






# Create and Share a Whiteboard During a Webex Meeting


During a meeting, go to **Share**, scroll all the way to the bottom, choose **New Whiteboard**, and the new whiteboard is shared in the meeting. Multiple people can edit the whiteboard at the same time. Color


 changes the marker color.

Eraser  turns the marker into an eraser to remove edits or click eraser  again to select **Clear all** and remove all edits. You can click undo  to restore the edits you just cleared.

Stickies  creates and adds stickies. You can add text, change the color, and move the stickies around your whiteboard.

Undo  removes your last edit. You can continue to click undo and remove each edit until you return to the last saved whiteboard. On a shared whiteboard, if someone selects **Clear all**, undo is unavailable.

However, if you select **Clear all** and nobody else edits the whiteboard, you can click undo  to restore the edits. There's no limit to the size of your whiteboard. Use the arrow keys on your keyboard to move around the whiteboard. You can use a mouse or a touchpad to zoom in or out on the whiteboard.

You can share an existing whiteboard or annotation. Click **All whiteboards** , select a whiteboard or annotation, and then click > **Share in call**

2When you're finished, select **Done**.

3Click  to stop sharing your whiteboard.