

# Quickstart Guide to Jamboard

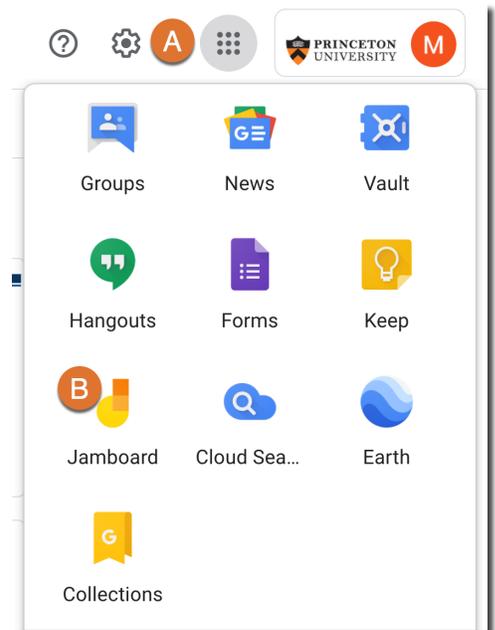
## THE MCGRAW CENTER FOR TEACHING AND LEARNING

**Google Jamboard** is an online shared whiteboard especially useful for remote synchronous collaboration. Jamboard provides a canvas onto which students and instructors can sketch, diagram ideas, and draw collaboratively. This work can then be saved to Google Drive or exported as a PDF. As part of the Google Apps suite, Jamboard is completely free to use for members of the Princeton community. Each "Jam" can have up to 20 slides and can accommodate up to 50 people.



### Finding and using Google Jamboard

Google Jamboard is part of Princeton 'Google Apps for Education' suite and so is available for the Google homepage. Navigate to <https://www.google.com>, log in if you are not already logged in, and then expand the Google Apps dropdown menu by clicking the icon that appears as a square of nine smaller squares (A).



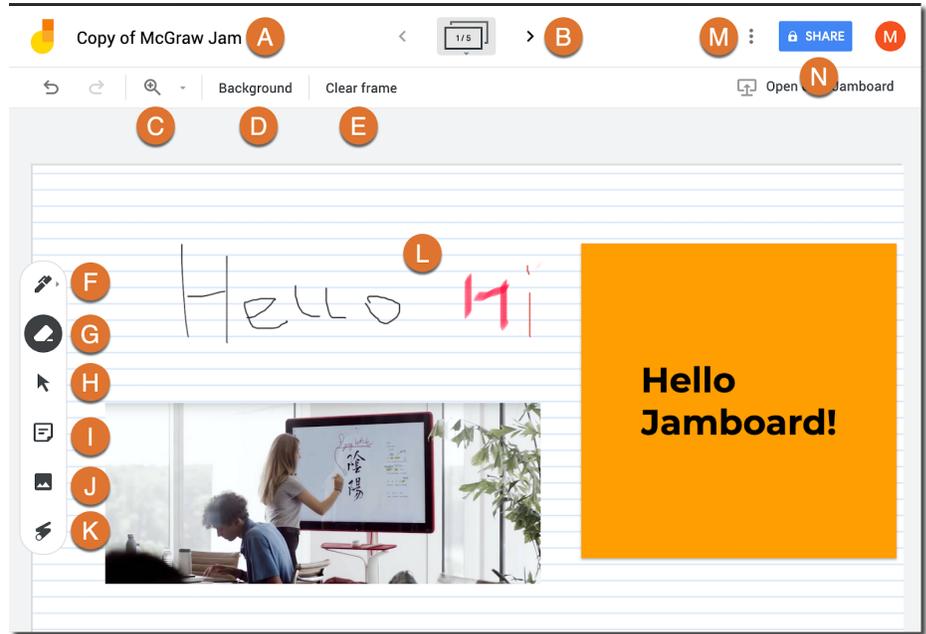
Selecting Jamboard from the menu will open a page that will list your boards once you have created some. To start creating a new 'Jamboard', click the orange + sign icon in the bottom right-hand corner of the screen.

### The Jamboard interface

Once in a 'jamboard', you can write on the board with several available tools, change the background of the board, and export to a PDF file:

- A. Enter or change the title of your board.
- B. Navigate through the existing slides of your board and add new slides.
- C. Zoom in and out
- D. Select a background for the current slide. You may select solid, lined, or graph paper styles, or upload an image to use as a background.
- E. **Clear** all the markings, or annotations, from the current slide.
- F. Select a **pen** and ink **color** with which to draw on the slide.
- G. Use an **eraser tool**.

- H. Use the **select tool** to select items on the board to be deleted or edited.
- I. Add a **'sticky note'** in a variety of colors.
- J. **Insert an image** into the board.
- K. Use a **laser pointer** to highlight parts of the board. The laser leaves a trail that gradually disappears.
- L. The **jamboard** canvas.
- M. Click the "3" dots for **More Actions** including the ability to **download as a PDF, or image**.
- N. **Share** your Jamboard with others to edit or view (by inviting people by emails or sharing the Jam link)



## Questions

If you have any questions, feel free to contact the McGraw Center for Teaching and Learning's Educational and Classroom Technologies group at [mcgrawect@princeton.edu](mailto:mcgrawect@princeton.edu)