



GETTING STARTED WITH YOUR ACTIVBOARD

ABSTRACT

Use this handout as a guide after you have completed your ActivBoard training. This handout will also get you familiar with the Promethean ActivBoard maintenance.

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Collaboration Teaching LEARNING



Care.

Because your ActivBoard will be used by not only yourself but by your colleagues and your students its care and upkeep should be paramount.

To clean your ActivBoard, use Baby Wipes or a damp cloth.



Do not use any abrasive cleansers on it!



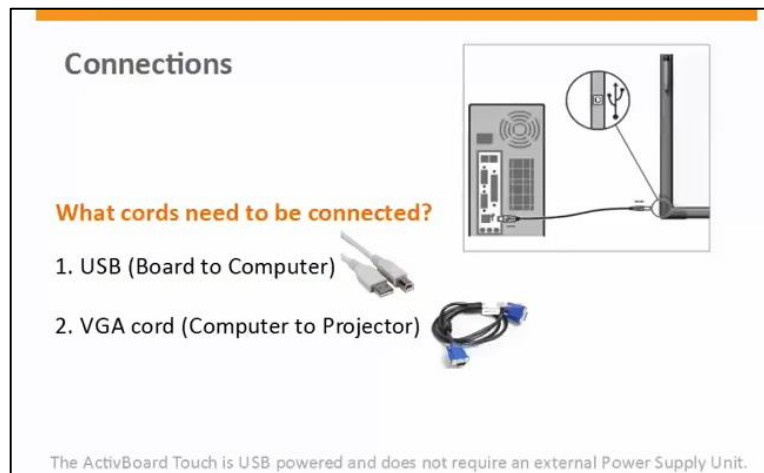
Connections.

There are two main connections to your board.

A USB Connection from your computer to the board

A VGA Connection from your computer to your projector

The power cable that you see is for your projector and not for the board. There is no power cable for the board.



Pen and Touch.

All functionality of the board can be access using either the pen/stylus that came with the Board or with your own finger.

To move an object, all you have to do is select it with either the pen or your finger then hold it down and move it into position on the board.

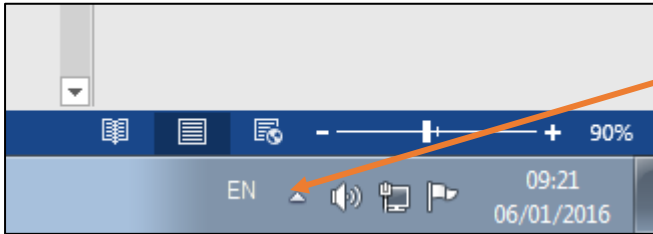
To get the right click function that you have on your mouse, all you have to do is take your pen or finger and touch the board, but hold it in for a little over a second. A circle will appear around where you are touching and when you let go you will get access to the right click menu.



Board Calibration.

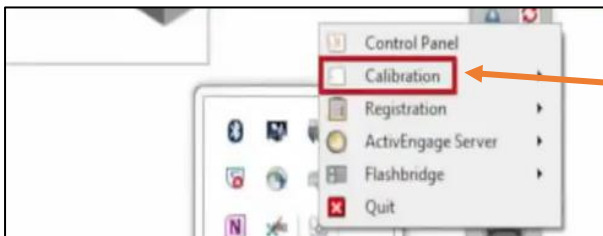
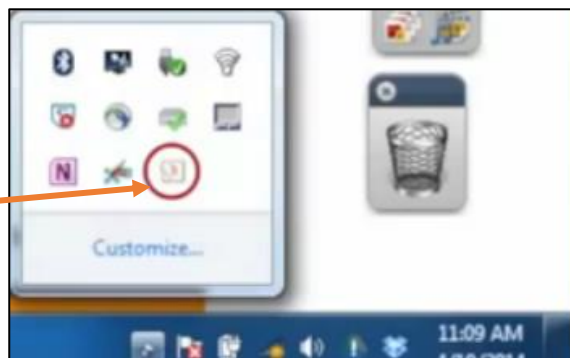
If you are using the Board with either the pen or your finger and you notice that the cursor does not appear on the screen where you click, it is time to calibrate the board.

This is an easy operation and there are a number of different ways of doing it.



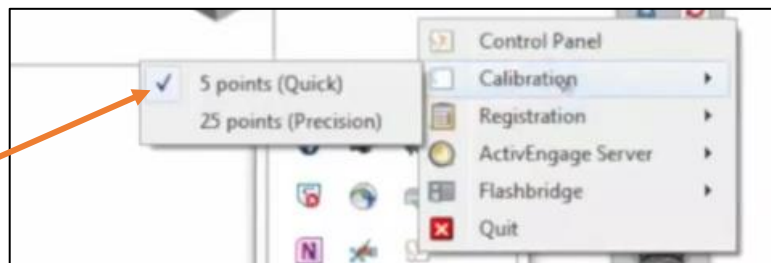
We are going to use the most common method of calibration. Click on the arrow on the task bar beside your clock. This will open a menu.

In this menu you will see an icon that looks like an orange man.



When you click on it you will see a menu like this and then move down and click on Calibration

There are 2 options, a quick 5 point one and more comprehensive 25 point one. The 25 point one would be when your cursor is a way out of kilter





When you chose one, in this case the five point one, you will get 5 circles with crosses in them.

The idea is to use your pen or finger to tap the board as close to the centre of the crosses as possible.

Once complete, the board is calibrated

Resources.

There are lots of resources, training videos and manuals, as well as lessons and lesson plans for lots of subjects on the Promethean Planet website, <http://www.prometheanplanet.com/en/>



Promethean Planet

Thanks a lot and good luck.

I can be contacted at doconnor@lmetb.ie with any questions, please don't hesitate to contact me!

IT Helpdesk