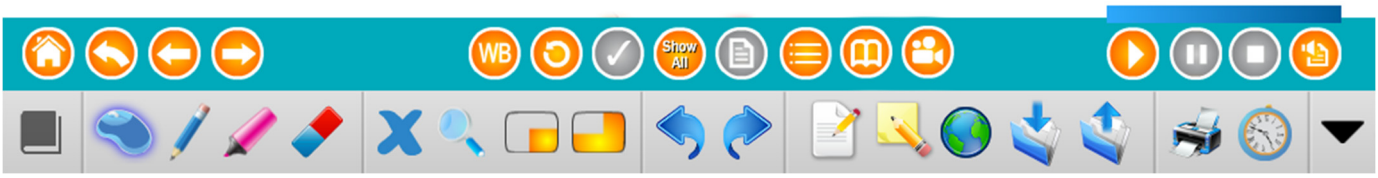
1. The control panel

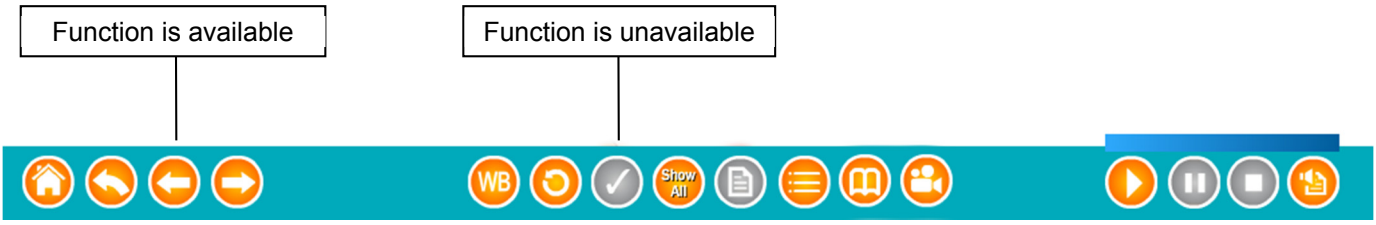
At the bottom of your interactive whiteboard - tablet - mobile (android & ios), you will find the application control panel.



The control panel is divided into two major categories of tools: **the application tools** (the upper strip of tools against the light-blue background) and **the whiteboard - tablet - mobile (android & ios) tools** (the lower strip of tools against the grey background).

The application tools

The application tools will help you navigate through lessons and activities, show or hide answers to exercises, view videos, control audio, etc. Some of them (such as the Home button that lets you return to the main menu) are available most of the time. Others, such as the Show Audioscript or Show Text buttons, become available only in certain activities. Inactive buttons show greyed-out.



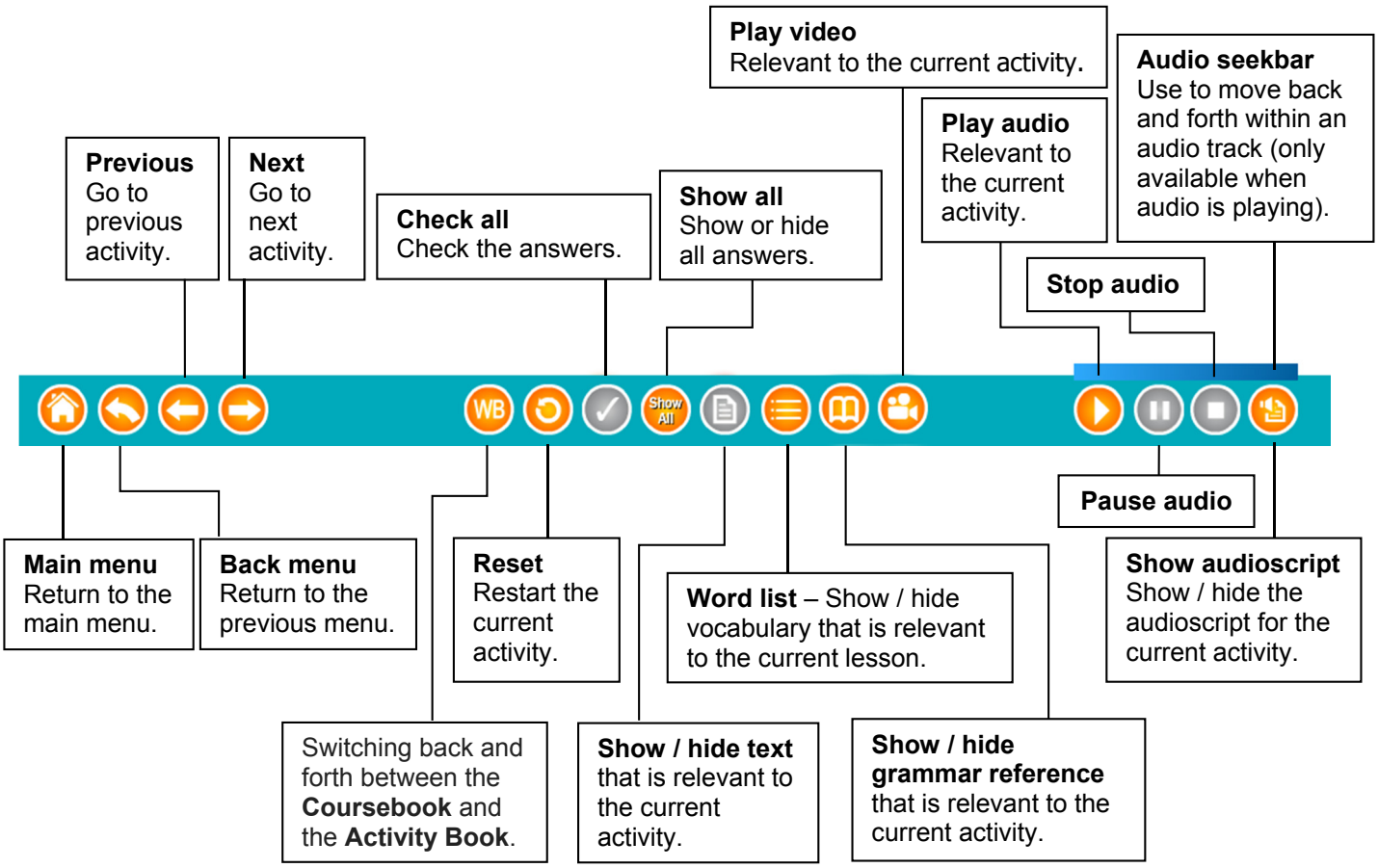
You can see what each button does by hovering your mouse pointer over the icon. Without clicking, a helpful tooltip like the one below will appear.



The whiteboard - tablet - mobile (android & ios) tools

The whiteboard - tablet - mobile (android & ios) tools offer several functions (pen, marker, magnifying glass, etc.) and are independent of the standard tools of your interactive whiteboard - tablet - mobile (android & ios), which means that this software is compatible with all interactive whiteboards - tablets - mobiles (android & ios) on the market.

Functions of the application tools



Functions of the whiteboard - tablet - mobile (android & ios) tools

The whiteboard - tablet - mobile (android & ios) tools are always available, and therefore may be used to create notes and perform other tasks on the application pages. Here follow detailed descriptions of the buttons.



1. Notes exist / No notes

This button shows if you have created customisations for a page. These may be annotations on the page, in which case you see them as soon as you navigate to that page, or additional pages that you have created to go with that activity. They will be available through the customise page function (see number 11 below).

If no customisations are saved, this book is closed.



If there are customisations, the book is open.

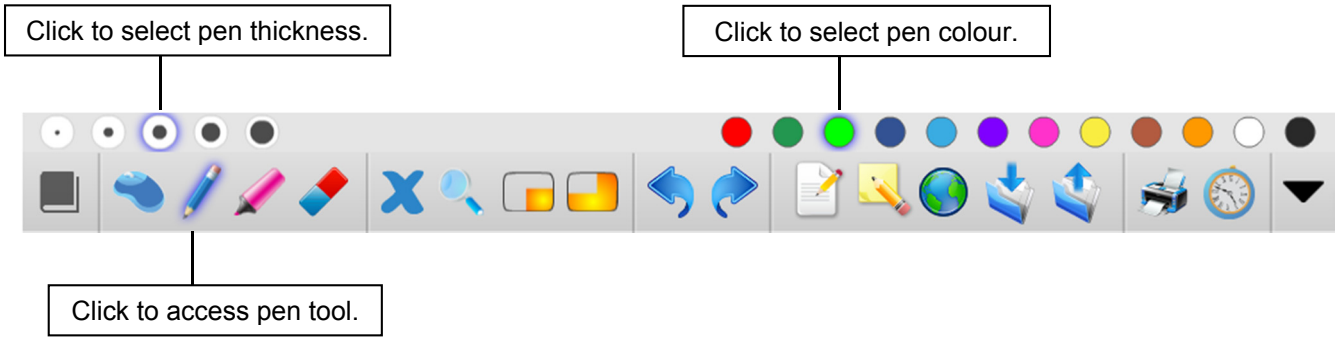


2. Back to mouse mode

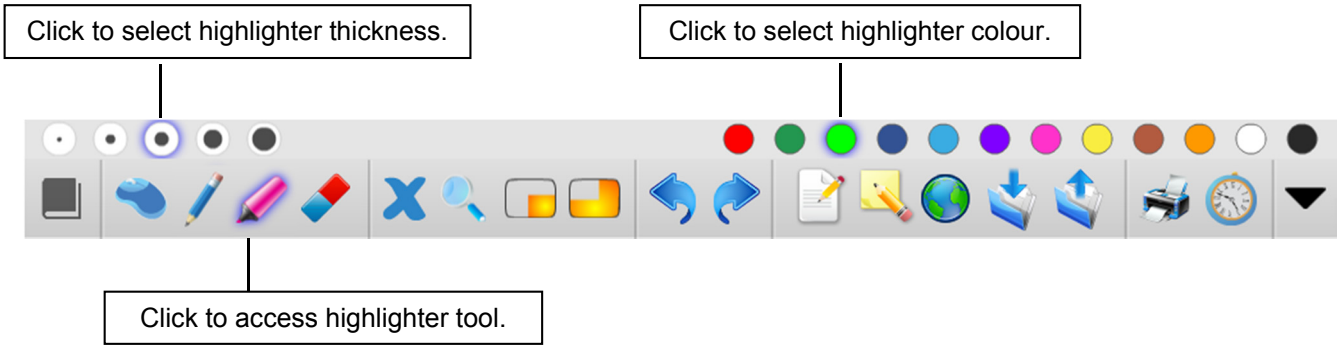
Use this button to regain control of the main application tools (back, forward, reset etc.) as well as the functionalities within each activity.



3. Pen, pen thickness & pen colour



4. Highlighter, highlighter thickness & highlighter colour



5. Eraser



6. Delete notes

Click to clear all notes on the current page.



7. Magnifying glass

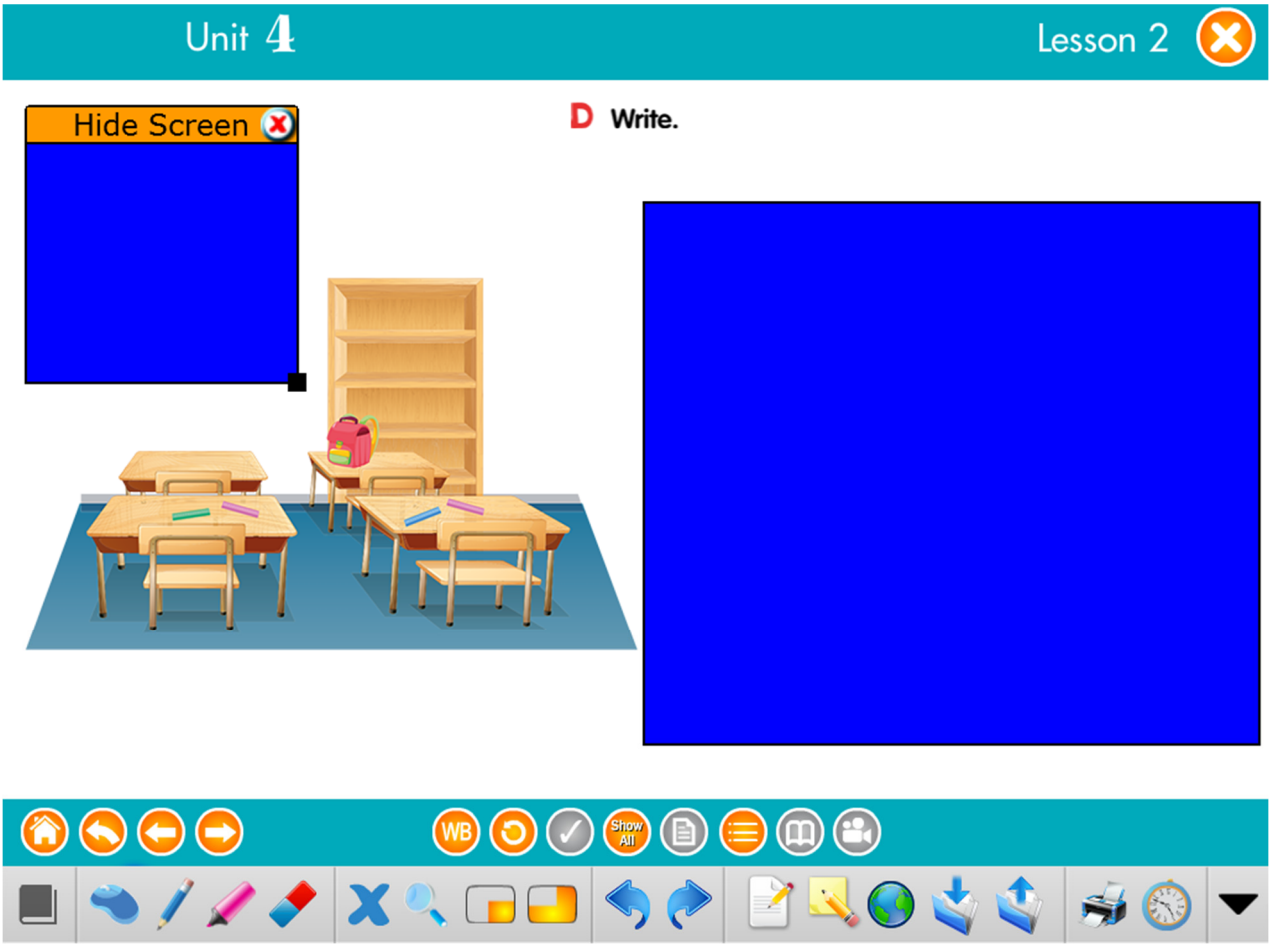
Click on the button to activate the function, then click and drag the screen to select the zoom range. Click and drag again to navigate through the zoom range. Click on the button to revert to normal view.



8. Hide / show part of screen

Click on the Hide Screen button to activate the function, then click and drag to create an opaque box. Use the black squares to adjust the size. By repeating the procedure more opaque boxes can be created.





Click on the Show Screen button to activate the function, then click and drag to select visible section. Use the black squares to adjust the size.





9. Undo / redo

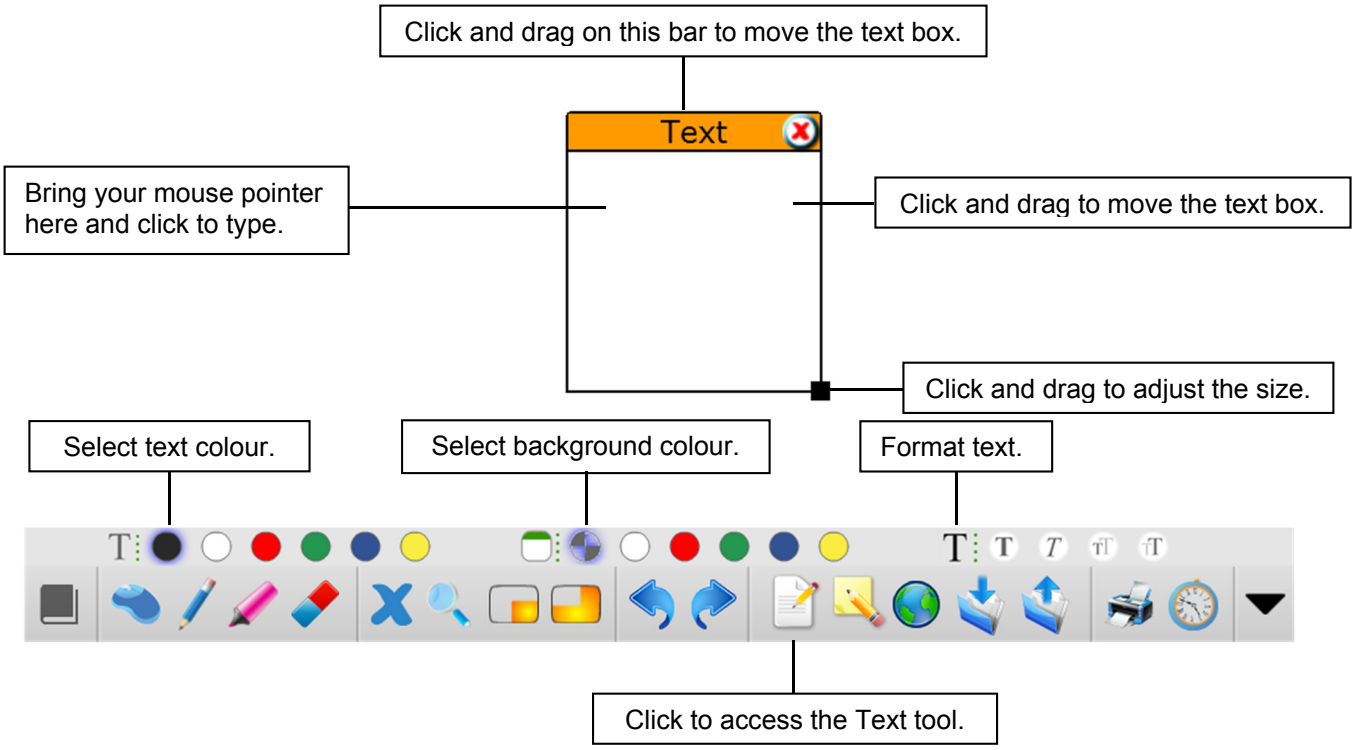
Click to undo last action.



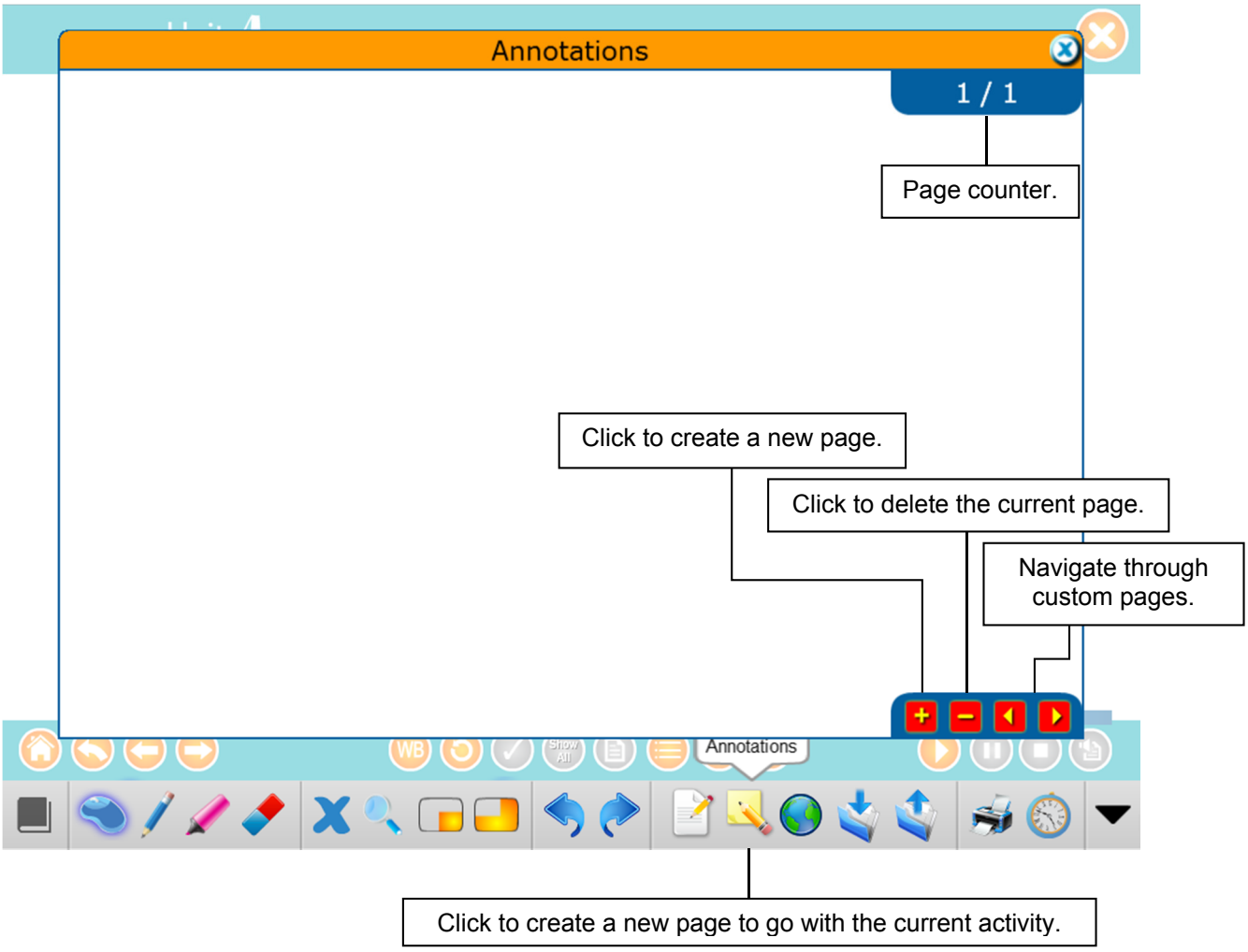
Click to redo last undone action.



10. Text box



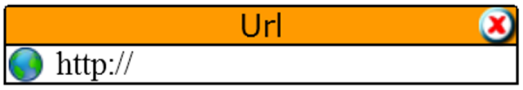
11. Customise page



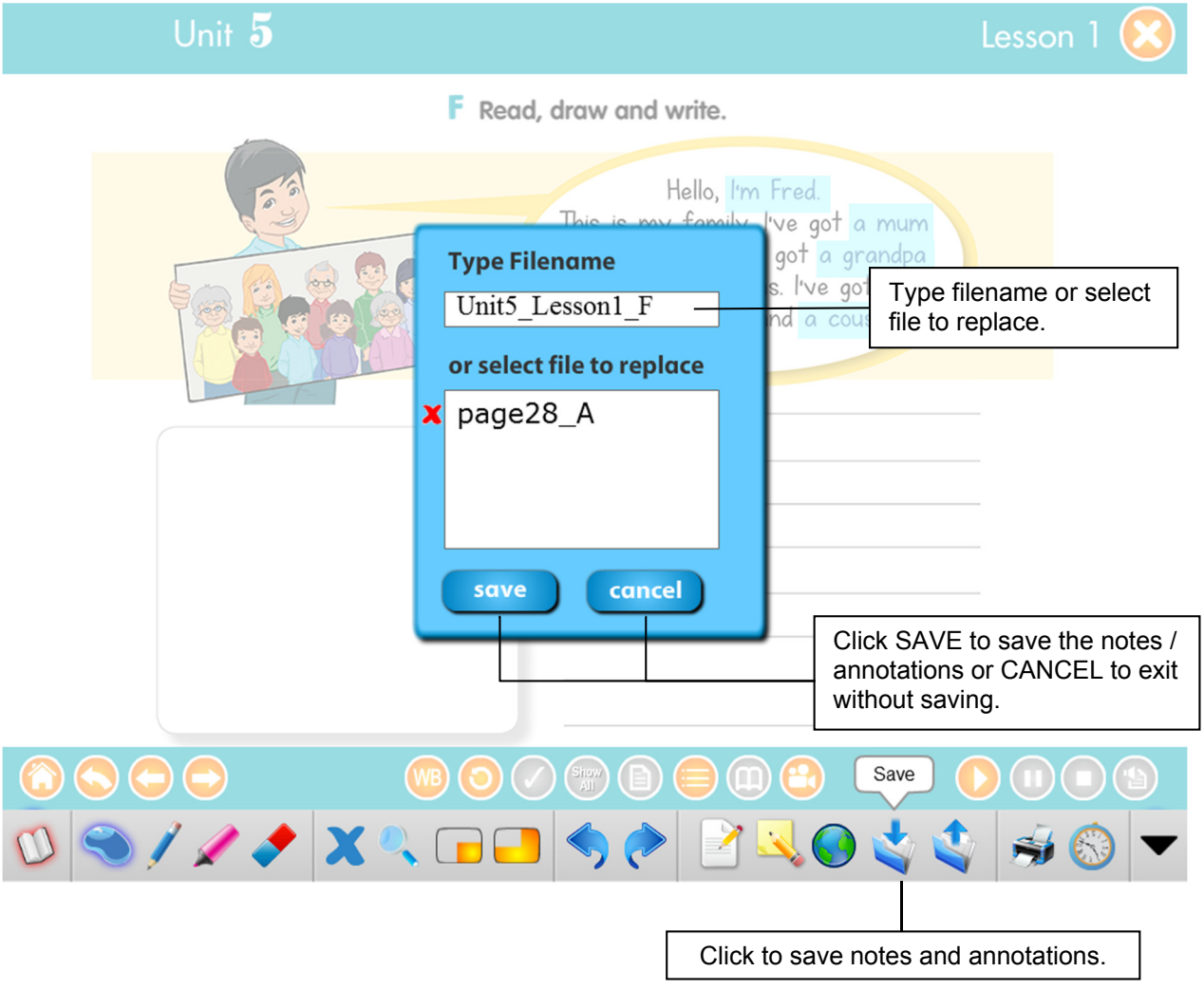
12. Internet address

Click to access the Url tool then click on the screen to open a Url box. Enter the Url and click on the globe. Click on the screen (outside of the Url box) to close the window.

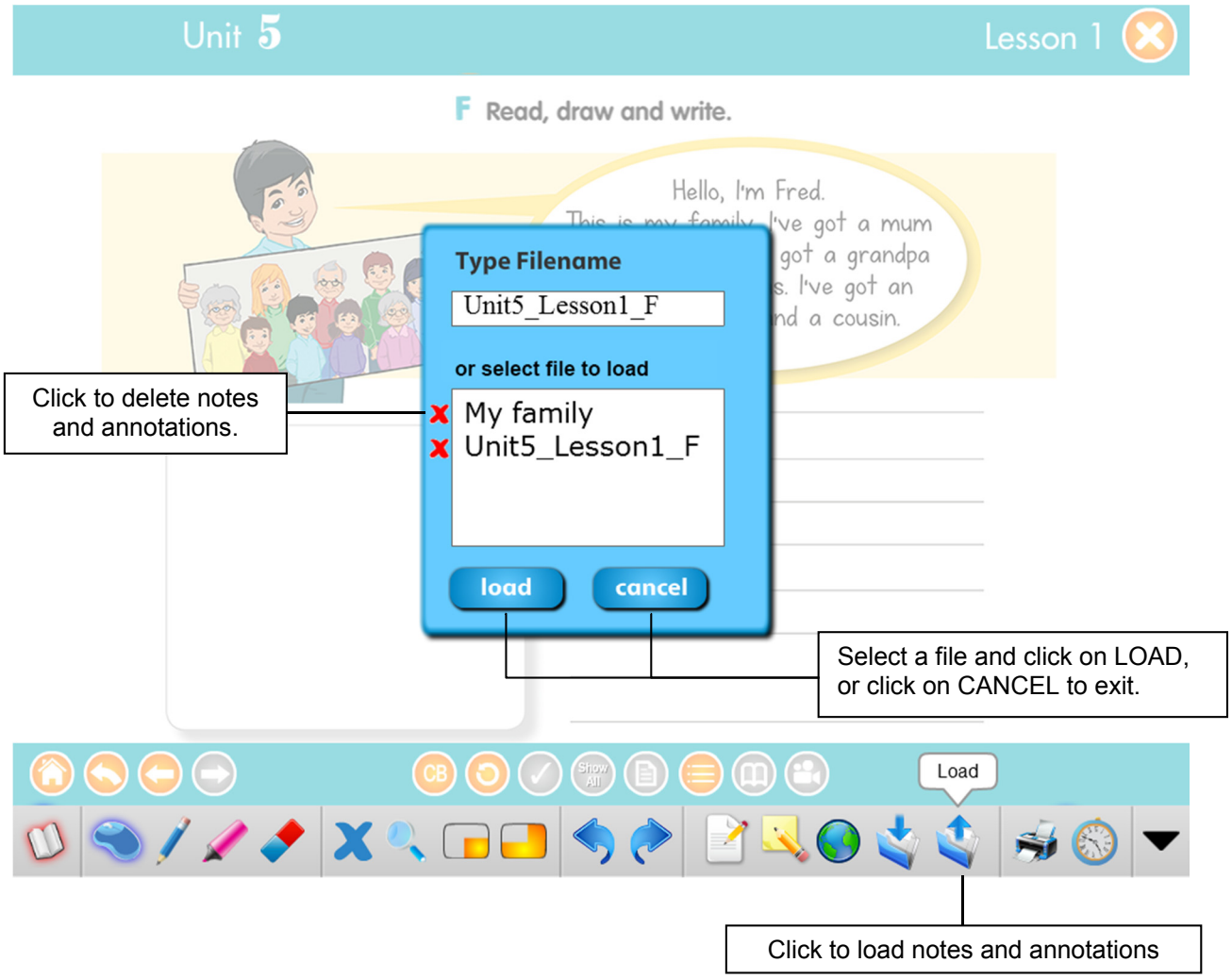




13. Save notes / annotations



14. Load notes / annotations



15. Print

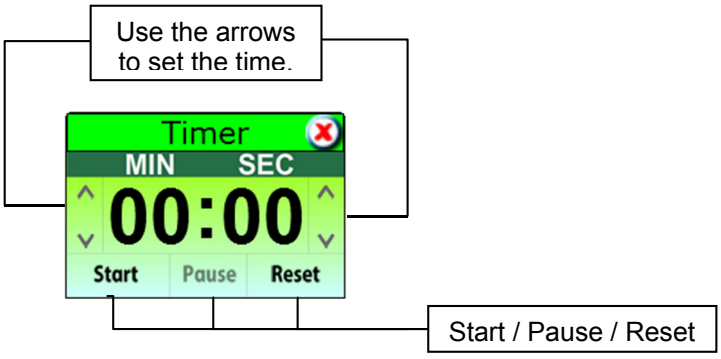
Click to print current display.



16. Timer

Click to access timer.





17. Hide toolbar

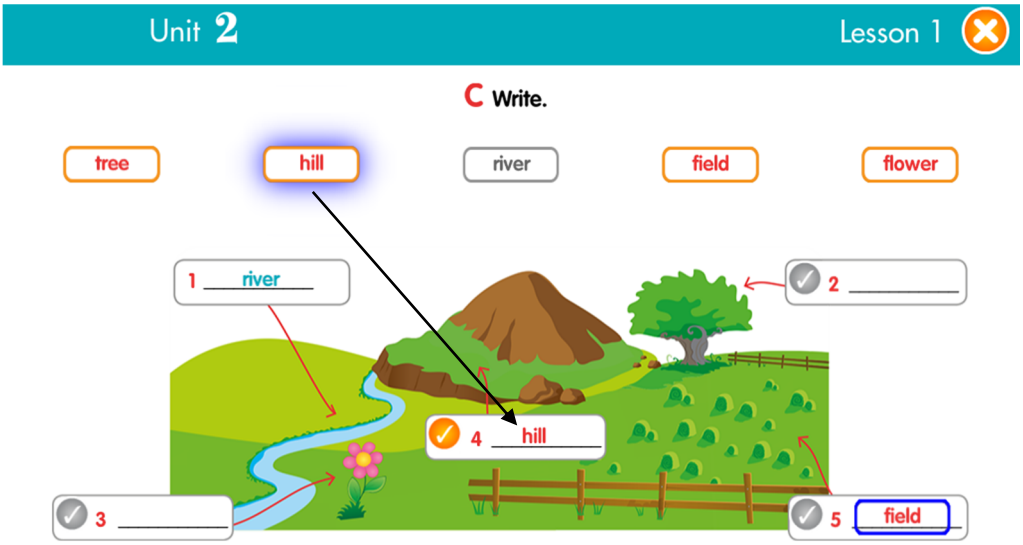
Use this button to hide the toolbar.



When the toolbar is hidden, the button changes to  and moves to the middle of the screen. Click on it to make the toolbar reappear.

2. Main types of activities and functionalities within

Drag and drop





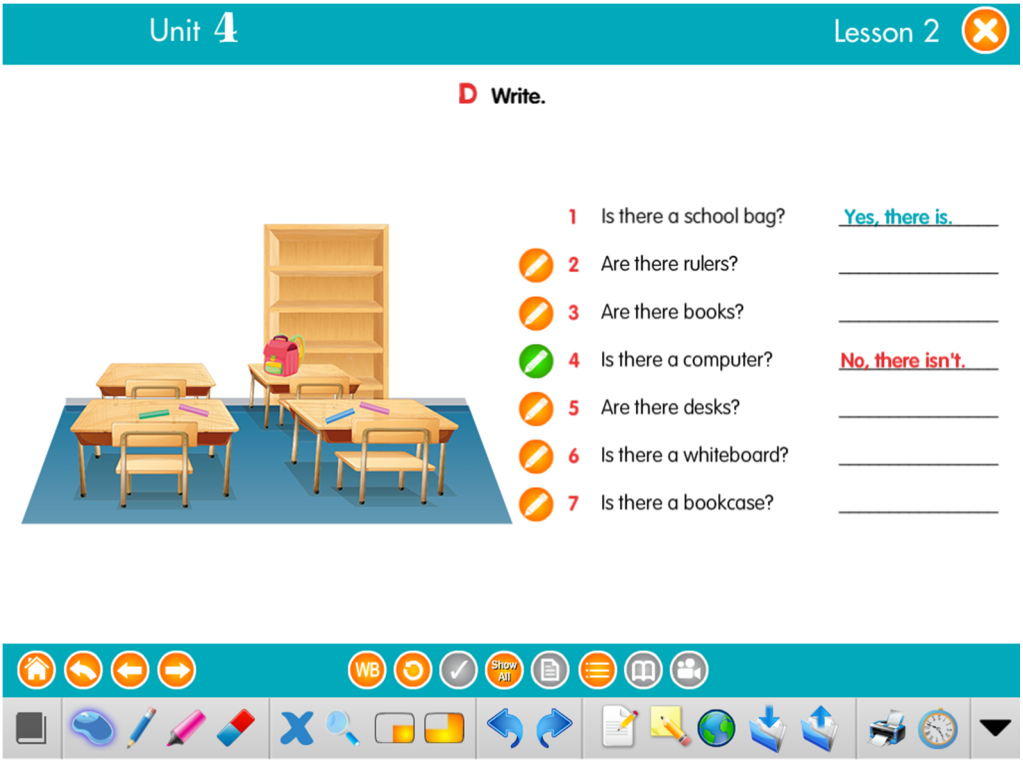
• You can see an answer by clicking on the individual check button . Click on it again to hide the answer.

• Click on a lozenge to select the item and then click on the correct position to place it.

• Use the individual check button to check if your answer is correct or incorrect .

• If you want to change the answer you have given, click on it (the answer is now in a blue circle) and then click on the white margin. The individual check button is now deactivated. It is not possible to change an answer if the individual check button has been used.

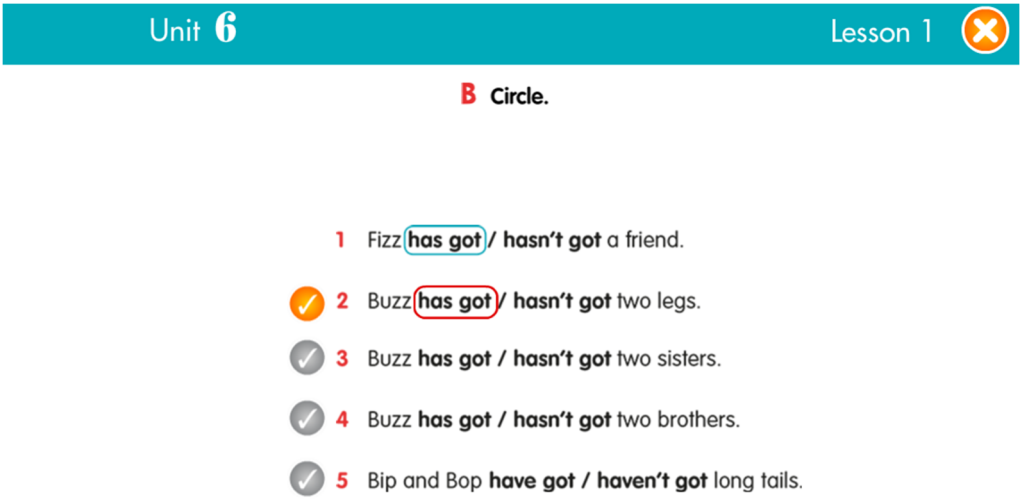
Show answer key (usually in writing activities)



• Click on a pencil icon to show an answer.

• Click on the Show All button to show all answers with one click.

Multiple Choice

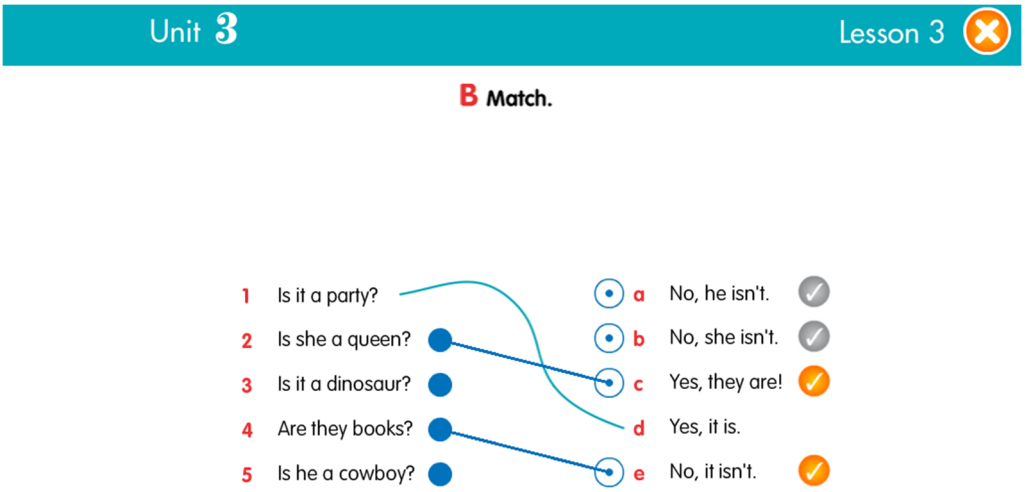




• You can show an answer by clicking on the individual check button . Click on it again to hide the answer.

• Click on an option to circle it. Use the individual check button to check if your answer is correct or incorrect .

Match





• Click on the blue dot and then click on the blue circle to draw a line and match items. Click on the blue circle and then on the line to delete the line and undo the matching. Use the individual check button to check if your answer is correct or incorrect .

Karaoke



• Click on the Play button to hear the audio of the activity.
• Click on the screen and drag up or down to scroll. Scrolling is enabled when the audio player is off.
• Click on each speech bubble in a story or line in a text or song to play only that part of the audio.