse, Polygon, and Polyline*. Each shape has its own settings to change the color, width, opacity, and more.
- **Clear Annotations:** Annotations are saved in the session. You can share something new, go to a new slide, or stop sharing. The annotations remain. Moderators can use Clear Annotations to delete all annotations from all pages. **(NOTE: Create a blank file of several pages to have a multi-page whiteboard)**
- **Highlighter:** Select areas on a shared file to highlight. As you highlight text on the page, an additional menu opens. You can highlight, strikethrough, underline, squiggle, or comment on the highlighted section. The highlighter is only available on shared files. It's not available on the whiteboard.
- **Pointer:** There isn't a pointer option. Create an arrow with the Shapes tool. Move the arrow to point to different areas of the whiteboard.