

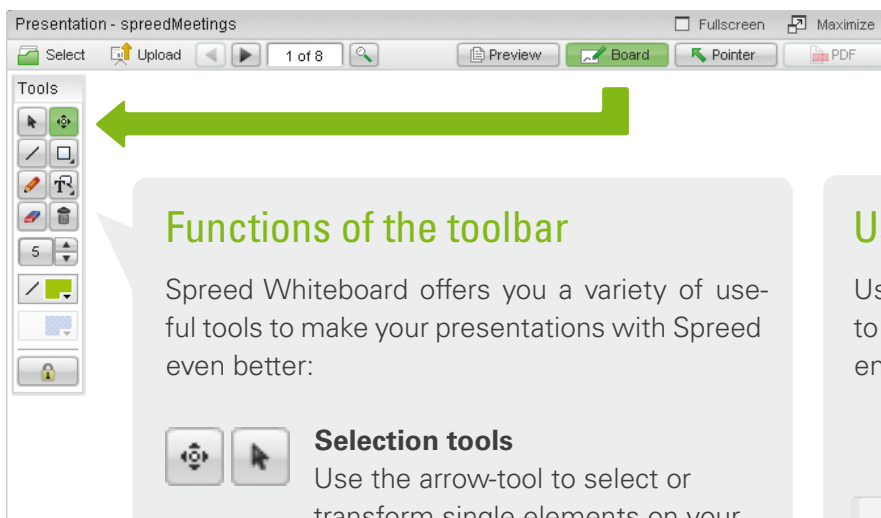
Whiteboard and Presentations

Features and Shortcuts

Using the Whiteboard you can draw and insert comments on the presentation area.

You have the following possibilities:

- use an empty whiteboard,
- add drawings or texts to your presentation documents.



Functions of the toolbar

Spread Whiteboard offers you a variety of useful tools to make your presentations with Spread even better:



Selection tools

Use the arrow-tool to select or transform single elements on your stage or use the drag-tool to drag all elements at once.



Lines and shapes

Draw freehand with the pencil or create lines, circles and squares and color them as you want.



Text tools

Add simple text to the stage or comment your presentation by using the note tool.

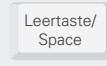


Deleting tools

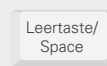
To erase selected elements on the stage click on the eraser. Use the garbage to delete all elements on the whiteboard.

Use your keyboard

Using shortcuts makes it easier for you to navigate quickly through your presentation:



Jump to the next page of your presentation



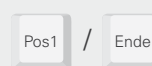
Start/pause a video presentation



Jump to the previous page of your presentation



Zoom out of/into your presentation



Jump to the first/last page of your presentation



Delete the selected elements on the stage



Maximize your stage