



# OneScreen Interactive Whiteboard

Interactive whiteboard and annotation software

Training Manual

# LEVEL 2

# OneScreen Interactive Whiteboard

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## Multi-Pen

The screenshot displays the OneScreen Interactive Whiteboard and Annotation Software interface. The title bar reads "OneScreen Interactive Whiteboard and Annotation Software [untitled]". The menu bar includes "File", "Edit", "View", "Tools", "Insert", "Topic", "Conference", "Settings", and "Help". On the left, a vertical toolbar contains various drawing and editing tools, with a "MENU" button at the bottom. The main workspace shows the word "Onescreen" written in blue cursive, underlined with two horizontal lines. Below it are three curved lines. To the right, the word "Annotation" is written in blue cursive. In the top right corner, there is a status bar with a red pen icon, a blue eraser icon, and the text "1 / 1". On the right side, a vertical sidebar contains buttons for "Document", "Gallery", "Properties", "View", and "Conference". At the bottom left, a small icon of two pens is next to a green callout box containing the text: "Multi-Pen allows for multiple simultaneous inputs (annotation function only).". The Windows taskbar is visible at the bottom, showing icons for the Start menu, Internet Explorer, File Explorer, OneDrive, Chrome, and OneNote. The system tray in the bottom right corner shows the date and time as "11:35 PM 9/30/2016".

## Multi-Input

The screenshot displays the OneScreen Interactive Whiteboard and Annotation Software interface. The window title is "OneScreen Interactive Whiteboard and Annotation Software [untitled]". The whiteboard is divided into three vertical columns. The left column contains the word "OneScreen" written in black cursive. The middle column contains the word "Annotation" written in blue cursive. The right column contains the word "Software" written in red cursive. In the top right corner of the whiteboard area, there is a small toolbar with a user icon, a document icon, and the text "1 / 1". A green tooltip box is positioned in the lower-left area of the whiteboard, containing the text: "Multi-Input allows up to 3 people to annotate simultaneously. The whiteboard is divided into 2 or 3 input sections. Each user can select a tool or pen color from their section." To the left of this tooltip is a small icon of two people. Another green tooltip box is located in the bottom-left corner of the whiteboard area, containing the text: "Click the icon in the bottom left corner to toggle between 2 and 3 users". The bottom of the screen shows a Windows taskbar with various application icons and a system tray with the date and time "11:38 PM 9/30/2016".





## Gallery Icons

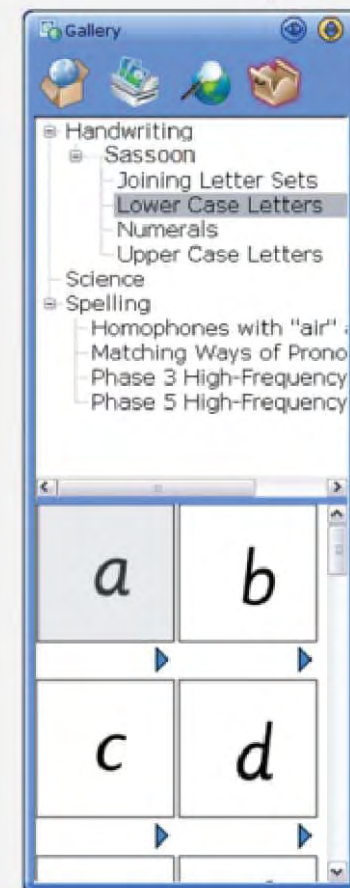
**Favorites / Drives:** Access Favorites, My Documents, My Pictures, Desktop, and any Drives and import objects to Annotation Software



**Web Image Search:** Search the Web directly from Annotation Software. For more details, refer to "Web Image Search" on page 24.



**Toolbox Contents** includes: Handwriting, Science, and Spelling. For detail, refer to "Handwriting /Spelling Toolbox" on page 46.





## Find Gallery Folder

The screenshot displays the OneScreen Interactive Whiteboard and Annotation Software interface. The main window title is "OneScreen Interactive Whiteboard and Annotation Software [untitled]". The menu bar includes File, Edit, View, Tools, Insert, Topic, Conference, Settings, and Help. A vertical toolbar on the left contains various drawing and editing tools. The "Edit" menu is open, showing options such as Undo, Redo, Cut, Copy, Paste, Select All, Duplicate, Delete, Clear, Clear Annotation, Group/Lock, Infinite Clone, Split Text, Find Text..., Find Gallery Folder..., Manage Gallery Favourites, Edit Image..., Paste to All Pages..., Hyperlinks, Align, Resize, Order, Rotate/Flip, and Paste To Office. A "Find Gallery Folder" dialog box is open in the center, featuring a "Keyword:" input field and "Previous", "Find", and "Close" buttons. A callout box with a green background and a white border points to the "Find Gallery Folder" option in the menu, containing the text: "Find Gallery Folder: Type a keyword and click Find andAnnotationSoftware looks into Gallery folders and displays the first folder that contains your keyword (Edit > Find Gallery Folder)." The "Gallery" panel on the right shows a tree view of folders: Backgrounds, Biology, Chemistry, Clip art, Geography, Information Technology, Mathematics (expanded to show 3D shapes, Mathematical tools, Measurement), Music, and Physical education. Below the tree view, a grid of 3D shapes (cubes, cylinders, pyramids) in blue, orange, and green is displayed. The Windows taskbar at the bottom shows the Start button, Internet Explorer, File Explorer, OneNote, and Chrome icons, along with the system tray showing the time as 11:43 PM on 9/30/2016.

## Add to Favourites

The screenshot displays the OneScreen Interactive Whiteboard and Annotation Software interface. The main workspace contains the word "OneScreen" in a colorful, 3D-style font and a purple star with a rainbow outline. A context menu is open over the star, listing options such as Cut, Copy, Duplicate, Delete, Lock, Set Infinite Clone, Edit Hyperlink..., Object Properties, Add to Favourites..., Order, and Rotate/Flip. A green callout box with a white border and black text points to the "Add to Favourites..." option, containing the text: "Select the folder or make a new folder and save and use objects as clipart." To the left, an "Add to Favourites" dialog box is open, showing a dropdown menu with "Favourites" selected and "OK" and "Cancel" buttons. On the right, a "Gallery" panel is visible, showing a "Favourites" section with a small thumbnail of the "OneScr..." text. The software's menu bar includes File, Edit, View, Tools, Insert, Topic, Conference, Settings, and Help. The Windows taskbar at the bottom shows the Start button, Internet Explorer, File Explorer, OneDrive, Chrome, and the OneScreen application icon. The system tray in the bottom right corner shows the date and time as 12:07 AM on 10/1/2016.



## Manage Gallery Favourites

The screenshot displays the OneScreen Interactive Whiteboard and Annotation Software interface. The main window title is "OneScreen Interactive Whiteboard and Annotation Software [untitled]". The menu bar includes File, Edit, View, Tools, Insert, Topic, Conference, Settings, and Help. The 'Edit' menu is open, showing various options such as Undo (Ctrl+Z), Redo (Ctrl+Y), Cut (Ctrl+X), Copy (Ctrl+C), Paste (Ctrl+V), Select All (Ctrl+A), Duplicate, Delete (Del), Clear, Clear Annotation, Group/Lock, Infinite Clone, Split Text, Find Text..., Find Gallery Folder..., Manage Gallery Favourites, Edit Image..., Paste to All Pages..., Hyperlinks, Align, Resize, Order, Rotate/Flip, and Paste To Office. A callout box with a green background and black text points to the 'Manage Gallery Favourites' menu item, containing the text: "Manage Gallery Favorites: Edit > Manage Gallery Favorites".

The interface also features a toolbar with various drawing and editing tools, a 'Gallery' panel on the right with a 'Favourites' section, and a taskbar at the bottom with icons for Windows, Internet Explorer, File Explorer, OneDrive, Google Chrome, OneScreen, and Paint. The system tray shows the time as 12:08 AM on 10/1/2016.

## Web Image Search

The screenshot displays the OneScreen Interactive Whiteboard software interface. At the top, the title bar reads "OneScreen Interactive Whiteboard and Annotation Software [untitled]". Below it is a menu bar with options: File, Edit, View, Tools, Insert, Topic, Conference, Settings, Help.

A green callout box on the left contains the following text: **Web Image Search:** Gallery Tab > Web Image Search. Type the keyword into the search box. As you type, Google suggestions will appear. Web image search results are displayed (including image size). These images can be used and managed like Annotation Software clipart.

The main workspace shows a search interface with a search box containing the keyword "claryicon". Below the search box are navigation buttons (1-5) and a "MENU" button. A search result is displayed as a clipart image of a man in a blue shirt pointing at a screen, which is currently selected and has a bounding box around it.

On the right side, there is a "Gallery" panel. It shows a search bar with "claryicon" and a grid of image results. Each result includes a thumbnail and its dimensions. The results include:

- 250 x 187
- 642 x 336
- 450 x 317
- 569 x 427
- 330 x 200
- 250 x 416
- 600 x 270
- 400 x 400
- 1402 x 1052
- 480 x 360
- 600 x 600
- 1850 x 2350
- 300 x 300
- 800 x 600
- 300 x 199

The bottom of the screen shows a Windows taskbar with various application icons and a system tray displaying the time as 12:10 AM and the date as 10/1/2016.

## Infinite Clone

The screenshot displays the OneScreen Interactive Whiteboard and Annotation Software interface. The main workspace shows a football player in a starting crouch, which has been cloned multiple times into a horizontal line. A green callout box provides instructions on how to use the Infinite Clone feature. The Properties panel on the right is open to the Object Properties tab, where the 'Infinite Clone' checkbox is checked. A green arrow points from this checkbox to the cloned objects. The software includes a menu bar at the top, a toolbar on the left, and a sidebar on the right with buttons for Document, Gallery, Properties, View, and Conference.

OneScreen Interactive Whiteboard and Annotation Software [untitled]

File Edit View Tools Insert Topic Conference Settings Help

With **Infinite Clone** you can duplicate an object as many times as you want.

1. Select the object
2. Open Properties tab and check "Infinite Clone"
3. Drag and drop the object to clone

Properties

Tool Properties

Select Type

Object Properties

Lock

Infinite Clone

Hyperlink

Page Properties

Background Color

Hide Top Layer

Page Expansion

Expand the page automatically

MENU

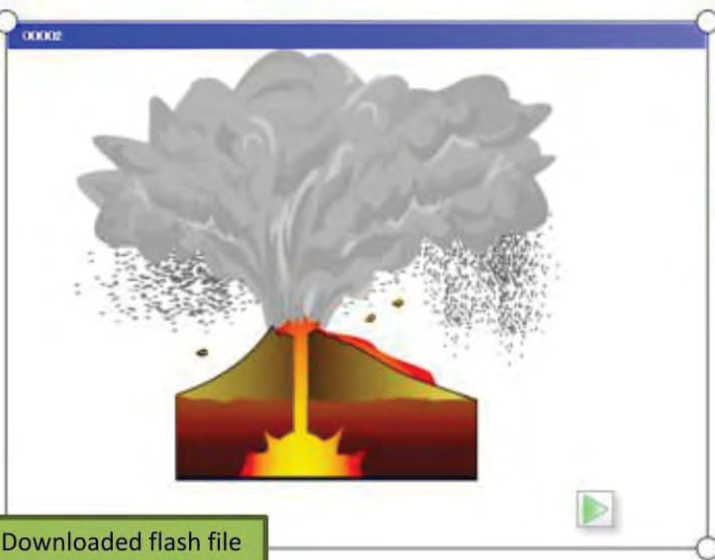


## Flash Learning Objects

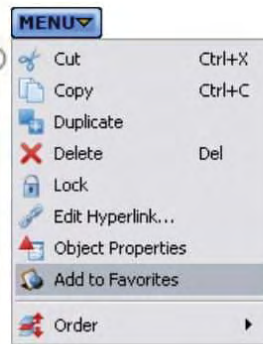


Default file in Clip Art

There are many interactive **Flash Learning Objects** for Math and Science included in AnnotationSoftware's Clipart. You can also use your own flash files as an object, simply drag and drop the file into StarBoard Software.



Downloaded flash file



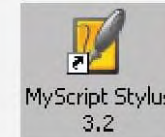
You have the option to save the file as Clip Art: Select the file, Menu > Add to Favorites

## My Script Stylus

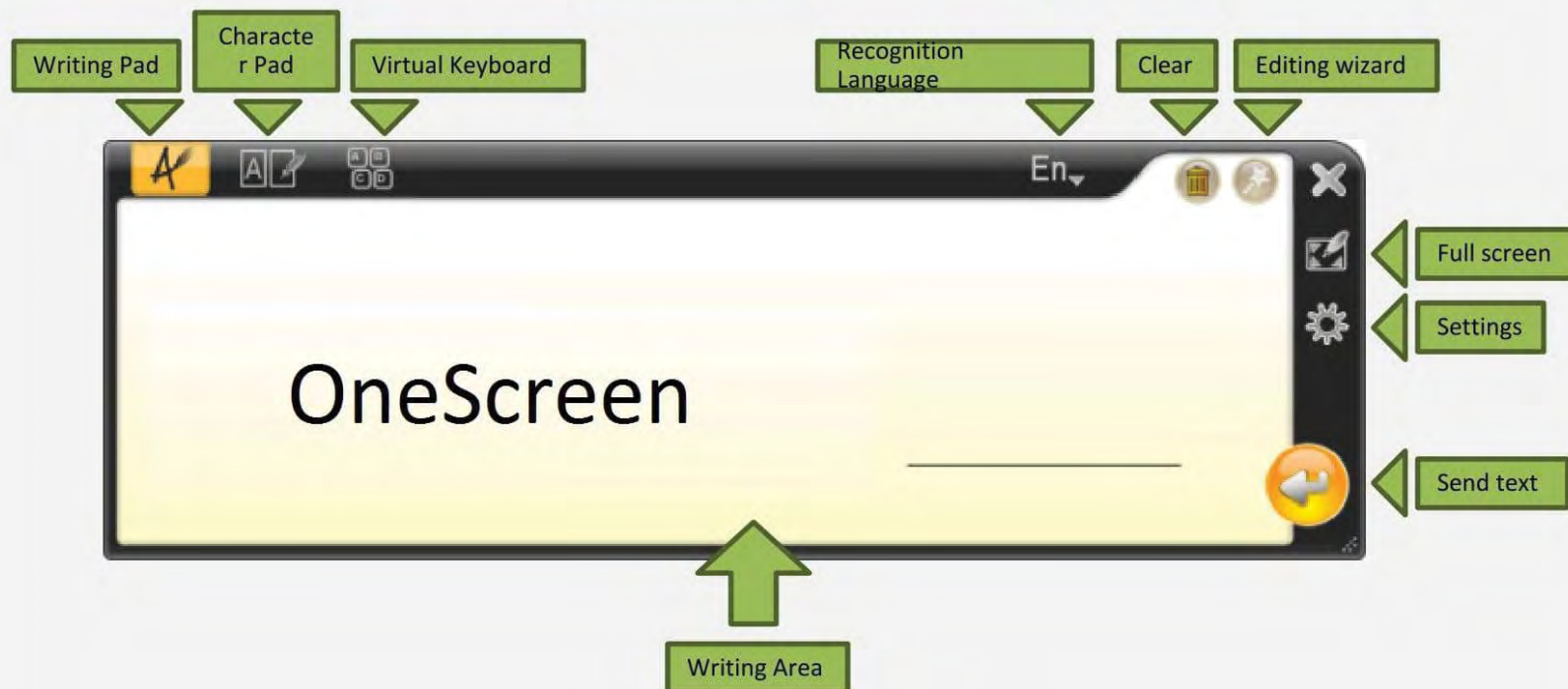
**MyScript Stylus** is a text input tool that you can use with any application. To activate MyScript Stylus, double-click the shortcut on desktop, or Click the icon in the task tray.

1. **Writing pad:** Write in cursive for easy annotation (connected letters can still be detected).
2. **Character pad:** Write character by character (Great for Acronyms, Abbreviations, Emails, etc.)
3. **Virtual keyboard:** Type with normal keyboard

For more details on MyScript Stylus usage, refer to MyScript Stylus help page from Settings.



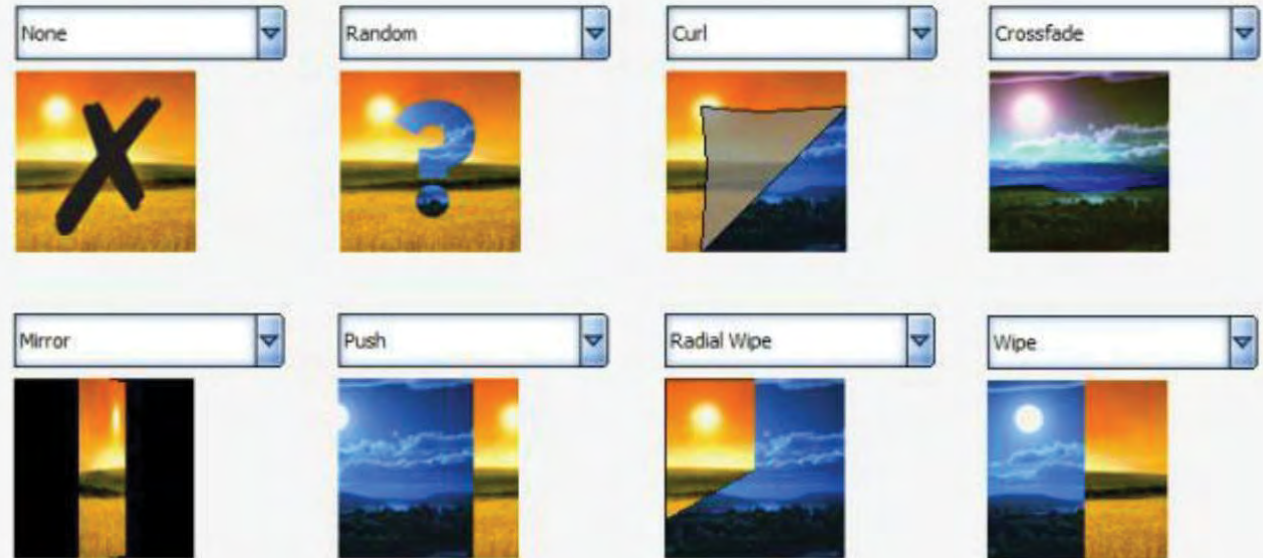
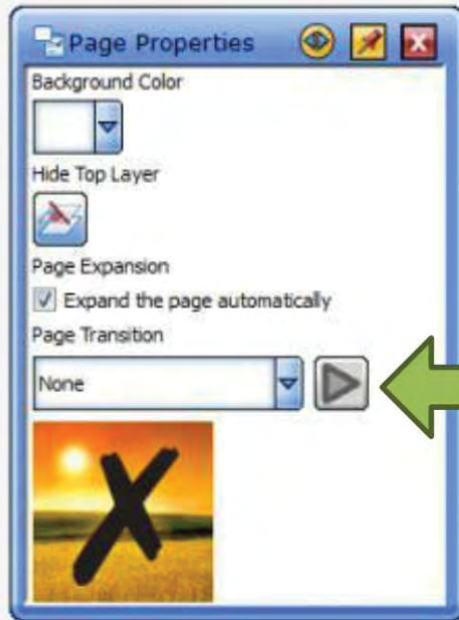
Double-Click this Icon on desktop or click the icon on task tray.



## Page Transition

**Page Transitions** add an animation effect to a page.

**Page Transition Options:**  
None, Random, Curl, Crossfade, Mirror, Push, Radial Wipe, Wipe



To add a **Page Transition** go to:  
Properties Tab > Page Properties



## Math Equation

The screenshot shows the OneScreen Interactive Whiteboard interface. At the top, there is a menu bar with options: File, Edit, View, Tools, Insert, Topic, Conference, Settings, Help. On the right side, there is a toolbar with icons for Document, Gallery, Properties, View, and Conference. In the center, a handwritten equation  $x^2 + \frac{bx}{a} + \left(\frac{b}{2a}\right)^2 = -\frac{c}{a} + \left(\frac{b}{2a}\right)^2$  is displayed within a selection box. A green arrow points down from this equation to a typed version of the same equation below it. To the right of the typed equation, a context menu is open, showing various options. A green arrow points to the 'Convert to Equation' option in this menu. At the bottom left, there is a vertical toolbar with icons for erasing, drawing, and other tools. At the bottom of the screen, there is a row of icons for various whiteboard functions.

**Convert Handwriting to Equation:**

1. Select handwritten equation
2. Press the menu and select "Convert to Equation"

## Arc Component

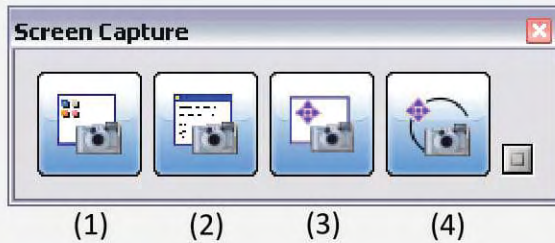
The screenshot displays the OneScreen Interactive Whiteboard software interface. The main workspace shows a green arc being drawn with a compass tool. A red arrow points from the compass tool to the completed arc. Below the arc, a green box contains the following text:

**Arc component** renders radius lines and closes the shape.

1. Draw an arc with the compass (less than 360 degrees)
2. Check "Show Radius Lines" in Properties tab

The software interface includes a menu bar (File, Edit, View, Tools, Insert, Topic, Conference, Settings, Help), a toolbar on the left, and a Properties panel on the right. The Properties panel has two tabs: Tool Properties and Object Properties. The Object Properties tab is active, showing options for Lock, Infinite Clone, Show Radius Line (checked), Hyperlink, Line Color, Line Style, Line Width, and Fill Color. A green callout box points to the "Show Radius Line" checkbox with the text "Show Radius Lines".

## Screen Capture



To access **Screen Capture**, go to:  
Tools > Accessories > Screen Capture

1. Full Screen
2. Window
3. Partial Selection
4. Freehand Selection

Full Screen



Window



Freehand Selection



Partial Selection





## Screen Recording

The screenshot displays the OneScreen Interactive Whiteboard and Annotation Software interface. The main window has a menu bar with options: File, Edit, View, Tools, Insert, Topic, Conference, Settings, and Help. A toolbar on the left contains various drawing and navigation tools. A 'Screen Recorder' window is open, showing a red record button, a pause button, and a stop button. Below these buttons are labels 'Record / Stop' and 'Pause'. A green arrow points from the 'Screen Recorder' window to the 'Screen Recorder Settings' dialog box. The 'Screen Recorder Settings' dialog has the following options:

- Audio:  Enable Audio
- Device: [Dropdown menu]
- Input: [Dropdown menu]
- Set file name after recording
- Open output folder after recording
- Output Folder: [Text field: ...and Settings\Flora\My Documents\StarBoard] [Browse button]
- Recording Quality:
  - High
  - Standard (Expected size of 10 minutes recording)
  - Small (25 MB)

At the bottom of the dialog are 'OK' and 'Cancel' buttons. A green callout box at the bottom right contains the following text:

**Screen Recorder** allows you to record your annotations and voice. To open Screen Recorder: Tools > Accessories > Screen Recorder

You can save recordings as Windows Media Video files (.wmv). Play recordings at any time with any media player that supports wmv file format.

## Topic List

The screenshot displays the OneScreen Interactive Whiteboard and Annotation Software interface. The main window has a menu bar with options: File, Edit, View, Tools, Insert, Topic, Conference, Settings, and Help. A toolbar on the left contains various drawing and navigation tools. The main workspace shows a whiteboard area with a status bar at the top indicating '6 / 6' pages. A green callout box labeled 'Topic List' points to a pull-down menu in the Page List panel on the right. The Page List panel shows thumbnails for pages 1/7, 2/7, and 3/7. A second green callout box explains that selecting a topic from this menu displays thumbnails of each page. The right sidebar includes panels for Document (containing Topic List, Desktop, Whiteboard, and Water files), Page List, Properties, View, and Conference. The Attachments panel at the bottom right lists files like Introduction, Whiteboard, Water files, training, and Introd...101124.

OneScreen Interactive Whiteboard and Annotation Software [untitled]

File Edit View Tools Insert Topic Conference Settings Help

6 / 6

Topic List

Document

- Topic List
- Desktop
- Whiteboard
- Water files

Page List

1/7

2/7

3/7

Introduction

- Whiteboard
- Water files
- training
- Introd...101124

Attachments

SELECTING A TOPIC FROM THE PULL-DOWN MENU IN PAGE LIST DISPLAYS THUMBNAILS OF EACH PAGE. THIS ALLOWS EASY ACCESS TO PAGES BETWEEN TOPICS.

# OneScreen Interactive Whiteboard

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