

# Operation guide

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## **1. Preface**

### **1.1. Introduction to Interactive Teaching Support System.**

Compositing with electronic whiteboard or touch flat panel, Interactive Teaching Support System (hereinafter called the “whiteboard software”) can form an interactive environment with computer/projector for meeting or teaching. The writing stylus equipped can write, draw and control the computer directly on the electronic whiteboard or touch panel, instead of using a mouse or chalk. All operations on the computer can be performed on the electronic whiteboard or touch panel as well as saved and synchronized; for example, calling teaching courseware and demonstrating a PPT.

### **1. 2. Applications**

Applicable areas: audio-visual education and distance learning of colleges, middle schools and other industries, remote multimedia network meetings, electronic commerce, work report, telemedicine, product display, training, military guidance, interactive presentation and all kinds of meeting place like hotels, etc.

Use: classroom teaching, remote teaching, meeting, training, group discussion, speech, product display.

## **2. Features**

- The software’s interface is simple and easy to understand and use;
- It provides a variety of science symbols and images to meet the needs of diverse teachings and occasions;
- Writing function: Normal pen, Tool pen, Highlighter, Emphasize pen, Brush pen, Bamboo pen, Combination Brush pen, Texture pen, Pencil, Pen, Smart Brush, as well as eraser, thickness and types of line, color setting, etc.
- Providing vector graphics in several areas: military, daily life, education, finance,

traffic, fire-protection, equipment, etc. Many other pictures also included: animals, maps, mathematics, chemistry, physics, geography, biology. The picture format is ordinary, such as JPG, GIF, etc.

- Extensive drawing functions: providing common functions such as arcs, segments, angles, arbitrary polygon drawing, stamps, graphic fills, graphic transparency, line style settings as well as seven commonly used graphics including the rectangular, circular, triangle.
- Teaching software can automatically identify the drawing and writing. It also supports two students to write on the board simultaneously when the computer is using windows7 and above;
- It provides many teaching tools such as: curtain, screen magnifier, searchlights, screenshots, soft keyboard, calculator, timer, protractor, ruler, triangular plate, compass etc. Camera screenshot can capture the picture of the camera and insert into the software to edit. Screen recorder can record the teaching process to playback and save it;
- Providing different window ratio and various themes; set window display size and provide multiple themes for customers to use.
- Providing cloud download and upload function: log in to the cloud platform through the whiteboard software, upload current courseware to the cloud, or download the courseware from cloud.
- Providing anonymous sharing function: By scanning QR code to download the pages of whiteboard software to mobile devices.
- There are many kinds of new page backgrounds to choose, and also can manage them in following ways: expanding, moving, deleting, deriving, etc.
- File insertion function supports following objects: picture, video, audio and PPT, so it can interact with a variety of multimedia content and file types, the

interactive whiteboard can help to improve student motivation and performance by making learning a dynamic classroom experience.

- Operating system: Win7/Win8/Win10.

### 3. Installation

#### 3.1. Computer Requirement

##### Recommended Configuration

CPU: 3.0Ghz and above;

Memory: 4G or more;

Graphics: DirectX 10.1 and above;

20G free disk space (only install the whiteboard software);

50G free disk space (full install, including resources);

Display resolution at 1024 × 768 (16bit high color);

Operating system: Win7 Ultimate sp1.

#### 3.2. Software Installation

Following the installation wizard when install the software. For any further question, please refer to *Whiteboard Installation*.

### 4. Run the Program



Double-click desktop shortcut to run the software, a blue circle menu appears on the right side of the screen, as shown below:



**Writing mode**



**Mouse mode**



Click this icon to enter writing mode, in which users can write on the touch screen using a pen or finger and erase with a fist or palm. The pen icon will become a mouse icon .



In writing mode, click this icon to go back to mouse mode, the mouse icon will become pen icon.



Page up and page down, users can turn pages of office files such as PPT.

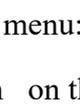


Clear all annotations on the current page.

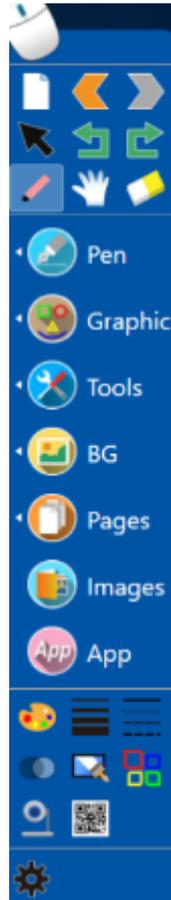


Click this icon to change pen color between blue, red, yellow, black and white.

Move the circle menu: drag the place between the icons to move its position.

Right-click on the circle menu to call out the menu: select “Hide floating menu” to minimize the program, double-click the tray icon  on the windows taskbar, or right-click to “Restore window”, the software appears again; double-click the tray icon  on the windows taskbar, or right-click to “Restore window”, the software appears again;

Click  to open the toolbar, as shown below:



## 5. Basic Operations

### 5.1. Modes Switch

When running in circle status, click  to open the toolbar and enter writing mode, in which can perform multi-writing. Besides, the annotations of circle status will remain on the page in toolbar status.

In toolbar status, click  to go back to circle status  and will be at mouse mode, in which users can operate the computer instead of writing.

Select the icon , choose “Hide Main Panel” by right-clicking the mouse, the software will be minimized, double-click the tray icon  on the windows taskbar, or

right-click to “Restore window”, the software appears again.

## 5.2. Exit Program

The software can be exit by following ways:

- In the toolbar status, select the icon , choose “Exit” by right-clicking the mouse.
- In the circle status, choose “Exit” by right-clicking on the circle menu.
- In the minimize status, choose the tray icon  on the windows taskbar, choose “Exit” by right-clicking the mouse.
- Click the icon of main menu , click “File”- click “Exit”.

## 5.3. Shortcut Area



Add a blank page;



Page up and page down;



Select object, click on the icon to edit it by selecting the center or border of any object;



Undo and redo;



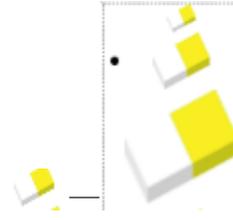
Writing pen: the set property of it will remain when the software is not quitted. It means that the system will automatically save the set property of the writing pen, while user could keep using other function. If user does not quite the software, and switch it back to the previous set pen, the system will show the latest setting of

property of this pen, including color, thickness, and transparency.



Eraser: click the icon to select the eraser. There are five kinds of eraser size and you can choose any one according to your need.

- Select eraser and choose different size of eraser.
- For drawing and graphics, click the icon of eraser to choose regular



eraser and irregular eraser



to erase it.



Expanding page, this function can expand the page unlimitedly, when selecting, there will be an icon on the page and then you can drag the page to any direction.



#### 5.4. Toolbar

Click the arrow at the bottom of the toolbar can hide part of the toolbar.



Click the arrow can bring out the whole toolbar again.



Click the icon on the left of the screen, the toolbar will shift to the left side of



the screen. In contrast, click the



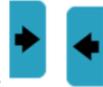
icon on the right side, the toolbar will shift to the

right side of the screen;

Hide and move toolbar: the toolbar can be moved to any place on the screen, or hided on the right/left side.



Place the mouse on where the picture shows, the software can be moved freely, or to be hided at the left/right border of screen. Click the icon on the



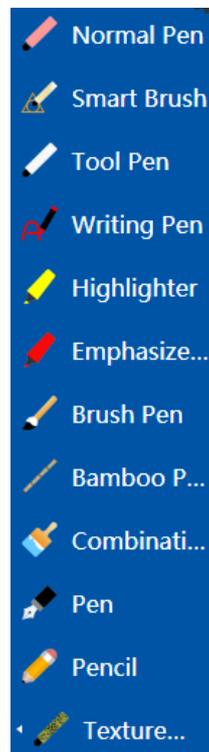
right or left side, the software will appear again.

The toolbar will automatically turn into 80% transparency state after 10 seconds of inactivity, and go back to normal display when being used again.

## 6. Main Functions

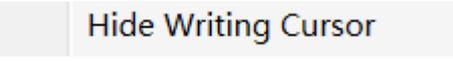
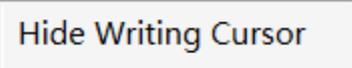
### 6.1. Writing

Click “Pen” on the toolbar, there will be a submenu for option.

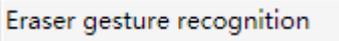


Normal pen	To simulates the characteristics of real writing and is suitable for all kinds of writing
Smart Brush	To recognition of Roundness, Ellipse, Triangle, and Polygon, including hexagon.
Tool pen	To open tools quickly by writing. <ul style="list-style-type: none"> <li>• With the characteristic of normal pen, can be used for ordinary writing on the board;</li> <li>• When drawing an ellipse, the ellipse will change into searchlight; drawing a rectangle can be a magnifier.</li> </ul>
Writing Pen	To turn the writing characters into text with character recognition.
Highlighter	The writing is translucent and commonly used to emphasize.
Emphasize pen	There will be a flickering effect, and it will disappear automatically after about 5 seconds.
Brush pen	It can automatically adjust the line width and size according to the writing speed.
Bamboo pen	The effect of writing is suitable for Tibetan writing.
Combination brush	It has the characteristic of flat, suitable for writing some western languages like Arabic.
Pen	It has the writing effect of pen.
Pencil	It has the writing effect of pencil.
Texture brush	With texture effect, you can draw lines with in textures. Click more to select different colors and pictures.

After selecting the a type of pen, you can click these two icons  and  to change the color and thickness.

Hide writing cursor: click , the option  will appear, check it   to hide the writing cursor , uncheck it to show the writing cursor again.

Writing on touchable devices: the writing cursor  will not appear

Eraser gesture recognition: to erase by gesture. Click , the option  will appear, there are 3 options in the submenu:

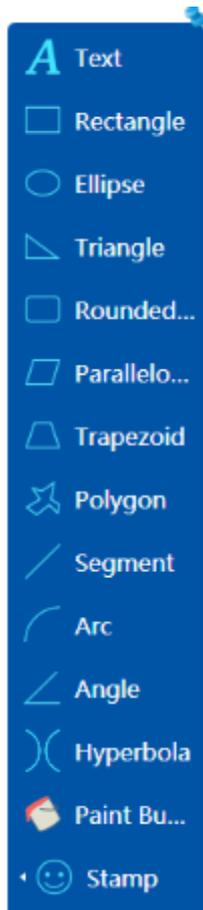
- Disable
- Erase with object
- Writable while erasing

select “Erase with object” to enable the function, which can erase content with palm or objects on touchable device, an erasing icon  will show when erasing;

select “Writable while erasing” to enable the ability to erase with object while another one is writing., and the erasing icon will not show.

## 6.2. Graphic

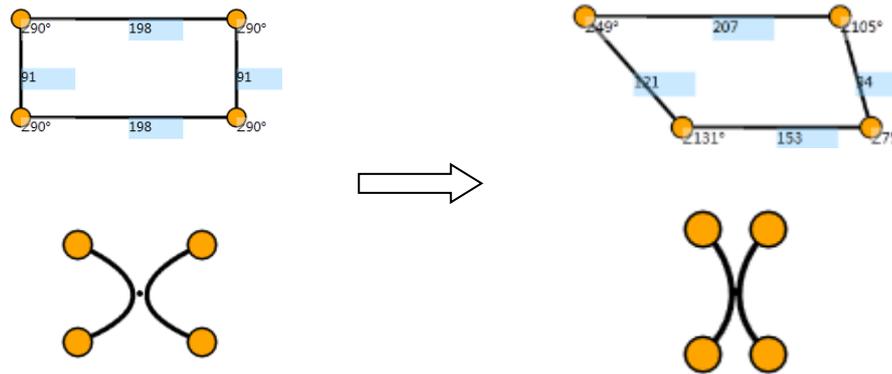
Click Graphic menu on the toolbar, there will be a list of all kinds of geometric graphics for option, as shown below:



Draw graphics: after selecting graphic, move the mouse to the drawing page, drag the mouse freely, the graphic is drawn. Before drawing graphic or select graphics after drawing, select color 、 line thickness  and line style , the color, frame width and line style of graphics can be changed, as well as set transparency can be changed by select the transparency .

To draw a triangle or polygon, create the vertices and connect them by clicking. Fully closed to complete a polygon. The graphic will automatically close if stopped for 3 seconds while drawing a polygon. Right-click on the whiteboard page to cancel the polygon drawing immediately.

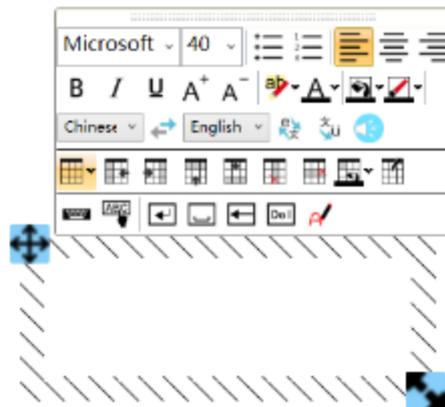
Edit vertices of the graph: when done drawing, graphic can be edited in shape or size by dragging or stretching the vertices, as shown in the below figures. after dragging or stretching the vertices



Double-click the graphic, or select the graphic then choose “edit vertex” in edit menu to enter vertex edit state again.

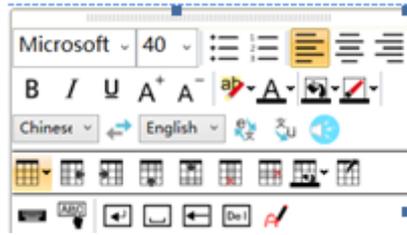
Gesture scaling: graphics can be scaled by gesture if connected to the whiteboard or computer that supports multi-touch. Select and drag the graphic to enter scaling state using pens or fingers, then perform an isometric scaling operation on the graphic by two fingers or two pens.

Text: click on , then drag a textbox in writing area as follow:



Click this icon  on the right bottom corner of text, the textbox can be zoom in or out, click this icon  on the left top corner of textbox, the textbox can be moved.

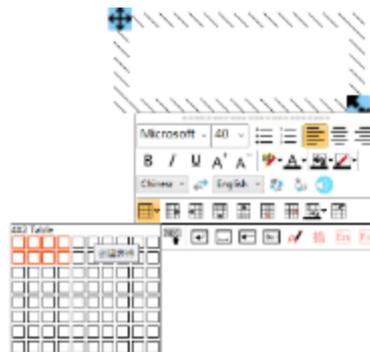
When finish text editing, double-click on the text to open edit tool bar again.



click on  to show the soft keyboard, user is able to input text, number, and symbols, etc; and change the color by clicking . the soft keyboard pls refer to the further description in the next paragraph. Click  and change the background color of the text character; Click  and change the keyboard input to handwriting input.

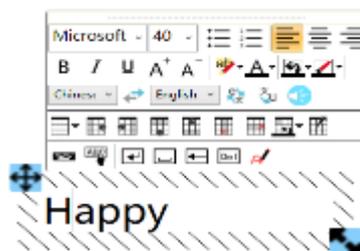
Click the icon , the function of “fill color in text box” and “color adjustment in text box” could be achieved; the operation of soft keyboard please refer to the next section about the instruction of soft keyboard in tools.

 is the tool that allows user to insert forms,



which are respectively ‘insert form’, ‘insert form on the left’, ‘insert form on the right’, ‘insert form on the top’, ‘insert form on the below’, ‘delete row’, ‘delete line’, ‘color of cell’, ‘property of form’; pls click on , then drag to select row and line,

then click on it, the form will be done, which is the same as the operation in Word. Show the soft keyboard when the form is done, and input statistics. And also, user could edit the form by clicking on the property of it. 

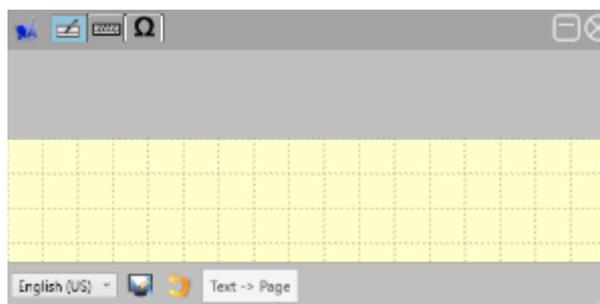


Translation of Chinese and English:

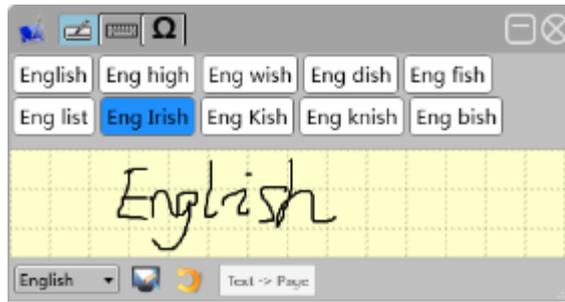
Select the text that need to be translated, select the translated language, click this icon , the translated text is showed. 2)Reading: select the text that need to be translated, click the icon , the text can be read.

Chinese Pinyin: Select Chinese text, click , the Chinese text can be marked Chinese Pinyin.

Character Recognition:  there will be a window shown beneath the textbox



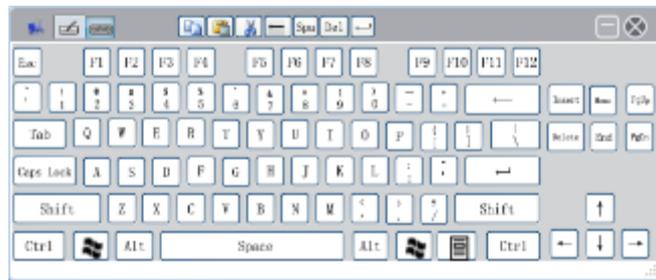
this is the window of character recognition where the user could write on it, and select the character, then the selected character will be shown in the textbox



The   on the lower left corner are Empty and Undo. User can operate these two functions at the same time, while the upper writing function supports Chinese and English.



user could switch to soft keyboard as follow by clicking on 



Click on  when soft keyboard is shown to switch back to character recognition window, while clicking on  to minimize and  to close the window.

User Click  to switch to the special symbols keyboard, as below:



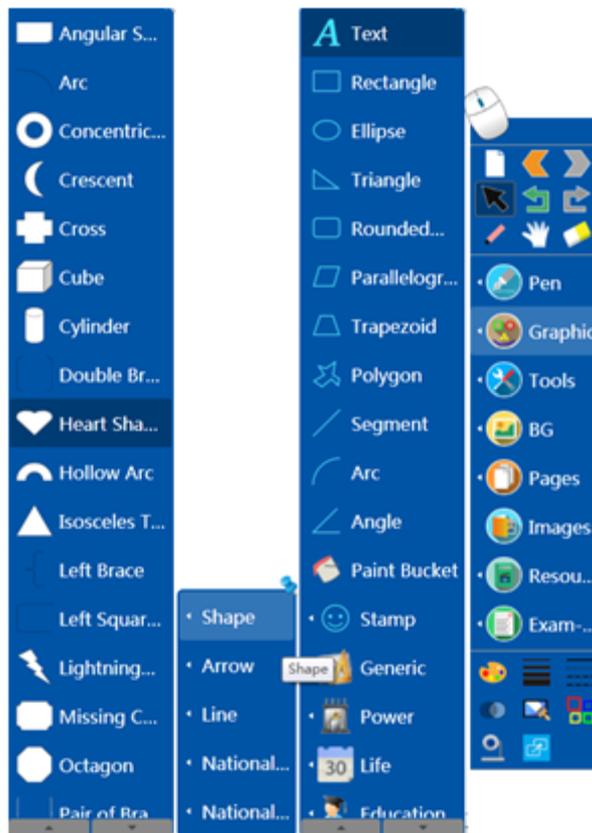
Draw a polygon: free to draw a polygon shapes; select  Polygon, the mouse over the drawing area, users are free to choose a location to the board by the pen point, drag out the polygon first edge, determine first side have drawn, pen tap, and

then drag a second polygon edge again, and so on, you can draw a polygon; should be

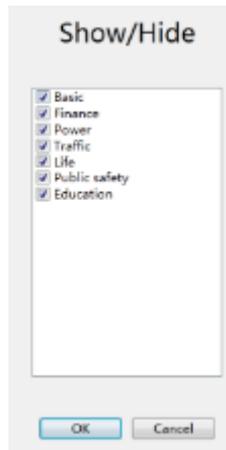
noted that polygon must be closed like this: 

Bucket: You can fill the drawn pattern, after filling, the selected graphic can also change the fill color, “”; and change the fill color transparency, “”; filled objects include all closed figures in the drawing menu;

Providing several types of vectors, including generic, life, power, education.

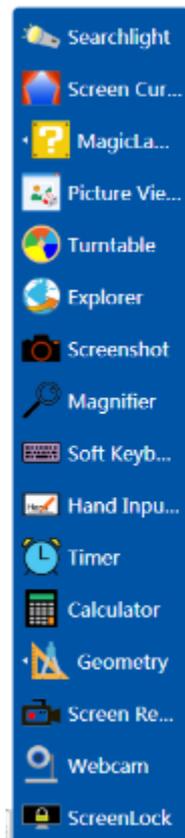


Click the icon more”  “ to manage the submenu:



### 6.3. Tools

It provides some multimedia tools for classes, such as Explorer, Screenshot, Searchlight, Screen Curtain, Magnifier, Picture Viewer, Magiclayer, Soft keyboard, Handwriting Input Recognition, Timer, Calculator, Protractor, Ruler, Triangle Plate, Compass, Screen Recorder, Webcam, Random Box, Turntable, ScreenLock, etc. Click the tools menu in the toolbar to choose what you need, as the picture shown below:



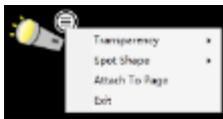
Click on the selected tool, move to writing and drawing area, use the pen, at this

time, the pen will change to selected tool, use the tool according to the user's intention; During operation, each tool can be set;

The Screen curtain: click the arrow to pull curtain up and down, left and right. Click the icons on the

right top corner  to reset, attach on the current page, and exit;

The searchlight: when appear this icon , the searchlight can be move to everywhere.  Change the size and shape of searchlight.

Attach To Page: Click on the icon , a menu appears  select "Spot Shape" can set the shape of a region of the Search light, it has two kinds of shape: oval and rectangular; Select "Transparency" can set the mask area's transparency; select "Attach To Page", the Searchlight can be fixed in this page; any position on the screen you can call up the setting menu easily for users to control.

### MagicLayer

magiclayer has 2 submenu:  , after clicking on "Add" button, the whole whiteboard page, including the background and all the objects, will be darkened.

At this point, you can draw a rectangular sticker on the whiteboard page by

dragging the mouse, stylus or finger ". The magiclayer is to block the content that supposed to be hidden on the page. Complete a magiclayer by stopping touch. A new sticker will be added in next touch if no other function is selected. Existing stickers can be dragged at will. An arrow will appear in four corners

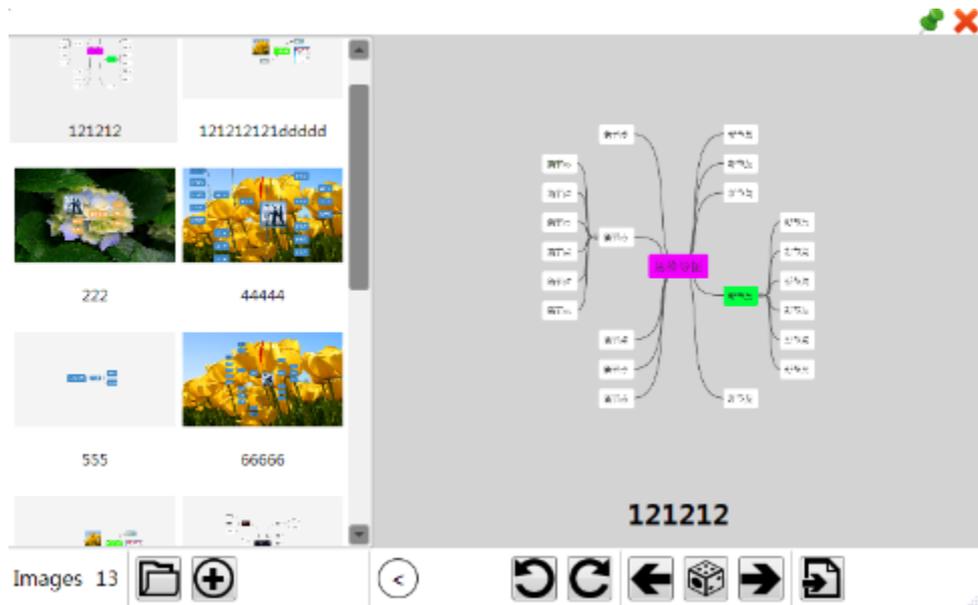


of the sticker “” when the mouse, stylus, or finger is placed on the sticker, the sticker size is adjustable now. When done adding sticker, click “”, then the star icon on the sticker “”, a random flash will start among the stickers then turn one of them into yellow when stops. The flash can also be started from “” in the submenu of magiclayer.

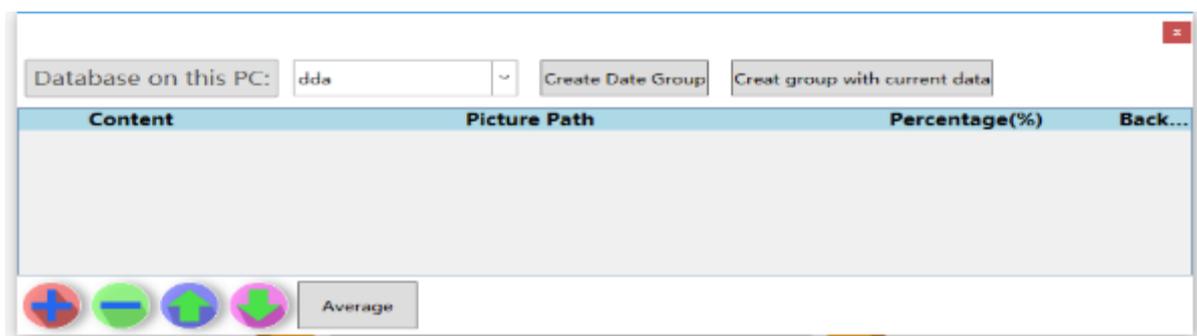
### Picture Viewer

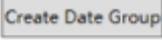
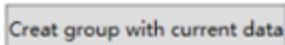
The pictures in the specified folder are operated and randomly selected. First click the "picture viewer" button, then select a folder, then click the "confirm" button, so that the picture in this folder will be imported into the whiteboard software. When clicking “” button, a picture will be randomly selected in the picture in this folder. Click on “ ”two buttons to view the last and next picture. Click “ ”two buttons to rotate the picture. Click“” can insert the current picture into the whiteboard page.

Click“” to open pictures from another folder, Click “” to add more folders, click “” to pin the image at the right side.

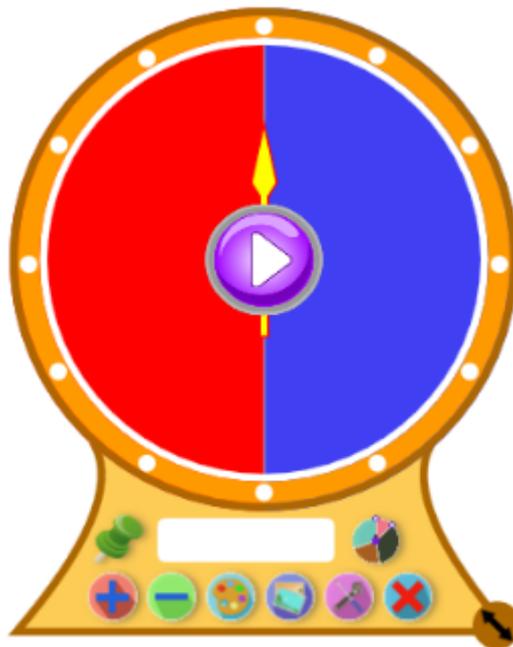


Turntable: The turntable functions are as follow :Click the “”to attach the turntable to current page, Click“”to change the percentage of the turntable item; Click“”to add the turntable item ;Click “”to delete the turntable item; Click “”to adjust the background color of the item area ;Choose the item and click“”to insert the images; Click the “”to close the turntable; Click “”to call out the pop-up window.

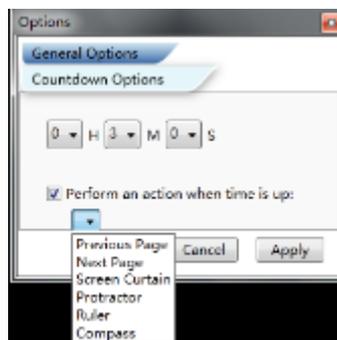


Click the “”to choose the the data group that are set ;Click “”to renew the data group ;Click the “”to renew a data group based on current data ;Click “”to add or delete the item ;Click “”to move the item up and down ;Click the “”to divide the items

equally; Drag the arrow in the lower right corner to zoom the entire turntable. “”.



Timer: Time display, countdown, clock, setting Click the icon to set the type and details; also use “Attach To Page” function to hold the tool on the page for using the page directly next time; Operations can be setted at the end of countdown, as shown below:



Screenshot: Any object on the screen can be captured as a picture;

The interception of the content of current page: can select according to different functions of the button, click the Screenshot icon for regular area “”, the Screenshot icon for irregular area “”, you need to drag the pen to set the range, and click on the Full Screenshot icon, “”, the software will directly intercept the

current contents of the entire screen; the interception of this page is the object of a picture, you can move them, resize, rotate, delete, copy, export and do other operations.

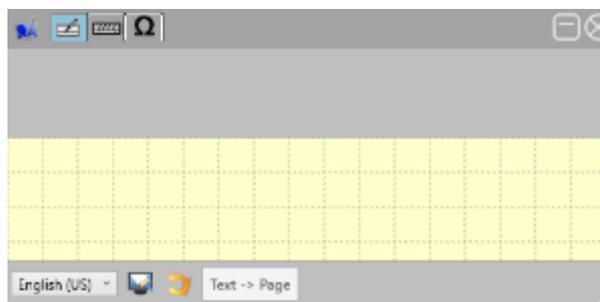
2. Interception of the content of desktop: first click on the Desktop Screenshot icon “”, which will exit the current writing page, back to the desktop; The user then choose the Screenshot icon “” for regular area, Screenshot icon “” for irregular area, Full Screen shot icon “” to the corresponding operation;

Magnifier: can magnify the object on board.

 Enlarge  Narrow  Recover  Exit

Soft keyboard:  The soft keyboard could be used after open the browser or open any input box, click , it could be switched to handwriting input.

Handwriting input.:  The handwriting input could be used after open the



browser or any input box, click “”, the input text could be inserted into the page.

Calculator: Convenient for the users to compute; Can be attached on the current page, leave the page or save the file, the calculator remains on this page.



The soft keyboard: soft keyboard can simulate hardware keyboard that allows users to perform input and editing characters, letters, numbers, and text on a whiteboard; Use scope: input text, output and saving;

The protractor: can be used to measure angle,

Select  to change the size; select  to set the unit (arc or angle), shape (semicircle or full circle), background color, opacity, scale interval; select  to rotate the protractor; select  to move the protractor; select “attach to page” to keep the protractor on the page, select  to exit.

Ruler/ Triangle: can be used to measure the length and draw a straight line;

 To set units (mm, cm, pixels), cursor, shape (with 45 degrees, 30 degrees triangle switch), auxiliary function (draw a straight line or angle), and the background transparency,

 To rotate

 To move the ruler and triangle

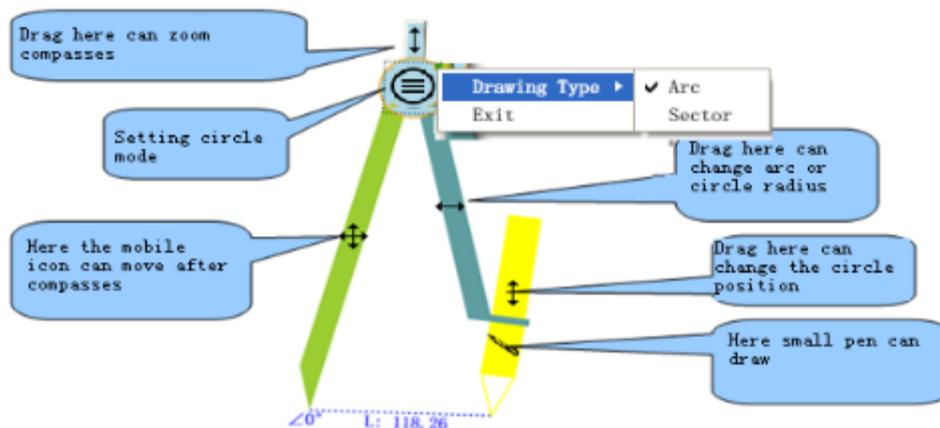


To lengthen and shorten the ruler

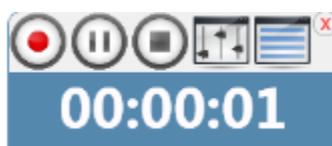
 To draw an accurate angle

 To exit the ruler

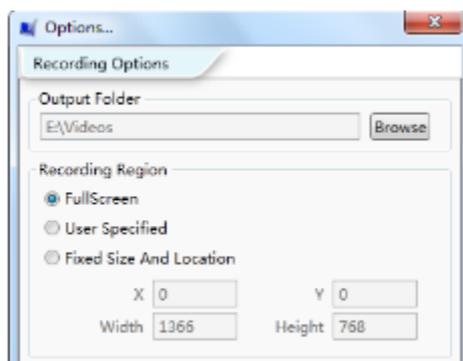
Compass: can be used to draw a circle and sector;



Screen recorder: can record any operation on whiteboard to playback and save

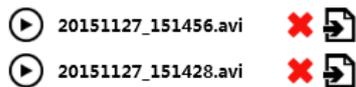


Click  to set saving path to saved the recorded file, the file format is in “.avi ”; recording feature can record sound from the microphone, you can set the “device of recording “; also set the recording area: “Full Screen”, “user selected” “fixed size and location”, the user can set the recording area according to their needs, and which is provided with a save function, before the next recording may inherit a set of attributes, as shown:



Click  to begin, when it is recording, there will be a reminder  on the toolbar, click the icon  to pause and click the icon  to continue, click the icon  to stop recording;

Click the icon  can open and manage the recording file list.



Click “” can play back the recorded files which has been selected,

Click “” Delete the recorded files which was selected, Click “” insert the recorded video in to page.

Webcam: Click the webcam on the main toolbar “” or the second menu icon of the toolbar “ Webcam”, After the webcam window display, select the video which should be inserted and choose the proper resolution: “”



Function of webcam display window menu as below:

“ ” Achieving flip horizontal and flip vertical of pictures;

“ ” Achieving clockwise rotation and contra rotate of pictures;

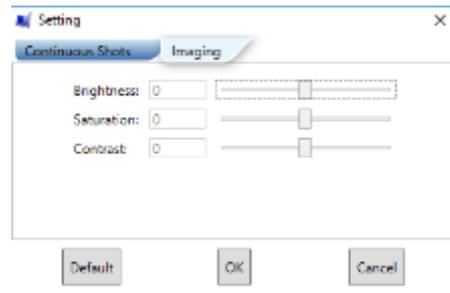
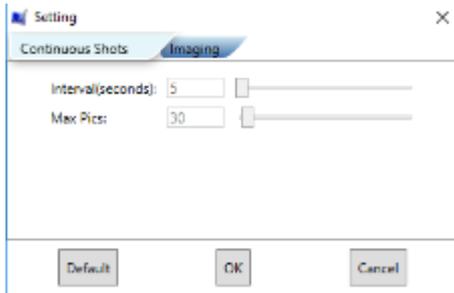
“” Achieving change picture to static status (frozen picture), Click the icon be able to recover dynamic picture;

“ ” Achieving Zoom in and Zoom out functions of display window pictures;

“” 1:1 Display: Achieving the real size of the subject (display picture’s size as the original resolution);

“” Full screen display: The entire screen is covered with object of camera; The close button is on the upper right corner.

“” Setting: The option of interval shooting (continuous shots) and image setting can be set.



Stretch: The adjusted window ratio could be restored to the initial status.



Achieving to shoot the current page as a picture and save in the PC, and appear a thumbnail below the webcam display window,click those thumbnails, the pictures will be displayed on the main page area, achieving to use mouse or pen to drag the picture to whiteboard page,meanwhile,menu of the camera window become “return video interface” and “open mode”   ,click”  “ to return dynamic camera interface,click”  ”can select the photo commander to open the picture;



“continuous snap : take a photo each seconds until click the icon again to stop;



take a photo and insert into current page.



Induction snap: Catch the photo and snapped when the shoot page appear chagement,click the button again to stop the induction snap function;



Video record: Click this icon to start recording video, the icon change to



and appear the corresponding recording time on the display window

**00:01:06.0660000**

;The recorded video is in “.MP4” format, click the video record icon again to stop recording, it will open the recorded video file automatically, user can either click the video file to browse or close the file window to continue the operation of camera window;



Achieving the annotation of the dynamic photos, Click the icon on the



toolbar which is on the right side of the display window: Options of the annotation including “blue pen”、 “red pen”、 “black pen”、 “eraser”、 “clear page”;



Deleting photographed images: After click this icon, all the photographed images will be deleted. If you want to delete images individually, you can select the images you want to delete and click the "Delete" icon “” on the upper right corner.



Left and right split screen: Press the icon  to put the window on the left, press the icon  to put the window on the right side.



If the multi cameras are connected to the computer, there will be a “” next to the video source, as picture below. Click it to open another camera.



Webcam function, click the remote control icon, the electronic remote control icon will be appeared on the right side of the display window:



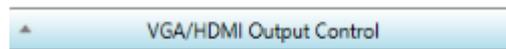
Operate those functional buttons to achieving corresponding effects, then

achieving to adjust the best page display effect. Press“Auto” button to achieving the auto focus function.



Using those functions to adjust the pages that meet the user’s requirements,for instance,selected“  Red ”,click“+”or“-” achieving“red gain”、 “red reduce”,as well as other options;

VGA/HDMI export control:



click“▼”unfold the functional



buttons:

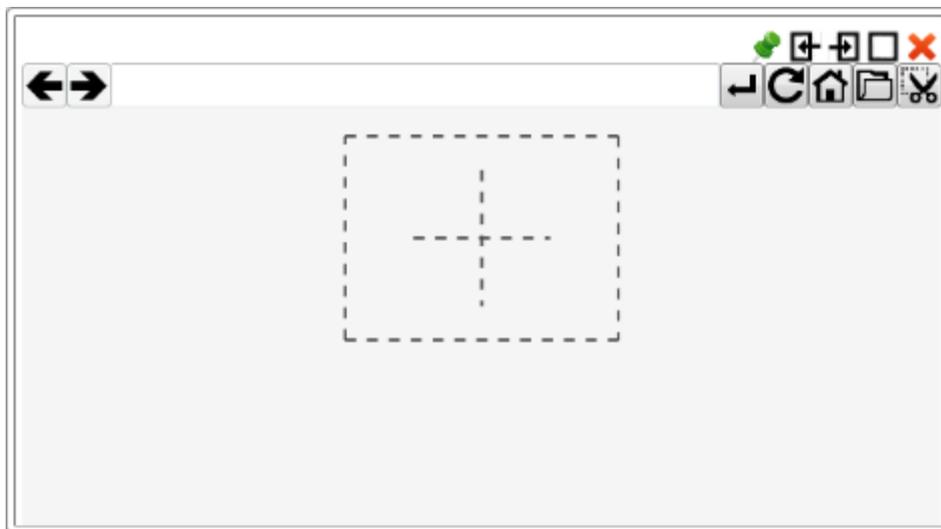
;Use VGA/HDMicable to display the partial functions;”left-right frozen”: Separate the display window to two parts,Left part is resting state,right part normal display ;”Title frozen”: cut the title static on the position of other parts normal display

Random Box: Random selection, selected object is picture. Click “”,then select a file, click confirm, thus all of the pictures in the file are inserted into the whiteboard software, when user click “”, software will random select a picture from the files;click“”,again to continue random selection. For change to other selected object, click “”again to restart. Random selection can be attached on the page according to user’s requirements.

Explorer: 1)click “explorer” to pop-up “explorer” window as below: click top

right “” or “” to import Office file (Such as: .ppt、.xls、.doc) and operate the inserted files;

2) User can input the required link in the input field, click “” or hit “Enter” to browse a website; click “” to refresh the webpage; click “” to capture the content of the webpage and insert it into the current page; click “ ” to previous page or next page;



4) Click “” to switch between full screen and initialize screen; click “” to close the explorer; click “” to attach the explorer on this page;

5) Click the icon “” or “” to display the browser in the left / right half screen, while the other right / left half screen could be used for display or operation.

#### 6.4. BG (background)

Click BG to set the writing backgrounds. As shown below;



Desktop annotation: in this mode users can play and write on course wares just by shifting the following two icons: pen “” and select object “”, the formats of course wares support .doc, .ppt, .avi, .wmv, etc.;

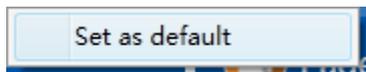
Screenshot: can capture any object of courseware and desktop background;

Commonly used background: whiteboard, blackboard and green board;

Exercise Books: English, math, text etc.;

Custom: click “more” select the color and image of background.

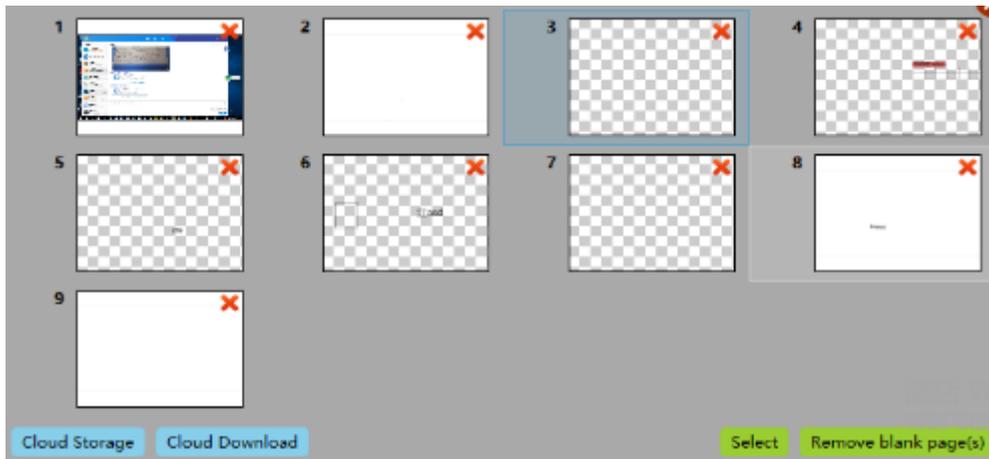
Set the default background: Click any background, right-click to select”



”, the background could be set as default background, the new page will be in the default background.

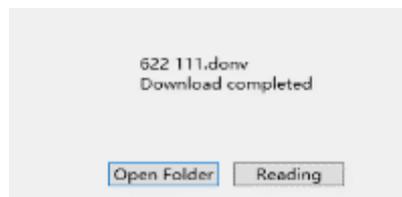
## 6.5. Page Management

Click the icon  to open the menu of page management, as shown below;



You can delete any page by clicking the icon on top right corner or shift the page order by dragging. Double-click on a page, you can open the page and close the thumbnails automatically; in the lower right corner of the thumbnails there is a button “Remove blank page(s)”, click this button to delete the no content page automatically.

Click the “Select” to multiple choose the pages ,and the “export selected” “delete selected” would appear in the bottom right corner ,click the “export selected” to save the selected page to these formats :.donv, .png, .jpg, .bmp, .gif, click the “Delete selected” to delete the selected page ,click the “Exit selection” to exit the selection ;click the “Cloud storage” in the bottom right corner to open the window to log in your cloud account password, change the courseware name and upload ;click the “Cloud download” to open the window of your account to download the courseware.



Window appears if the download is finished ;Click “Open folder” to open the downloaded folder of selected courseware ,click “Reading” to open the courseware.

Page zoom can realize page zoom in and out. It is on the lower right of the whiteboard. As shown below.



## 6.6. Images

The software provides a large number of images in different areas and subjects, which will make the class interesting and vivid. Click and drag to insert a image into current page.

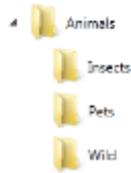


View and choose the image: select a material folder from the left of the browser window, in the right will populate with all the images in the folder. Click to choose a picture or drag it to the drawing area with the mouse, then you can control the image, like select, copy, scaling, rotation and move; you can drag the window to zoom in or out the thumbnail, can also browse and open other images on the computer.

Insert images on the computer: 1, click the “background” - “desktop notes”;  
2,click to open the “interface material”; 3, click on the selected “icon”; 4, insert a picture to the selected file; 5, release the mouse or pen and the picture will be put into the current material interface and you can use it directly next time

Insert images on the pages 1, click the selected icon ; 2, click the image you want to insert to the picture window material, when the move icon  appear, dragged the image with the mouse or pen to picture to the source window,:

Window operation: if you click on the structure tree of the material library, click the “Animals” for instance, as shown in the figure below:



Now you can click to open pictures in the folder, such as clicking the folder “Insects”, as shown in the figure below



Remove the material picture: select one or more pictures, click the icon



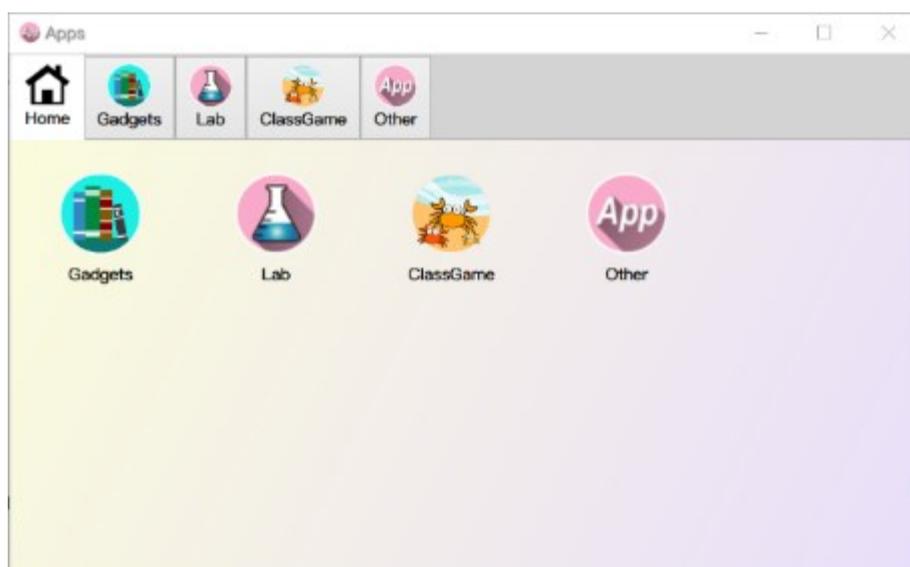
or click the “” icon on the top right corner of the picture, then click YES in the pop-up dialog box to delete the selected picture.

Folder operation: click the  Folder Actions on the lower left corner of the window, so you can create, delete or rename the system's material folder.

## 6.7. APP



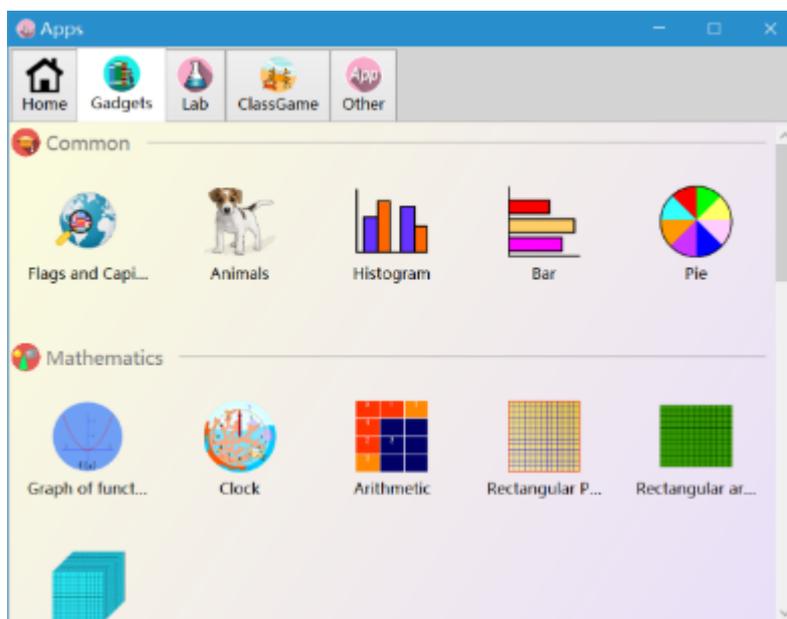
“App” contains “Gadgets”, “Lab”, “ClassGame” and “Other”.



Gadgets

When install from CD, select “subject tools” to install Gadgets, which contains general education tools: flags and capitals, animals, histograms, bars, pie charts. And auxiliary subjects tools: Mathematics, Physics, Chemistry, English, Music, Geography.

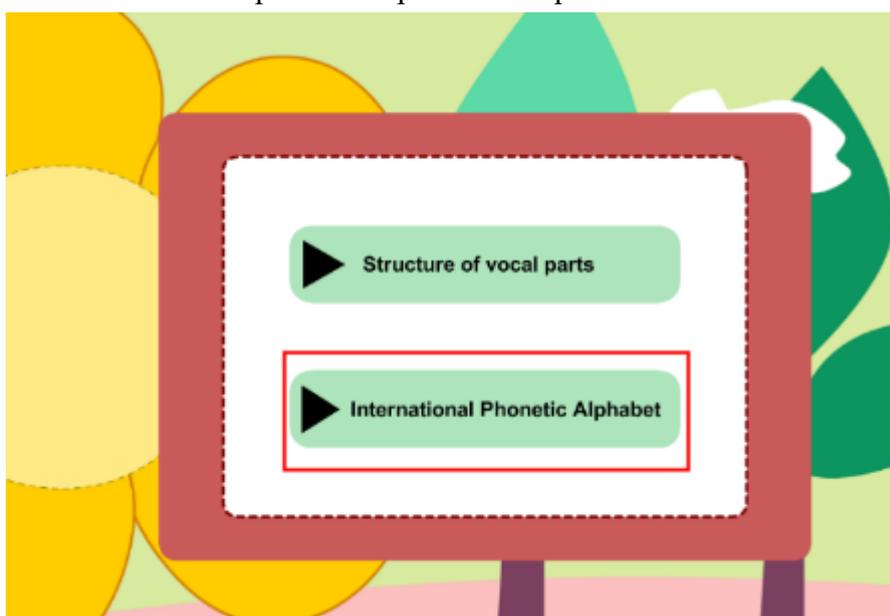
Click “Gadgets” to open the form as follow.



Click on any of the tool icons in above to open the tool window correspondingly.

Quick guide to the newly added IPA  :

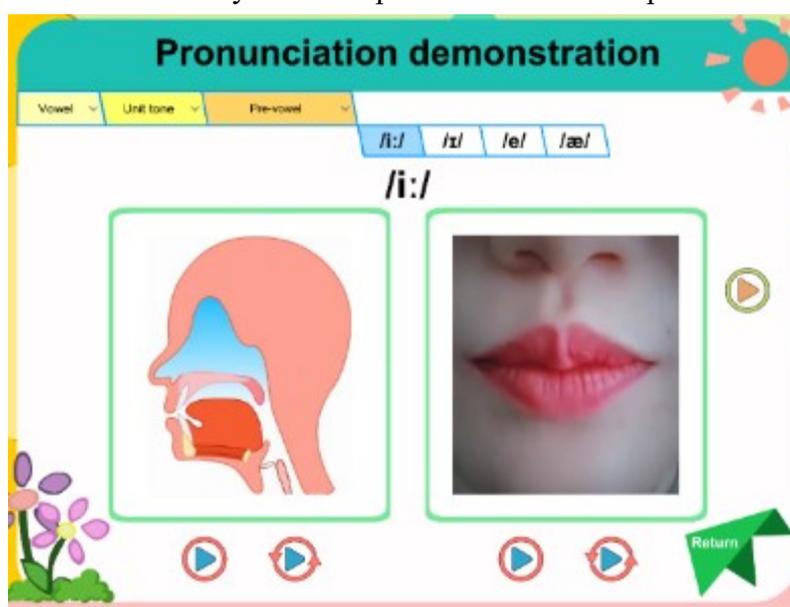
Click the “international phonetic alphabet” to open the Phonetic table.



Choose a phonetic symbol from the table to start learning.

		International Phonetic Alphabet				
Vowel	Unit tone	Pre-vowel	/i:/	/ɪ/	/e/	/æ/
		Middle vowel	/ɜ:/	/ə/	/ʌ/	
		Post vowel	/u:/	/ʊ/	/ɔ:/	/ɒ/ /ɑ:/
	Diphthongs	Opening and closing vowels	/eɪ/	/aɪ/	/ɔɪ/	/aʊ/ /əʊ/
		Concentrated diphthong	/rə/	/eə/	/ʊə/	
Consonant	Plosive	Voiceless consonant	/p/	/t/	/k/	
		Voiced consonants	/b/	/d/	/g/	
	Fricative	Voiceless consonant	/f/	/s/	/ʃ/	/θ/ /h/
		Voiced consonants	/v/	/z/	/ʒ/	/ð/ /r/
	African	Voiceless consonant	/tʃ/	/tr/	/ts/	
		Voiced consonants	/dʒ/	/dr/	/dz/	
	Nasal	(Voiced consonants)	/m/	/n/	/ŋ/	
	Lateral consonants	(Voiced consonants)	/l/			
	Semivowel	(Voiced consonants)	/j/	/w/		

This tool provides you the correct pronunciation of the phonetic symbols, GIFs of the structures of the oral cavity and the lips movements when pronouncing



In the left is a GIF of the structures in the oral cavity when pronouncing, click “” to play the GIF once, click “” to loop the GIF; In the right is a GIF of the movement of lips when pronouncing, click “” to play the GIF once, click “” to loop the GIF.

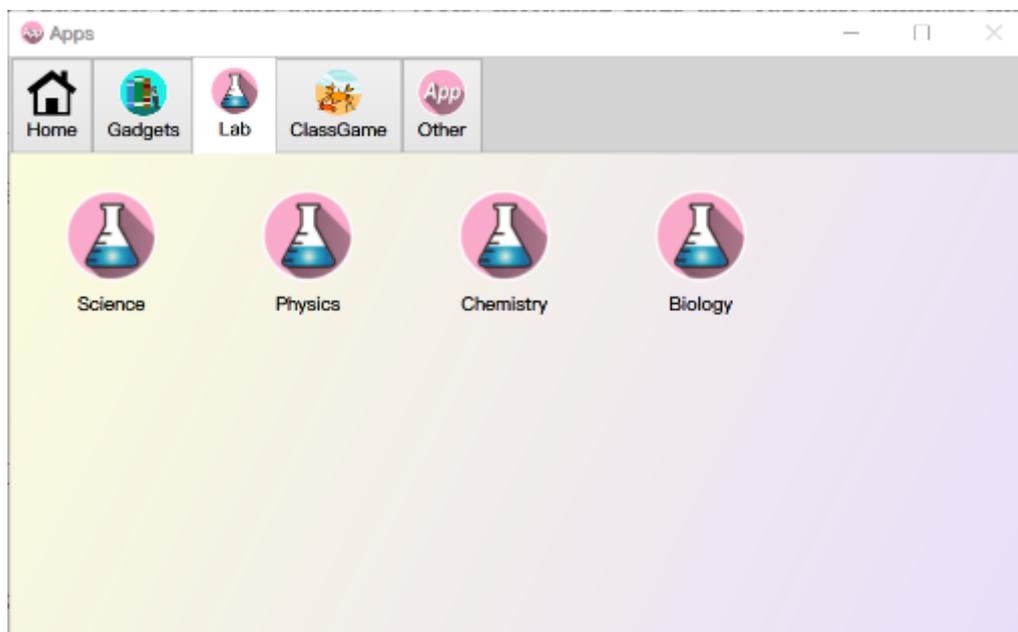
Click “” at the right to play two GIFs at the same time.



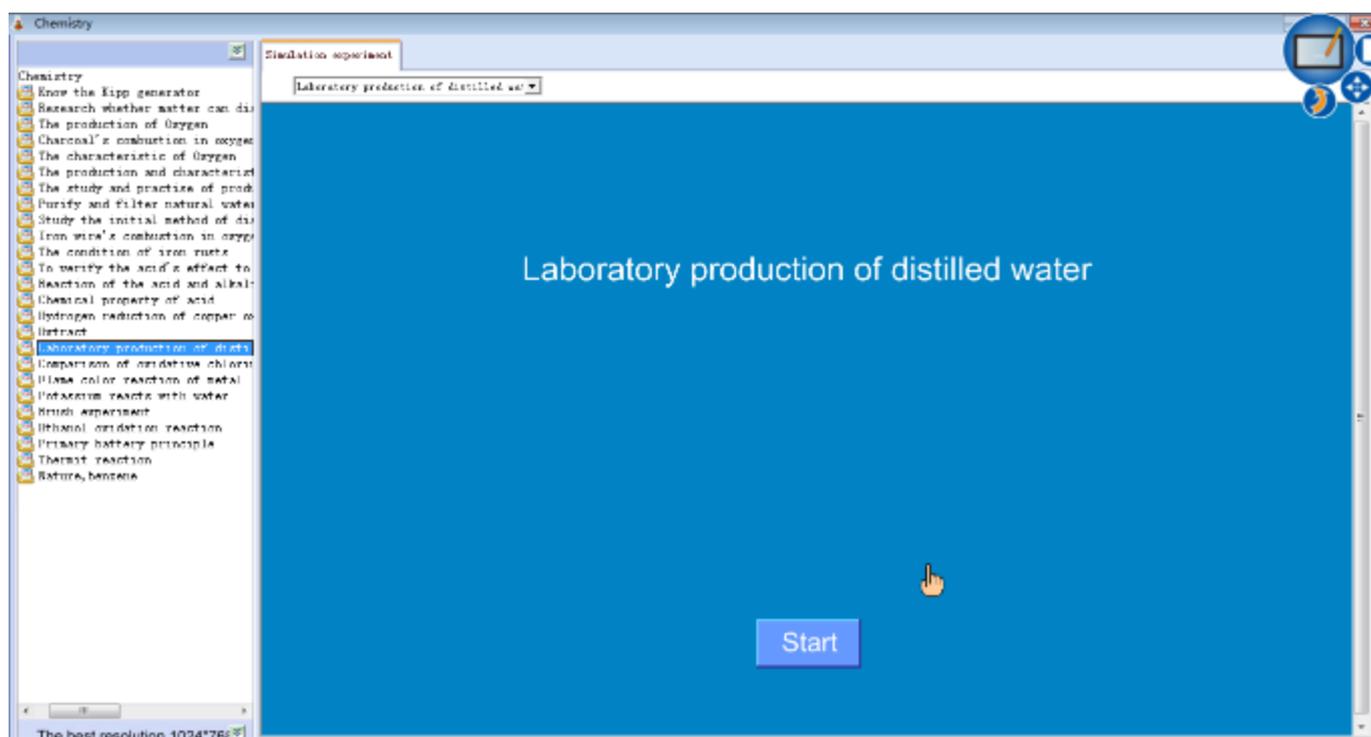
At the lower right corner, click “” to return to the Phonetic table. At the upper left corner is the phonetic symbols selection area. You can select different phonetic symbols in the drop-down menu.

## Lab

The whiteboard software offers middle school simulation experiment, combine experimental teaching and electronic whiteboard perfectly; the simulation experiment includes physics, chemistry, and biology, divides the main knowledge into groups in the form of tree structure. The new simulation experiments also contain the patented materials for infant level and primary school, while the experiment purpose, equipment, medicine, steps, notification, practice, and research are also provided. There are more than 600 simulation experiments which have been upgrading. Click subject icon in “Lab” page to open the form as follow.



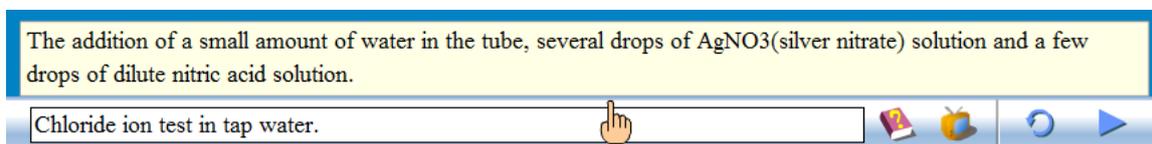
Open the simulation experiment application of any subject. For instance, click on



'Physics'; open the file as follow, and select the experiment on the left.

Click "Start" to start the simulation experiment; click on the name of the experiment step in the bottom middle of the experiment, as shown below:

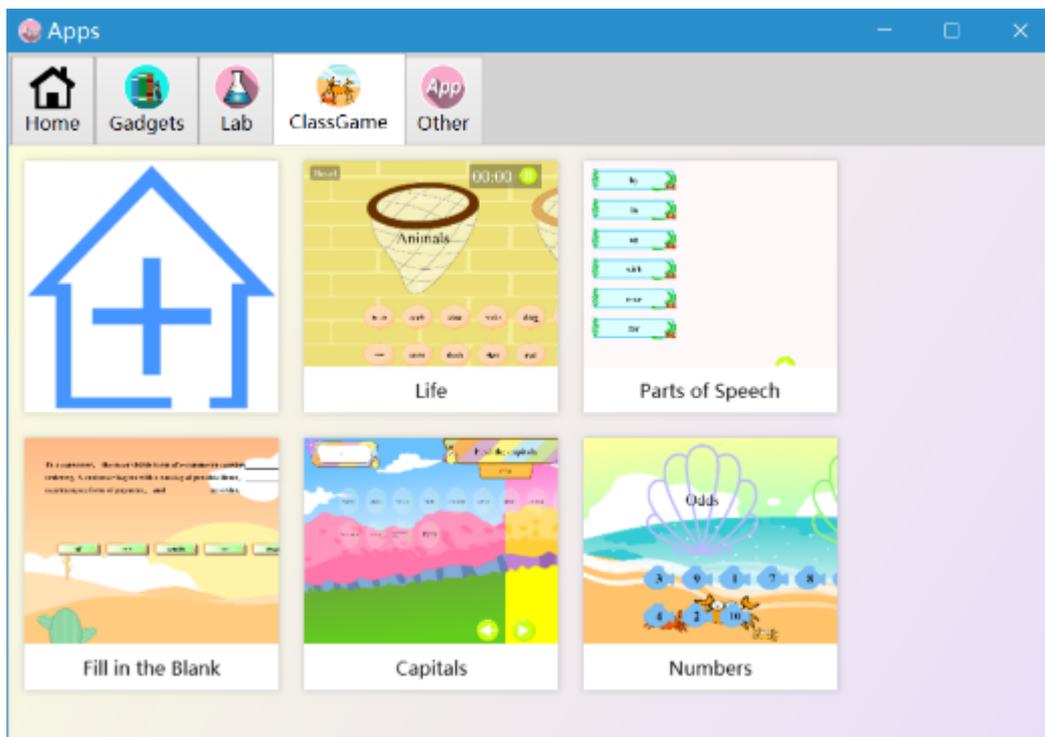
Then a hint will pop up, as shown below:



Click “” to show/hide the help, click “” to watch the video demo of this experiment, click “” to restart the experiment, and click “” to skip to the next step.

## ClassGame

ClassGame are designed for users to prepare lessons and create class games. There are a variety of templates and gameplay methods for users to use and select. Click "Classroom Games" to open the form as follow:



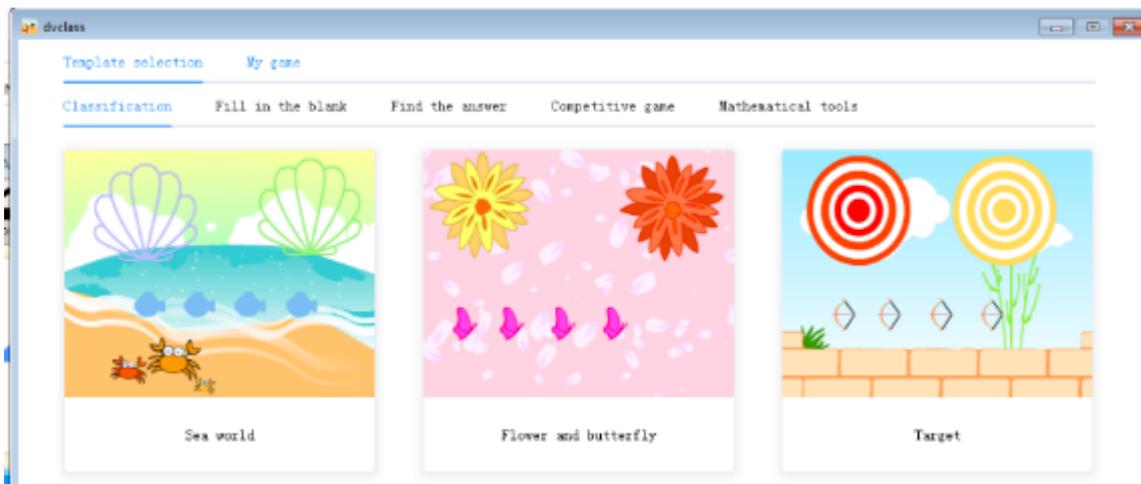
There are some temple games, users can also create their own games by clicking



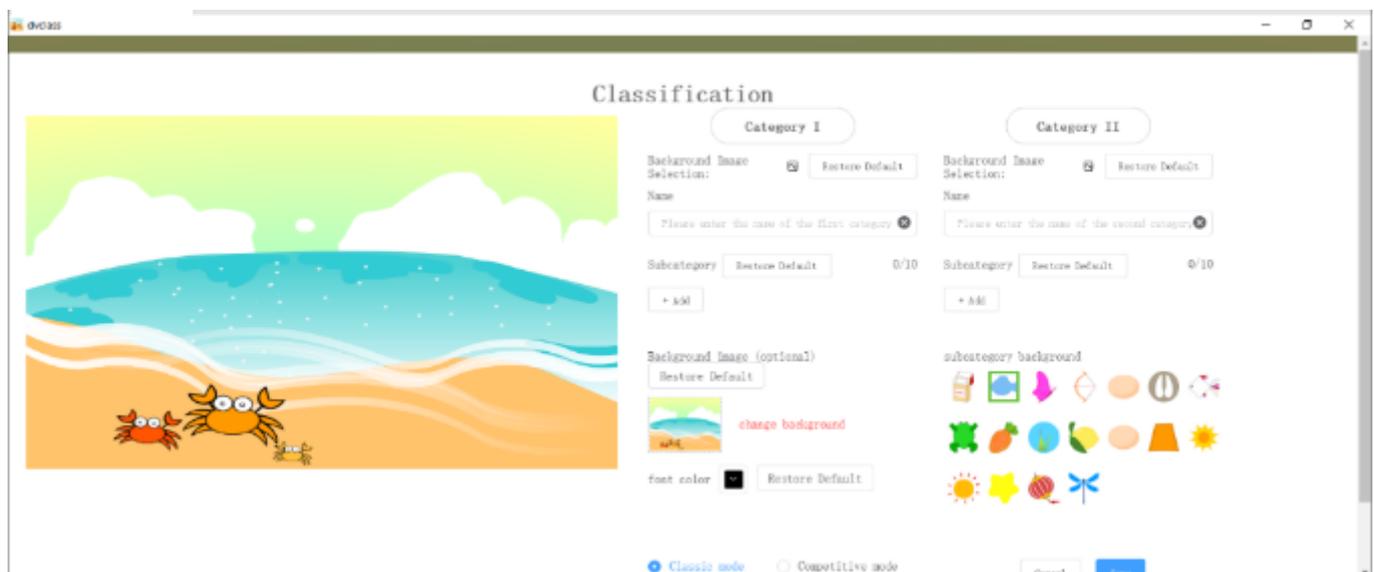
icon



Select the template first. Click “” or “Template Selection” to open following items: there are “classification”, “fill in the blank”, “find the answer”, “competitive game” and “mathematical tools”. Templates are available for selection.



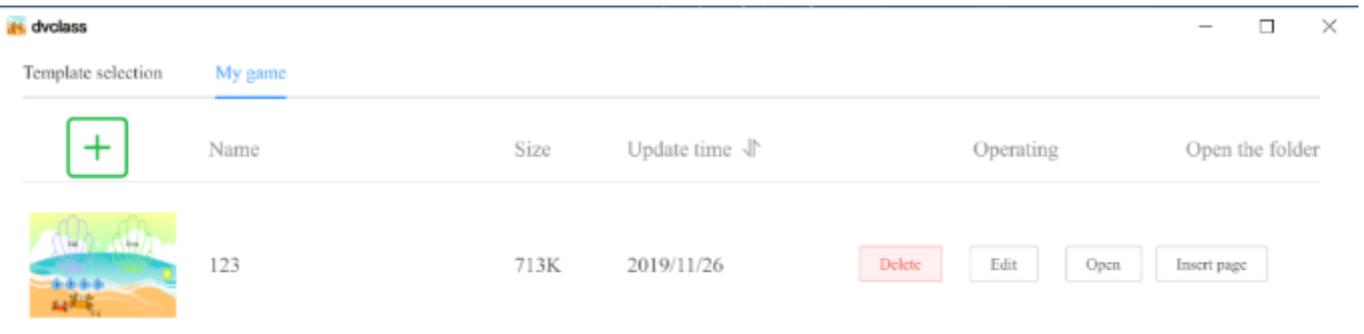
Each template provides multiple game subjects, as shown in above picture: "Sea world", "Flowers and "butterfly", click on the thumbnail under each template, for instance, "sea world", to open the editing interface as shown below.



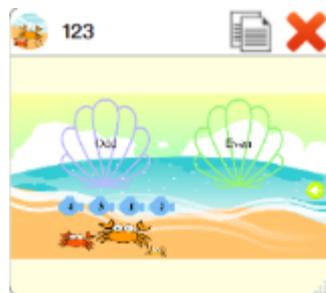
Click "save" button without making any adjustment, then input game name and hit ok. You can open a demo game to play, as shown below: numbers can be dragged to corresponding category, if the number doesn't match category, it will bounce away automatically. When the game is over, click "🔄" to restart.



Click “” to exit the game and go back to game list, as shown below. The previously saved game is already on the list.



Click “insert to page” to create a new page and insert the game to the page, as shown below.



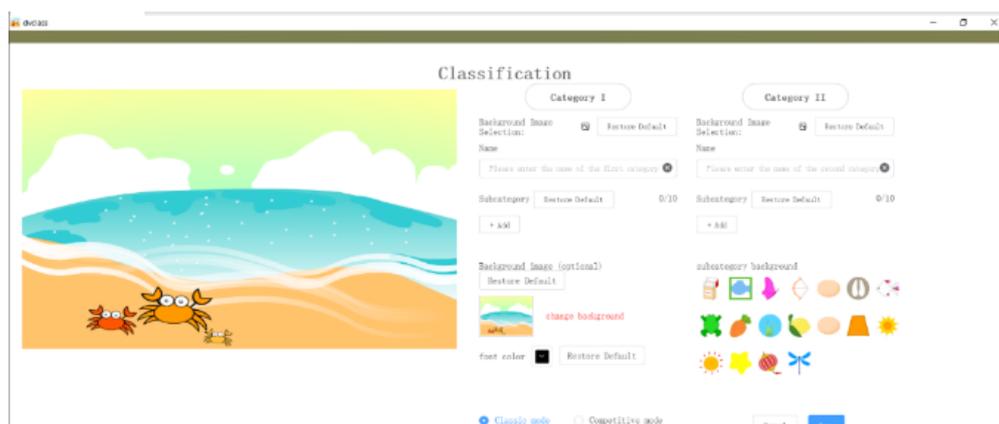
Click picture of the game in the page to open the game directly. The game can be scaled by dragging the right-bottom corner  and copied to paste by clicking the

icon .

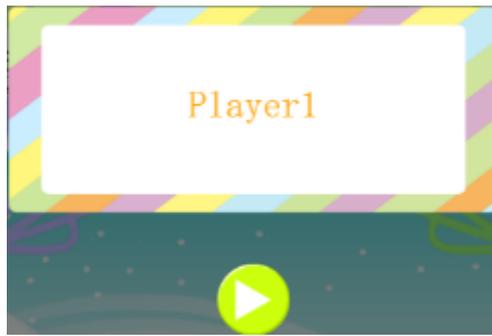
Click "Direct Open" button on game list to open a game, click "Delete" to delete a game, click "Update Time" to sort the game by time, click "Open the folder where the game is located" to open the folder where all games are stored.

Click "edit" to open edit interface, as shown below. Identify new category in left and right side, then click  in subcategory to add up to 10 items at each side.

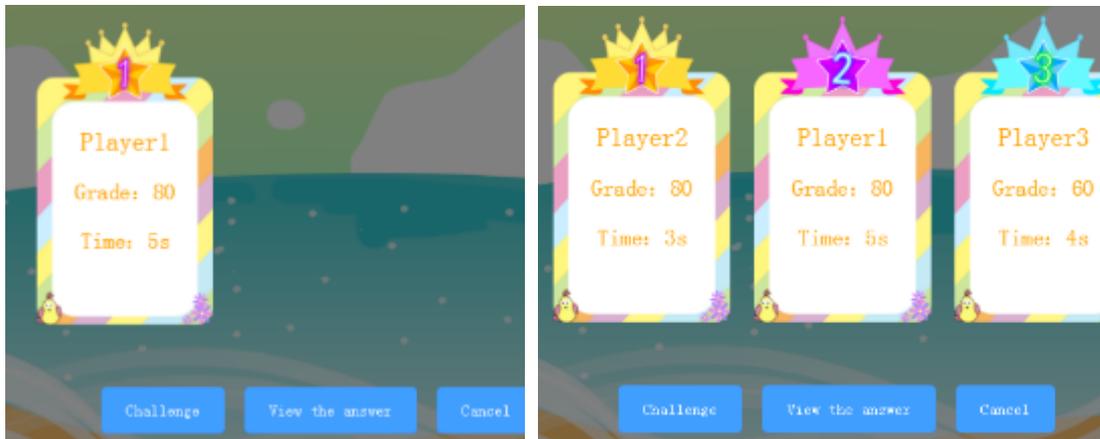
Click the "Background Image Selection:"  icon besides "Background Image Selection" to set different backgrounds, and click "Restore Default" to reset background to default. Both subcategory background and game background are optional as well as the font color.



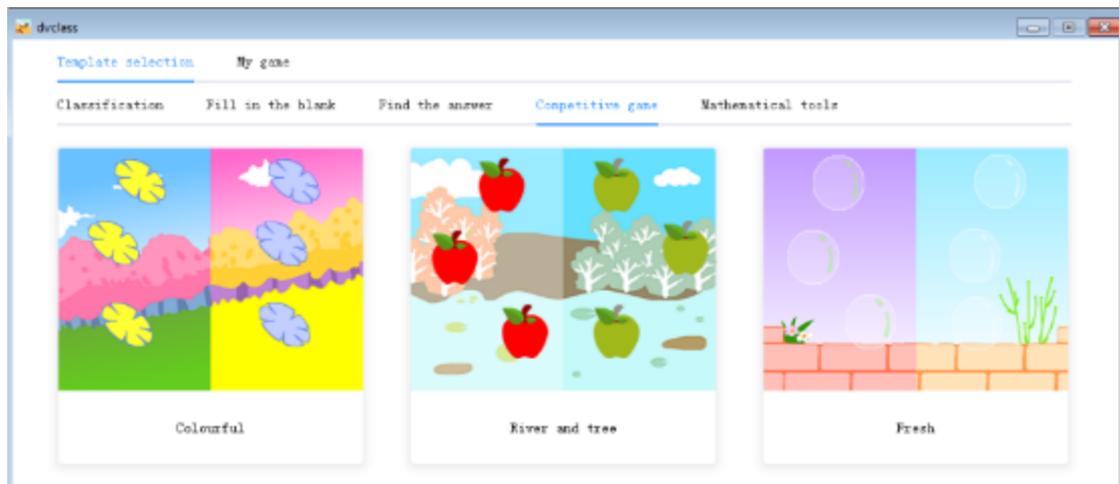
In edit interface, switch to competitive mode to play timing competition or multiplayer competitive game. The competitive mode is only available in "classification" template. Open a classification game in competitive mode as shown below, click  to start.



When the game is over, it will show the grade and time of each player, as shown below. Click “challenge” to restart the game or give the turn to others. The results will be ranked automatically.



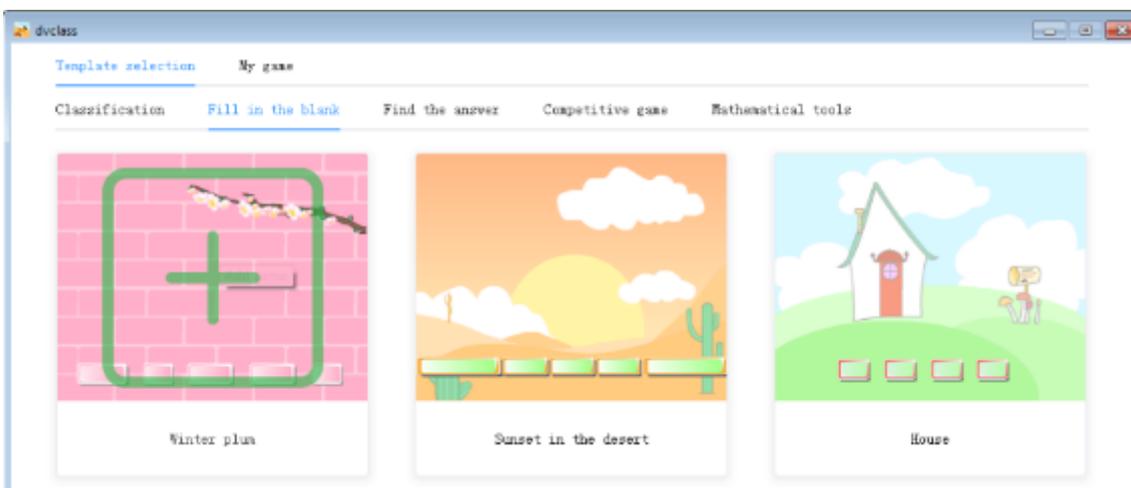
When "competitive game" is a game in which two people countdown at the same time, and the difficulty of the game is optional. As shown below.



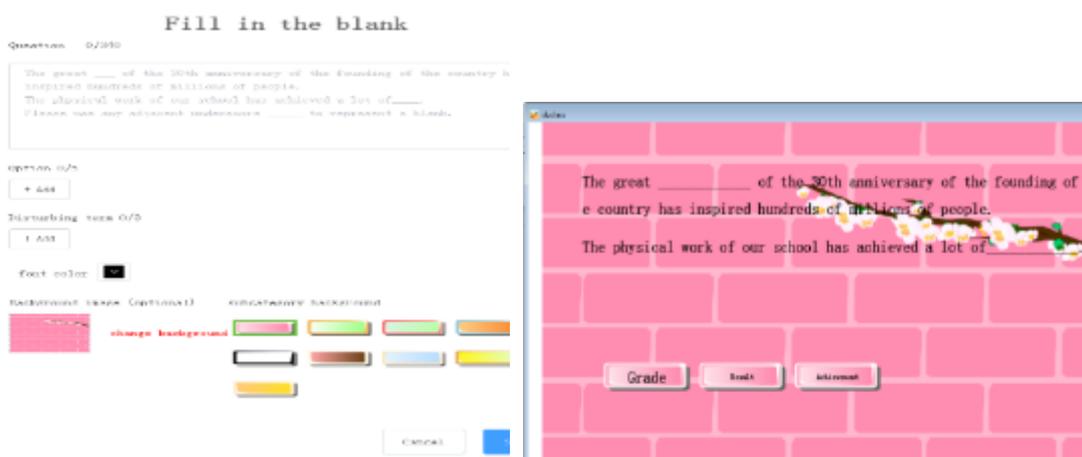
Saved games can be edited and opened from “App-ClassGame” after re-opening

in addition to “My game” list. Click the game picture to open the game, and insert it to the whiteboard page by right-click.

Choose “fill in the blank” template, click any subject, for instance, “winter plum”, as shown below.



Open edit interface, it will open “winter plum” demo game by default, as shown below.



Input user-defined content directly on the edit interface, click “add” before the blanks when input the content, as shown below. Click “add” to set option words, then continue to finish the content. You can also set disturbing terms, subcategory background, background image as well as font color. Click “save” to save the game, when finish setting the game name, the game is ready.

## Fill in the blank

Question 195/240

Light up the alcohol lamp, take \_\_\_ with crucible tong onto the alcohol \_\_\_ to burn until it becomes totally red, \_\_\_ oxygen. Observe the combustion, then pour in the clear limewater, shake and observe.

Option 3/5

charcoal lamp move into + Add

Disturbing term 2/3

come happy + Add

font color

Background image (optional) subcategory background



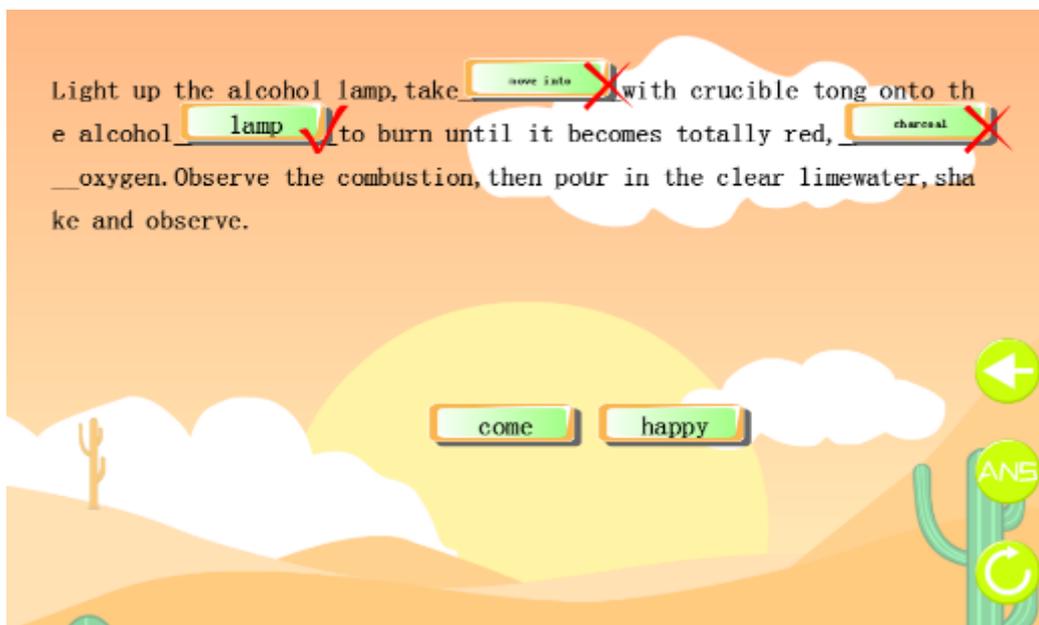
change background



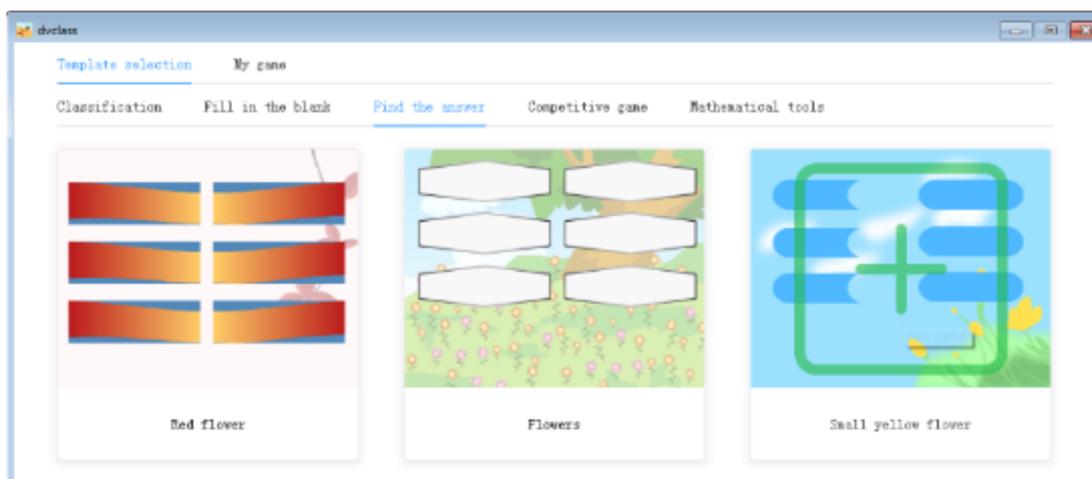
Cancel

Save

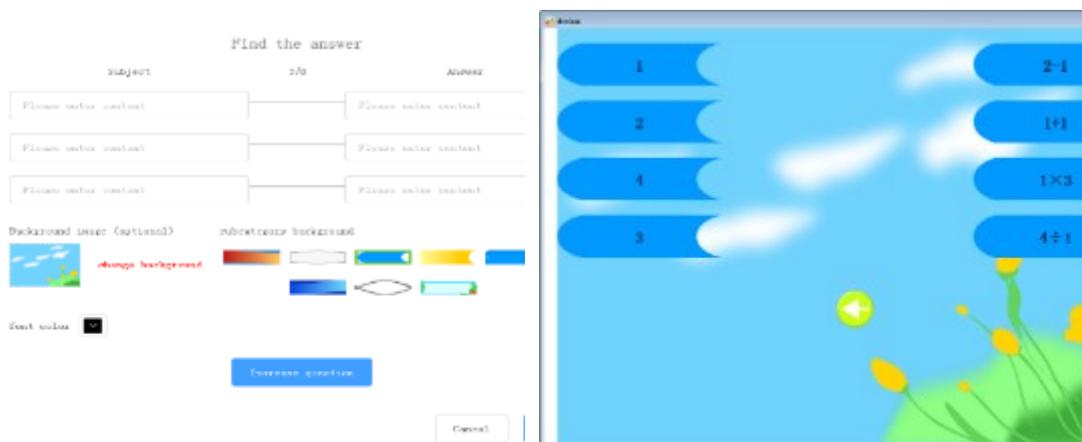
“fill in the blank” game is to drag options to the blanks, after completing all blanks, click “” to correct, click “” to restart the game, click “”, go back to “My game” and open other games.



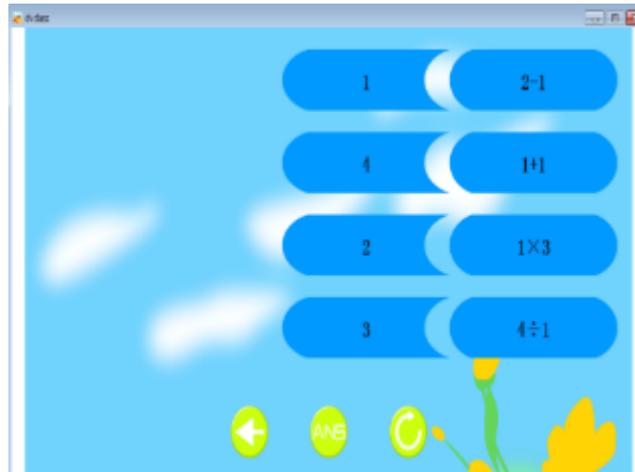
Select “find the answer” template, click any subject, for instance, “small yellow flower” as shown below:



Open edit interface, it will open “find the chemical elements” demo game by default, as shown below.

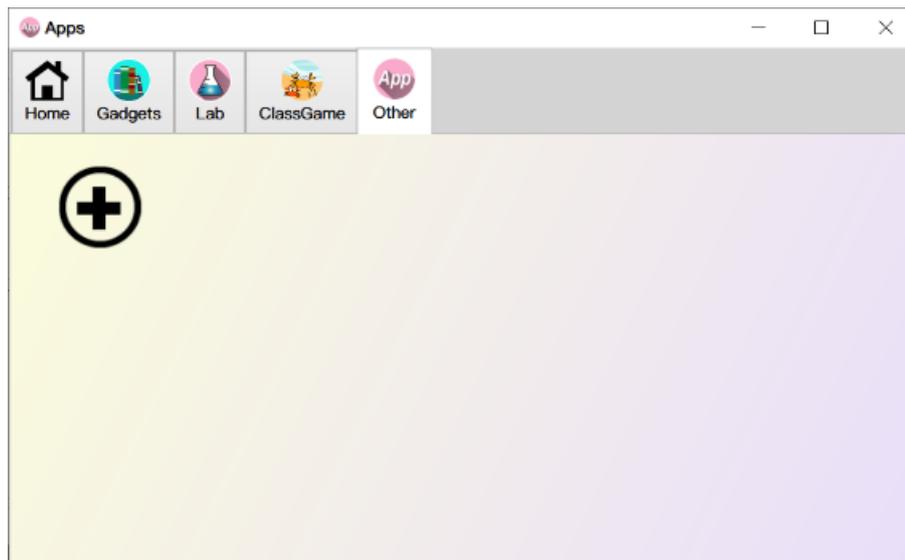


“Find the answer” game is to drag the answers from left side to the questions at right side, as shown below. When done dragging all the answers, there will be a icon “ANS” to click. If the answer is wrong, it will bounce back to the left side. Drag the answers again till all of them are correct. Click “C” to restart the game, click “←” to go back to “My game” and open other games.

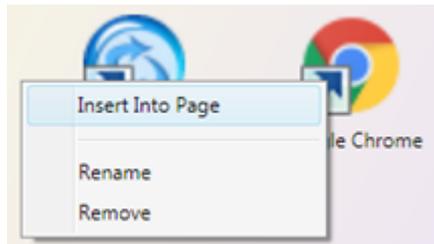


## Other

Click the "Other" tab or directly click the "Other" icon in "Home" to open the page shown below. You can embed other applications in the whiteboard software, click "", on the system desktop or open the application directory. Select the application file(.exe), then click the app icon on this page to open the app.



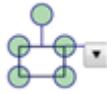
Delete the application and insert it into the whiteboard page: Right-click on the application icon, as shown below, in pop-up menu, you can choose to delete, rename or insert into the page.



## 6.8. Edit objects

Interactive software provides editing function to all kind of content that the users write, draw or opened materials before, including full selection, deselect, anti-selection, copy, cut, paste, clone, delete, undo, redo, locking , unlock, mirroring, edit vertex, level, group, ungroup, show / hide, exported as pictures, playback, association.

Steps: In the writing mode, select the  icon on toolbar, then drag the mouse to the object you want to select, when a rectangular marquee appears around the selected

object,  click “”, there will be an edit panel



 : select all.

 : clone.

 : deselect.

 : lock.

 : invert selection.

 : set line thickness and style of graphic.

 : copy.

 : graphic transparency.

 : cut.

 : line color.

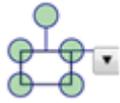
 : paste.

 : paint bucket color.

 : delete.

 : undo & redo.

When the mouse moves to the selected frame, and becomes the move icon , you can move the object. On touchable device, move the object by dragging it.



Select an object on the page, moves the mouse over the lower right corner of the object , When the mouse changes to a double arrow, you can use the mouse to zoom in and out the object, You can click on the icon  and select options in the drop-down box, including edit vertex, copy, cut, delete, lock, mirror, layer, groups, show / hide, exported as pictures, playback, and other related operations(Operating on the computer, you can use the right mouse button to bring up the edit menu) ; move your mouse over the icon , when the mouse turn into a small hand shape, you can rotate the object.

Selecting Object: There are three kinds of options, the first one is the radio object selected objects directly with the pen or mouse; the second is the multiple-choice, select multiple objects circle with a pen or drag by a mouse; the third one is the whole election, right-click on the drawing or writing area to “Select All”.

Copy: Copy is to copy a same object on the page, by using a pen or mouse to select object, and then select “Copy” in the edit menu, and select “Paste”

Cut: Cut is to cut a same object on the page while delete the original object, the operation of cut is select object with a pen or mouse, then select “Cut” in the edit menu

Paste: The paste is to paste same object on the current page, the operation is select “Paste” in the edit menu of the object or select the “Paste” in the main toolbar  “ with a pen or mouse

Clone: The operation is to select “Clone” in the edit menu after select object with

a pen or mouse

Delete: The operation is to select “Delete” in the edit menu after select object with a pen or mouse.

Undo: Undo is to cancel the operation of last step or cancel all the operation step by step. The operation is select “Undo” in the edit menu of object or selects “Undo” in the edit menu of toolbar “”.

Redo: The operation is to select “Redo” in the edit menu of object or selects “Redo” in the edit menu of toolbar “”.

Lock: to lock the selected object on the current page. The operation is select “Lock” in the edit menu of object.

Unlock: The operation is select object, click the “Unlock” in the edit menu of object, and then can unlock the setting of “lock “for object.

Editing vertex, click “editing vertex” can enter to the editing status of drawing (dragging the vertex), those users can manipulate the size or shape as he/she wants

Text editing: If the text is editable, select this to re-enter the text editing state.



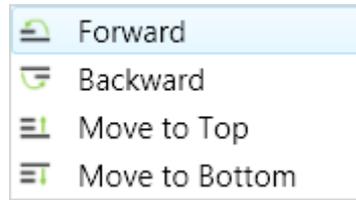
Mirror: Clone the selected object on the page

referring to left, right, up and down axial symmetry.

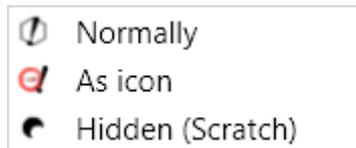
Group: to select two or more objects, right-click to select “group”, and make them as a group so that the whole object can be edited, moved, of manipulation is subject to it.

Ungroup: the ungroup the combination of various of objects to the individual, when selecting the certain grouped object, right-click to select ungroup, while the “group” and “ungroup” cannot exist in the right-click menu at the same time.

Layer: Adjust the layer priority of the selected object: select the object, click the right-click menu to choose “move to top”, “forward”, “backward”, “move to bottom”;



Show/Hide:

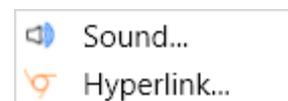


show as icon: to select the object, right-click to choose show as icon, appears an asking icon at the same size of the original object, and change to an arrow + question mark when moving the mouse on it, showing the object when clicking the question mark

hidden(scratch), the object can be set to “hidden (scratch)” by right-click, after hidden, the object is covered by grey area, when moving the mouse on it, it change to a little hand, the object appears when using the mouse or eraser to clean the grey area.

Normally: when the object hidden as “icon” or “hidden (scratch)”, right-click “Normally” to appear the entire object.

Linked: hyperlink and sound were included, as picture:



Hyperlink: Choose the “hyperlink” on the right-click menu, as a shown in

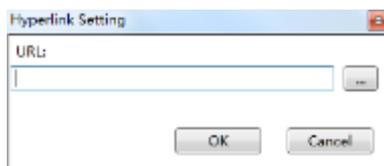
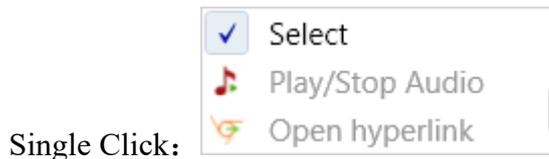


figure: click “...” choose the hyperlink of office files, pictures or websites, then click the “open” button, and then click the button of “confirm”, after finishing the operation, the left bottom of the selected object will

come out a hyperlink icon, e.g., when hyperlink a picture, the icon on the left bottom of the selected will be , click the icon, you can open the linked picture. You can also choose this object again, right-click the Click Single, and then select “select”; change the action for the selected object, instead of opening the hyperlink file.

Sound: Click the “sound” on the right-click menu, you will see a dialog box as below, choose your wanted audio file, then click the “open” button, then on the left bottom of the selected object will come out a small trumpet icon , and you can play the audio file once you click the small icon , you can also select this object again, right-click the Single Click, and then choose “select”; change the action for the selected object, instead of play the sound associated.

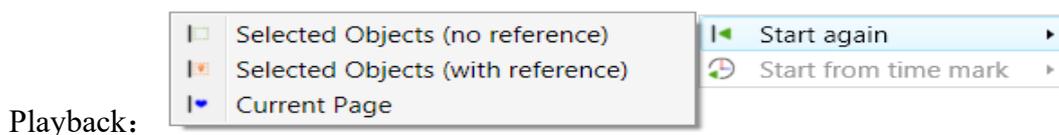


Select: single click action display as “ Select”, click the object and it appears the selection mode

Play/Stop Audio: Change the click action for “Audio Play/Stop”, click the object to play the associated audio file automatically, and then click to stop the playing audio;

Open hyperlink: select the object as “open hyperlink”, click the object to open the hyperlink address automatically

Save playback to file: check this option “to save the playback to the whiteboard courseware.



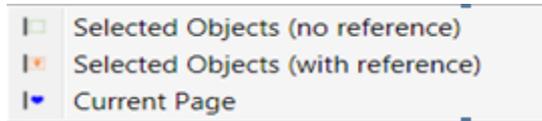
Record and playback the movements of the object or the objects or the entire page

from its or their appearance to the end.

As requested, the user can playback the movements of the object(s) or the entire page from its or their appearance to the end;

As requested, the user can playback the selected object(s) with or without

reference as well as the current page.



When selecting the “selected object(no reference)”, the playback only shows the movements of the selected object from its appearance until the end”

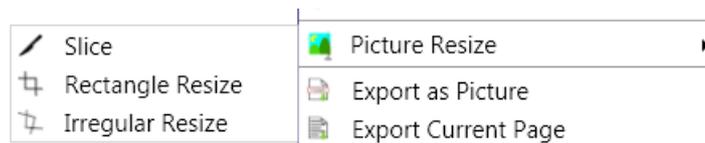
When selecting the “selected object(with reference)”, the playback also shows the others objects’ movement while the selected object moving.

When selecting the “Current Page”,

Set time mark:  Set time mark add a time-stamp, you can choose to playback the video from the marking time, this can help to show the important content only, improve the efficiency of the classroom.

Remove time mark: remove the added time-stamp.

Picture Resize:

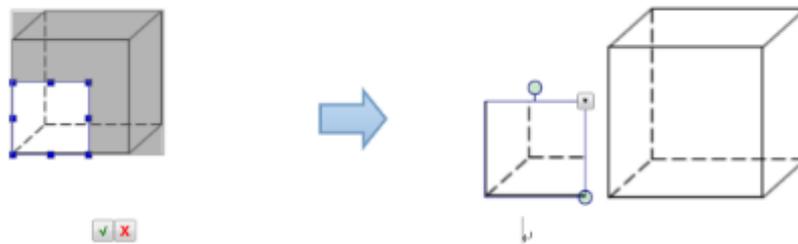


select a picture on the cutting page, to select “picture resize”, there are 3 options.

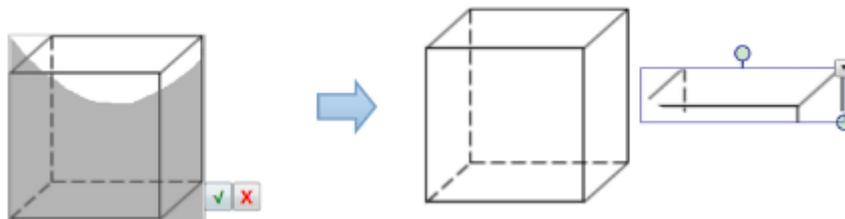
.1)Slice: the picture can be cut into two halves, the default is a diagonal cut, moving the position of cutting line can cut change into two halves of the image in any size; place the cutting line and click on the icon  to complete the cutting, as shown



Rectangle Crop: intercepts a rectangular area from the picture. You can move, stretch the rectangular area for adjust the rectangular area, determine the location and click the icon  to complete the interception, as shown in Figure.



Irregular Crop: to intercepted a irregular region in the picture, Draw an irregular picture of what you want in the area of the picture, , click the icon  to complete interception,as shown in Figure.



Export as Picture: select an object, choose “Export as Picture” in the edit menu, can save the picture as a reserve.

Export current page: Export the current page as a picture or a whiteboard courseware.

Gallery View: Select a picture, right-click on the menu item “Gallery View”, Open the page shown in Figure 1, at the bottom of the window is all the thumbnail pictures on this page. Use the mouse or pen to select a thumbnail, and then drag a

picture to the display area, as shown in Figure 2, where you can display all the pictures on current page. This function provide images with easy graphic manipulation functions for zooming, panning and rotations in the display area, and you can also drag the images back to the thumbnail area (The XP system does not support this function, neither all the images in the Graphic )



## 7. Page zooming

Page zooming: Zoom in or out the current page on the basic of 100%, suitable or other size as requested. On the bottom right of each page you can see the buttons as

the picture:”  ”, drag the vernier “  ”

to zoom in or out the current page, click”  “、”  “,you can also change the size of

the page.”  “This blank will show you the magnification of current page; After

zooming the page, click”  “the button, you can restore the page; and click the

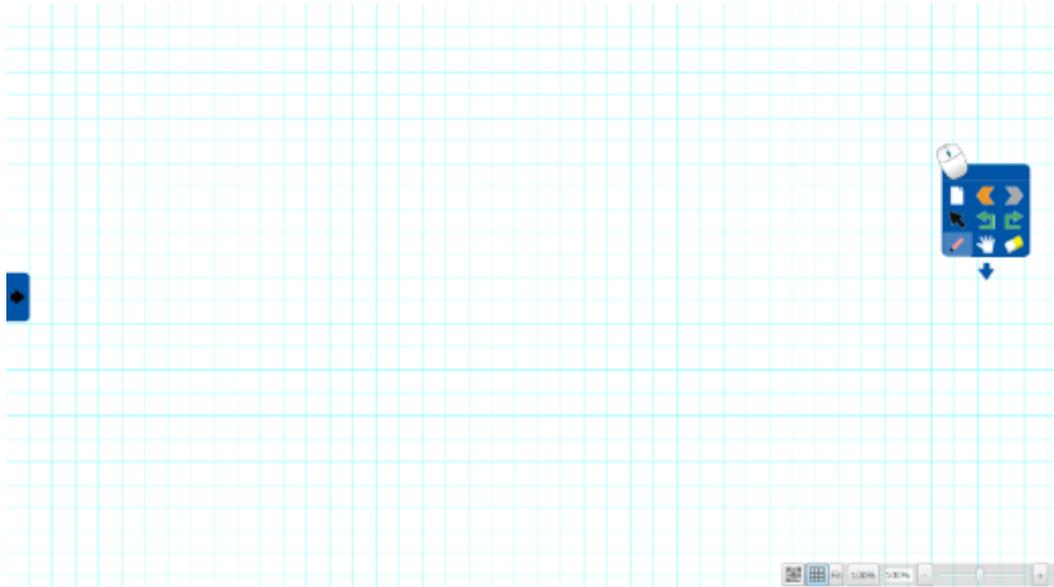
button”  “, you can overlook the entire page.

## 8. Anonymous sharing and grid settings

There are 2 small icons next to the page zoom function:

 : "Anonymous sharing" and "Grid settings".

Click , the grid will appear on the current whiteboard page, as shown below.



Click “” to bring up the anonymous sharing window as shown below, click “Anonymous Sharing” to start uploading courseware. When done uploading, the QR code to download the courseware will appear. After scanning the QR code with mobile phone or mobile device, the current whiteboard courseware will be downloaded to your phone and mobile device.



## 9. File Management

Click the icon  on the lower left corner of the toolbar, then there is menu;

File Management:

New: create a new file, this file can only be opened by the whiteboard software;

Save: to save the current operation of the document,

Open: open the saved file on the whiteboard, whiteboard file can only be opened in our software, other format file cannot be opened;

Export: export the current page and all pages into graphics format, such as JPG, BMP, GIF, PNG;

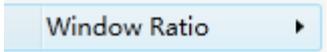
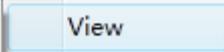
Import: Import the contents of the PPT into the whiteboard page, or import the images of a folder to the whiteboard in batches.

Edit: object for selected writing, drawing and insertion and interception of the edit;

Insert: insert images in the current page, video, audio and other resources; These video format are supported: .wmv, .avi, .mov, .mp4, .mpg and .swf. (Tips: if the video can't be played, it supposed to be the decoder of the player missing in the operating system, please contact customer service or download it online)

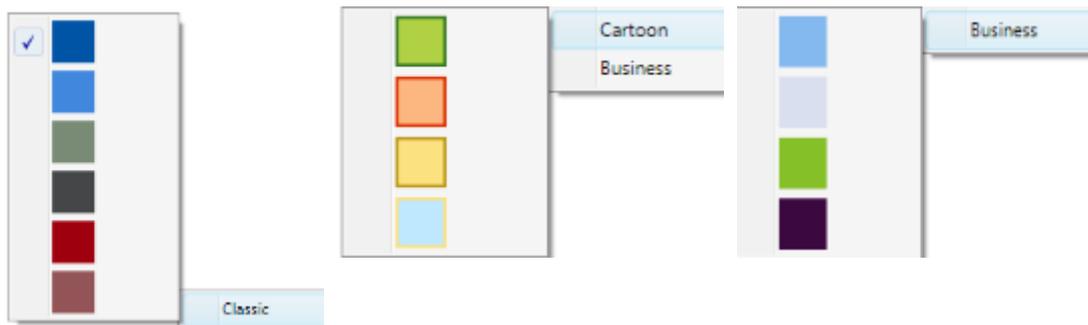
Save As: can put all the pages in the current edit whiteboard software had saved as Doc, PPT, PDF and exe file format;

Insert: Insert pictures, videos, audio and other resources into the current page; audio supports mp3, wma and wav formats, video supports FLV, WMV, MPG, AVI, MOV, MP4, MKV, ASF, RM, 3GP, VOB, RMVB etc. Select "Other" to select SWF, HTML, PPT, WORD, EXCEL, PDF and other format files to open. (Tips: If the video or audio can't be played, it supposed to be the decoder of the player missing in the operating system, please contact customer service or download it online)

View:   Select the display size of the window scale according to user's actual demand, the proportion of available size:

100%、125%、150%、200%、250%. 

There are 3 themes available: classic, cartoon and business. Each theme offers a variety of colors, as shown below.



Tools:

Slideshow: Select and open a PPT file, you can use the whiteboard software to annotate it or slide the pages. Click  to select whether to save the annotation. It will be saved as another PPT with annotation. The software only supports OFFICE.

Double screens display PPT: Play PPT through dual screen: In the use of the main screen and the expansion of the screen, select this function and open a PPT, you can play the previous page on the main screen and the next page on the expanded screen respectively, while the pages could be turned at the same time. The two icons

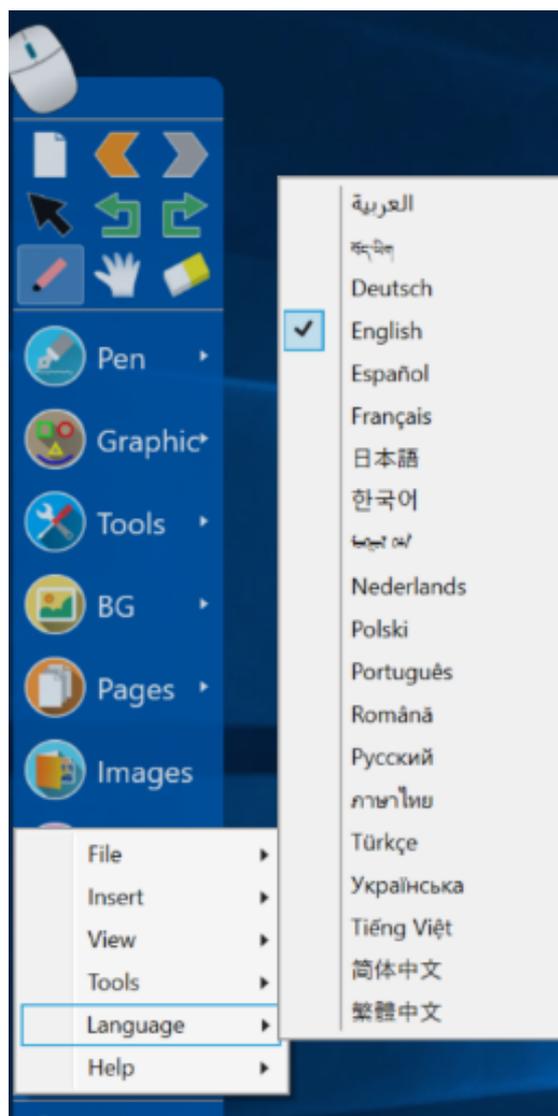


could achieve the function of page turning and close.

It should be noted that this feature needs to be registered before it can be used. Registration requires the serial number of the dual screen function provided by the manufacturer. The software only supports OFFICE and does not support WPS.

Language:

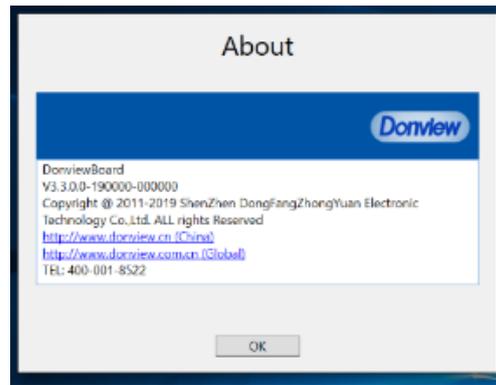
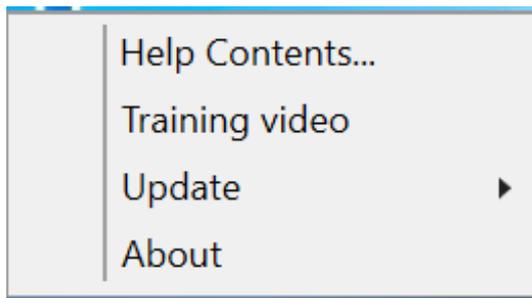
Built-in multi languages including



Arabic	Japanese	Romanian	Tibetan
Dutch	Korean	Russian	Traditional Chinese
English	Mongolian	Simplified Chinese	Turkish
French	Polish	Spanish	Ukrainian
German	Portuguese	Thai	Vietnamese

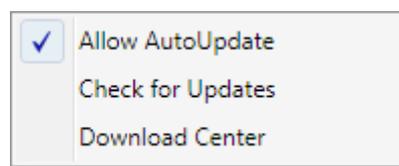
Help:

Get information about the interactive whiteboard, such as version, user guide and training videos etc.



### Software update:

With internet connection, the software will automatically detect whether there is a new version of the whiteboard software at startup. If there is any, it will start to download automatically in the background. During the download process, click the software main menu-Help-Check for updates, the update status window will pop up. Click “OK”, start the whiteboard software or click the main menu - Help - check for updates , the new version software window will pop up and ask for installation, click “OK” to update the software. Click the close button or cancel the installation during the installation process, update will be aborted. When you run the whiteboard software at the first time of a day, or click on the main menu - Help - Check for Updates, the new version software window will pop up and ask for installation. Automatically update is disabled by default. The software will be updated automatically when “All Autoupdate” option is checked, as shown below.



## 10. Automatic Recovery

When the software is stopped abnormally by computer crash and abnormal restart, open the software again and it will automatically find the unsaved documents, and prompt whether to restore. Select “Yes” to recover and “No” to cancel.