

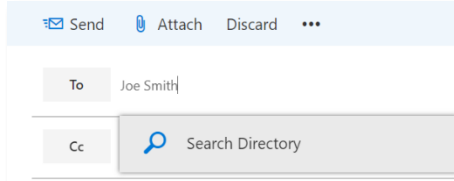
# HOW TO SET UP A STUDY GROUP WITH GOBOARD

This guide provides instructions for **STARTING** a study group with GoBoard. Invited to join a group? Make sure you have a compatible **browser**, then see **TO JOIN A SESSION** on page 2.

## PRIOR TO YOUR SESSION

### 1. REACH OUT TO YOUR CLASSMATES.




- Up to **five people** can take part in a GoBoard session.
- **Need emails?** Search student emails in Outlook by entering your classmate's name and clicking **SEARCH DIRECTORY**.



### 2. AGREE ON A TIME AND DATE FOR YOUR SESSION.

- Let group members know to be on the lookout for an email (or Facebook message) with a link to join the session.

### 3. MAKE SURE EVERYONE HAS A BROWSER THAT SUPPORTS GOBOARD.

- **GoBoard** works best on  **Chrome** but can be used on  **Firefox** and  **Safari**.
- **NOTE** | GoBoard is **not compatible** with Internet Explorer or Microsoft Edge and the app is no longer supported. Need Chrome? [Download it here.](#)

## TO START A GROUP SESSION

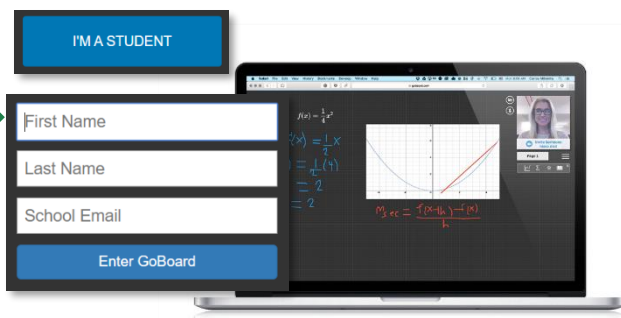
### 1. GO [MVCC.GOBOARD.COM](http://MVCC.GOBOARD.COM)

### 2. SCROLL DOWN UNTIL YOU SEE THE OPTION TO **CREATE A NEW GOBOARD**.

### 3. SELECT **I'M A STUDENT**.

### 4. ENTER YOUR NAME AND STUDENT EMAIL.

### 5. CLICK **ENTER GO BOARD**.



### What is a GoBoard?

A GoBoard is a first-of-its-kind, free online tool that combines video conferencing with an interactive canvas, designed to help students collaborate one-on-one, on virtually any topic. Simply create a GoBoard, share the link, and begin sharing knowledge, face-to-face. There is never anything to download!

[Create a new GoBoard](#)

### 6. YOU'LL BE PROMPTED TO **ENABLE YOUR CAMERA AND MICROPHONE**.

- If the **CAMERA** icon is green or shaded, your camera is functioning.
  - You'll be able to see a thumbnail of your image.
  - No camera? You will still be able to see other group members and participate in the session by using the microphone.
- If the **MICROPHONE** button is green or shaded, your microphone is functioning.
  - No microphone? Use the **CHAT** option.

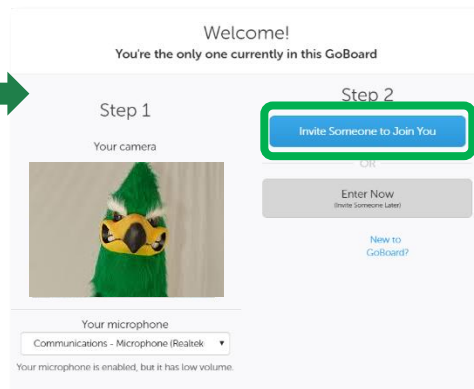
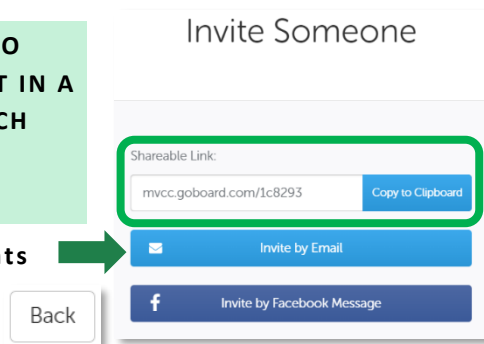


## TO INVITE YOUR CLASSMATES & ENTER GOBOARD

1. UNDER STEP 2, CLICK **INVITE SOMEONE TO JOIN YOU.**

2. COPY THE SHAREABLE LINK TO YOUR CLIPBOARD & SHARE IT IN A GROUP EMAIL, OR INVITE EACH PARTICIPANT BY EMAIL OR FACEBOOK MESSAGE.

- To invite multiple participants with email, use the back button.



3. AFTER YOU'VE INVITED ALL PARTICIPANTS, SELECT THE BACK BUTTON TWICE.

Back

4. ENTER THE SESSION.

Enter Now  
(Invite Someone Later)

## TO JOIN A SESSION STARTED BY SOMEONE ELSE

1. CHECK YOUR EMAIL (OR FACEBOOK)

- You will receive a message from your classmate or from GoBoard with a link to the session.

2. CLICK ON THE LINK.

Join GoBoard

3. SELECT I'M A STUDENT.

4. FILL OUT THE REQUIRED FIELDS.

- Be sure to use your MVCC email (jdoe04@student.mvcc.edu).

5. JOIN THE SESSION BY SELECTING **ENTER GOBOARD.**

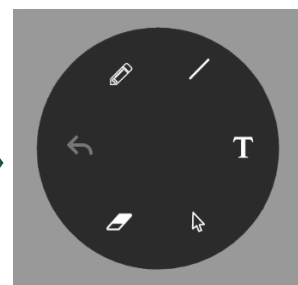
Registration form with fields for First Name, Last Name, and School Email, and an Enter GoBoard button.

6. IF YOUR DEVICE ALLOWS, ENABLE YOUR CAMERA AND MICROPHONE.

## TO USE THE INTERACTIVE WHITEBOARD

ACCESS THE **TOOLS** PIE MENU

- The **Tools** menu lets you add text, shapes, and drawings to the board. It also lets you erase, undo, and select.

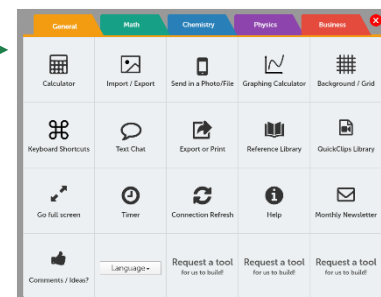


CHECK OUT THE **MORE TOOLS** OPTIONS.

- The **More Tools** menu allows you import files to the board, change the background and access subject specific features.

## TO SCREEN SHARE

- Start screen sharing by selecting the monitor icon.
- Choose whether you will share your whole screen, an application window, or a browser tab.



TO END YOUR SESSION, SIMPLY CLOSE THE WINDOW OR TAB.