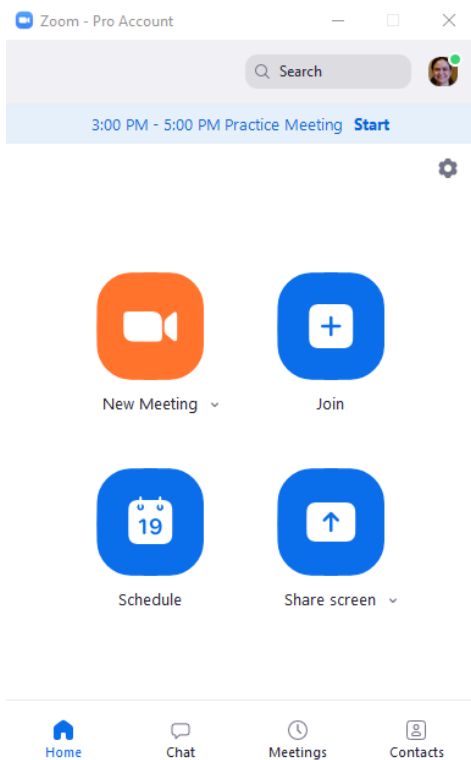


How do I use a phone or tablet as a whiteboard in Zoom?

You can make a whiteboard to use in Zoom with the following items:

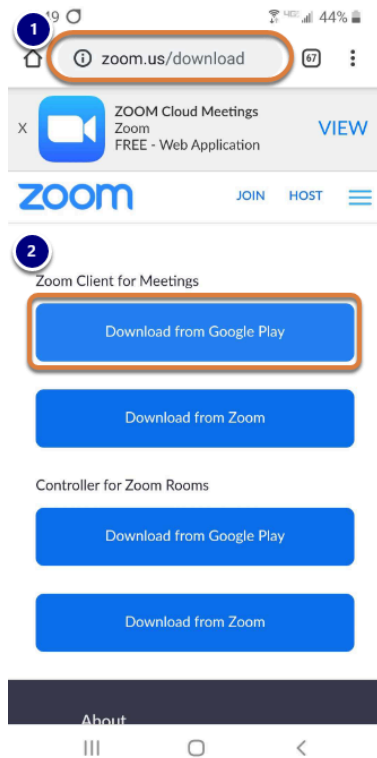
- A computer (PC or Mac),
- A handheld touch screen device (an Android phone or tablet, or an iPad),
- A stylus that works with your touch screen device (Optional, but recommended if you find it hard to draw with your finger).

Install Zoom on your computer.



[Install the Zoom client \(opens new window\)](#) on your PC or Mac, and/or add the Zoom app to your mobile device.

Download the Zoom app on your handheld device.



1. On your phone or tablet, open your internet browser and go to the following web address:
zoom.us/download
2. **Download** and install the *Zoom Client for Meetings* on your device.

Start the meeting on your computer.

ONLINE MEETINGS

Edit

zoom

Your current Time Zone is (GMT-04:00) Eastern Time (US and Canada). [🔗](#) [All My Zoom Meetings/Recordings](#) [Schedule a New Meeting](#)

⋮

Upcoming Meetings

Previous Meetings

Personal Meeting Room

Cloud Recordings

Get Training

☐ Show my course meetings only

Start Time	Topic	Meeting ID	
Tomorrow (Recurring) 11:00 AM	20Sp Online Media - Classroom	760-393-471	<div>Start</div> <div>Delete</div>
Mon, Mar 23 (Recurring) 3:00 PM	Online Office Hours	254-423-478	<div>Start</div> <div>Delete</div>

On your computer, start your online meeting in Zoom.

Access Zoom on your handheld device.

● ● ● ●

Start a Meeting

Start or join a video meeting on the go

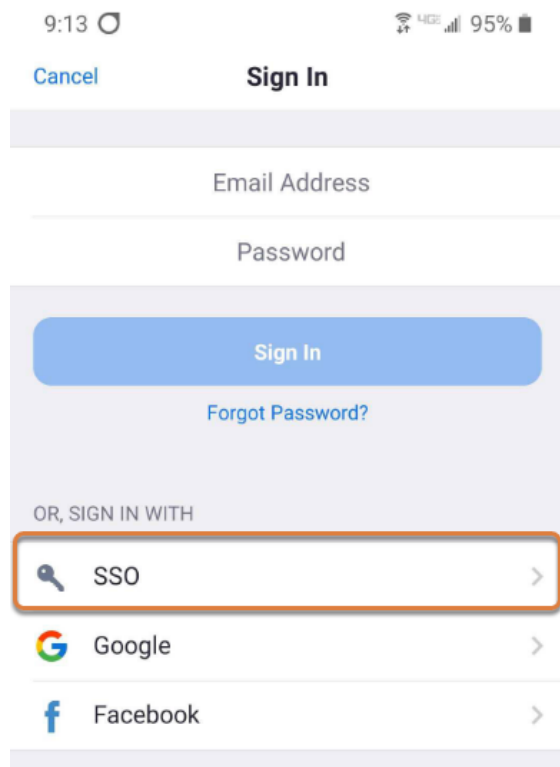
Join a Meeting

Sign Up

Sign In

On your phone or tablet, open the Zoom app and select **Sign In**.

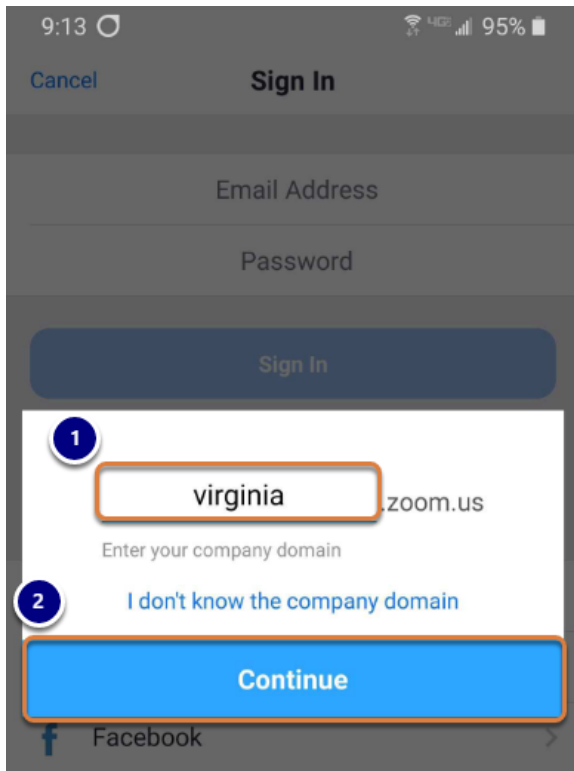
Sign into Zoom with the SSO option.



The image shows the Zoom mobile app's sign-in screen. At the top, the status bar displays the time 9:13, signal strength, and 95% battery. Below the status bar, there are two buttons: 'Cancel' and 'Sign In'. The 'Sign In' button is highlighted. Underneath, there are two input fields labeled 'Email Address' and 'Password'. Below these fields is a blue 'Sign In' button and a link for 'Forgot Password?'. Further down, the text 'OR, SIGN IN WITH' is displayed. Below this text are three options: 'SSO', 'Google', and 'Facebook'. The 'SSO' option is highlighted with an orange border, indicating it is the selected method for signing in.

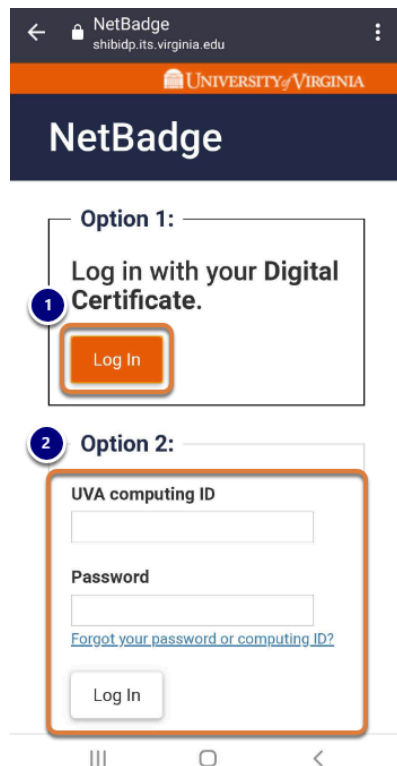
On your phone or tablet, select the **SSO** *Sign In* option.

Enter the domain and Continue to log in.



1. On your phone or tablet, in the *company domain* box, enter **virginia** in the box (so it displays **virginia.zoom.us** in the window).
2. Select **Continue**.

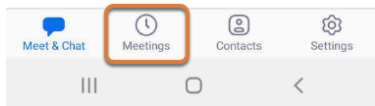
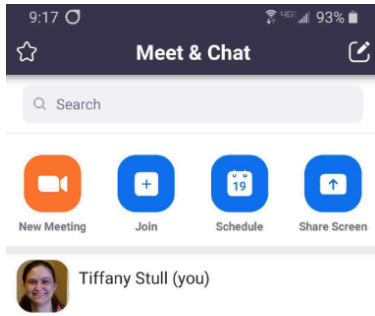
Log in using NetBadge.



On your phone or tablet, you will be redirected to the NetBadge login page. Either:

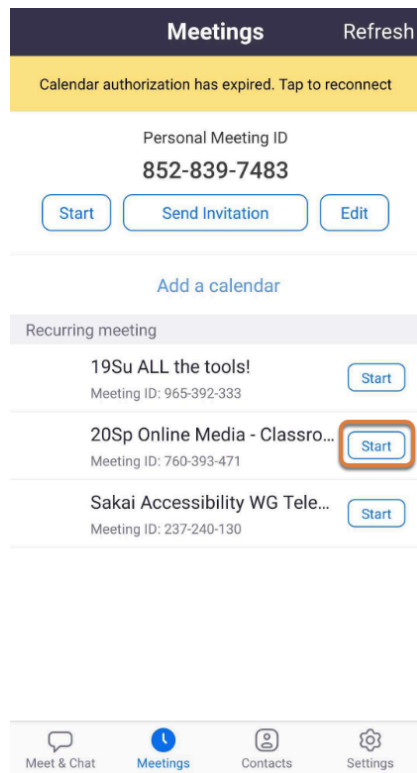
1. Use your *Digital Certificate* to log in by selecting the corresponding **Log In** button,
2. Or enter your *UVA computing ID* and *Password* and **Log In**.

Go to the Meetings tab on your handheld device.



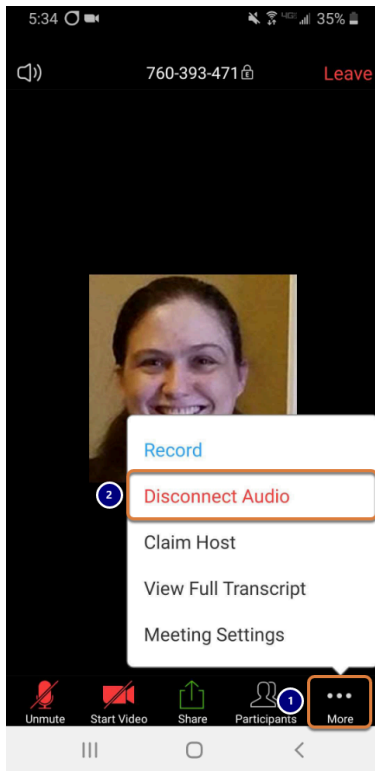
Once you have logged into the Zoom app on your phone or tablet, select the **Meetings** tab.

Start your meeting on your handheld device.



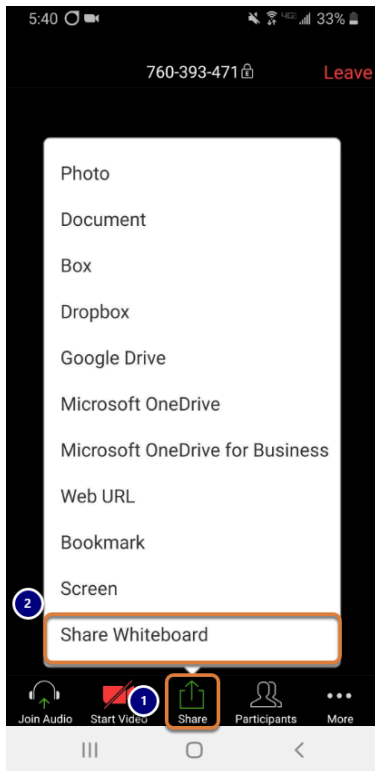
On your phone or tablet, select the **Start** button for the same meeting you already joined on your computer.

Disconnect audio on the handheld device.



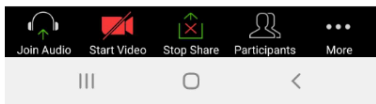
1. On your phone or tablet, tap near the bottom of the screen to show the menu with options to *Unmute*, *Start Video*, etc., then select the **More** button.
2. Select **Disconnect Audio**.

Share the whiteboard on the handheld device.



1. On your phone or tablet, select the **Share** button.
2. Select **Share Whiteboard**.

On your touch screen, select the pencil icon.



On your phone or tablet, select the **pencil** icon.

Select the drawing tool.

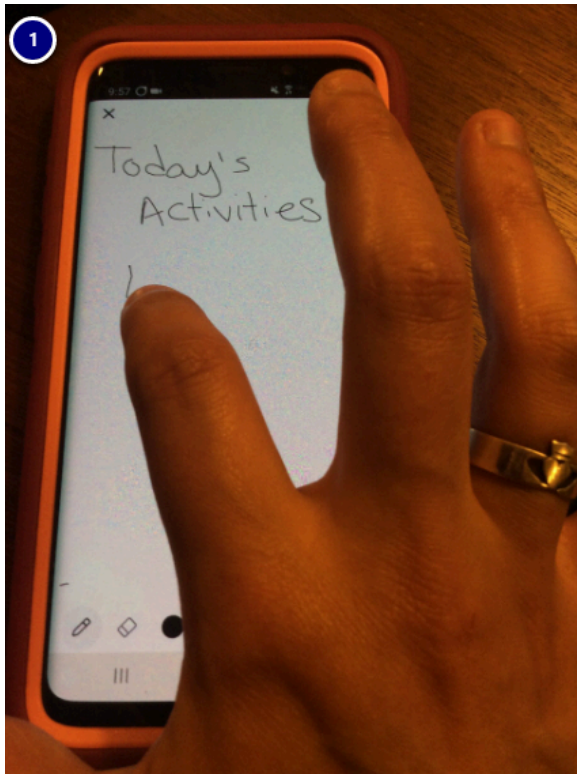


On your phone or tablet, a menu of drawing tools will display. Select a drawing tool, e.g., the **pencil**.



Tip: You can find a description of all the drawing tools in Zoom's help article [Using annotation tools on a shared screen or whiteboard \(opens new window\)](#).

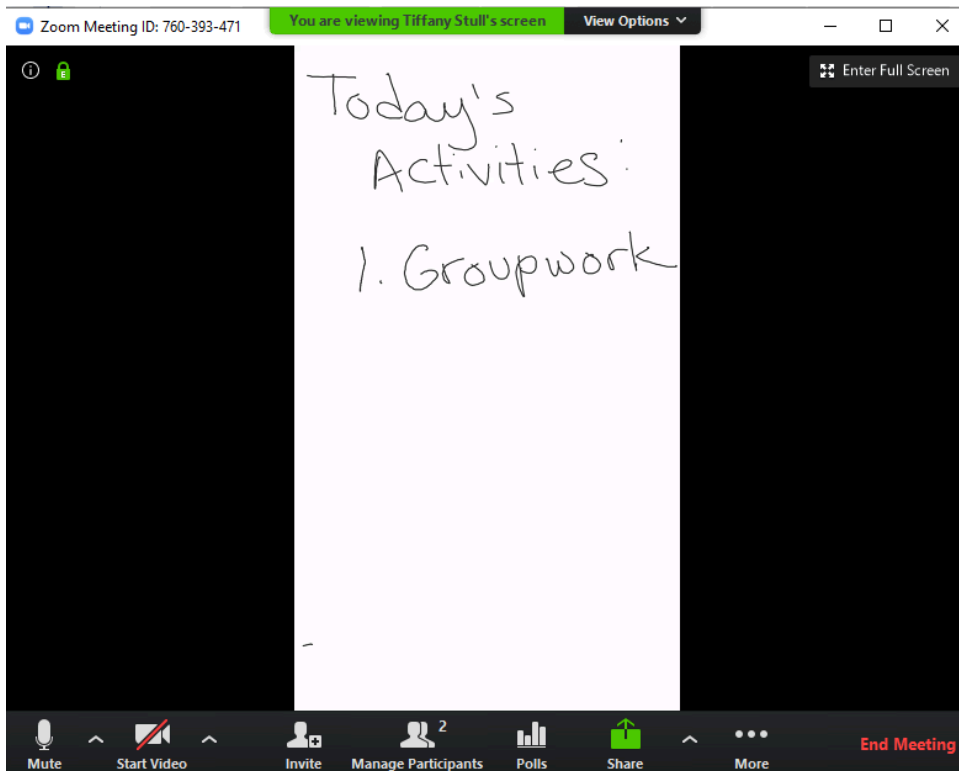
Draw with your finger or stylus on the touch screen.



Draw on your touch screen using:

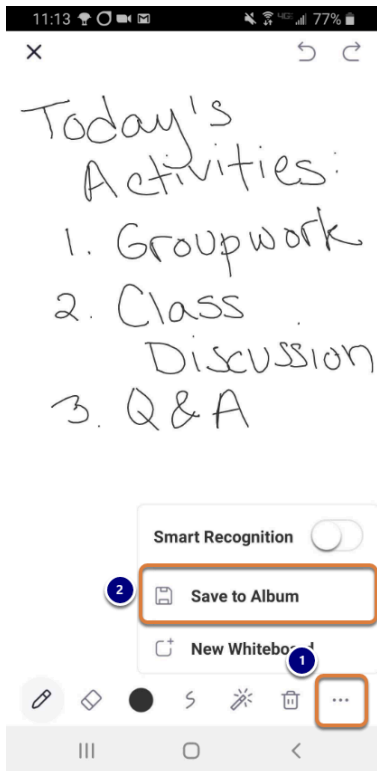
1. Your finger,
2. Or a stylus.

View the whiteboard on your computer.



You can check how your whiteboard displays to your meeting participants on your computer screen.

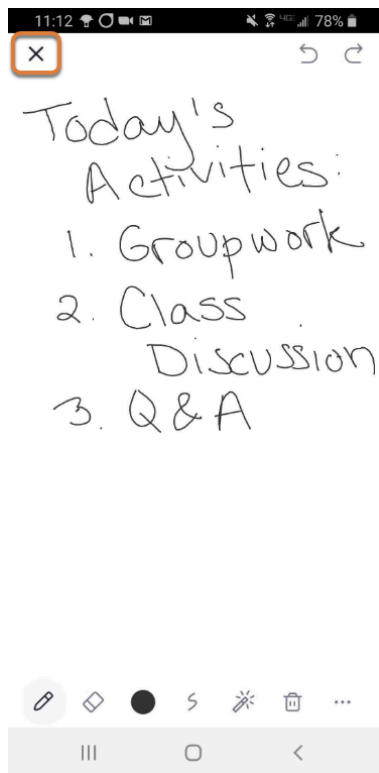
Save your whiteboard. (Optional)



To save the contents of your whiteboard on your phone or tablet:

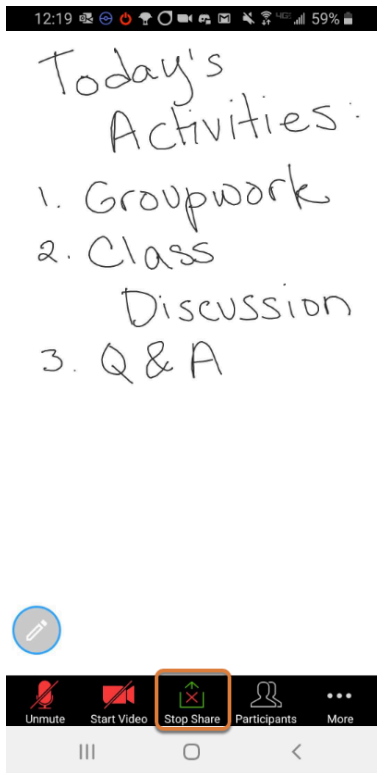
1. Select the **More (...)** icon in the lower right corner of the screen.
2. Select **Save to Album** to save a copy of the image to your photo gallery.

Close the whiteboard on your handheld device.



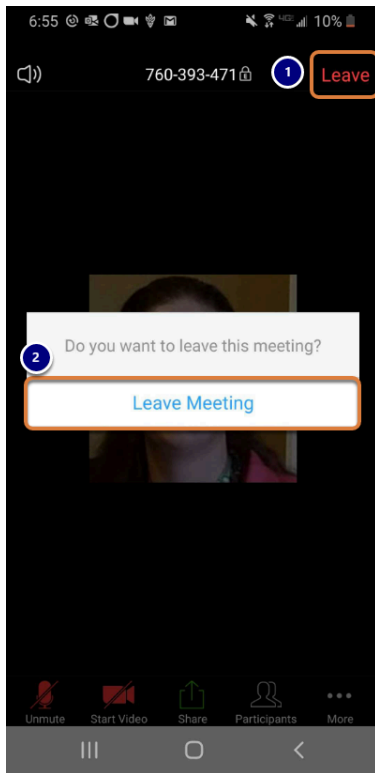
When you are done using the whiteboard on your phone or tablet, select the **Close (X)** button in the upper left corner of the screen to close the drawing tools and return to the menu with options such as *Unmute*, *Start Video*, etc.

Stop Share on your device.



On your phone or tablet, select the **Stop Share** button to exit the whiteboard.

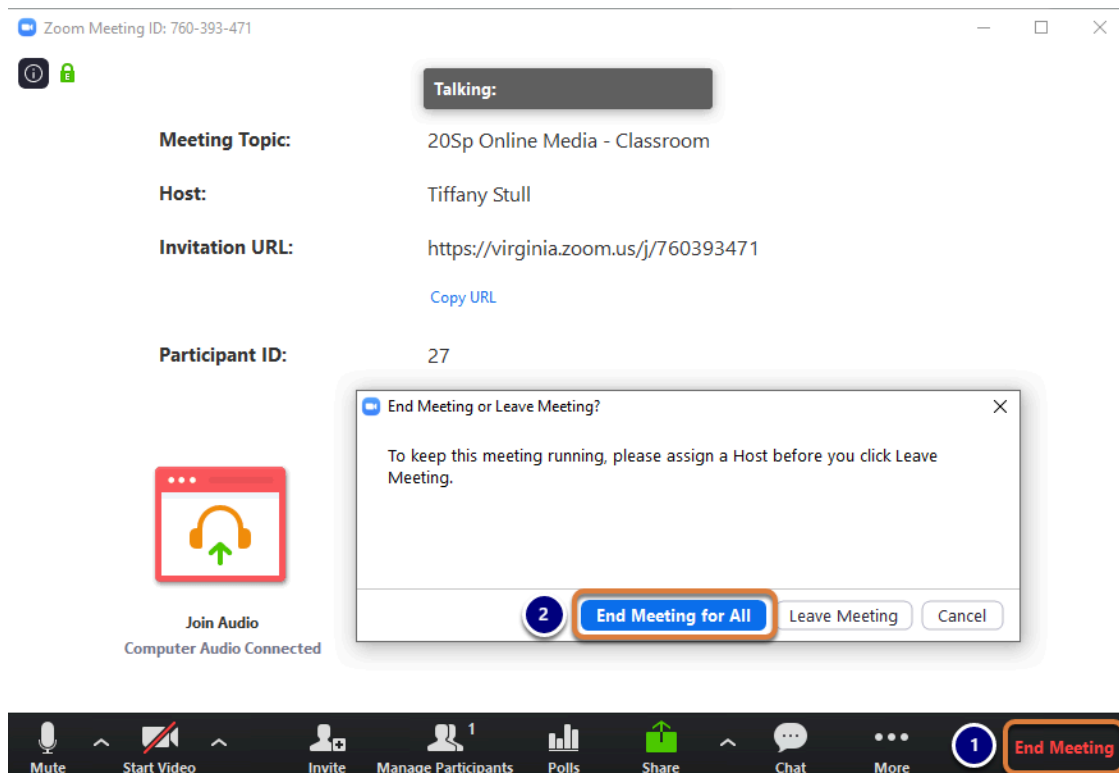
Leave the meeting on your device.



On your phone or tablet:

1. Select the **Leave** link.
2. Select **Leave Meeting**.

End the meeting on your computer.



When you are done meeting:

1. On your computer, select **End Meeting**.
2. In the window that pops up, select **End Meeting for All**.