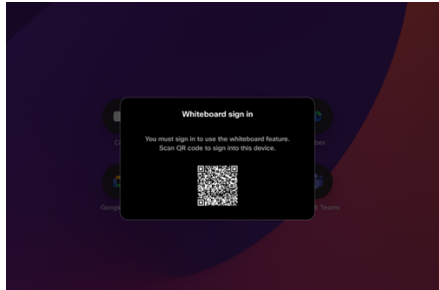


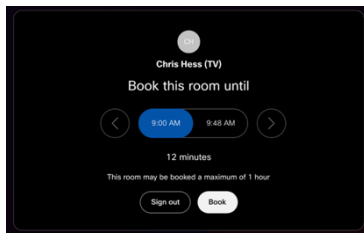
# Webex Whiteboard Quick reference guide

## Starting a Whiteboard

1. Tap the Whiteboard button on the home screen, scan the QR code with your iPhone using the camera app

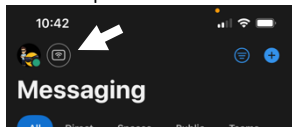


2. Click the yellow Webex banner on the bottom of your camera app which will open the Webex app and log you into the Webex Device
3. Choose your session duration, you'll be prompted to extend your time a few minutes before it ends

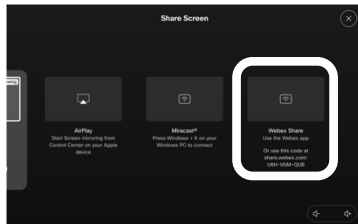


## NO QR

1. Open the Webex app and click the video connection button on the top Left

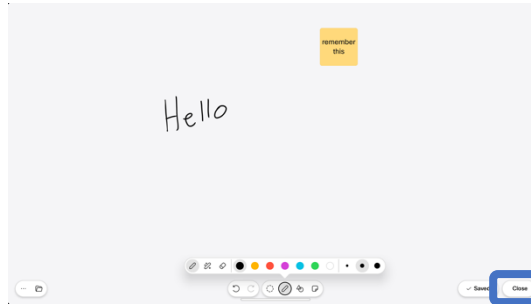


2. Use the "Connect using 9-character code" at the bottom. To get the code on the Webex device click "Share" then look for "Webex Share" The code will be on the bottom.

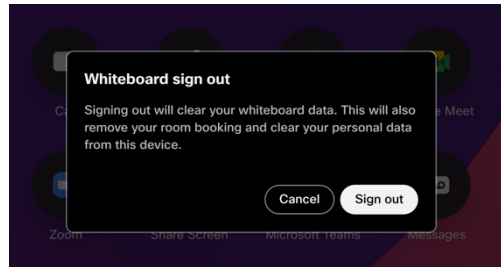


## Close the Whiteboard

1. Click the close button on the bottom right of the screen



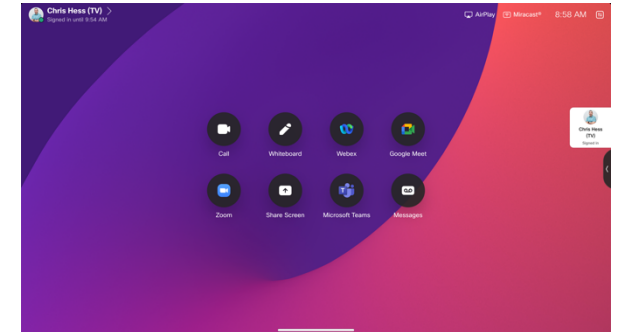
2. You will be asked to Sign out of the device, click **sign out**. If you click cancel you will be directed to the home screen and **remain signed in**



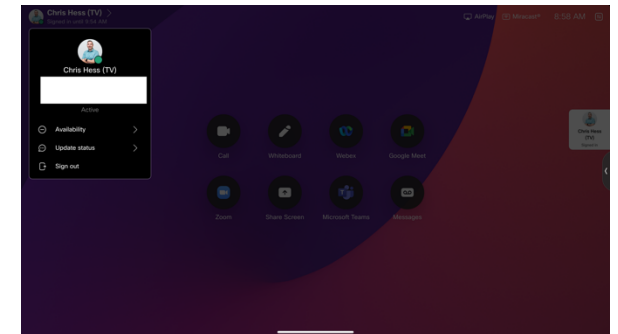
3. Once you are signed out, the Whiteboard will be PDF and emailed to you

## Device Sign Out

1. If you did not sign out when closing the Whiteboard, you will remain signed into the Webex device. You can confirm this by seeing your name displayed in the top-left corner and on the right-hand side of the device.



2. To log out click your name on the top right and select Sign Out



3. Once you are signed out, all Whiteboards will be PDF and emailed to you