

TeamBoard

TeamBoard

Suite 1.0:mac

User Guide for Mac OS X

This guide is for use with TeamBoard software for Macintosh.
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Developed for Egan TeamBoard Inc. by Front Runner Publishing Solutions Inc. (www.front-runner.com). These materials written by Christy Jackson and Bernard Aschwanden. Based on materials originally created by Susan-Belle Ferguson.

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Welcome to TeamBoard

This guide is designed to assist you with installing and using the TeamBoard for Macintosh. For the TeamBoard for Windows guide, please call us at 1-800-263-2387 or 1-905-851-2826, or email us at support@teamboard.com.

This document contains:

- A table of contents and alphabetical index in order to locate topics and information quickly and easily.
- Friendly definitions of common computer and TeamBoard-related terms. For more information refer to “Glossary” on page 71.
- A comprehensive list of frequently asked questions for troubleshooting purposes or for interesting information. For more information refer to “Frequently Asked Questions (FAQ)” on page 63.
- Information about the different button functions for various applications. For more information refer to “Using the ActionBar Buttons” on page 56.
- Detailed information on contacting TeamBoard for support. For more information refer to “Contacting TeamBoard Technical Support” on page 2.

We welcome feedback about TeamBoard products and tools. Please feel free to forward any comments or suggestions to us at:

TeamBoard Inc.
300 Hanlan Road
Woodbridge, Ontario
Canada L4L 3P6

Phone us at 1-800-263-2387 or 1-905-851-2826. Fax us at 1-905-851-3426. Visit online at www.teamboard.com or email us at support@teamboard.com.

Happy TeamBoarding!

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1 Getting Help Information for TeamBoard

This section explains how to get help information for TeamBoard. The information is divided into the following topics:

- Types of Help Available
- Accessing Online Help
- Contacting TeamBoard Technical Support

Types of Help Available

This section explains the different types of help available for TeamBoard.

- The Quick Start Guide is a card containing quick reference information. The card can be found in the pull-out on the left side of TeamBoard.
 - Your TeamBoard comes with a printed User Guide. This guide is available in PDF format, and can be found both on the Installation CD included with your TeamBoard, and on the TeamBoard website (www.teamboard.com).
 - The online Help system contains the same information as the User Guide, in an online Help format. This
-

guide may be accessed by selecting the Help menu in any TeamBoard application. For more information refer to “Accessing Online Help” on page 2.

Accessing Online Help

This section explains how to access online Help.

TeamBoard has extensive online Help available so that users can search for answers to their questions. Online help can be accessed by selecting one of the following:

- the Help button on the TeamBoard Dashboard
- the HELP, HELP TOPICS menu in TeamBoard Draw

Contacting TeamBoard Technical Support

This section explains how to contact TeamBoard’s Technical Support.

The following list is designed to help you through some common troubleshooting questions. Before contacting TeamBoard Technical Support, ensure that you go through these questions.

Have you done the following?

- Looked up your question in the User Guide?
 - Looked up your question in the TeamBoard online Help?
-

- Checked that all cable connections are secure? For more information refer to “Installing TeamBoard” on page 9.
- Installed TeamBoard software without any error messages?
- Checked that TeamBoard is “enabled” in the software?
- Calibrated for each of the modes—Whiteboard Calibration, ActionBar Calibration, Interactive Calibration?
- Reviewed the Frequently Asked Questions (FAQ)?

If you are still having problems, please contact TeamBoard Technical Support at the following:

Tel: 1-800-263-2387 or 1-905-851-2826
Monday to Friday, 8:00 AM to 5:30 PM (EST)
Fax: 1-905-851-7991

Email: support@teamboard.com
Website: www.teamboard.com

Egan TeamBoard Inc.
300 Hanlan Road
Woodbridge, ON
Canada L4L 3P6

2 About TeamBoard

This section contains general information about TeamBoard. The information is divided into the following topics:

- What is TeamBoard?
- TeamBoard 5-Year Limited Warranty
- TeamBoard License Agreement

What is TeamBoard?

TeamBoard is an advanced presentation, training and communication tool, effective for use with both immediate and remote audiences. The TeamBoard can be mounted on a wall or on a stand, and also comes in a smaller, portable version.

Used as an electronic whiteboard, TeamBoard enables your computer to capture whatever you write and draw on it. Partnered with a Data Projector, TeamBoard acts as an interactive touch screen. Its dynamic, interactive capabilities allow you to train, teach and make presentations without ever having to return to your computer.

Use the TeamBoard Draw application to capture all notes and drawings created on the TeamBoard. TeamBoard Draw offers a sharp image with “ink-like” lines as a result of its high resolution controller and advanced line-smoothing features. Users also have a variety of pen widths to choose

from. All notes and drawings are automatically backed up by the AutoSave feature at configurable intervals.

TeamBoard's surface becomes an effective touch-sensitive screen when used with your Data Projector. This interactive touch screen transforms your fingertip into a mouse, allowing you to touch icons and display changes while maintaining your audience's attention on you and the TeamBoard at the same time.

For more information refer to "Understanding TeamBoard's Capabilities and Features" on page 31.

TeamBoard 5-Year Limited Warranty

This section explains the purpose of the TeamBoard 5-Year limited warranty.

TeamBoard offers their users extensive assurances to support a long term, ongoing relationship.

Egan TeamBoard Inc. warrants the construction and components of its products for normal and reasonable use for a period of five years. The TeamBoard is backed by quality construction, including a honeycomb core lamination, a patented tension-control system, a patented low-glare drawing surface, and a high-resolution controller tested and proven in industrial environments.

The TeamBoard drawing surface has a 5-year limited warranty, provided that proper care and maintenance have been performed. It is the nature of the drawing surface while using dry-erase markers and the TeamBoard stylus that a white-on-white effect is created. This should be expected, and does not impede the function of the device in any way. Harsh cleaners, permanent markers, paint, low

quality dry-erase markers, and other abuse may damage the surface and void any warranty.

This warranty does not apply to defects resulting from negligence, lack of proper care and maintenance or storage in extreme environments. All decisions of workmanship, failure, misuse, and abuse remain with the manufacturer. Items may only be returned with prepaid shipping, and with the written prior consent of Egan TeamBoard Inc.

No warranties other than those contained herein shall be applied.

TeamBoard License Agreement

This TeamBoard Software is copyright (c) 1999–2002 by Egan TeamBoard Inc. and Touch-Base Ltd.

Egan TeamBoard Inc. authorizes you to make copies of this software for computers being used with the TeamBoard hardware. Additionally, TeamBoard Draw may be distributed freely. Any other duplication must be for the sole purpose of back-up and protecting your investment from loss.

Under no circumstances may you copy this software, documentation or part thereof for the purposes of distribution to others outside the bounds of your license agreement with Egan TeamBoard Inc.

Under no circumstances may you remove the copyright notices made part of the software or documentation.

With respect to the storage media provided, Egan TeamBoard Inc. warrants it to be free of defects in materials and workmanship for a period of 5 years from

the date of receipt. If you notify us of such a defect within the warranty period, Egan TeamBoard Inc. will replace the storage media at no cost.

Egan TeamBoard Inc. warrants that the software will function as described in the documentation for a period of 1 year from receipt. If you encounter a bug or deficiency, we require a problem report detailed enough to allow us to find and fix the problem. If you properly notify us of such a software problem within the warranty period, Egan TeamBoard Inc. will update the defective software at no cost. Failing that, Egan TeamBoard Inc. will refund the full purchase price of the software.

Egan TeamBoard Inc. does not assume any liability for the use of this driver beyond the original purchase price of the software. In no event will Egan TeamBoard Inc. be liable to you for additional damages, including any lost profits, lost savings or other incidental or consequential damages arising out of the use of or inability to use these programs, even if TeamBoard Inc. has been advised of the possibility of such damages.

By using this software, you agree to the terms in this Agreement. If you do not agree, you should immediately cease using the software and request a refund.

3 Setting Up TeamBoard

This section explains how to set up your TeamBoard. After installing TeamBoard, you need to calibrate to correctly associate the TeamBoard drawing surface with your computer environment. To use the TeamBoard, you also need to set the Mode to Whiteboard or Interactive, depending on which TeamBoard features you would like to access. The information is divided into the following topics:

- Installing TeamBoard
- Calibrating TeamBoard
- Changing Modes

Installing TeamBoard

This section explains how to install TeamBoard. The information is divided into the following topics:

- Required Hardware, Software and Items
- Setting up Hardware
- Setting Up the Data Projector
- Installing TeamBoard Software

Note Review the parts list in to make sure you received all the required hardware, software, and other items with your TeamBoard shipment before proceeding with installation.

For more information refer to “Required Hardware, Software and Items” on page 10.

Required Hardware, Software and Items

This section provides a list of parts that are included with your TeamBoard. Review the list to ensure that all required hardware and software is included.

Parts	Do you have it?
The TeamBoard	
USB Cable	
6 dry-erase markers and 1 stylus	
Dry eraser	
Sample Bottle of Eganboard Cleaner	
TeamBoard Software CD-ROM	
TeamBoard User Guide	
TeamBoard Quick Start Guide (card)	
TeamBoard Software Registration Form	
TeamBoard ReadMe Notice	
Small Allen key	

Note Separate instructions for installing the TeamBoard (Track/Wall Mount/Mobile/Cabinet) are included in the TeamBoard box. To obtain another copy of the instructions, please contact your dealer or TeamBoard Technical Support.

Setting up Hardware

This section explains how to connect your TeamBoard, your computer and your projector.

Figure A on page 11 is a visual guide to the following steps.

Important Ensure that you have connected the USB Cable correctly prior to installing the TeamBoard software. Otherwise, the TeamBoard will not be recognized by your computer.

1. Attach one end of the USB Cable to the TeamBoard Controller at the back of the TeamBoard (bottom-right corner) and the other end to your computer. Your computer detects the TeamBoard.

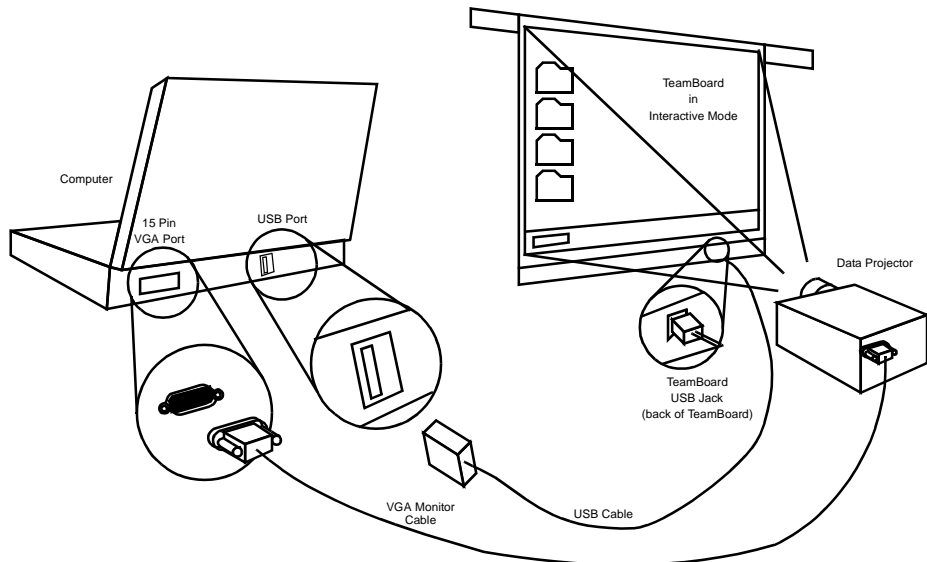


Figure A: Setup for TeamBoard, Data Projector and Computer

Setting Up the Data Projector

This section explains how to correctly set up your Data Projector to work most effectively with your TeamBoard.

1. Set up the Data Projector on an appropriate support surface, approximately 10 feet from the TeamBoard.

2. Connect one end of the VGA Monitor Cable to the Data Projector and the other end to the 15-pin VGA port on the back of the computer.
3. Connect the Data Projector's Power Cord into the power outlet.
4. Turn on the Data Projector.
5. Aim the projected image so that it fills the TeamBoard surface, leaving a 1" (one inch) border from the frame.
6. Align the projected image so it is as square to the border as possible to avoid keystoneing.
For more information refer to "What is keystoneing and how should I deal with it?" on page 65.

For additional information, see Figure A on page 11.

Before Installing TeamBoard Software

Important Please read the ReadMe Notice for important and up to date information about the TeamBoard software.

This section explains how to check if your computer has the minimum requirements needed to use TeamBoard. It also explains the considerations to bear in mind prior to installing and configuring your TeamBoard.

Questions to consider include:

- Does your Computer Meet the Minimum Performance Requirements?
 - Is there an Available USB Port?
-

Does your Computer Meet the Minimum Performance Requirements?

The following table lists the minimum requirements of a computer used to connect the TeamBoard.

Operating System	OS X (10.1.3 or later)
Java	1.3.1 Update 1 or later
RAM	128 MB
Hard Drive Free Space	14 MB
CPU	G3 or faster
CD Drive	Required

If you are not running OS X version 10.1.3 or later you need to upgrade your operating system. Note that if you are unsure how to upgrade you should contact your technical support.

Upgrading your operating system

1. Launch the System Preferences Window.
2. Select System.
3. Click Software Update and follow the instructions as required.

Is there an Available USB Port?

The USB TeamBoard requires an available USB port. TeamBoard can share the USB port with another device by simply disconnecting TeamBoard when it is not in use. However, if your USB ports are being used by another device, and you wish to dedicate a USB port to TeamBoard, then you have the following options:

- Unplug one device from the USB port and plug in another device, repeating this procedure as required.
- Install a USB hub to enable additional USB devices to be installed on the computer.

Installing TeamBoard Software

This section explains how to install the software required for TeamBoard to interact with your Data Projector and your computer.

Important Ensure that you have connected the USB Cable correctly prior to installing the TeamBoard software. Otherwise, the TeamBoard will not be recognized by your computer. For more information refer to “Setting up Hardware” on page 10.

Before installing, please take the time to read the ReadMe Notice. It contains important information about the software. Also, check our website for the latest software and technical information at www.teamboard.com.

Remember to register to be automatically informed of updates. This entitles you to free software upgrades. This can be done online at www.teamboard.com or by completing the registration form included with your TeamBoard and faxing it in.

TeamBoard software is designed to run on the OS X Macintosh operating systems. The TeamBoard software is provided on a CD-ROM, which is included with each

TeamBoard product. You can also download the software from the TeamBoard website at www.teamboard.com.

Important Exit all other applications before proceeding with installing TeamBoard software.

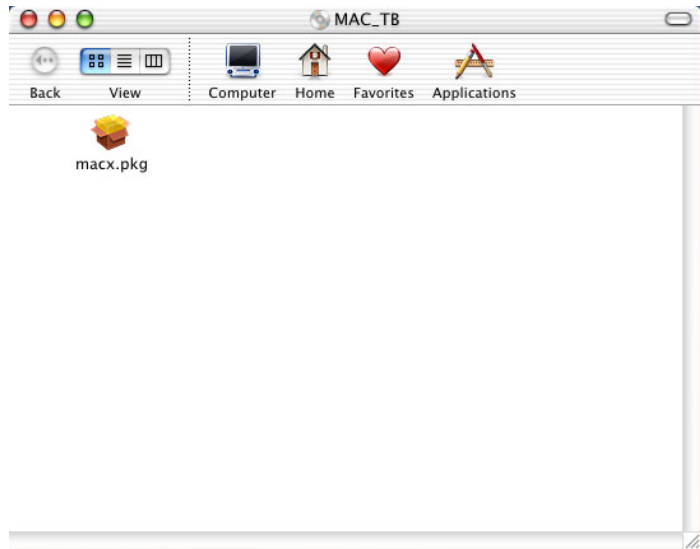
1. Insert the TeamBoard software CD-ROM into your computer's CD-ROM drive.

The CD-ROM icon appears on the Desktop.



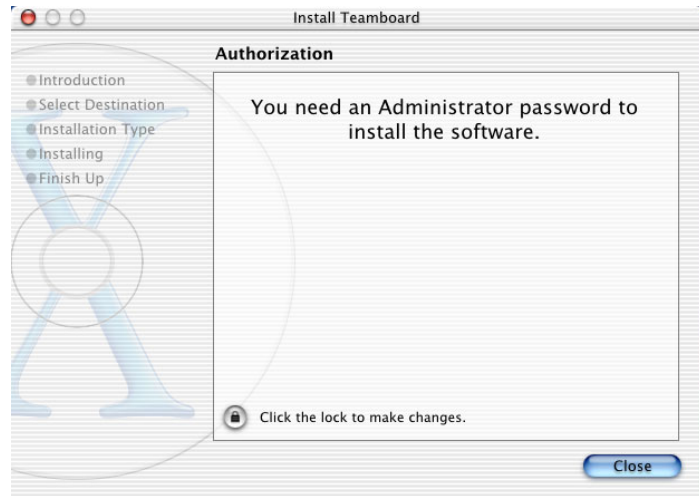
2. Double click the CD-ROM icon.

The content of the CD-ROM is displayed.



3. Double click the file macx.pkg to begin the TeamBoard software installation.

The Install TeamBoard dialog appears.



4. Click the lock icon to authenticate yourself with an administrator password to install the software.

When the lock is clicked the Authenticate dialog appears.



5. Enter a name and a password or phrase to authenticate and click OK.

The Welcome to the Teamboard Installer screen appears.

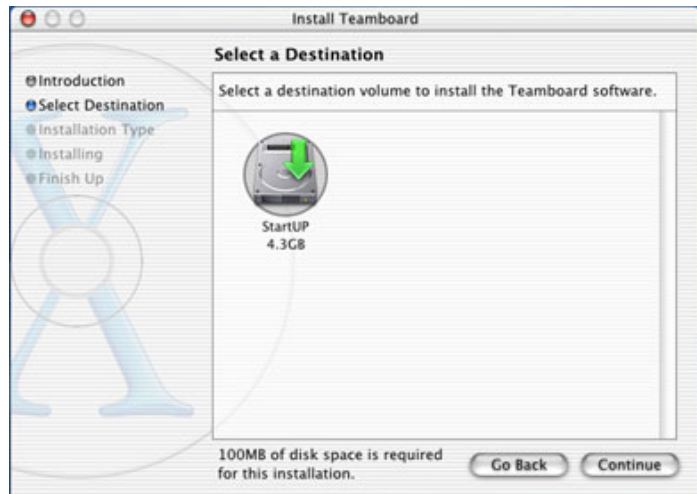


6. Click Continue in the Welcome dialog box to view the next screen.

The Select a Destination dialog box appears.

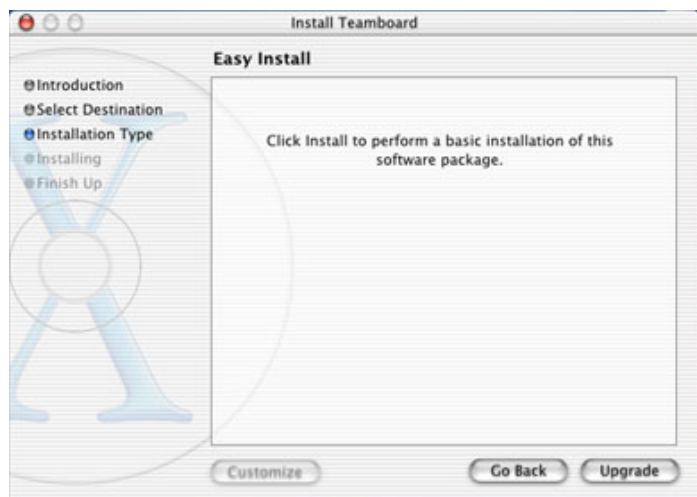
- Click the appropriate destination volume to install the software to.

The selected location is highlighted.

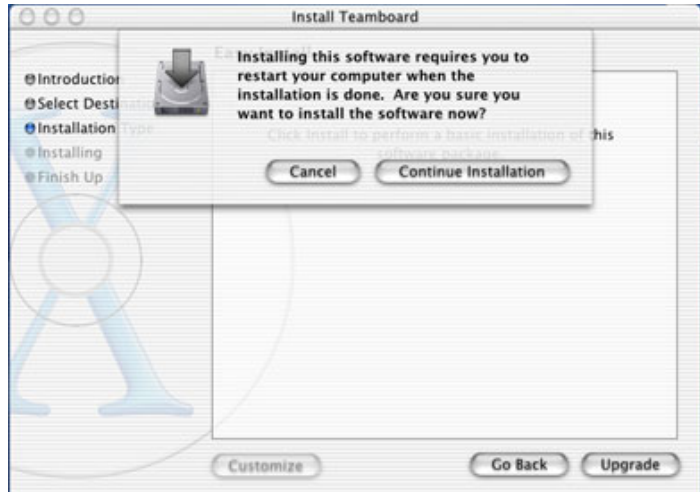


- Click Continue to view the next screen.

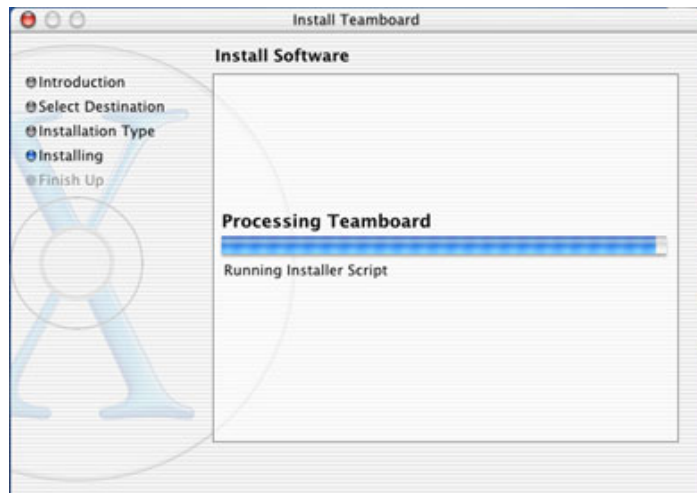
The Easy Install dialog box appears.



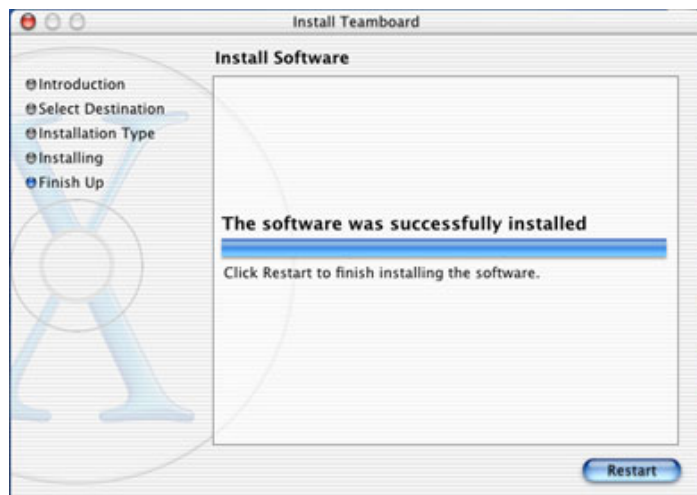
9. Click Upgrade to begin installing the software.
A dialog appears informing you that the computer needs to be restarted after the installation.



10. Click Continue Installation to proceed.
The software for TeamBoard begins to install.



When this is finished the message The software was successfully installed appears.



II. Click Restart.

The software for TeamBoard has been installed successfully. Your computer restarts.

Note It is strongly suggested that you drag and drop the Teamboard Dashboard icon from the Desktop to the Dock. This allows for easy access to the TeamBoard Dashboard, which is required every time you use TeamBoard with your computer.



Important Now you should perform Whiteboard and ActionBar calibration. For more information refer to “Calibrating TeamBoard” on page 22.

Calibrating TeamBoard

This section explains how and when to calibrate the TeamBoard. The information is divided into the following topics:

- About Calibrating TeamBoard
- Whiteboard Calibration
- ActionBar Calibration
- Interactive Calibration

About Calibrating TeamBoard

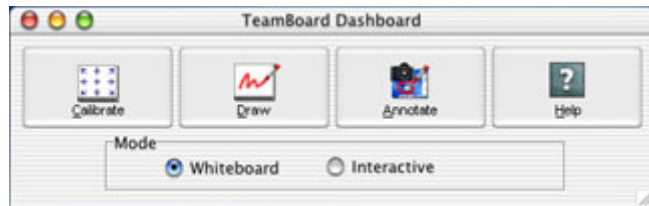
This section describes calibration and when to perform it. Calibration is required in order to correctly associate the TeamBoard drawing surface with your computer environment.

After installing the TeamBoard software, perform Whiteboard and ActionBar calibrations. You don't need to perform these calibrations again. Interactive calibration, however, should be performed each time the projector is moved or the TeamBoard is moved, since the size and location of the image can vary.

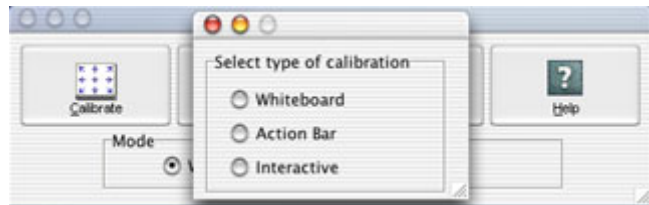
Whiteboard Calibration

This section explains how to perform Whiteboard Calibration for the TeamBoard. Ensure that your projector is off for Whiteboard Calibration.

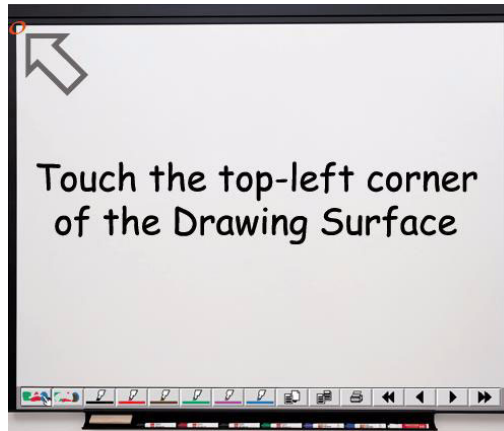
1. From your Dock, click the **TeamBoard Dashboard** icon.
The TeamBoard Dashboard appears.



2. Select the Calibrate button.
The Calibration dialog appears.



3. Select the Whiteboard radio button.
The Calibration screen appears.



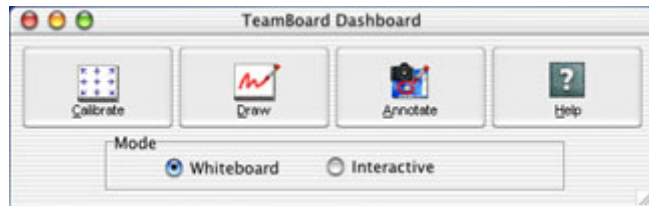
Important If your projector is on, DO NOT touch the projected arrow tips or circles. Touch the top-left corner and the bottom-right corner of the drawing surface.

4. From the TeamBoard, firmly press the top-left corner of the TeamBoard drawing surface.
If sound is enabled on your computer, you hear a “ping” and the next screen appears.
 5. Press the bottom-right corner of the TeamBoard drawing surface.
The Whiteboard calibration is complete.
-

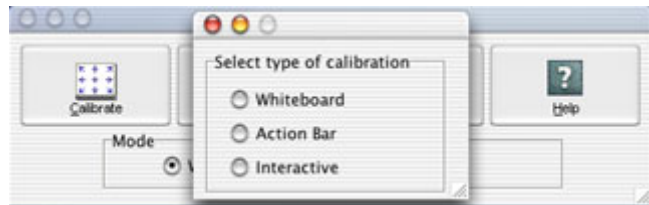
ActionBar Calibration

This section explains how to perform ActionBar Calibration for the TeamBoard. Ensure that your projector is off for ActionBar Calibration.

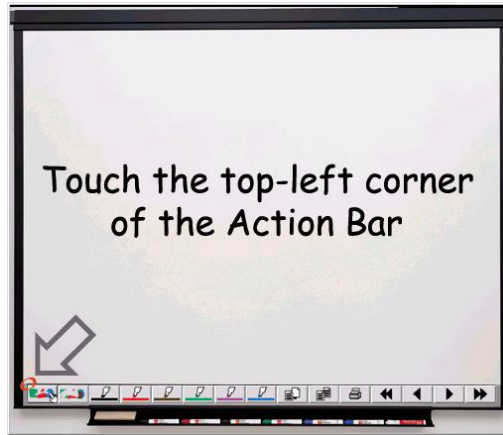
1. From your Dock, click the **TeamBoard Dashboard** icon.
The TeamBoard Dashboard appears.



2. Select the Calibrate button.
The Calibration dialog appears.



3. Select the ActionBar radio button.
The Calibration screen appears.



Important During ActionBar calibration, DO NOT touch the projected arrow tips or circles. Touch the top-left corner and the top-right corner of the ActionBar.

4. From the TeamBoard, firmly press the top-left corner of the TeamBoard ActionBar.
If sound is enabled on your computer, you hear a “ping” and the next screen appears.
5. Press the top-right corner of the TeamBoard ActionBar.
The ActionBar calibration is complete.

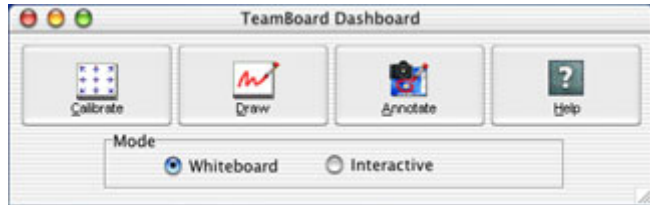
Interactive Calibration

This section explains how to perform Interactive Calibration for the TeamBoard.

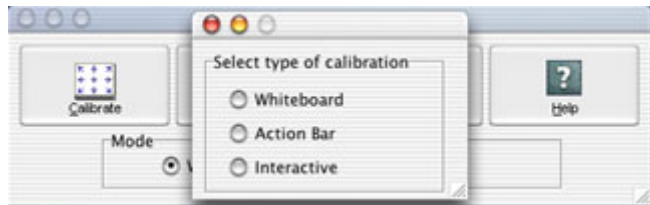
Important Before you perform Interactive calibration you must perform Whiteboard and ActionBar calibrations. In

addition, a projector must be on and directed at the TeamBoard to perform Interactive Calibration.

1. From your Dock, click the **TeamBoard Dashboard** icon.
The TeamBoard Dashboard appears.



2. Select the Calibrate button.
The Calibration dialog box appears.



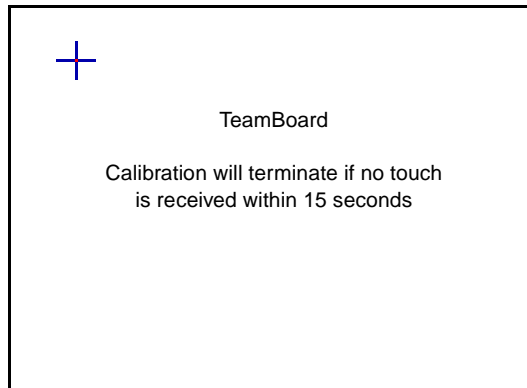
3. Select the Interactive radio button.
4. Touch the points on the TeamBoard as indicated.
For more information refer to “About Calibrating TeamBoard” on page 22.

When calibrating the TeamBoard, a variety of calibration points are displayed as blue crosses with red dots at their intersections.



Ensure the red dot of each calibration point is touched as precisely as possible to ensure the TeamBoard is accurately

calibrated. As each point is touched the next calibration point appears.



Changing Modes

This section explains how to switch between the Interactive Mode and Whiteboard Mode in TeamBoard. These modes allow you to use TeamBoard in very different ways. The information is divided into the following topics:

- Overview of modes
- Selecting Modes

Once the TeamBoard has been calibrated, you can switch modes simply by selecting the appropriate mode on the TeamBoard Dashboard.

Overview of modes

This section gives an overview of the two modes that are available in TeamBoard use: Whiteboard and Interactive. Change between modes as required in order to best use TeamBoard depending on your specific needs.

The information is divided into the following topics:

- Whiteboard mode
- Interactive mode

Whiteboard mode TeamBoard used in Whiteboard mode allows you to use TeamBoard without a projector.

In Whiteboard mode TeamBoard may be used in a manner similar to that of a regular whiteboard. Using a dry-erase marker the TeamBoard can be written on and cleared of content. All drawings created in Whiteboard mode are saved to your computer. For more information refer to “Using TeamBoard as an Electronic Whiteboard” on page 36.

Interactive mode TeamBoard used in Interactive mode allows you to use TeamBoard with a projector.

In Interactive mode TeamBoard may be used in several ways. These include as an interactive whiteboard, as an interactive touch screen or to annotate applications and presentations projected onto the TeamBoard.

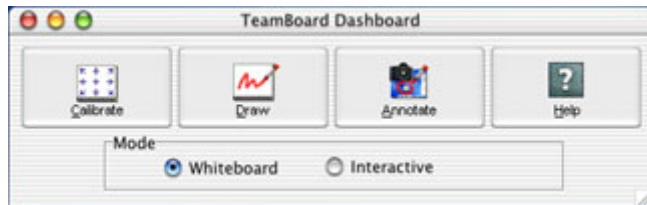
Use the TeamBoard as an interactive whiteboard in Interactive Mode by drawing on the TeamBoard using your finger or the stylus. For more information refer to “Using TeamBoard as an Electronic Whiteboard” on page 36.

In addition, TeamBoard can be used as an interactive touch screen as well. For more information refer to “Using TeamBoard as a Touch Screen” on page 54.

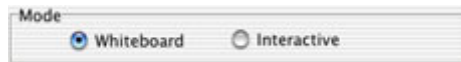
Finally, TeamBoard can be used to annotate content when used in Interactive mode. For more information refer to “Using TeamBoard to Annotate” on page 58.

Selecting Modes

1. From your Dock, click the **TeamBoard Dashboard** icon. *The Teamboard Dashboard appears.*



2. Select the desired Mode.



4 Presenting, Training and Communicating with TeamBoard

This section explains how to present, train and communicate with TeamBoard. The information is divided into the following topics:

- Understanding TeamBoard's Capabilities and Features
- Using TeamBoard as an Electronic Whiteboard
- Using TeamBoard as a Touch Screen
- Using TeamBoard to Annotate

Understanding TeamBoard's Capabilities and Features

This section provides an overview of TeamBoard's capabilities and an overview of the functions of various features. The TeamBoard Suite of software contains several tools and features to assist and simplify the use of the TeamBoard. These tools and features are explained in more detail in later chapters. The information is divided into the following topics:

- Understanding TeamBoard's Capabilities
 - Understanding TeamBoard's Features
-

Understanding TeamBoard's Capabilities

This section provides an overview of TeamBoard's capabilities.

TeamBoard is an advanced presentation, training and communication tool, effective for use with both immediate and remote audiences. The TeamBoard can be mounted on a wall or on a stand, and also comes in a smaller, portable version.

As an electronic whiteboard, TeamBoard enables your computer to capture whatever you write and draw on it. Partnered with a Data Projector, TeamBoard acts as an interactive touch screen. Its dynamic, interactive capabilities allow you to train, teach and make presentations without ever having to return to your computer.

Use the TeamBoard Draw application to capture all notes and drawings created on the TeamBoard. TeamBoard Draw offers a sharp image with "ink-like" lines as a result of its high resolution controller and advanced line-smoothing features. Users also have a variety of pen widths and colors to choose from.

The TeamBoard can also be used without a projector, in Whiteboard mode. Whiteboard mode is used for capturing notes and drawings into the computer. Anything you write and draw on the TeamBoard is automatically captured by TeamBoard Draw. This content can be printed, saved, stored as multiple pages and more.

TeamBoard's surface is an interactive touch screen with the use of your Data Projector. This interactive touch screen transforms your fingertip into a mouse, allowing you to touch icons and display changes while maintaining your audience's attention on you and the TeamBoard at the same time.

Understanding TeamBoard's Features

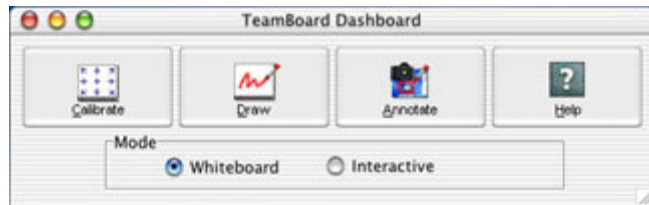
This section explains the functions of TeamBoard's various features. The information is divided into the following topics:

- TeamBoard Dashboard
- ActionBar
- Draw
- Annotation

TeamBoard Dashboard

This section explains the purpose of the TeamBoard Dashboard.

The TeamBoard Dashboard is a command console that is used to quickly access TeamBoard features and applications.



ActionBar

This section explains the purpose of the TeamBoard ActionBar.

The ActionBar is a series of buttons that appear along the bottom of the TeamBoard. To invoke an action, press the related button.

The toolbar in TeamBoard Draw is similar to the TeamBoard ActionBar. This allows users the flexibility and functionality to work directly in Draw at their computer.



For more information refer to “Using the ActionBar Buttons” on page 56.

Draw This section explains the purpose of the TeamBoard Draw application.

Draw is the application for capturing notes and drawings created on the TeamBoard and then saving them to a file. Its design is similar to that of the actual TeamBoard, including a toolbar that is similar to the TeamBoard ActionBar. For more information refer to “Using TeamBoard as an Electronic Whiteboard” on page 36.

Use Draw in Whiteboard or Interactive Mode to create multiple pages of notes in a workbook and save them to a file. For more information refer to “Using TeamBoard as an Electronic Whiteboard” on page 36.

Annotation This section explains the purpose of the TeamBoard Annotation feature.

Annotation is designed to be used in Interactive Mode. It gives users the ability to mark up applications and presentations projected on to the TeamBoard. For example, you can draw a circle around an important point or underline items. For more information refer to “Using TeamBoard to Annotate” on page 58.

Annotation works like a stand alone application, but is actually a feature of Draw.

Online Help This section explains how to access the online Help system that is included with your TeamBoard.

TeamBoard Suite 1.0:mac software has extensive online Help available by selecting:

- the Help button on the TeamBoard Dashboard
 - the HELP menu in TeamBoard Draw
-

For more information refer to "Getting Help Information for TeamBoard" on page 1.

Using TeamBoard as an Electronic Whiteboard

This section explains how to use TeamBoard as an electronic whiteboard, using the TeamBoard Draw application. The information is divided into the following topics:

- Without a Projector
- With a Projector
- Working with Multiple Pages
- Using the Page Sorter
- Printing your Work
- Saving your Work

Without a Projector

This section explains how to use TeamBoard as an electronic whiteboard without a projector, using the TeamBoard Draw application. The information is divided into the following topics:

- Using Draw without a Projector
- Drawing and Writing on the TeamBoard
- Erasing Drawings and Writing
- Changing Pen Widths

Using Draw without a Projector

This section explains how to use TeamBoard Draw without a projector.

With TeamBoard Draw, you can write and draw on the TeamBoard with dry-erase markers¹ and capture all of your work onto your computer. To work in TeamBoard

Draw without a projector, use TeamBoard’s Whiteboard Mode. For more information refer to “Changing Modes” on page 28.

While in Whiteboard Mode, you can write and draw, erase, print, create new pages and copy pages from the TeamBoard. From your computer, you can use your monitor and mouse to access further TeamBoard Draw features, such as saving, rearranging pages, deleting pages, adding to pages and emailing pages.

TeamBoard Draw’s user-friendly interface emulates that of the actual TeamBoard, including a toolbar that is similar to the TeamBoard ActionBar.



TeamBoard Draw offers a sharp image with “ink-like” lines as a result of its high resolution controller and advanced line smoothing features. Users also have a variety of pen widths to choose from.

Drawing and Writing on the TeamBoard

This section explains how to write and draw on the TeamBoard without a projector. You use TeamBoard Draw in WhiteBoard Mode to capture all of your work to your computer.

Tip Ensure that your computer monitor is turned on when you work with TeamBoard Draw in WhiteBoard Mode. This allows you to see content displayed on screen. Since you can see the content on screen you can ensure that the

-
1. Expo 2 Low Odor Dry Erase Markers contain an alcohol based ink. They do not clean well from TeamBoard or other whiteboard surfaces.
-

content you see on the TeamBoard is the same as the content on your computer.

1. Ensure that your computer is turned on, and that your Data Projector is turned off.
For more information refer to “Installing TeamBoard” on page 9.

2. If it has not yet been done, calibrate both the Whiteboard and ActionBar.
For more information refer to “Calibrating TeamBoard” on page 22.

3. Switch into Whiteboard Mode.
For more information refer to “Changing Modes” on page 28.

4. Launch TeamBoard Draw from the TeamBoard Dashboard.
TeamBoard Draw launches and can be viewed on your monitor. For more information refer to “Draw” on page 34.

5. Press a pen button on the TeamBoard’s ActionBar in the color you want to use.



6. Using an Egan dry-erase marker of the same color, write and draw on the TeamBoard.
Your computer monitor displays your work in the color you have chosen.

7. To write and draw using another color, repeat step 5 and step 6.

8. Use TeamBoard Draw’s features as needed for Erasing Drawings and Writing, Saving your Work, Printing your Work and so on.
-

Erasing Drawings and Writing

This section explains how to erase drawings and writing when using TeamBoard Draw in Whiteboard Mode without a projector.

To erase drawings and writing from both the TeamBoard and TeamBoard Draw on your monitor, you have two options. Use the Small Eraser to wipe off small parts of a drawing such as letters or numbers. Use the Large Eraser to wipe off large areas.

Using the Small Eraser

1. Select the Small Erase button on the TeamBoard ActionBar.



2. Erase content on the TeamBoard with the corner of a dry eraser or with your finger.
The area is erased from both the TeamBoard and the image on your monitor.

Using the Large Eraser

1. Select the Large Eraser button on the TeamBoard ActionBar.



2. Erase content on the TeamBoard with a dry eraser.
The area is erased from both the TeamBoard and the image on your monitor.

Changing Pen Widths

This section explains how to modify the width of the digital pen lines that TeamBoard Draw displays on your monitor. There are twelve pen width values.

1. Looking at your computer monitor, use your mouse to select PEN WIDTH from the top menu bar of the TeamBoard Draw screen.

2. From the PEN WIDTH drop-down menu, select the pen width you need.
The selection remains until you select a new pen width.

With a Projector

This section explains how to use TeamBoard as an electronic whiteboard with a projector, using the TeamBoard Draw application. The information is divided into the following topics:

- Using Draw with a Projector
- Drawing and Writing on the TeamBoard
- Erasing Drawings and Writing
- Changing Pen Widths
- Using Electronic Highlighters

Using Draw with a Projector

This section explains how to use TeamBoard Draw with a projector.

With TeamBoard Draw, you can write and draw on the TeamBoard and capture all of your work onto your computer. To work in TeamBoard Draw with a projector, use TeamBoard's Interactive Mode.

In Interactive Mode, you can access TeamBoard Draw features by either touching the TeamBoard or by using your computer's keyboard and mouse. Examples of TeamBoard Draw features include printing, saving, navigating through pages, rearranging pages, deleting pages, adding to existing pages, emailing pages and working with images.

TeamBoard Draw's user-friendly interface emulates that of the actual TeamBoard, including a toolbar that is similar to the TeamBoard ActionBar.



TeamBoard Draw offers a sharp image with “ink-like” lines as a result of its high resolution controller and advanced line smoothing features. Users also have a variety of pen widths to choose from.

Drawing and Writing on the TeamBoard

This section explains how to write and draw on the TeamBoard when used with a projector. You use TeamBoard Draw in Interactive Mode to capture all of your work to your computer.

1. Turn on your computer and projector.
For more information refer to “Installing TeamBoard” on page 9.
2. If necessary, perform an Interactive Calibration of your TeamBoard.
For more information refer to “Calibrating TeamBoard” on page 22.
3. Switch into Interactive Mode.
For more information refer to “Changing Modes” on page 28.
4. Launch TeamBoard Draw from the TeamBoard Dashboard.
TeamBoard Draw launches and is projected on the TeamBoard. It can also be viewed on your monitor.

5. Select a pen style (solid line or dash line) from the pulldown menu.



Do not select the last option unless your intent is to use the highlighter tool instead. For more information refer to “Using Electronic Highlighters” on page 44.

6. Press a pen button on the TeamBoard’s ActionBar in the color you want to use.



For more information refer to “ActionBar” on page 33.

7. Using the TeamBoard Stylus or your finger draw on the TeamBoard.
Your monitor and the projected image display your work in the color you have chosen.
8. To write and draw using another color, repeat step 5 through step 7.
9. Use TeamBoard Draw’s features as needed for Erasing Drawings and Writing, Saving your Work, Printing your Work and so on.

Erasing Drawings and Writing

This section explains how to erase drawings and writing when using TeamBoard Draw with a projector.

To erase drawings and writing from TeamBoard Draw, you have two options. Use the Small Eraser to wipe off letters and small parts of a drawing. Use the Large Eraser to wipe off large areas.

Using the Small Eraser

1. Select the Small Erase button on the TeamBoard ActionBar or on the on-screen toolbar.



2. Erase content on the TeamBoard with your TeamBoard Stylus or with your finger.
The area is erased from Draw in both the projected image and on your monitor.

Using the Large Eraser

1. Select the Large Eraser button on the TeamBoard ActionBar or on the on-screen toolbar.



2. Erase content on the TeamBoard with your TeamBoard Stylus or with your hand.
The area is erased from Draw in both the projected image and on your monitor.

Changing Pen Widths

This section explains how to modify the width of the digital pen when using TeamBoard Draw.

There are twelve pen width values.

1. Select PEN WIDTH from the top menu bar of the TeamBoard Draw screen.
 2. From the PEN WIDTH drop-down menu, select the pen width you need.
The selection remains until you select a new pen width.
-

Using Electronic Highlighters

This section explains how to use an electronic highlighter when using TeamBoard Draw.

1. Select the HIGHLIGHTER from the top menu bar of the TeamBoard Draw screen.

The last option in the drop-down list is the highlighter.



2. Press a pen button on the TeamBoard's ActionBar in the color you want to use.

This color is remembered the next time you use the highlighter.



For more information refer to "ActionBar" on page 33.

3. Using the TeamBoard Stylus draw on the TeamBoard.
Your monitor and the TeamBoard display your work in the color you have chosen. It appears as a highlight over any existing content.

Viewing Full Screen

This section explains how to view the work area in Interactive Mode as a full screen page when using TeamBoard Draw.

Note In Full Screen view the title bar, menu bar and toolbar are hidden.

1. Select VIEW, FULL SCREEN or press the Full Screen button.



The Fullscreen Mode toolbar appears.



2. Use the Fullscreen Mode toolbar to select the Pen Type, the Color, the Size or to return to Draw.

Important To return to the standard view, select the Go to Draw button on the toolbar.



Undoing changes 1. To undo the previous action, select EDIT > UNDO.

Working with Multiple Pages

This section explains how to work with multiple pages captured in single TeamBoard Draw file. The information is divided into the following topics:

- Creating a new, blank page
- Creating a copy of a page
- Navigating in the Draw Workbook

Creating a new, blank page

This section explains how to insert a new, blank page when working with TeamBoard Draw.

The Insert Page button on the TeamBoard ActionBar is a quick way to get a new, blank page to work with.

1. Select the Insert Page button on the TeamBoard ActionBar or on the on-screen toolbar.



A new, blank page is inserted.

Important

After inserting a blank page in Whiteboard Mode the drawing on the TeamBoard remains. Additionally, the eraser is automatically selected so that you can use the dry eraser on the TeamBoard. Before drawing on the new page you must select a pen color.

Creating a copy of a page

This section explains how to duplicate an existing page using TeamBoard Draw.

TeamBoard allows you to copy the current page and create a new, identical page following it.

1. Select the Copy Page button on the TeamBoard ActionBar or on the on-screen toolbar.







A new, duplicate page is inserted.

Navigating in the Draw Workbook

This section explains how to navigate between pages using TeamBoard Draw.

Select the appropriate navigation button on the TeamBoard ActionBar or the on-screen toolbar, to move from one page to another in a Draw workbook.

Beginning (First page)	
Back one page	
Forward one page	
End (Last page)	

Using the Page Sorter

This section explains how to use the page sorter in TeamBoard Draw. The information is divided into the following topics:

- Closing the Page Sorter
- Opening the Page Sorter
- Sorting Pages
- Viewing Pages

Closing the Page Sorter

1. To close the Page Sorter select VIEW, PAGE SORTER (so the check mark disappears).

Note

If you close Page Sorter it remains closed the next time you launch Draw. If you move the Page Sorter, it remains in the last location the next time you launch Draw.

Opening the Page Sorter

1. Select VIEW, PAGE SORTER.
The Page Sorter appears in the last location it was placed (by default, this is the right side of the current page).

Sorting Pages This section explains how to sort the order of pages when using TeamBoard Draw.

Drag and Drop

1. To rearrange pages, drag and drop the thumbnail pages in the Page Sorter.

Buttons or Keyboard

1. Select a page to move.



2. Select the Move Up or Move Down button on the TeamBoard ActionBar or use the on-screen toolbar, or, using the keyboard, press the **Up Arrow** or **Down Arrow** key.

Viewing Pages **Page Sorter**

1. To view a page, select it in the Page Sorter.
The page appears in the Draw window

Keyboard

1. Press the **Up Arrow** or the **Down Arrow** key.
The page appears in the Draw window

Deleting a Page

1. Select a page to delete.
2. Select the Delete button on the TeamBoard ActionBar or use the on-screen toolbar, or, using the keyboard, press the **Delete** key.



Working with Images

This section explains how to work with images in TeamBoard Draw. The information is divided into the following topics:

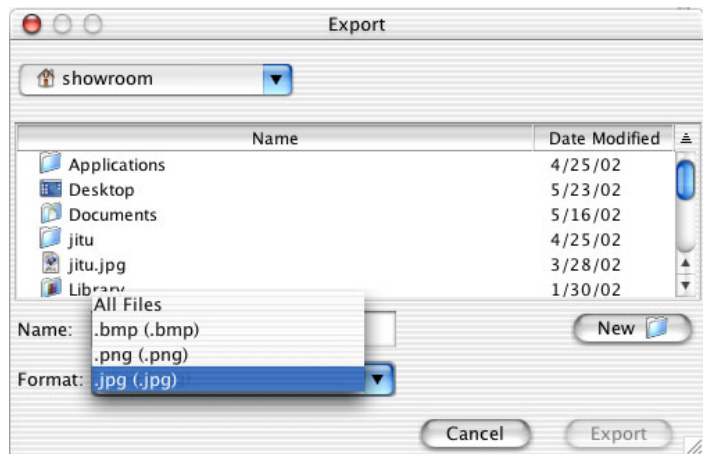
- Exporting a Page
- Exporting a Workbook

Exporting a Page

This section explains how to export a single page to a graphic file when using TeamBoard Draw.

Convert a page of a TeamBoard workbook to any of three common graphic file formats: bitmap, jpeg, and png.

1. Select FILE, EXPORT, PAGE.
The Save As dialog box appears.
2. Enter a file name in the File name text box.
3. Select the desired graphic file type (.bmp, .jpg or .png) from the Save as type drop-down list.



4. Select SAVE.

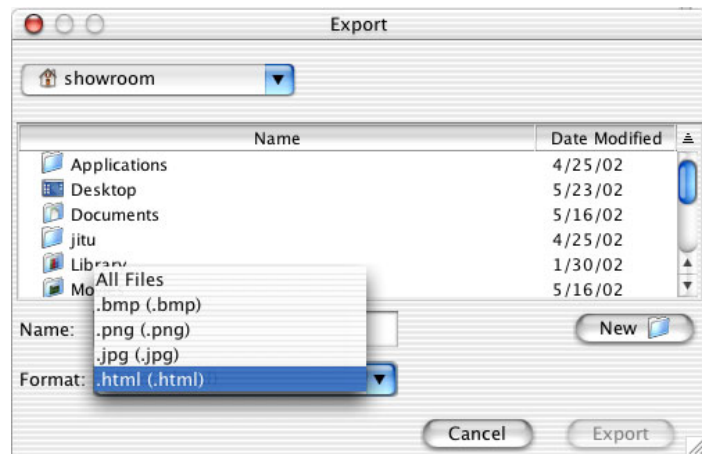
Exporting a Workbook

This section explains how to export an entire workbook to any of four common file formats: bitmap, jpeg, png and html.

Exporting a workbook to a bitmap, jpeg or png format

When exporting a workbook to a graphic format all pages within the workbook are saved to a folder as images of a specific type.

1. Select FILE, EXPORT, WORKBOOK.
The Save As dialog box appears.
2. Enter a file name in the File name text box.
3. Select the desired graphic file type (.bmp, .jpg or .png) from the Save as type drop-down list.

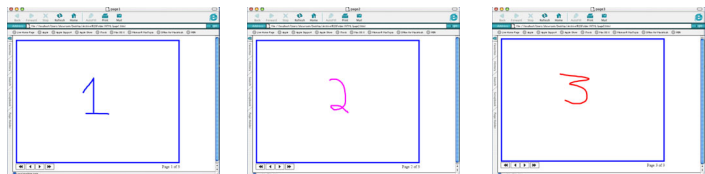


4. Select SAVE.
A folder with the name specified is created. In this folder images are created for each page of the workbook. The image files are named page1, page2, page3 and so on.

Exporting a workbook to HTML format

When exporting a workbook to HTML format all pages within the workbook are saved to a folder as HTML pages. Each page contains a set of navigation buttons that are similar to the buttons on the ActionBar.

1. Select FILE, EXPORT, WORKBOOK.
The Save As dialog box appears.
2. Enter a file name in the File name text box.
3. Select HTML from the Save as type drop-down list.
4. Select SAVE.
A folder with the name specified is created. In this folder HTML pages are created for each page of the workbook. The HTML files are named page1.html, page2.html, page3.html and so on.
5. Open the HTML pages in a browser (for example, Internet Explorer) and navigate as required using your browser or the buttons at the bottom of each page.



Printing your Work

This section explains how to print a single page or all pages using TeamBoard Draw.

1. Select the Print button on the TeamBoard ActionBar or, in TeamBoard Draw, use the on-screen toolbar, or, using the menu, select FILE, PRINT.

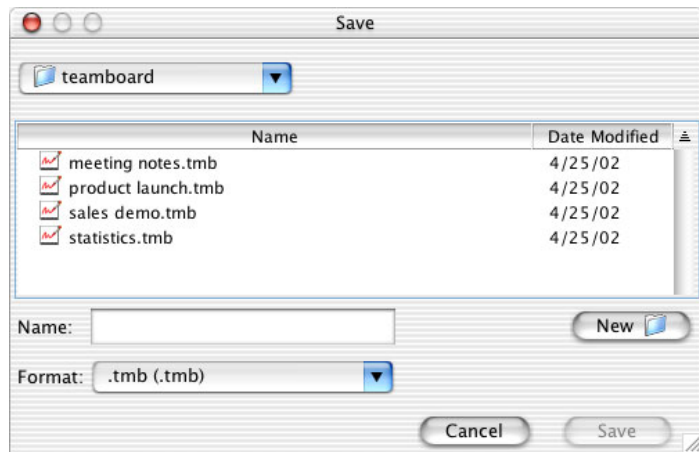


Tip There is a PRINT BUTTON PRINTS ALL PAGES option in the FILE menu. Turn this option on (checked) so when the Print button is selected, Draw prints all pages in the workbook. Turn this option off (unchecked) so when the Print button is selected, Draw only prints the active page.

Saving your Work

This section explains how to save a workbook of pages when using TeamBoard Draw.

1. Select FILE, SAVE AS.
The Save dialog box appears.



2. Enter a file name in the File name text box.
3. Click **Save**.

Using TeamBoard as a Touch Screen

This section explains how to use TeamBoard as a touch screen, using TeamBoard's Interactive Mode. The information is divided into the following topics:

- About Using TeamBoard as a Touch Screen
- Activating the Touch Screen
- Using the ActionBar Buttons

About Using TeamBoard as a Touch Screen

This section explains how to use TeamBoard as a touch screen.

TeamBoard's large drawing surface becomes an effective touch-sensitive surface with the use of your Data Projector. Your fingertip acts as a mouse; you can touch an icon projected onto the TeamBoard and your audience instantly sees the computer react to the touch, and display the change on the TeamBoard.

Presentations with TeamBoard are highly effective. A valuable tool for instructing and presenting, use the TeamBoard ActionBar to control your slide presentations all the while maintaining the audience's focus on you and TeamBoard. TeamBoard also allows you to annotate during your presentation by drawing on top of applications and presentations projected on to the TeamBoard.

To use TeamBoard as a touch screen, a Data Projector must be connected to the computer and aimed onto the TeamBoard. As the projected image can vary in size and location, calibration is needed to align the touch screen.

Once Interactive calibration has been performed, the user can touch the TeamBoard with a finger or the stylus in order to operate applications. Applications may also be annotated in Interactive Mode.











Activating the Touch Screen

This section explains how to activate TeamBoard's touch screen.

1. If necessary, perform Interactive Calibration on your TeamBoard.
For more information refer to "Calibrating TeamBoard" on page 22.
 2. Switch into Interactive Mode.
For more information refer to "Changing Modes" on page 28.
 3. Use TeamBoard in the following ways:
 - Select options on the TeamBoard by pressing on the screen with your finger or the Stylus. This is similar to selecting what you see on your monitor using a mouse.
 - Press the ActionBar buttons on the TeamBoard to perform the buttons' functions.
For more information refer to "Using the ActionBar Buttons" on page 56.
-

Using the ActionBar Buttons

This section explains the functions of the ActionBar Buttons.

Button	Description	TeamBoard Draw
Eraser Functions		
	Small Eraser	Erase with your finger or the corner of the dry-erase brush to erase a small area.
	Large Eraser	Erase with the dry-erase brush to clear a larger area.
Pen Functions		
	Pen Colors (6)	Selects a pen color.
Document Management Functions		
	Insert Page	Inserts a new, blank page. In Whiteboard Mode this also defaults to the small eraser.
	Copy Page	Inserts a new duplicate of the page.
	Print Page	Prints the current page or workbook.
Navigation Functions		
	Beginning of Document	Navigates to the first page in the workbook.
	Back Page	Navigates back one page in the workbook.
	Forward Page	Navigates forward one page in the workbook.
	End of Document	Navigates to the last page in the workbook.

Using TeamBoard to Annotate

This section explains how to use TeamBoard to Annotate on screen. The information is divided into the following topics:

- About Annotating
- Launching Annotate
- Using Annotate
- Viewing Annotations

About Annotating

This section explains the purpose of Annotation.

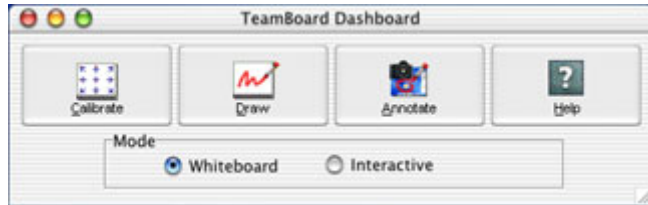
Annotation is designed to be used in Interactive Mode. It gives users the ability to “mark up” applications and presentations projected on to the TeamBoard. For example, you can draw a circle around an important point or underline items.

Some applications already have drawing tools available. For those that don't, launch Annotation and, using your finger or the stylus, begin drawing on top of a snapshot of your screen. When Annotation is activated, the Annotation toolbar appears as shown in the procedure below.

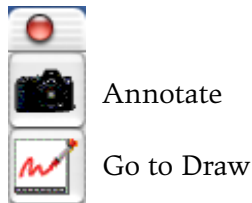
Launching Annotate

This section explains how to launch Annotate.

1. From your Dock, click the **TeamBoard Dashboard** icon.
The TeamBoard Dashboard appears.



2. Click Annotate on the TeamBoard Dashboard.
The Annotation toolbar appears.



Using Annotate

This section explains how to use Annotate.

Capturing Screens for Annotating

1. Launch Annotate.
2. Display the screen you want to annotate.
Work with your computer and any applications as required until you are ready to capture the screen image for use with Annotate.

3. Select the Annotate button on the Annotation toolbar.



Wait a moment as an image of your screen is captured into Draw. The Go To Draw button is located in all corners of the captured annotation. In addition, the Fullscreen Mode toolbar appears.



Note You must use TeamBoard Draw if you wish to save, print or otherwise work with your annotated content. For more information refer to “Using TeamBoard Draw with Annotate” on page 61.

4. Use the Fullscreen Mode toolbar to select the Pen Type, the Color, the Size or to return to Draw or Annotate.
5. Now begin marking up your snapshot on the TeamBoard using your finger or the TeamBoard stylus.
6. When finished annotating, select the Insert Page button on the Fullscreen Mode toolbar.



This captures the annotations to a page in TeamBoard Draw. You are returned to the application that was active when the annotation began.

7. Repeat step 2 to step 6 to continue to annotate.
-

Viewing Annotations

This section explains how to view your annotations. The information in this section is divided into the two methods for viewing annotations:

- Viewing Annotations Using Go to Draw
- Viewing Annotations Using Navigation Buttons

Viewing Annotations Using Go to Draw

1. Select the Go to Draw button to view the captured annotations in TeamBoard Draw.



This displays all annotations in TeamBoard Draw. You can now use any features that are in Draw to further work with your snapshots.

Viewing Annotations Using Navigation Buttons

1. While annotating, select a navigation button on the TeamBoard ActionBar to view other captured annotations.

Using TeamBoard Draw with Annotate

This section explains how to use TeamBoard Draw with Annotate. The information in this section is divided into the following topics:

- Working with Draw
- Returning to Annotate

Working with Draw

Once in Draw you can use all the features of TeamBoard Draw with your annotations. This means you can save, print, email or otherwise manipulate your annotations.

For more information refer to “Using Draw with a Projector” on page 40.

**Returning to
Annotate**

Once you are finished reviewing the captured annotations you can reactivate annotation.

- I. Select TOOLS, ANNOTATION to reactivate annotation.
-

5 Frequently Asked Questions (FAQ)

This section contains answers to frequently asked TeamBoard questions. The topics in this chapter are divided into the following sections:

- Basic Functionality Topics
- Troubleshooting Topics
- Application Topics
- General Topics

Basic Functionality Topics

This section explains how to solve some frequently asked basic functionality questions.

How does TeamBoard work?

The TeamBoard consists of a flexible layer of conductive film stretched over a rigid layer of the same film. When a marker, eraser, stylus, or finger presses on the board, the two layers make contact and the TeamBoard controller is able to determine the position of that contact on the board and the TeamBoard software translates it into coordinates on the computer screen.

What else do I need to make TeamBoard work?

The TeamBoard requires an OS X-based computer and, to use the interactive touchscreen function, a Data Projector. The TeamBoard, controller, cables, markers, eraser, stylus, USB Cable, installation software and instructional materials are provided.

What type of computer do I need?

TeamBoard requires an OS X-based computer. For more information refer to “Before Installing TeamBoard Software” on page 12.

Note If TeamBoard is used in conjunction with a very resource-demanding application, a faster computer, or one with more memory, will work better.

How is TeamBoard wired?

The USB TeamBoard has a USB Cable that connects the Controller, which is located on the back of the TeamBoard, and the computer’s USB port.

Can I conceal the TeamBoard wiring?

The only cable that directly connects the TeamBoard to the computer is the USB Cable. The USB Cable cannot be concealed.

How much space does the software take up on the computer?

Make sure that your system meets all the necessary requirements for TeamBoard. For more information refer to “Before Installing TeamBoard Software” on page 12.

14 MB is required for the TeamBoard Suite of software. In addition, space is required for all software that is used in conjunction with the TeamBoard.

What type of projector do I need?

Any technology that projects the computer’s display onto the TeamBoard is acceptable. This includes everything from a high resolution LCD projector to a relatively inexpensive overhead projector with LCD panel. The projector must be able to support the resolution of your computer. For example 800 x 600 pixels (SVGA) or 1024 x 768 pixels (XGA) are the most common desktop resolutions.

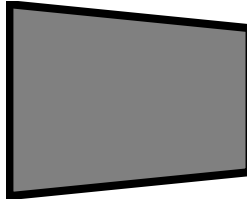
What is keystoneing and how should I deal with it?

Keystoneing occurs when your projected image appears skewed or not rectangular. In order to correct it, raise or

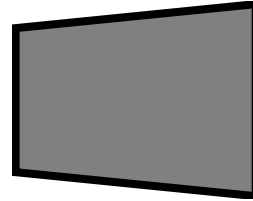
lower the height of the projector accordingly or adjust the settings on your Data Projector.



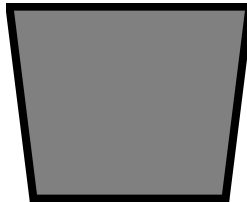
This is correct.



This image is keystone.
Move the projector to
the left.



This image is keystone.
Move the projector to
the right.



This image is keystone.
Raise the projector.



This image is keystone.
Lower the projector.

What is the resolution of TeamBoard's projected image?

The resolution of the image projected onto the TeamBoard is dependent on the resolution capabilities of the projector and computer used.

What is calibration, and when should I do it?

Calibration is a fast and easy process that helps the TeamBoard software interpret locations on the TeamBoard. You only need to calibrate TeamBoard once for Whiteboard mode and the Action Bar; however, we

suggest you calibrate for Interactive mode each time the projector or the TeamBoard is moved.

Is there a TeamBoard-specific whiteboard application?

Yes, it is TeamBoard Draw.

How are TeamBoard Draw files stored?

A TeamBoard Draw file is saved as a .tmb file, which is specific to TeamBoard Draw. This means that you can only open a .tmb file if you have TeamBoard Draw software. To make it easier to share TeamBoard Draw files with other people, you can do one of two things:

- You can share TeamBoard Draw software with anyone;
- Or you can export TeamBoard Draw files to a commonly used file format, such as html, bitmap, jpeg or png. They can then be opened in any other graphic application, copied and pasted into other applications.

Can you assign a file name to each page saved?

A TeamBoard Draw file contains multiple pages under one file name. But you can export a page to a commonly used graphic file format, such as bitmap, jpeg and png and then name it separately.

How do I clean TeamBoard?

The best way to clean TeamBoard is with Eganboard Cleaner. However, Windex™ cleaner also works well.

What should I do if I wrote on the TeamBoard with a permanent marker?

Using a regular dry-erase marker, scribble back and forth over the permanent marker ink and erase. You will see it gradually disappear. Wipe and reapply if necessary.

What happens if I lose a marker or eraser?

Simply replace a marker with any standard dry-erase marker, and replace an eraser with a standard dry-erase eraser.

What happens if I lose the TeamBoard Stylus?

You can still interact with projected applications using your finger, or contact your dealer for a replacement.

Troubleshooting Topics

This section explains how to solve some frequently asked troubleshooting questions.

Why isn't my TeamBoard working?

If the TeamBoard does not appear to be working, then check the following:

- Are all cables and connections secure? Try reconnecting the USB Cable.
-

What if my USB ports are already occupied?

Consider the following options:

- Install a USB hub to allow multiple devices to connect to the computer's USB port.
- OR you can just unplug and replug devices into the USB port.

Application Topics

This section explains how to solve some frequently asked application questions.

Can each graphic created become a web page?

Yes, using an HTML editor, simply import TeamBoard Draw graphics.

Does TeamBoard have handwriting recognition capabilities (OCR)?

Any handwriting recognition programs for the Macintosh will work with TeamBoard. *Contact TeamBoard Technical Support* for more information.

General Topics

This section explains how to solve some frequently asked general questions.

What training is available?

The TeamBoard Installation and User Guide, as well as the ShowMe TeamBoard video both describe TeamBoard's operation and use. For advanced applications, contact TeamBoard directly. For training services, contact your local dealer.

Where can I get help?

See the Getting Help Information for TeamBoard chapter for instructions on using TeamBoard online Help to answer your questions. You can also contact *TeamBoard Technical Support*. For more information refer to "Contacting TeamBoard Technical Support" on page 2.

6 Glossary

ActionBar The ActionBar is a series of buttons that appear along the bottom of the TeamBoard. Press a button to invoke the action. There is a toolbar in TeamBoard Draw that is identical to the TeamBoard ActionBar.

Annotation Annotation is used to write and draw on top of applications projected on to the TeamBoard in Interactive Mode.

ANSI Lumens ANSI Lumens is a measure of the brightness of a Data Projector.

Application Sharing Application Sharing involves running an application on a local system and allowing remote users to see and control the application. Any application that can be executed can be shared.

AutoSave AutoSave is an automatic back up of a TeamBoard Draw file. The file name is a date and time stamp.

Bitmap Bitmap is a common graphic file format (bmp).

Controller The Controller is the TeamBoard hardware that converts a touch on the TeamBoard to an X-Y coordinate on the computer screen. H-series is the current controller. A-series and F-series are older controllers.

Dashboard The Dashboard is the shortcut bar that is used to quickly access TeamBoard features and applications.

Draw Draw is a whiteboard application used to capture notes and drawings made on the TeamBoard.

- Interactive Mode** The Interactive Mode allows you to use the TeamBoard as an interactive touch screen. Use your finger or a stylus to work with the applications projected on to the TeamBoard.
- jpeg** Jpeg is a common graphic file format.
- Keystoning** Keystoning occurs when your projected image appears skewed or is not rectangular.
- LAN** LAN (Local Area Network) is any physical computer network that operates at high speed (10 Mbps or more) over short distances, usually within the same building or same floor of a building. A LAN connected to another remote LAN is part of a wide area network (WAN).
- MHz** MHz is the clock speed of the computer.
- png** Png is a graphic file format.
- RAM** RAM (Random Access Memory) allows your computer stores information in its RAM temporarily.
- Resolution (screen)** Resolution (screen) is the size of the display of information on your computer screen, which is measured in pixels. 800 x 600 pixels (SVGA) or 1024 x 768 pixels (XGA) are the most common desktop resolutions. As the resolution gets higher, the image becomes sharper.
- SVGA** SVGA is a display resolution of 800 x 600 pixels.
- Stylus** Stylus is a drawing device for electronic applications. The TeamBoard Stylus is a plastic, teflon-coated tipped marker that can be used to touch or draw on the TeamBoard in Interactive Mode.
- tmb** Tmb is the TeamBoard Draw file extension indicating a TeamBoard Draw file.
-

- URL** A URL (Uniform Resource Locator) is the standard way to give the address of any resource on the Internet. A URL could look like this:
http://www.teamboard.com
telnet://well.sf.ca.us
news:news.newusers.questions
The most common way to use a URL is to type it into the address bar of a browser program, such as Microsoft Internet Explorer.
- USB** USB (Universal Serial Bus) is an external peripheral interface standard for communication, through a cable, between a computer and external peripherals such as the TeamBoard. It is intended to replace existing serial ports and parallel ports
- USB Cable** A USB (Universal Serial Bus) Cable can be used to connect a USB TeamBoard to your computer's USB port, allowing them to communicate with each other.
- VGA** VGA is a display resolution of 640 x 480 pixels.
- Whiteboard Mode** Whiteboard Mode allows you to draw on the TeamBoard with a dry-erase marker, and have your notes and drawings captured to your computer.
- XGA** XGA is a display resolution of 1024 x 768 pixels.
-

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