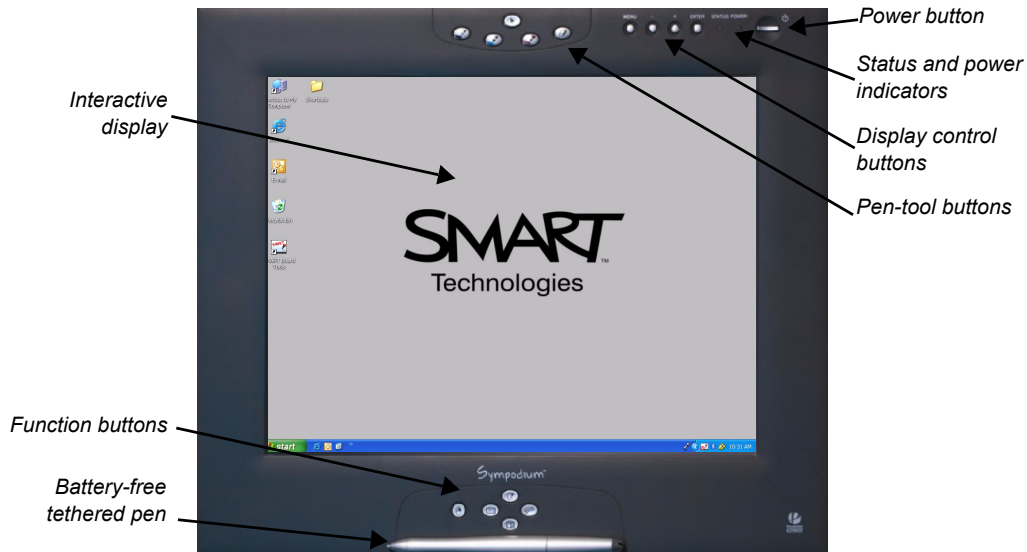


## Symposium ID250 Interactive Pen Display

Use the Symposium® interactive pen display and the powerful features of SMART Board™ software to control and write over computer applications.

### The Interactive Pen Display

The pen display has three sets of buttons and indicators: a row of display control buttons, which fine tune display properties; a group of pen-tool buttons; and a set of function buttons. The tethered pen is like a mouse, because it allows you to control your applications, but it also enables you to write or draw in digital ink over any application.



### Checking the Status of the Interactive Pen Display

The **power indicator** glows blue when the unit is receiving power and a video signal. If it glows orange, ensure that your computer is turned on and that the cable is correctly connected to the pen display and the computer.

The **status indicator** turns blue when the tethered pen touches the screen. If it doesn't turn blue, make sure that the USB cable is connected to the pen display and the computer, and ensure that SMART Board software is running on the computer.

### Function Buttons

The function buttons provide quick access to the most frequently used features of SMART Board software. Press a function button to launch the On-Screen Keyboard, the Floating Tools toolbar or the Capture toolbar. Open Notebook™ software to help you organize, save and share notes. You can also press a function button to make your next pen contact a right mouse-click.



### Pen-Tool Buttons

Use the pen-tool buttons to select a digital ink color, erase digital ink or return the pen to cursor mode.



## Writing and Erasing Notes

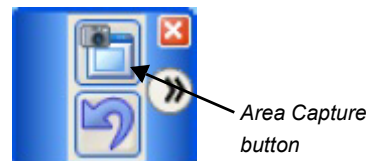
To write over your desktop image, pick up the tethered pen, press a pen-tool button to select your digital ink color, and write on the interactive display. Select another pen-tool button to change your ink color. To erase your notes select the eraser, and move the pen in a smooth motion over your notes. Press the cursor button to return the pen to mouse mode.

## Saving Your Notes

You can easily save notes on your interactive pen display for future reference.

- 1 Select one of the pen display's pen-tool buttons. The Floating Tools toolbar will appear.
- 2 To save a selected area of your screen, press the **Area Capture** button on the Floating Tools toolbar. Touch the display with the pen, and without releasing pressure, drag the selection box to outline the area you want to capture.
- 3 Notebook software will open automatically and display your notes on a new Notebook page, which you can then save as a Notebook file or export as a PDF.

*Floating Tools toolbar*



**NOTE:** If the Floating Tools toolbar does not appear when you select one of the pen display's pen-tool buttons, you may be working in an Ink Aware application (e.g., Microsoft® Word). If the application is Ink Aware, these buttons will be available in the application's own toolbar.

*Aware Tools toolbar*

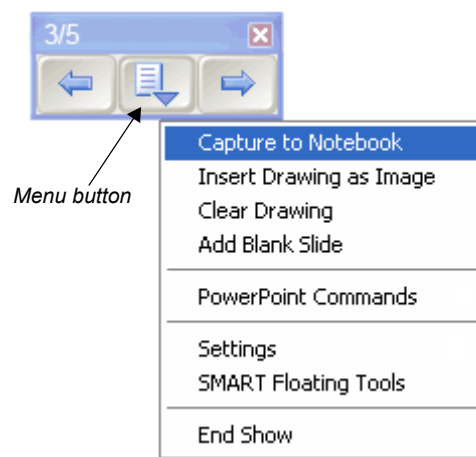


## Using Microsoft PowerPoint® on the Sympodium ID250 Interactive Pen Display

You can focus the attention of your audience by making notes or diagrams over your existing PowerPoint presentations.

- 1 The Slide Show toolbar will appear as soon as you start a slide show. Using the tethered pen, press the arrow buttons to move forward or backward through your presentation. Or press the **Menu** button for a list of options.
- 2 Select a pen tool and write over your slide.
- 3 To advance to the next slide, press the move forward arrow.
- 4 To capture your notes or drawings to Notebook software, press the **Menu** button on the Slide Show toolbar, and then select **Capture to Notebook** from the menu.

*Slide Show toolbar*



**NOTE:** More details on using Microsoft PowerPoint with SMART products are available at [www.smarttech.com/trainingcenter/tutorials.asp](http://www.smarttech.com/trainingcenter/tutorials.asp).