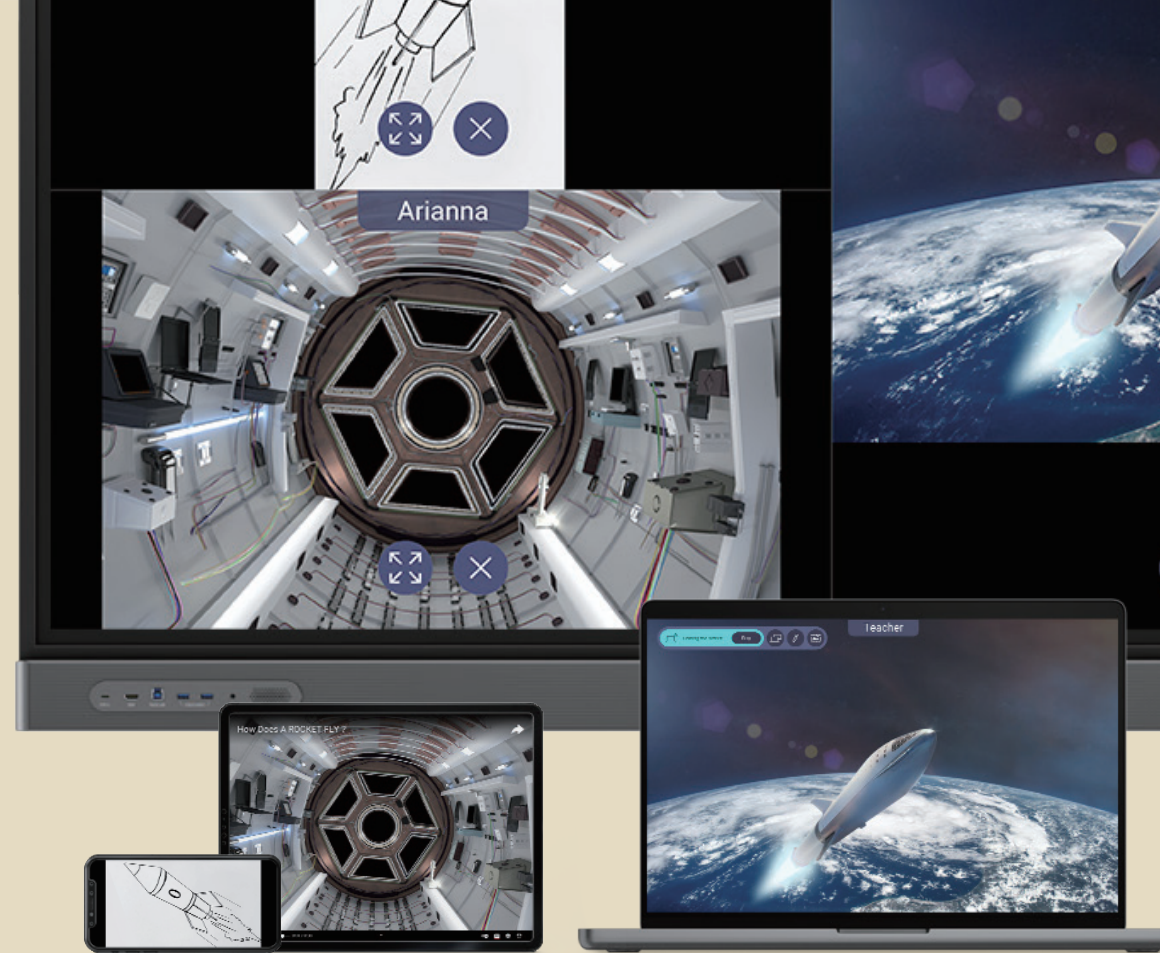


Teacher's Guide: InstaShare 2



Sharing from Windows Devices

If you're using a Windows device, you can share using Miracast peer-to-peer or the InstaShare 2 app.



Windows Miracast






Important:

Ensure that Wi-Fi is enabled on the BenQ Board before proceeding.

1. On the board, launch **InstaShare 2**.

2. On your Windows device, press  + K.

If the **Windows key**  is missing from your device, perform one of the following:

- **For Windows 11:** On the taskbar, click the **Network** icon then .
- **For Windows 10:** On the taskbar, click  then **Connect**.

3. Click the board name shown on InstaShare 2.



Tips

- **Touchback controls**
You can enable touchback controls by selecting **Allow touch input from this device** on your Windows device.
- **Full screen sharing controls**
To access other screen sharing features such as annotation, use the InstaShare 2 app.



InstaShare 2 app



Important:

Ensure that your device and the BenQ Board are connected to the same network before proceeding.

Using the InstaShare 2 app gives you access to the full set of content sharing features.

1. On the board, launch **InstaShare 2**.

2. On the device, launch **InstaShare 2**.

3. Either click the board's name from the list or enter the pairing code shown on the board.

See **Sharing with the InstaShare 2 App** for more details.

To download the InstaShare 2 app for Windows, visit:

<https://www.benq.com/en-us/business/support/products/ifp/instashare-2/download.html>

Sharing from Apple Devices

If you're using an Apple device, you can share using AirPlay or the InstaShare 2 app.




Important:

Ensure that your device and the BenQ Board are connected to the same network before proceeding.




iPad / iPhone Screen Mirroring

1. On the board, launch **InstaShare 2**.
2. On your device, open **Control Center** by swiping down from the upper-right corner of the screen.
3. Tap .
4. Tap the board name shown on InstaShare 2.



MacBook AirPlay

1. On the board, launch **InstaShare 2**.
2. On your MacBook menu bar, click .
3. Click the board name shown on **InstaShare 2**.



Tip

AirPlay only allows you to share your device screen. To annotate or control the BenQ Board screen from your device, use the InstaShare 2 app.



InstaShare 2 app

Using the InstaShare 2 app gives you access to the full set of content sharing features.

1. On the board, launch **InstaShare 2**.
2. On your device, launch **InstaShare 2**.
3. Either click the board's name from the list or enter the pairing code shown on the board.
See **Sharing with the InstaShare 2 App** for more details.

To download the InstaShare 2 app for macOS, visit:

<https://www.benq.com/en-us/business/support/products/ifp/instashare-2/download.html>



Sharing from Android Devices

If you're using an Android device, you can share using the InstaShare 2 app.



Important:

Ensure that your device and the BenQ Board are connected to the same network before proceeding.



InstaShare 2 app

Using the InstaShare 2 app gives you access to the full set of content sharing features.

1. On the board, launch **InstaShare 2**.
2. On the device, launch **InstaShare 2**.
3. Either tap the board's name from the list or enter the pairing code shown on the board.

See **Sharing with the InstaShare 2 App** for more details.



Sharing from ChromeOS Devices

InstaShare 2 supports casting from your Chromebook desktop, Chrome browser, or the InstaShare 2 extension.



Important:

Ensure that your device and the BenQ Board are connected to the same network before proceeding.



Casting from the Chromebook desktop

Share your Chromebook screen.

1. Launch **InstaShare 2** on the board.
2. At the lower-right corner of your Chromebook desktop, click the time.
3. Click **Cast screen**.
4. Click the board name shown on InstaShare 2.



Casting from Google Chrome

Share either a single browser tab or your screen.

1. Launch **InstaShare 2** on the board.
2. On your Chromebook, open **Google Chrome**.
3. Click **⋮** → **Save and share** → **Cast**.
4. Click **Sources**, and then select between **Cast tab** and **Cast screen**.
5. Click the board name shown on InstaShare 2.



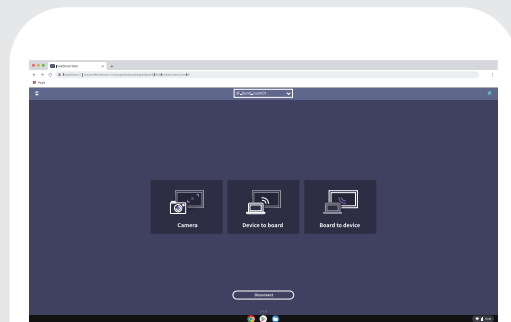
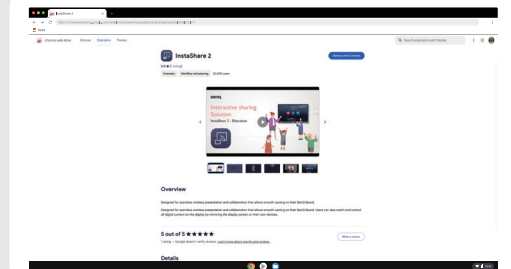
Installing the InstaShare 2 Chrome extension

1. On your Chromebook, open **Google Chrome**.
2. Click **⋮** → **Extensions** → **Visit Chrome Web Store**.
3. Search for **InstaShare 2**.
4. On the InstaShare 2 page, click **Add to Chrome** then **Add extension**.



Casting through the Chrome extension

1. Launch **InstaShare 2** on the board.
2. On your Chromebook, launch **Google Chrome**.
3. Click **⋮** then **InstaShare 2**.
4. Enter the pairing code displayed on the board.
5. Click one of the three options.
 - **Camera**: Share your Chromebook's live camera feed.
 - **Cast to Display**: Share either a Chrome tab, an app window, or your Chromebook screen.
 - **Synchronize to the Display Screen**: Mirror the BenQ Board screen onto your Chromebook.



Sharing with the InstaShare 2 App

Using the InstaShare 2 app on your device gives you full access to all InstaShare features including media sharing, annotation, and touchback controls.

Settings

Change the device name or test the network speed.

Photo

Share one or more photos from your device.

Tip Photos and videos are accessible as Media Files on the Android, iOS, and iPadOS apps.

Stop sharing your screen Extend your screen Annotate on your screen

Select a pen color Erase your annotations Undo annotation Close the annotation bar Take a screenshot

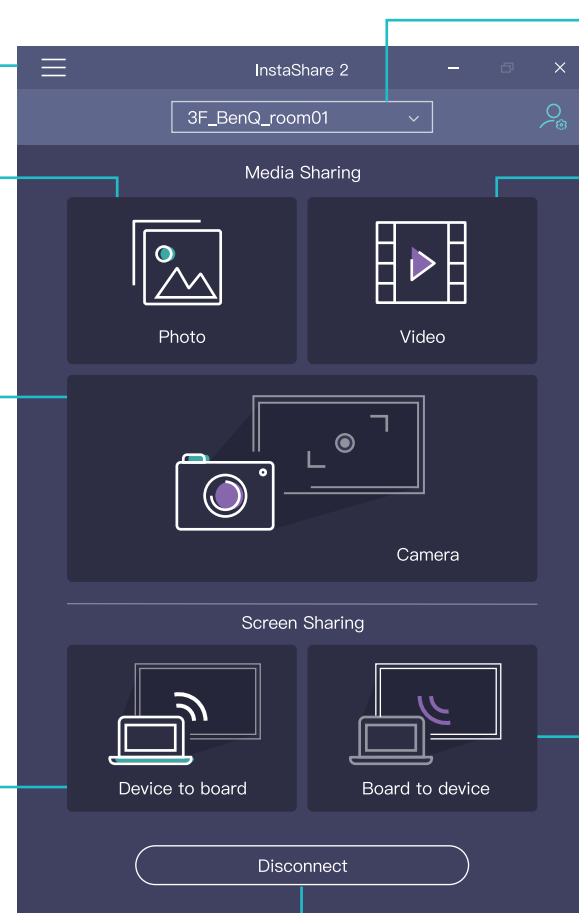
Camera

Share a live video feed using your device camera.

- Mute/Unmute
- Take a photo
- Front/Rear camera

Device to board

Share your device screen to the BenQ Board.



Disconnect

Disconnect from the board.

Connected board

Request to be host

Video

Share a video file from your device.

- Open a video file
- Play the video
- Take a screenshot

Tip Pause the video to take a screenshot.

Board to device

View and interact with the BenQ Board screen from your device.

Go to Home screen Annotate Enable touchback Take a screenshot Request to be host Minimize

Note Screenshots include all the annotations on the BenQ Board.

InstaShare 2 Host Controls

Moderate the screen sharing session from the Host Controls window at the lower-right corner of the screen.

Settings

Floating Window mode

Resize the shared screen into a moveable floating window that is displayed over other apps.

Device lists

To Board: The listed devices are sharing to the board.

- Device screen is displayed
- Device screen is hidden

To Devices: The board's screen is shared to the listed devices.

- Device user can control the board
- Device user can annotate

Idle: The devices are connected but not sharing.



Tip

Tap the status icons to modify the screen sharing permissions for each device.

- InstaShare 2 app
- InstaShare Button
- Miracast
- AirPlay
- Chromecast

Minimize window

Smart Split Screen mode

Dynamically split the display's screen according to the number of active devices sharing. This mode supports up to 9 devices.

Do Not Disturb mode

Prevent other participants from sharing their screens while the host is presenting.

Clear all

Remove annotations from all shared screens.

End session

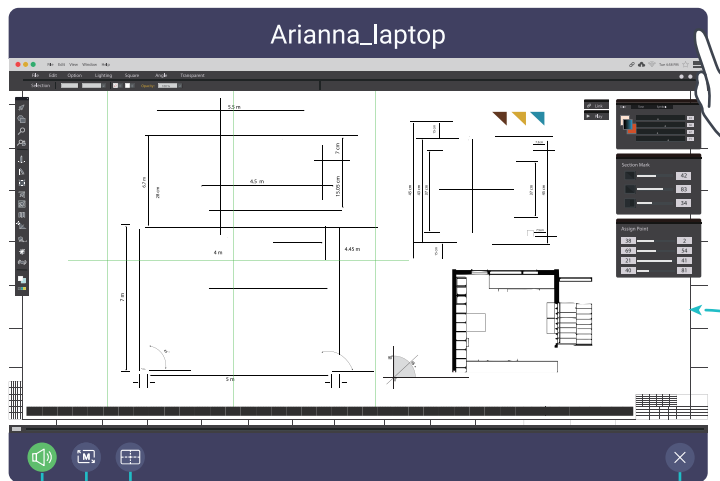
Disconnect all devices and end the screen sharing session.

Screen Sharing Modes

There are two screen sharing modes that you can access through the Host Controls window.

Floating Window mode

The Floating Window mode allows you to cast content to the board in a resizable window so you can still use the board's apps while referencing your shared device screen.



Tip
Tap and drag the frame to move the window.

- Switch to Split Screen mode
- Resize window
Tap to switch between small, medium, and large.
- Mute/Unmute
- Close



Smart Split Screen mode

Use InstaShare 2 in full screen and allow up to 9 participants to share their screens on the board. You can control any laptop screen that's been shared using the InstaShare 2 app.



- Mute/Unmute
- Full screen
- Close