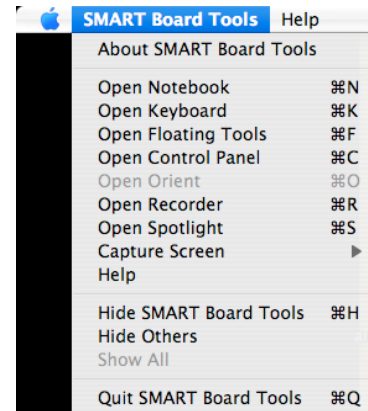




<http://www.lmsdscitech.org/pages/presentation/presentation.htm>




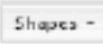





























## Overview of the SmartBoard Notebook Software

Click on the SmartBoard Tools icon that you added to your dock. This will open the SmartBoard Tools and in the top left corner click on “Smart Board Tools” and choose “Open Notebook.” (see image on right)












### Using the Notebook software with your Airliner

The Notebook software is very useful when using your Airliner. This piece of software allows you to edit documents, create presentations, draw, paint, and so much more. In order to understand this piece of software you should become familiar with the standard toolbar. The standard toolbar is the default toolbar setting for Notebook software. This toolbar is especially useful if you are copying and pasting a lot of information into your Notebook file or if you are using the drawing tools. You can operate each of these tools from your airliner. (see image below)

Button	Use this tool to...	Button	Use this tool to...
	Create a new blank Notebook file		Draw a line
	Open a Notebook file		Add predefined shapes
	Save your file		Create a text-entry box
	Send your file to the default printer		Set the current color of a tool, shape or object
	Delete selected object(s)		Select line width for selected object(s)
	Cut selected object(s)		Fill a selected rectangle or ellipse with the current color
	Copy selected object(s)		Select object on the page
	Paste clipboard object(s) into a Notebook file		Write or draw on a Notebook page
	Undo the last action you performed		Highlight with translucent ink over object
	Redo the last action you performed		Create a rectangle of any dimension
	Display the previous Notebook page		Create an ellipse of any dimension
	Display the next Notebook page		Change the font of selected text
	Delete the active page		Change the font size of selected text
	Insert a blank page immediately after the active page		Format selected text as italic
	Insert a template		Format selected text as bold
	Show the Gallery		Underline selected text
	Showhide the screen shade		

## The Simple Toolbar

The Simple Toolbar gives you access to the basic functions you need to work in Notebook software. It appears along the left side of your Notebook page, leaving you more whiteboard space than the Standard Toolbar. Use the Simple Toolbar whenever you don't need any special shapes, colors or formatting.

Toolbar Button	Use this tool to...
	Save your Notebook file. When selected for the first time in a new Notebook file, the Save dialog will appear and you'll be prompted to provide a name and directory location for your file.
	Send your Notebook file to the default printer
	Undo the last action you performed. Notebook software allows you to undo an unlimited number of previous actions.
	Display the next Notebook page
	Display the previous Notebook page
	Insert a blank page immediately after the active page
	Select object on the page. Choose this tool to make your next touch on the interactive whiteboard a mouse click.
	Write or draw on a Notebook page. This tool allows you to use your finger as a pen.
	Delete object(s)

## Changing Toolbars

To access the Simple Toolbar, select **View > Simple Toolbar**. Notebook software will automatically switch to the Simple Toolbar and continue to display it with every file you open. To switch back to the Standard Toolbar, select **View** and deselect **Simple Toolbar**.