

## PLEASE DO NOT UNLOCK ELEMENTS!

### Navigating with mouse + keyboard

Click and drag the canvas to pan around the board.



Zoom by scrolling the mouse wheel.



### Navigating with cursor

Click on the hand icon and use it to pan around the board.



### Navigating with trackpad

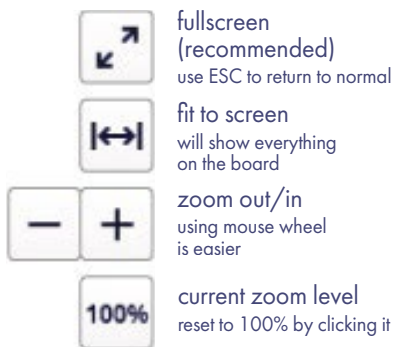
Scroll the board in any direction by sliding two fingers on the trackpad.



Zoom by pinching in and out.



### Navigating with the Minimap



The minimap located on the lower right corner of your Miro board is a powerful tool to get around: You can move around by clicking on the map. If you cannot see the map press "M" on your keyboard.

### Following the facilitators



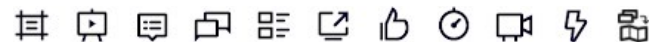
At any time during the workshop, you can click on the facilitator's icon to be sent to the ongoing activity. The buttons are located on the upper side of your screen, each icon represents participants in the workshop. Identify the facilitator from the list and click on his icon.

### Keyboard shortcuts

**ctrl/cmd +** zoom in  
**ctrl/cmd -** zoom out  
**ctrl/cmd 0** set the zoom level to 100%  
**ctrl/cmd z** undo (or use undo arrows at the top of screen).



### Toolbar

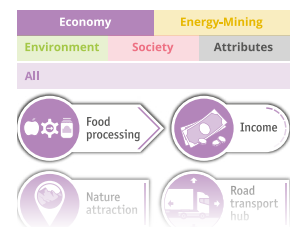


If you cannot see the lower toolbar containing the dropper tool, click on the double arrow symbol on the lower left side of your screen.



### Adding Cards


To use cards, the icon is located in the lower toolbar on the very right. To drop cards in Miro, click and drag cards from the menu onto the board.



### Adding Comments

Press the comment icon  on the left toolbar and click on the screen where you want to place it.

### Hiding participants' cursor

You can hide participant's cursors using the cursor icon on the upper side of your screen. 

### Navigation Mode

To change your Navigation Mode, right click anywhere on the board and select "Navigation Mode".