

# Interactive Whiteboards for Windows



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eMINTS National Center  
325 Clark Hall  
Columbia, MO 65211  
Voice: (573) 884-7202  
www.emints.org

Fax: (573) 884-7614

## Cover Photos

Joshua A. Bickel

## Contributors

eMINTS National Center staff

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## Questions

Send questions about eMINTS professional development materials to the eMINTS Professional Development Materials Coordinator, Roxanne Kerwood, at [kerwoodr@emints.org](mailto:kerwoodr@emints.org).

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# Purpose of the Module

In this session, participants will familiarize themselves with the SMART Board™ interactive whiteboard and SMART Notebook™ software, important pieces of equipment in an eMINTS classroom. The SMART Board has many features that can truly enhance an inquiry-based learning environment. Knowing how to use SMART software, which works with many other applications, makes a teacher even more effective at the board.

## Expected Outcomes

- Teachers use the basic features of the interactive whiteboard and related software on a regular basis during classroom instruction.
- Teachers encourage students to use the interactive whiteboard and related software for tasks that promote thinking and learning.

## ISTE NETS-T

Meets the following standards:

### 1. Facilitate and Inspire Student Learning and Creativity

- a. Teachers promote, support and model creative and innovative thinking and inventiveness.

### 2. Design and Develop Digital-Age Learning Experiences and Assessments

- a. Teachers design or adapt relevant learning experiences that incorporate digital tools and resources to promote student learning and creativity.
- c. Teachers customize and personalize learning activities to address students' diverse learning styles, working strategies and abilities using digital tools and resources.

### 3. Model Digital-Age Work and Learning

- c. Teachers communicate relevant information and ideas effectively to students, parents and peers using a variety of digital-age media and formats.

Supports the following standards:

### 1. Facilitate and Inspire Student Learning and Creativity

- d. Teachers model collaborative knowledge construction by engaging in learning with students, colleagues and others in face-to-face and virtual environments.

## 2. Design and Develop Digital-Age Learning Experiences and Assessments

- b. Teachers develop technology-enriched learning environments that enable all students to pursue their individual curiosities and become active participants in setting their own educational goals, managing their own learning and assessing their own progress.

## 5. Engage in Professional Growth and Leadership

- a. Teachers participate in local and global learning communities to explore creative applications of technology to improve student learning.

# Essential Question

How does technology affect change?

# Session Question

How can technology support teaching and learning?

# Copyright Information

Find SMART Notebook software at the following website: <http://www.smarttech.com>.

The downloading and use of software from the SMART Technologies website is subject to the terms of the Software License Agreement that accompanies the product. Downloading and installing SMART software for use with any other manufacturer's whiteboard violates the agreement. Educators may install SMART Board and SMART Notebook software on student machines. A watermark will appear on all student work until it is opened on the SMART Board teacher workstation. Some features of SMART Board software, including SMART Recorder and SMART Video Player, may not work on student machines because they are not connected to a SMART Board.

# SMART Board

The SMART Board, an interactive whiteboard, enables a teacher to act as a mouse and navigate through the computer without being at the teacher workstation. Teachers can project their workstation screen onto the whiteboard so that it is viewable by all students in the classroom. Students and teachers touch the board to navigate through the items on the computer and to input information.

## SMART Board Components

The SMART Board system consists of three pieces of equipment: an interactive whiteboard, a teacher workstation and a projector. All three pieces of equipment must function and work together to use all of the interactive features of the SMART Board.

The SMART Board does not require its own power source. Instead, it receives power from the computer to which it is connected. An indicator light located at the bottom right of the Pen Tray indicates the status of the SMART Board. If the light is flashing between red and green, the Pen Tray is powering up. If the light is a steady red, the SMART Board has power, but no direct link with the computer has been established. If the light is a steady green, the SMART Board is ready for use.

Two main cables connect the teacher workstation and SMART Board-related hardware. The first is a VGA connection, responsible for the display on the SMART Board. A cable between the computer's VGA port and the projector's VGA port makes this connection. Connecting the computer to the projector places the image from the computer's monitor onto the SMART Board screen when the projector comes on. A teacher can make any adjustments to the way the projected image appears on the SMART Board screen by accessing the controls located on the projector or through the projector's remote control.

The second main cable connection is a serial or USB cable that links the computer's CPU and the SMART Board. This connection enables the SMART Board to function like a large touchpad. When the computer is turned on and the indicator light at the bottom of the Pen Tray is green, a user can drag a finger or SMART Board stylus across the board to act as a mouse. An image does not need to be projected on the board for this function to work. As long as a green-light link exists between the computer and the board, the SMART Board controls mouse movements. If the board is not interactive and displays a red light in the Pen Tray, no link between the computer CPU and SMART Board has been established. A teacher can control mouse movements through the SMART Board even when the projector is turned off and not projecting the computer screen on the SMART Board.

## Input Methods

To add information to a document displayed on the SMART Board, teachers and students must use an input method. The SMART Board is equipped with two input

methods. Users may operate the onscreen keyboard or use a special pen or their finger.

### Onscreen Keyboard

The SMART Board has an onscreen keyboard with the same functionality as a regular keyboard. To access the onscreen keyboard, press the onscreen-keyboard button located on the Pen Tray or click on the keyboard button in SMART Tools. A keyboard that looks like a standard computer keyboard will appear. Use the keyboard to type text by tapping the appropriate keys. Tap the Send button to place the typewritten text on the board.



The SMART Board has several other custom-input options: **Number Pad**, **Write Lines**, **Simple** and **Simple Caps**. To access these options, click on the down arrow located in the upper-left corner of the keyboard screen.

### Number Pad

The **Number Pad** resembles a scientific calculator. It can complete basic math functions and a few advanced functions as well.



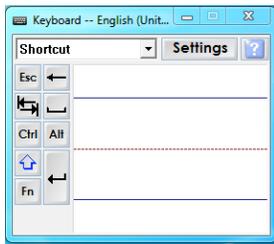
### Write

Selecting **Write** provides a lined space for handwriting letters. Choose to have the software recognize the letters as follows: Capitals, Numbers or No Preference.



### Shortcut

Various keyboard shortcuts may be accessed by selecting the Shortcut option. Press the desired shortcut button on the screen to apply the associated function.



### **Simple or Simple Caps**

Choosing **Simple** or **Simple Caps** displays an alphabetical layout of the keyboard with the numbers in the bottom row.



### **The Human Mouse**

With the interactive SMART Board, the user acts as the mouse. Touch the SMART Board to bring the cursor to the point of contact. To open an application, double-click the icon with a finger. Use a firm touch; it does not hurt the board.

### **SMART Board Pens**

The SMART Board offers many options for writing with electronic ink directly on the whiteboard: the SMART Board styluses, closed markers, dull pointers or fingers.

**Note:** To ensure the life expectancy of the board, use markers ONLY if the lid is secured. Do not use pointers with rough edges or sharp points that could break the skin on the board.

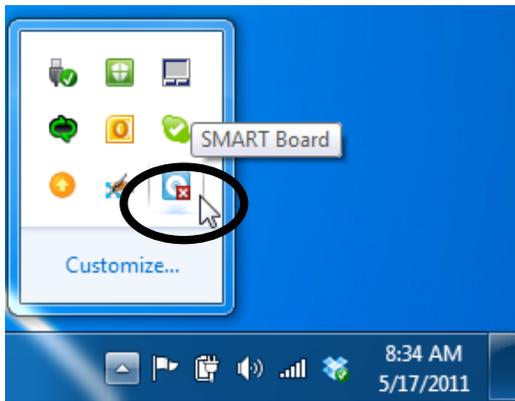
### **SMART Board Eraser**

To erase SMART Board annotations, use the eraser tool from the Pen Tray. To erase a large area of the SMART Board, draw a circle around all of the items to be erased and tap the center of the circle.

**Note:** The SMART Board can acknowledge only one point of contact at a time. Touching in more than two places at once may confuse the board and result in unreadable script or shooting lines.

## **SMART Tools**

SMART Tools are quick links to the functions and features of the SMART Board. To view and use SMART Tools, click the arrow pointing up, then click the SMART Board icon in the system tray at the lower right-hand side of the computer screen.



Options included in the SMART Tools menu are as follows:

- **SMART Notebook** – opens SMART Notebook
- **SMART Recorder** – opens SMART Recorder
- **SMART Video Player** – opens SMART Video Player
- **Keyboard** – activates the onscreen keyboard
- **Floating Tools** – provides quick access to a pen, highlighter, eraser, other frequently used tools and a digital ink layer border for capturing notes
- **Instant Conferencing** – activates Bridgit conferencing software (users must have this software installed on their computer for this function to operate)
- **Start Center** – opens the Start Center
- **Other SMART Tools** – gives choices to activate the Screen Shade, Spotlight, Magnifier, Pointer or Screen Capture
- **Control Panel** – opens the Control Panel
- **Orient** – allows the orientation of the SMART Board
- **Updates** – goes online looking for updates to SMART software
- **Help** – activates the Help menu
- **Exit** – closes the SMART Board



## Floating Tools Toolbar

The Floating Tools toolbar is a vertical set of tools that launches with the SMART Board drivers. If the Floating Toolbar does not launch, it can be activated by clicking the SMART Board icon in the system tray at the lower-right corner of the screen. The SMART Tools menu will appear. Select the Show Floating Tools option.



The Floating Tools toolbar includes a set of icons that activates various tools and actions as follows:

Button	Action
	Discontinues the use of other tools and returns the mouse to the cursor mode.
	The cursor becomes a black pen that can be used to write or draw in digital ink. Select the pen properties button (located to the right of the pen button when the pen button is selected) to alter the color, thickness and transparency of the ink.
	The cursor becomes a red pen that can be used to write or draw in digital ink. Select the pen properties button to alter the color, thickness and transparency of the ink.
	The cursor becomes a highlighter that can be used to highlight an area of the screen with translucent ink for emphasis. Select the highlighter properties button to alter the color, thickness and transparency of the highlighter.
	The cursor becomes an eraser used to erase digital ink. Eraser sizes may be selected from the options that appear to the right when the button is selected.
	Selecting this button makes the next press on the interactive whiteboard a mouse right-click.
	This button launches SMART Notebook software.
	Pressing this button on the toolbar launches the on-screen keyboard.
	Selecting this button will undo the previous action.
	Choose this button to open the <b>Customize Floating Tools</b> menu and personalize the toolbar.



Selecting the left-pointing arrows on this button will hide the Floating Tools on the left of the screen. Clicking the arrows a second time will re-display the Floating Tools. Click and drag the button on the dotted pattern to move the Floating Tools to a desired location on the screen.

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