

ActivInspire Tool Guide

		Toolbox Options/ Roll up/ Pin Toolbox	
Main Menu		Switch Profile	
Desktop Annotate		Desktop Tools	
Previous Page		Next page	
Start/Stop Flipchart Vote		Express Poll	
		Pen Color/ Rt click to change	
Pen Size		Pen Width Slider	
Select		Tools	
Pen		Highlighter	
Eraser		Fill	
Shapes		Connector	
Page Browser		Resource Browser	
Clear		Reset Page	
Undo Clear Objects		Redo	

At The Board

Authoring

Languages

Mathematics

Media

Main Menu Information

The screenshot shows the Main Menu with the following items and their keyboard shortcuts:

- New Flipchart (Ctrl+N)
- New
- Open... (Ctrl+O)
- Open Recent
- Close Flipchart (Ctrl+W)
- Save (Ctrl+S)
- Save As...
- Summary...
- Publish...
- Submit Flipcharts to Promethean Planet
- Import
- Print... (Ctrl+Shift+P)
- Settings...
- Exit

The **File** menu is open, showing:

- File
- Edit
- View**
- Fullscreen (F5)
- Flipcharts
- Next Page (PgDown)
- Previous Page (PgUp)
- Page Zoom (Ctrl+Shift+Z)
- Browsers (Ctrl+B)
- Menubar
- Document tabs
- Flipchart trashcan
- Dashboard (F11)
- Sound Controller
- Customize... (Ctrl+U)

The **View** menu is open, showing:

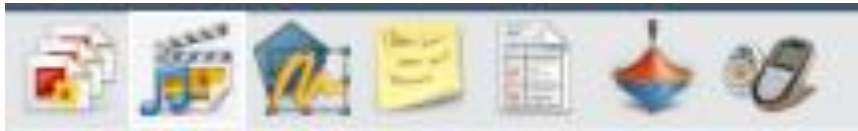
- File
- Edit
- View
- Insert
- Tools
- Contents... (F1)
- Promethean Website
- Promethean Planet (F12)
- Check for updates...
- About

The **Help** menu is open, showing:

- File
- Edit
- View
- Insert
- Tools
- Contents... (F1)
- Promethean Website
- Promethean Planet (F12)
- Check for updates...
- About

Browsers

Main Menu > View > Browsers



Page Browser
Resource Browser
Object Browser
Notes Browser
Property Browser
Action Browser
Voting Browser

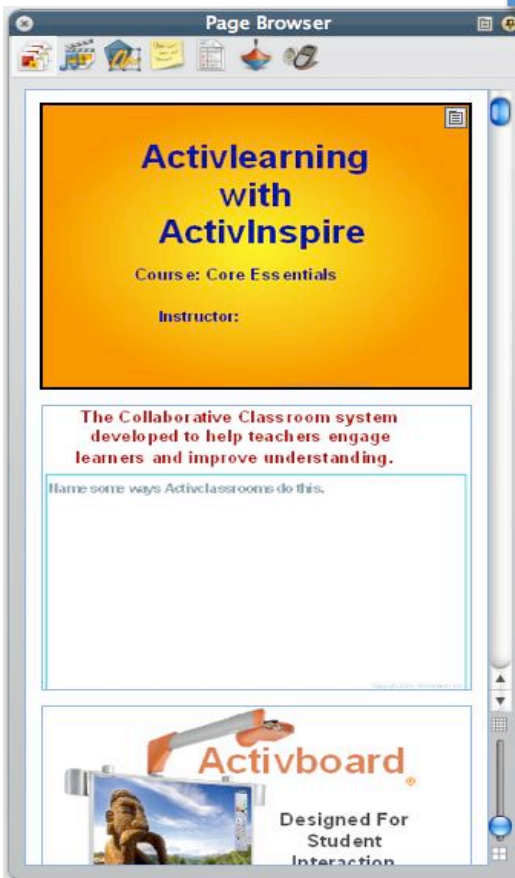
Resource Browser



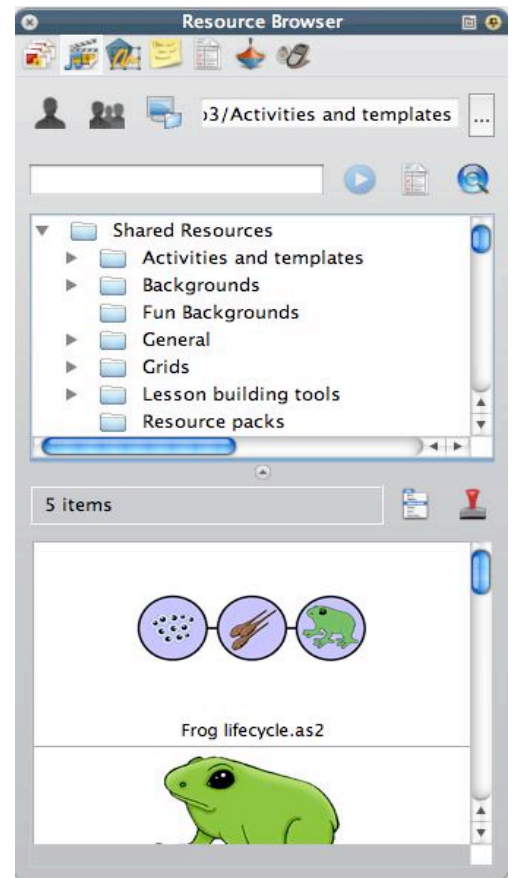
My Resources
Shared Resources
Other Resource Folder
Search
Start Search
Search Options
Search resources on Planet
Locate Another Folder

Page Browser

Pin Toolbox

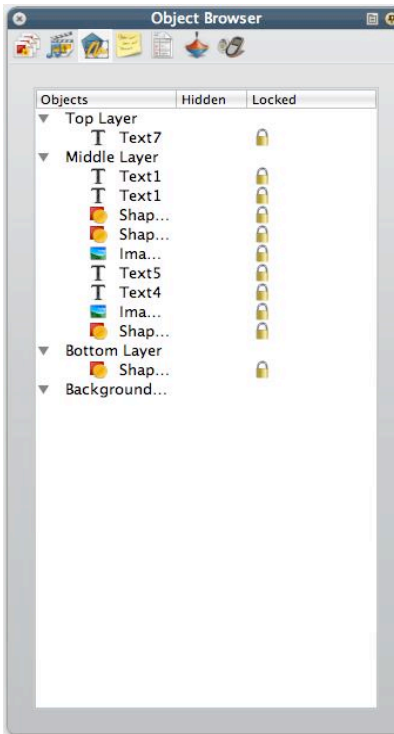


The Page Browser lets you view and rearrange your flipchart pages by dragging and dropping them directly within the Browser. You can also drag pages from the Page Browser and drop them on any flipchart tab to copy pages between open flipcharts.



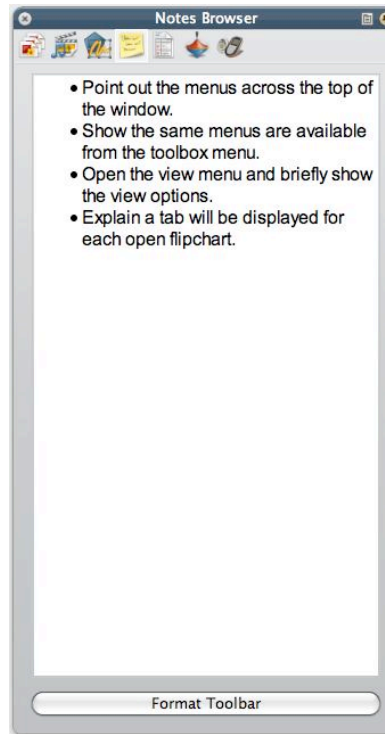
The Resource Browser is where you will find thousands of ready-made resources to incorporate into your flipcharts. Here is where all your shared activities, templates, backgrounds, grids, sounds, and images are stored. This is also a place where your personal resources can be stored.

Object Browser



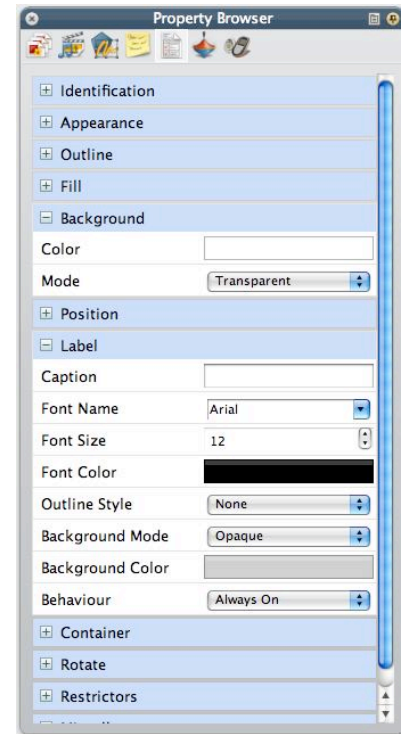
The Object Browser provides an object tree view, giving a more structured approach to viewing and manipulating all objects on the page. Here you can quickly view and alter the order, layer, visibility and lock states of one or more page objects.

Notes Browser

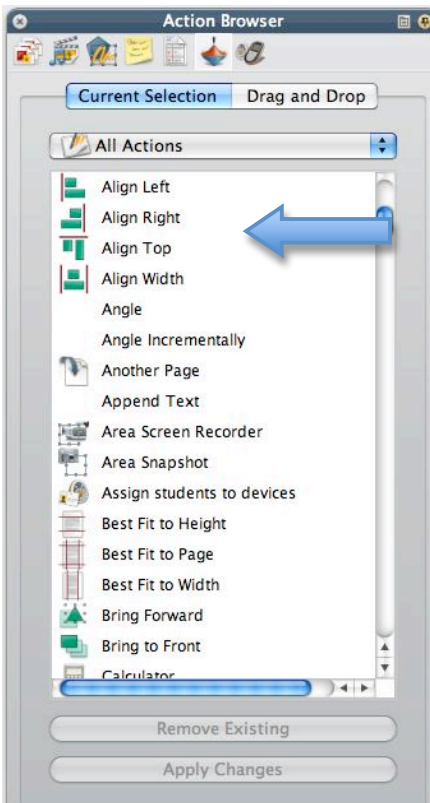


Notes Browser allows teachers to write notes about their pages. When using flipcharts from Promethean Planet it is good to check the page notes in order to know what to do on each page.

Property Browser



The Property Browser provides you with a more conventional grid list for modifying single or grouped object properties. Properties are arranged in convenient groups including: Appearance, Location, Container and Restrictor properties.



In the Action Browser each action has an icon representation and the actions can be easily applied to one or more objects on the page. Here you will also find a selection of pre-made action objects that can be dragged directly onto the page.

The Voting Browser allows easy access to registering, assigning and enabling your ActiVote and ActiExpression devices. Also includes registration of your ActiSlate devices.



