

SMART Board Basics

1. How do I turn on the SMART Board?

- Locate the SMART Board attached to the wall
- Press the power button located in the bottom left hand corner

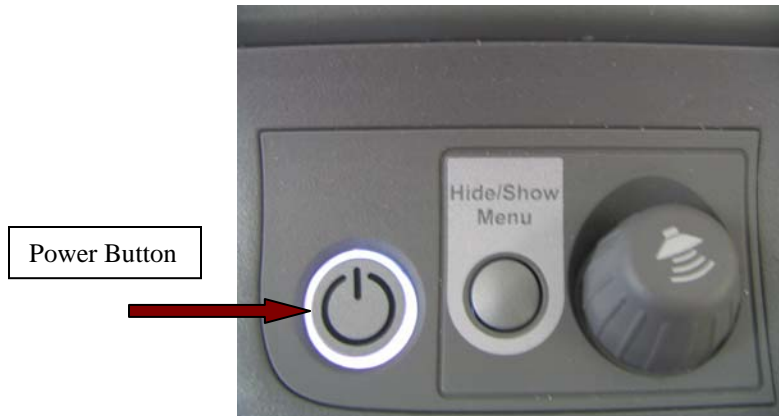


Figure 1 – SMART Board Power button

2. Can I raise or lower the height of the SMART Board?

- YES – gently push down or pull up the tray holding the eraser to adjust the height accordingly

3. How can I use the SMART Board to write my own information?

- Once the SMART Board is powered on you will see a splash screen
- Using a marker from the tray or your finger, press scratch pad
- Select colored marker to begin writing your information **NOTE:** The information will be written in the color that was chosen.
- If you make an error, simply use the eraser to remove any unwanted information

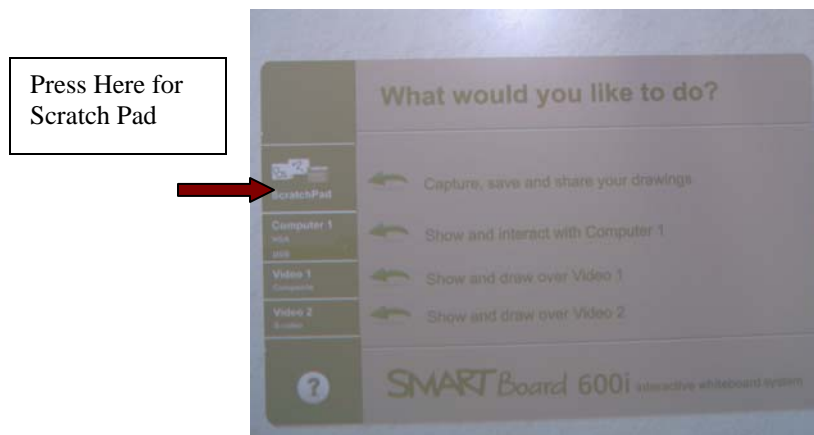


Figure 2 – Splash Screen

4. **How do I complete basic functions such as adding/removing pages, saving information while using the Scratch Pad?**
 - a. Visit the following website for step by step instructions.
http://downloads.smarttech.com/media/services/quickreferences/pdf/english/600i_standalone_and_scratchpad.pdf
5. **Where do I plug in my USB drive?**
 - a. Locate the bar shown in figure 3. It is located on the wall next to the SMART Board
 - b. Plug in your USB Drive into the USB Port labeled on the bar shown in figure 3



Figure 3 – Accessory Bar

6. **How do I plug in my laptop in order to be able to use it with the SMART Board?**
 - a. Locate the bar shown in Figure 3
 - b. Attach all three cables into the laptop
 - c. Turn on the laptop
 - d. From the main menu on the SMART Board, click/tap on Computer 1 (VGA)
 - e. Press the Show/Hide Button located next to the power button to remove the menu from the bottom of the screen. Refer to Figure 1

NOTE: For additional SMART Board tips, tricks and training visit
<http://www.smarttech.com>

Please turn off all equipment when you are finished.
Thank you for your cooperation.