Instructions on use of SMART BOARDS
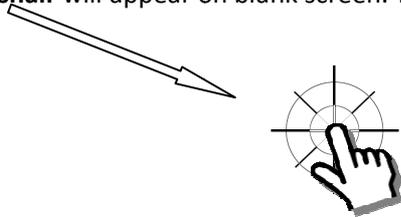
STARTING THE SMART BOARD   USE STYLUS OR SIMPLE FINGER FOR TOUCH

1. Make sure the board laptop and projector are appropriately connected and powered on.
2. Click on **Start Button** on the bottom left corner

3. Select **All Programs > Interactive Black Board > Calibration**
4. A **crosshair** will appear on blank screen. **Touch it in the center**. It will reappear in 8 other places.

5. Touch the center of this cross-hair in all 8 places till it disappears. The laptop screen will appear.

Your smart board is now calibrated and ready for use. Do Steps 1 to 5 every time you find your touch on board disoriented.

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Opening the SMART BOARD Application

1. Click on **START button> All Programs> Interactive Black Board > Interactive Black Board** to open application.
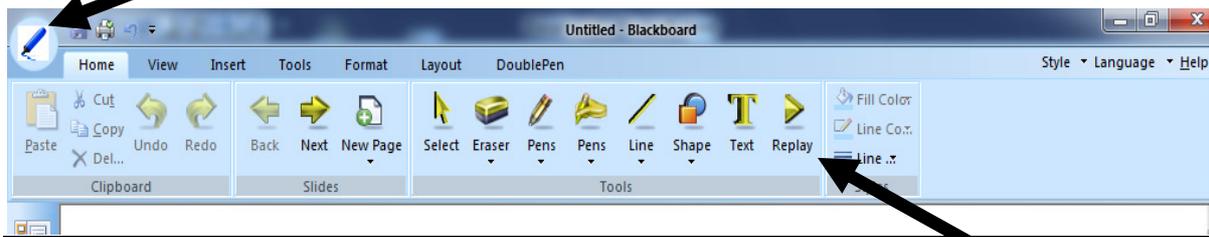2. On top right corner, click on **middle option** to change language to English**.**

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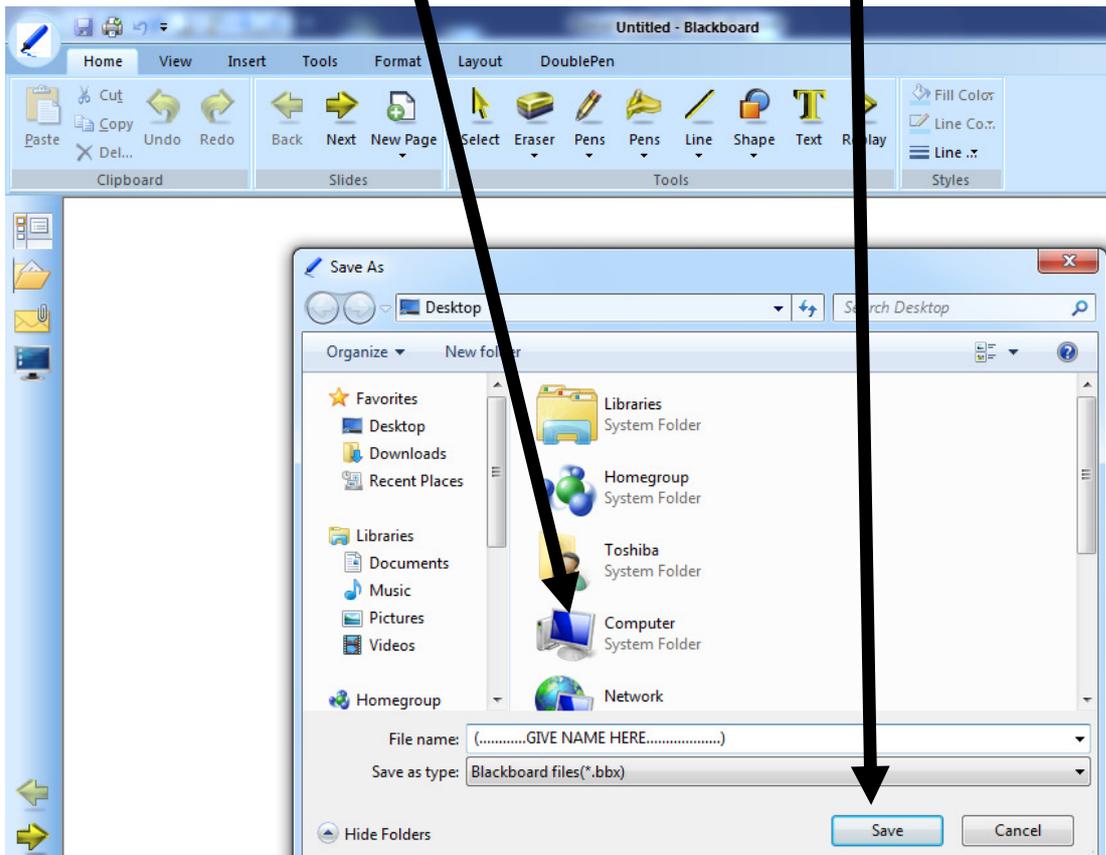
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3. **The application is ready to be written on like any ordinary black board or white board. Use Stylus, Fingers or back of a soft non scratching marker. Do not write with ink on the board.**

SAVING THE LECTURE

1. Click on top **APPLICATION BUTTON** in SMART BOARD Application to open main menu.

2. Click **SAVE** and select a **location** to save, give it a name and press **SAVE**. Use **REPLAY** to view again.

Your lecture is saved and ready can be played again in the next class like a movie from REPLAY.

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