

Guest access

Guest access functionality opens a whiteboard to external collaborators, that do not have access to your Whiteboards installation.

How to enable guest access

1. Create an organisation account at app.whiteboards.io, if you don't have one:

a. Go to app.whiteboards.io/signup and fill the signup form:



Sign up to Whiteboards

Your account

Mateusz Zieliński [Logout](#)

Organisation

Organisation name

Spartez Software

Organisation slug

<https://app.whiteboards.io/> spartez-software

I agree with Whiteboards.io [EULA](#) and [Privacy policy](#).

Sign up

Cancel

b. In the organisation administration click *Add identity provider*.



Administration

[← Back to list of boards](#)

Identity providers

Access to your organisation boards will be provided by your system. For example: Atlassian Jira, or Google

[Add identity provider](#)

Organisation settings

Organisation url

<https://app.whiteboards.io/spartez-sof> [Copy](#)

Organisation name

Spartez Software

Organisation id

spartez-software [Copy](#)

Organisation owners

Who has access to administrative settings of this organisation at whiteboards.io.



Mateusz Zieliński (You)

c. On the next screen choose the identity provider type:

- **For Jira Server/DC:** Atlassian OAuth 1.0a,
- **For Jira Cloud:** Atlassian OAuth 2.0.

d. Configure the identity provider.

2. Go to Whiteboards administration page in Jira or Confluence administration:

Q Search



Manage your project settings, categories, and more.



Issues

Configure your issue types, workflows, screens, custom fields and more.



Apps

Add and manage...

PERSONAL SETTINGS



Atlassian account settings

Manage your language, time zone, and other profile information.



Promotions

OAuth credentials

BETA

WHITEBOARDS

Global Settings

STRUCTURE CLOUD

Settings

Migration

- In the Whiteboards administration page go to the *Guest access* section, paste your organisation slug and click *Save*.
Important: Make sure your slug matches the one created at app.whiteboards.io. E.g. for a Whiteboards organisation at <https://app.whiteboards.io/spartez-software> the organisation slug is the last part of the URL i.e. *spartez-software*.

The screenshot shows the 'Global Settings' page for Whiteboards. The left sidebar contains a 'Settings' menu with categories like 'CONFIGURATION', 'WHITEBOARDS', and 'ATLASSIAN MARKETPLACE'. The 'Global Settings' page has a 'Back to list of boards' button. Under 'Settings', there are two checked options: 'Notify all users about the app installation' and 'Enable backup and print'. Under 'Guest Access', there is an 'External account @ app.whiteboards.io' section. A red box highlights the 'Organisation URL' input field containing 'https://app.whiteboards.io/ spartez-software' and a 'Save' button. To the right of the input field is a link that says 'Don't have an account? Sign up here!'.

How to share a whiteboard with external collaborators

- Go to your whiteboard.
- Open share dialog and go to the *Guest access* tab.
- Follow the instruction on the *Guest access* tab:
 - Follow a link to your organisation account at app.whiteboards.io.
 - Make a backup of your board.
 - Create a new board at app.whiteboards.io.
 - Restore the backup on the newly created board.
 - Open the *Share* dialog, go to the *Guest access* tab and invite guests by email.