


## SMART Board™ Tools

### Accessing the SMART Board Tools

Press the SMART Board icon  in the Microsoft® Windows® Notification Area at the bottom right of your screen. The SMART Board tools will appear.

If you cannot see the SMART Board icon, select **Start > Programs > SMART Board Software > SMART Board Tools**. You will then see the SMART Board icon in the Windows Notification Area.








### Using the SMART Board Tools

An explanation of each of the options available from SMART Board Tools is outlined below. The touch sensitivity of your whiteboard allows you to operate each of these tools with your finger.



Windows Notification

Selecting...	Opens...	Use this tool to...
Notebook™		Save notes written on a SMART Board interactive whiteboard or at your desktop as a series of pages. Import graphics, text and Macromedia® Flash® content into your Notebook file. Export your Notebook file in HTML, PDF or image file formats.
Recorder		Record everything that happens on the interactive whiteboard, regardless of which application you're using. SMART Recorder also allows you to record audio through a microphone and automatically combine audio and data into one file for playback on any computer.
Video Player		Write or draw over video during a presentation. You can use SMART Video Player to play video files located on your computer or view content from a camera, VCR, CD-ROM or DVDs. SMART Video Player is compatible with most video cameras, projectors, scanners and document cameras.
Keyboard		Type or edit text in any application without leaving the whiteboard. You can also use the keyboard to convert handwritten notes into typed text.
Floating Tools		Access the pen tool, highlighter, eraser, screen capture and other key functions.

## Selecting...

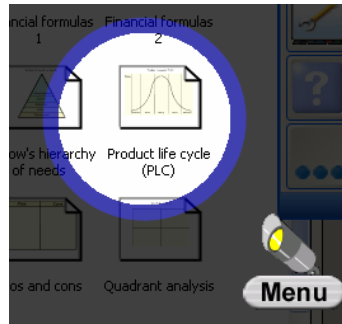
Other SMART Tools >  
Screen Shade

Pros	Cons
Inexpensive	Transportation Issues

## Use this tool to...

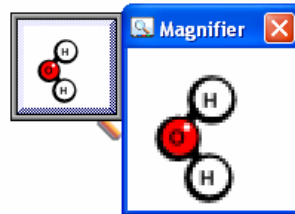
Focus the attention of your audience with a shade that covers your desktop. Gradually drag the shade – left or right, up or down – to reveal the underlying text and graphics.

Other SMART Tools >  
Spotlight



Highlight an area of your screen. Select the **Menu** button to change the shape of your Spotlight, set the transparency level of the shaded area or exit the Spotlight view.

Other SMART Tools >  
Magnifier



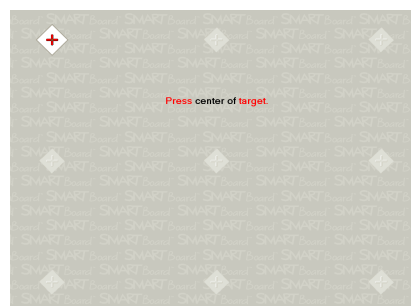
Enlarge any part of your screen to show a more detailed view. Two windows appear when you select the Magnifier. Use the smaller window to select the area you would like to magnify. You can drag it anywhere on the screen with your finger. The bigger window displays an enlarged view of the area you selected.

Control Panel



Configure a variety of software and hardware options. From here, you can administer SMART Board Settings, orient your SMART Board, personalize the pen tray, connect to a new SMART Board interactive whiteboard, and manage Ink Aware applications, languages and wireless connections.

Orient



Orient your SMART Board interactive whiteboard. Orientation ensures your touch is registered correctly when you are using the interactive whiteboard. It may help to view the orientation process as “fine-tuning” your interactive whiteboard.

Check for Updates

**SMART Board Software Automatic Update**

Check for the most recent updates to your SMART Board software. From here, you can also manage the frequency of automatic updates.

Help

**SMART Board**  
Software Help Center

Open the SMART Board Software Help Center. The answers to the most common questions can be found here. You can also find tips and tricks to use your SMART Board interactive whiteboard better.