To draw people’s attention to an item on the Whiteboard, the Pointer Tools can be used.

1. Click and hold the Pointer tool.
2. A group of available pointers will display.
3. Click the desired Pointer.
4. Do one of the following so others will see the Pointer as you move around the Whiteboard.
   - Hold down the left or right mouse button as you move the pointer.
   - Release the mouse button to stamp the pointer image on the Whiteboard.
   - Double-click anywhere on the Whiteboard to get the mouse pointer to follow the mouse motion without having to hold the mouse button.
   - Move the mouse around the board.
5. To release this mode, click with the mouse again or select a different tool.
6. If one of the above is not done, the pointer will be visible to only you.