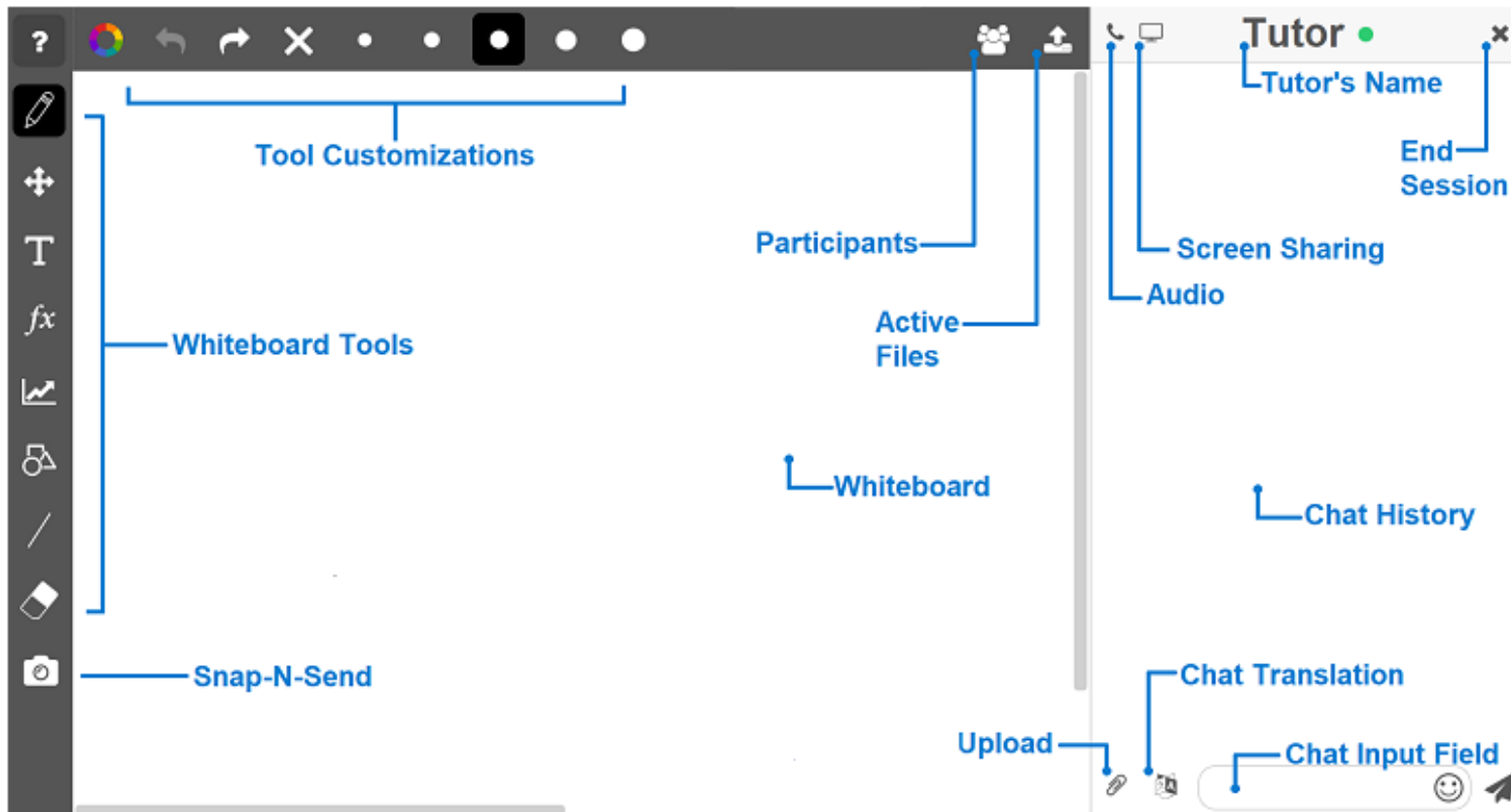





Virtual Whiteboard Guide

The Brainfuse Whiteboard: The Brainfuse Whiteboard provides you with a variety of tools to communicate with your tutor



Whiteboard Tools: To take a tour of the whiteboard tools, click  in the upper-left corner of the whiteboard.



PEN: Write/draw with your mouse



EDIT: Move items on the whiteboard and resize any uploaded images



TEXT TOOL: Click on the Whiteboard to start typing. When you select the text tool, the following text options will appear:



SUPERSCRIPT: Changes text into superscript



SUBSCRIPT: Changes text into subscript



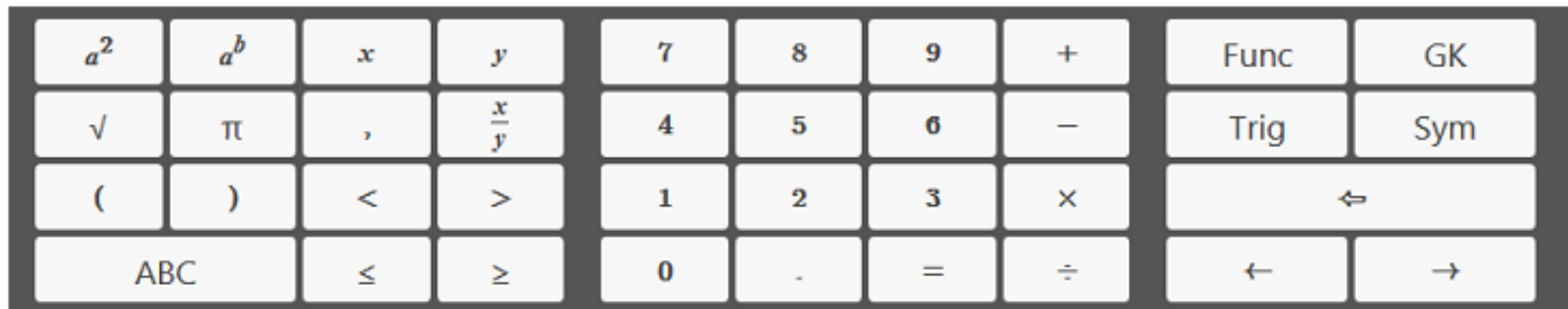
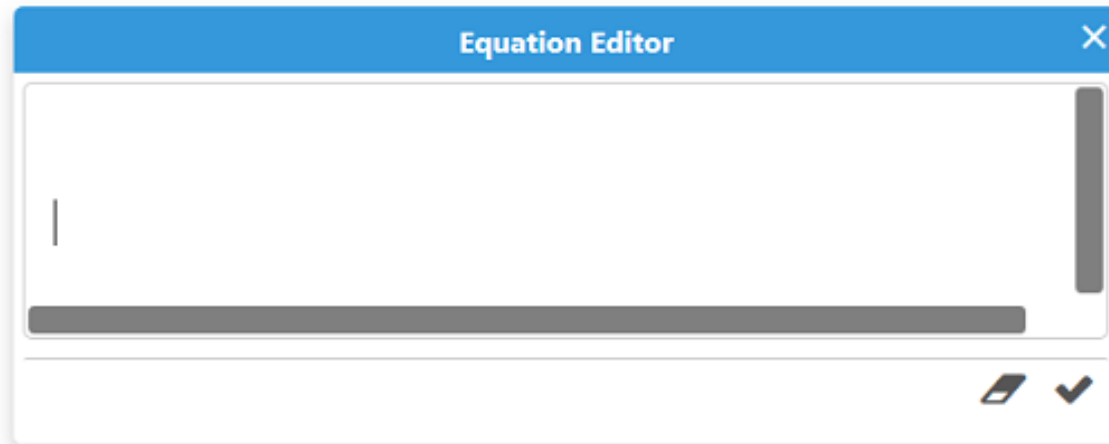
PASTE: Paste text onto the Whiteboard



FONT: Change your font style and font size

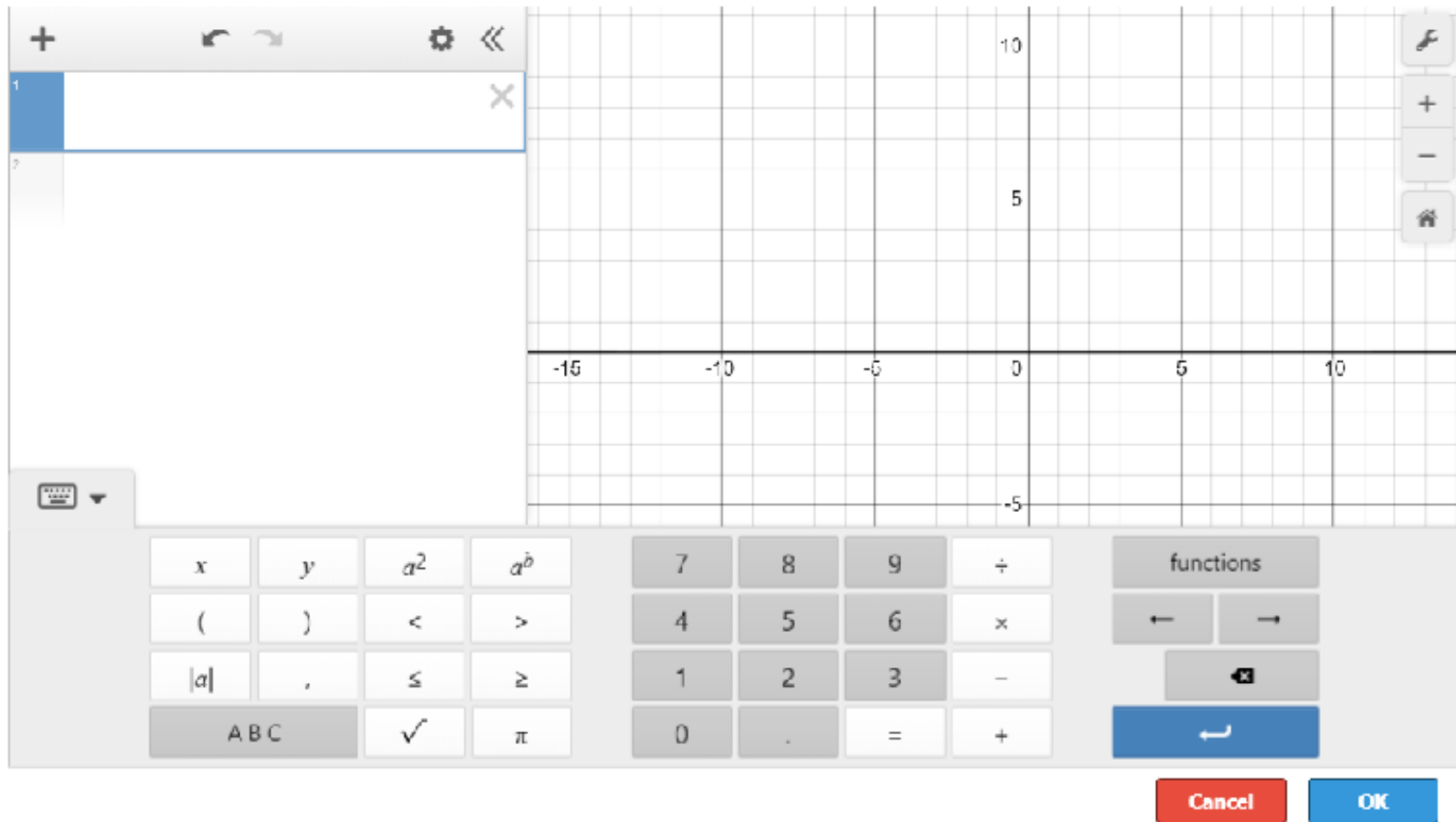


TYPE EQUATIONS WITH THE EQUATION EDITOR: The equation editor allows you to create mathematical equations, functions, and symbols in the available box. Click on the desired area of the Whiteboard where you want the equation to appear. When you are finished, click ✓



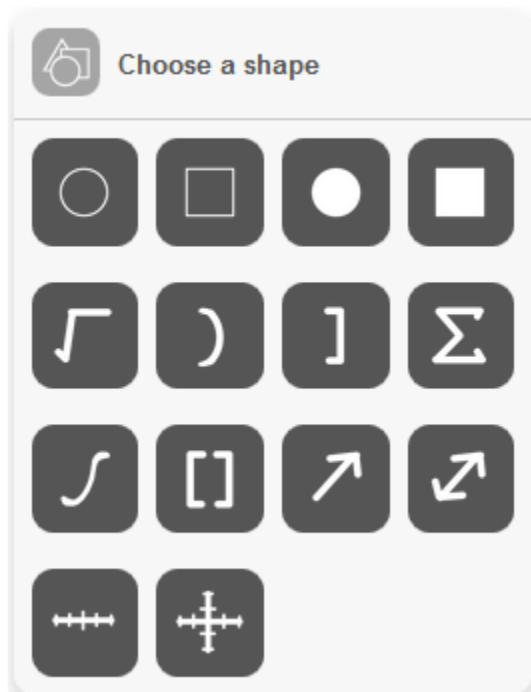


GRAPHING CALCULATOR: The Graphing Calculator allows you to create graphs and visualize functions. Click on the desired area of the Whiteboard where you want the graph to appear. When you are finished, select **OK**





SHAPES: Select a shape from the menu to draw it on the Whiteboard



NUMBER LINES AND GRAPHS: Select MIN, MAX and INTERVAL MODE to adjust the minimum,

maximum and interval values



STRAIGHT LINE: Draw a straight line on the Whiteboard



ERASER: Erase items from the Whiteboard

Tool Customizations: Use the following options to customize the whiteboard tools to your preferences.



COLOR PALETTE: Select from the menu to change pen/text color



UNDO: Undo the last action



REDO: Reverse the last undo action



CLEAR: Clears the entire Whiteboard or the selected slide



SIZE OPTIONS: Change the size of the pencil or eraser

Communication Tools: Use the following options to review and change the way you communicate during your live tutoring session.



SNAP-N-SEND: Snap-N-Send enables you to scan documents or handwritten notes and send it to the Brainfuse Whiteboard during a tutoring session. To use Snap-N-Send, simply **download the Brainfuse Mobile App** (iOS or Android versions) and follow the instructions to log into your Brainfuse account. During a tutoring session, select the Snap-n-Send feature from the mobile app, scan the desired material with your mobile device, and it will appear on your whiteboard.



USE SCREENSHARING: Select the Screen Share button (top left of the Chat Box) to begin sharing your screen with the student




FILE UPLOADS: View the files already uploaded to the whiteboard. If more than two files have been uploaded, the first file can be accessed through the drop-down option in order to add it to the whiteboard again

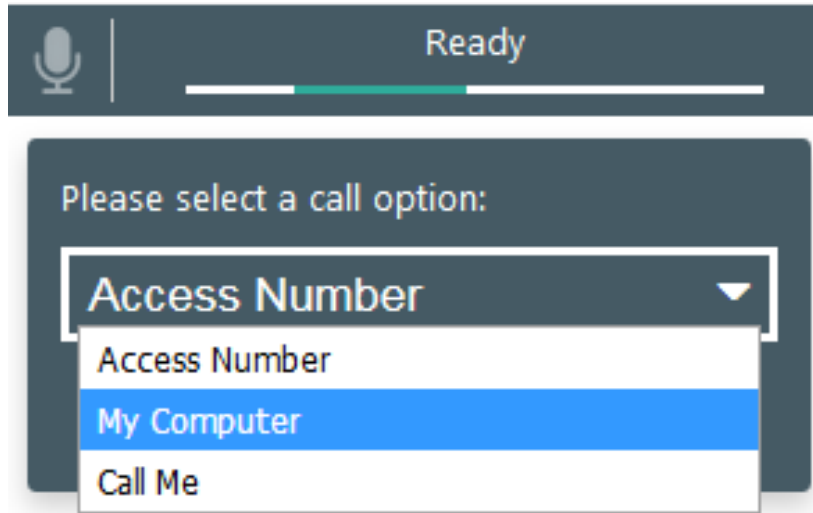


CHAT TRANSLATE: Choose the language you want the chat to appear in. This tool allows you to chat with your tutor in any language.



UPLOAD FILES TO SHARE WITH TUTOR: Click on the Upload button (bottom left of the Chat Box) to upload images, papers, or other assignments to work on them in real time with your tutor.

 **AUDIO OPTIONS:** Select the Audio button (top left of the Chat Box) to speak with your tutor through a secure and private conference room, using your computer (VoIP) or a toll-free call



- **ACCESS NUMBER:** Use your phone to dial a toll-free, secure conference number
- **MY COMPUTER:** Use your computer and internet connection (VoIP) to connect to your tutor
- **CALL ME:** Receive a phone call to connect with your tutor. Please note that your tutor will connect with you via our phone bridge. Tutors will not have access to your phone number.