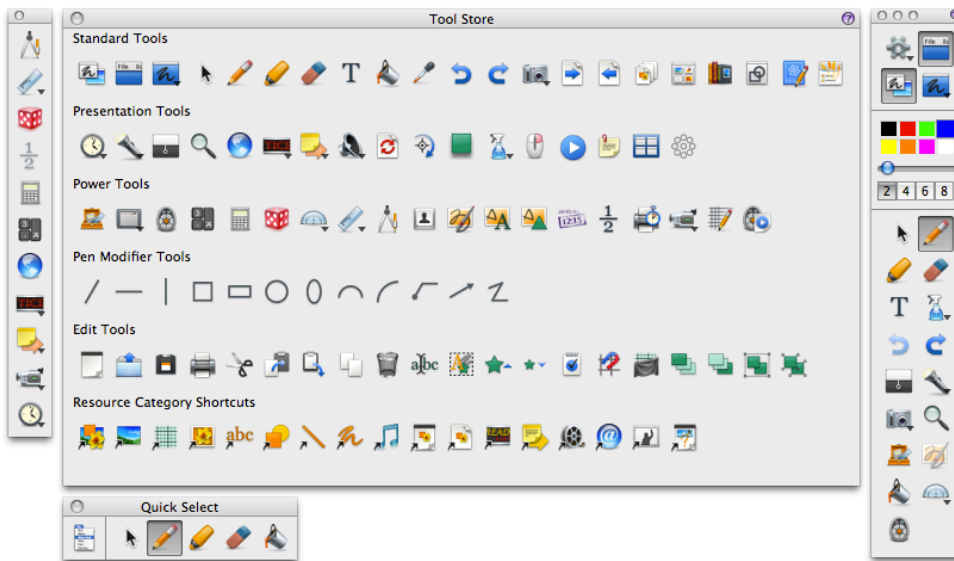


Promethean Highlight Issue 3

Customize, Customize, Customize!



The Activstudio Tool Store

The main tool boxes of Activstudio and Activinspire are very customizable. You can choose to place commonly used tools into the tool box so that they are more readily available. Here's how:

In **Activstudio** (used primarily by elementary & middle school teachers), go into the Main Menu of the tool box > Customize > Tool Store... You can drag any tool in the Tool Store over to your main tool box. You can also return tools to the Tool Store if you no longer want them in your main tool box. The best thing about this store is that everything is free!

In **Activinspire** (used primarily by high school teachers), go into the Main Menu of the tool box > View > Customize.... Click on the "Commands" tab in the window that appears. Choose the command/tool that you wish to add from the left pane, and click on the "Add>>" button to add it to your main tool box.

Let There Be Color...

By default, there are a limited number of colors initially available in the Promethean tool box. You can easily expand that number to 24:

In **Activstudio**, go into the Main Menu of the tool box > Customize > Colors. You will see a choice of 8, 16 or 24.



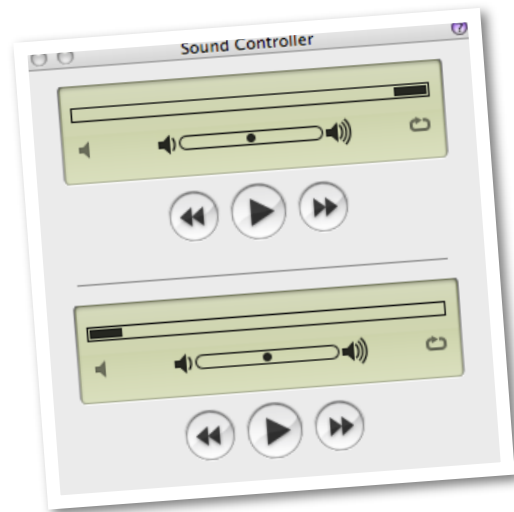
In **Activinspire**, go into the Activinspire preferences and click on the "Layout" tab. To the right of "Main toolbox" click the pop up choices for numbers of colors (8, 16 or 24).

The Pesky Sound Controller

By default, every time a sound is played in either Activstudio or Activinspire a “Sound Controller” window opens. This window then needs to be closed to get it out of the way as you continue working. A bit of a pain.... Here’s how to keep that pesky Sound Controller from popping up:

Activstudio: Go into the Activstudio preferences. Click on “Linked File Hosting” and uncheck the box for “Show Sound Controller.”

Activinspire: Go into the Activinspire preferences. Select the “Settings” tab. Click on “Multimedia” and uncheck the box for “Show Sound Controller.”

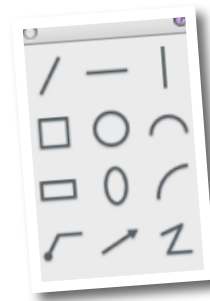


Activstudio Sound Controller

Awesome Lines & Shapes...

It’s helpful to be able to quickly draw a perfectly horizontal or vertical line, or to create a perfect square or circle. It’s easy enough to do in Activstudio. Right-clicking (or Control-clicking on a Mac) on the pencil tool brings up the “Pen Modifier Toolbox.” This little window allows you to choose a number of lines and shapes to draw on your flipchart pages.

For similar capabilities in Activinspire, select the “Shape” tool in the main tool box!

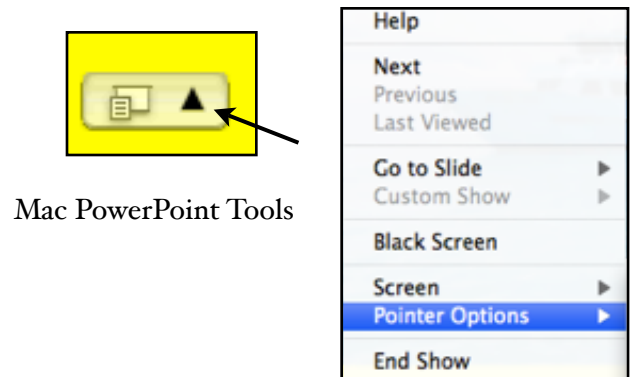
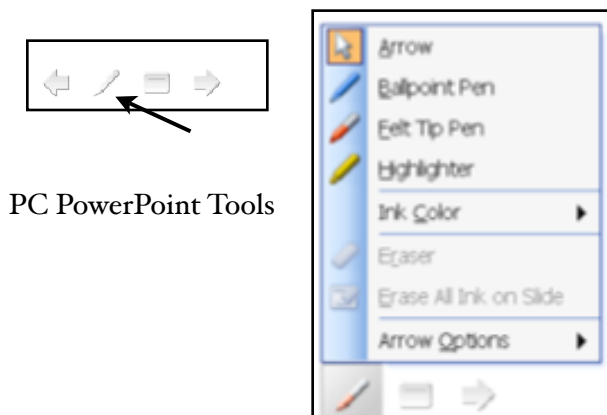


Activstudio “Pen Modifier Toolbox”

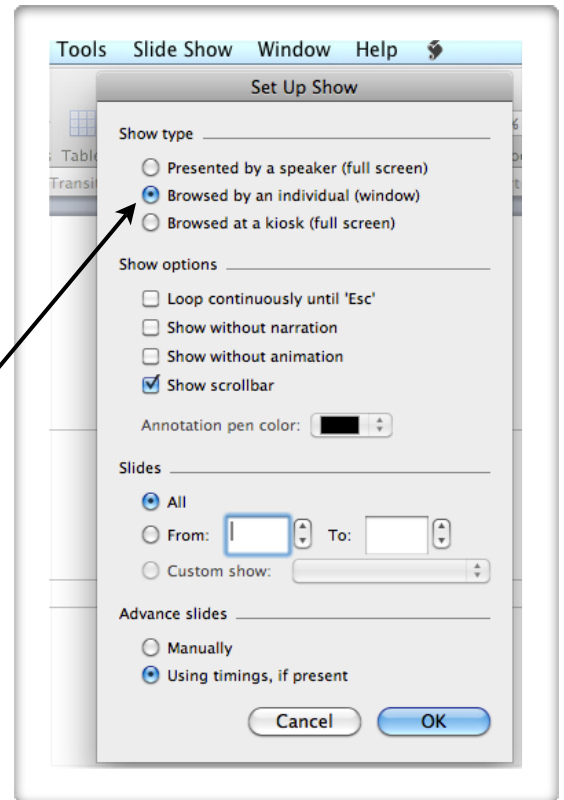
Using Annotation Tools with PowerPoint Presentations



Using Promethean software tools (e.g. pencil, highlighter) with PowerPoint presentations has been a bit troublesome for many teachers. (See a solution for this below!) However, you might not realize that there are annotation tools built right into PowerPoint software. While in full screen presentation mode, you'll find a small tool box in the lower left-hand corner. On a PC, click on the pen icon in this box and choose which type of pen or highlighter you'd like to use. On a Mac, click on the up-arrow and select Pointer Options. Of course, you can use your Promethean board in conjunction with these built-in annotation tools!

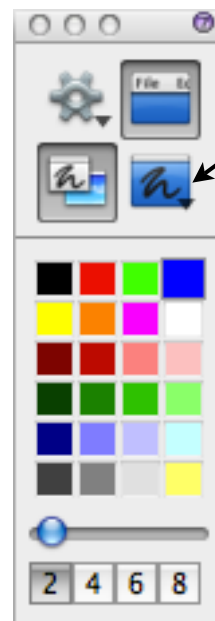


Would you still rather use the Promethean tools with your PowerPoint presentations? Here's a way to do so. By default, PowerPoint presentations are viewed in the "full screen" mode. In this mode, the Promethean tools are not available. However, you can customize how a PowerPoint presentation is viewed to avoid this issue. Under "Slide Show" in the PowerPoint menu bar, choose "Set Up Show." Under "Show type" note that "full screen" has been selected. Choose "window" as an alternative. Once chosen, your PowerPoint presentation will now be viewed in a separate window allowing you to also use Promethean software tools to enhance your instruction!



Using Promethean Tools in Conjunction With Other Resources

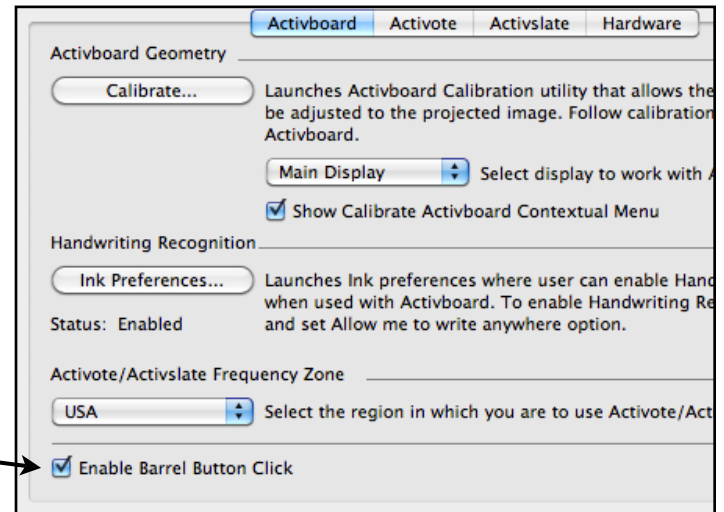
It's often very helpful to use the Promethean annotation tools (e.g. pencil, highlighter) in conjunction with other resources, such as Word documents, websites, etc. This can be easily accomplished using the "Desktop Overlay" (Activestudio) or "Desktop Annotate" (Activinspire) feature. These features basically create a transparent flipchart page over your desktop. This allows you to utilize your annotation tools, but it also still allows you to interact with the underlying document or software. For example, if you are viewing a website, the pencil tool can be used to annotate over it. Then, if you would like to click on a link on the web page, you can simply switch to the "Marquee" (arrow) tool and click on it. For more on this topic, check out video tutorial (#7) at: <http://wiki.nisk.k12.ny.us/groups/activboardtutorials/wiki/o4dao/Tutorials.html>



Activstudio "Desktop Overlay" Activinspire "Desktop Annotate"

Promethean Pen “Barrel Button” Issue on Some Macs

The “barrel button” on Promethean pens is designed to act as a Control-Click on a Mac (Right-Click on a PC). If you find that this button is not functioning properly on your Mac, there’s a simple fix. Go into your computer’s System Preferences and choose the “Activboard” preference. Be sure that the “Activboard” tab is chosen at the top of the window. Check the “Enable Barrel Button Click” box. Done!



The Helpful Projector “Freeze” Feature



Several teachers have asked whether it’s possible to project one image for their students to view, while they continue to work on another activity on their computer at the same time (e.g. submit attendance to PowerSchool, prepare the next question to pose to the class, etc.). The answer is “YES”, and this can be accomplished a couple of ways. The easiest of these is to use the “Freeze” command available on the remote control of most of our LCD projectors. When activated, this command will freeze whatever image is currently being projected onto the screen/board. Teachers can then continue working on their computers without that activity being projected.

One more note about projectors.... Please don’t forget to turn yours off when it’s not in use, and especially at the end of the school day!