## **Smart Board Operating Instructions**

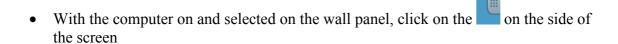
- Turn on power to monitor (located bottom right hand corner)
- On the wall panel, under *DISPLAY*, press and hold the *ON* button for about 3 seconds
- Turn on the computer in the glass cabinet
- To use other devices, on the wall panel select either

PC Laptop DVD VCR Visualizer

and check the power is on to the device.

- To use your own files either plug in your USB drive to the front of the computer or to connect to your U: drive, double click on *Login to Network Drives* icon.
- To "mirror" the image to another smartboard in the room, on the wall panel press *Join to*
- To switch between devices (PC, Laptop, DVD, VCR) select the desired device from the wall panel
- To turn the Smartboard off, press and hold the *Off* button on the wall panel for 3 seconds until the button flashes green
- To use a Laptop, choose Laptop on the wall panel. Plug in the video cable into the laptop. The sound lead (the green jack) goes into the headphone port of the laptop.

## Using the screen as a Whiteboard



• A side bar opens and choose the and a blank notebook screen will open which can be minimised

## DO NOT use markers of any sort to write on the Smartboard