### PLEASE THINK BEFORE YOU PRINT



# SMART Table 230i User's Guide

Extraordinary made simple<sup>™</sup> SMART<sub>™</sub>



# **Product Registration**

If you register your SMART product, we'll notify you of new features and software upgrades.

Register online at www.smarttech.com/registration.

Keep the following information available in case you need to contact SMART Technical Support.

Serial Number:

Date of Purchase:

#### FCC Warning

This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the manufacturer's instructions, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

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Patent No. US6141000; US6741267; US7151533; US7499033; CA2058219; and CA2252302. Other patents pending.

11/2009

# **Important Information**

### MARNING

- Failure to follow the installation instructions shipped with your SMART Table could result in personal injury and product damage.
- Ensure that any cables extending across the floor to your SMART Table are properly bundled and marked to prevent a tripping hazard.
- Make sure an electrical socket is near your SMART Table and remains easily accessible during use.
- Lock the casters before allowing children to use your SMART Table.
- Do not climb (or allow children to climb) on your SMART Table. Climbing on your SMART Table could result in personal injury and product damage.
- To reduce the risk of fire or electric shock, do not expose your SMART Table to rain or moisture.
- Use caution when servicing your SMART Table's internal parts even after you disconnect the power. The uninterruptible power supply (UPS) continues to provide dangerous voltages to the computer and projector after you disconnect the AC power source.
- Do not stare (or allow children to stare) directly into the projector's beam of light.
- Do not attempt to service the projector other than performing routine lamp replacement. Only an authorized service provider should provide service. Aside from the lamp module, there are no user serviceable parts inside the unit.
- Do not remove any screws other than those specified in the lamp replacement instructions.
- Do not touch or replace the projector lamp (which will be very hot) for at least an hour after shutdown. Touching the lamp can cause severe burns.
- Do not puncture, crush, heat or disassemble the remote control battery, expose it to fire or any liquid, short its terminals, or abuse the battery in any other way because this may cause the battery to explode or ignite, and could cause a fire or personal injury.

- If the remote control battery leaks, ensure that you do not get battery fluid in your eye. If you do, immediately rinse the affected eye with water and seek medical attention.
- Do not install the remote control battery backwards or reverse its polarity. Do
  not install battery types other than the one specified in the documentation.
  Both of these actions can cause damage to the remote control and can cause
  a fire or personal injury.

### 

- Disconnect the power cable only after you turn off the table as documented in this guide and the indicator lights and fans turn off. Disconnecting the power cable at any other time can cause shorten the life of the projector lamp.
- Do not place cords, boxes or other items on the surface of your SMART Table. Doing so can scratch the surface.
- If your SMART Table becomes wet, dry it completely before turning it on.
- SMART Technologies recommends that you use the remote control to complete only the procedures documented in this guide. Using the remote control for other purposes may change the projector's settings, which were specifically configured for the SMART Table.

#### 🚰 IMPORTANT

- Do not operate your SMART Table's projector in environments that are higher than 10,000' (3000 m) above sea level.
- Your SMART Table is sensitive to infrared light. Therefore, turn off or remove any pot lights or other incandescent lighting in the room and close any open blinds or curtains before calibrating your SMART Table.
- Your SMART Table's surface does not respond to touch until the computer completes its startup process. Therefore, wait 30 to 60 seconds after turning on your SMART Table before touching the surface.
- Before you clean your SMART Table, turn it off so that you do not inadvertently start applications when you wipe the surface.
- Do not place keyboards, mouse devices or other objects on the touch surface. The camera may interpret these objects as touches if they are placed on the touch surface.
- This product contains lithium button cell batteries in the computer and the remote control (perchlorate material—special handling may apply).

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# Chapter 1 Overview

The SMART Table 230i is an interactive learning center, capable of 120 points of contact, that is designed for young students.

This guide is intended for teachers and support staff. It introduces you to the SMART Table and explains how to use and customize it after the initial setup.



For information on setting up your SMART Table, see the *SMART Table 230i Installation Instructions* (document 131863) included with the table.

# About Your SMART Table

Your SMART Table is an interactive learning center with a touch-sensitive surface. By touching the surface, students can create, select, move and resize digital objects. More than one student can touch the surface at a time. This encourages collaboration and cooperation as students learn and play together.



Using the Wi-Fi® network connection to a

SMART Sync Teacher computer, a teacher can observe the student's activities from a distance, take control of the table and capture and print the tabletop image.

The software on your SMART Table includes a set of interactive applications, learning activities and educational games. You can download and customize the activities using the SMART Table Toolkit. Install and run the toolkit on your computer and then transfer your changes to the SMART Table using the USB storage device bracelet (see page 15). You can also transfer your activities to the SMART Table from a SMART Sync Teacher computer.

You can use your SMART Table with other SMART products as part of an overall learning solution. For example, you can introduce a new concept to students on a SMART Board<sup>™</sup> interactive whiteboard and then ask the students to explore the idea in detail using the SMART Table.

# How Your SMART Table Works

Your SMART Table contains six main technological components:

- Computer
- Projector
- Speakers
- Camera
- Surface
- Uninterruptible power supply (UPS)

The computer runs SMART Table software, the projector projects the computer's display onto the surface, the speakers play the computer's audio and the camera detects students' touch on the surface. Combined, these five components allow students to interact with SMART Table software.

The computer, projector, speakers and camera are inside the SMART Table's cabinet, while the surface is the SMART Table's top. The UPS provides backup power to the computer if power is unexpectedly disconnected from the SMART Table, allowing the computer to shut down safely.

Your SMART Table uses technology based on DViT<sup>™</sup> (Digital Vision Touch) technology to detect multiple students' touches. Other SMART products use DViT technology, including select SMART Board interactive whiteboards, SMART Board interactive display frames and SMART Podium (formerly Sympodium<sup>™</sup>) interactive pen displays. For more information on DViT technology, see the <u>SMART Technologies website</u>.

# Included with Your SMART Table

Your SMART Table comes with the following accessories:

- USB storage device bracelet
- Country-specific power cable
- SMART Table cabinet keys
- Installation instructions
- Warranty information
- Uninterruptible power supply (UPS)
- UPS installation instructions

# **USB Storage Device Bracelet**

The USB storage device bracelet contains the SMART Table software as well as a PDF copy of this guide, which you can view with Adobe® Reader. You use the bracelet to install the software when you first set up your SMART Table. Afterward, you can use it to do the following:



- Install the SMART Table Toolkit on a Windows® or Mac OS computer (see page 17)
- Install new activity packs and applications on your SMART Table (see page 39)
- Update the SMART Table software (see page 45)

### NOTES

- The USB storage device bracelet can store up to 2 GB of files.
- If you lose your SMART USB storage device bracelet, you can order a new one from your reseller, or use another generic USB storage device.

# **Power Cable**

The power cable provided with your SMART Table is specific to your region and should work with outlets in your school.



Connect the power cable to the SMART Table following the instructions in the *SMART Table 230i Installation Instructions* (document 141081).

If you extend the power cable across the floor, properly mark it to prevent a trip hazard.

# **Keys**

The keys allow you to lock the cabinet to prevent access to the computer and projector. Store the keys in a convenient but safe location when not in use. If you lose your keys, contact SMART Technical Support (see *Technical Support* on page 57) for a replacement.



# Installation Instructions

Follow the *SMART Table 230i Installation Instructions* (document 141081) to unpack and set up your SMART Table.

# Warranty Information

Retain the warranty information in case a problem occurs with your SMART Table during the warranty period.

# Uninterruptible Power Supply (UPS)

The UPS provides power to the computer when power fails or if the power cable is disconnected during table operation. The UPS generates an audible alarm and signals the computer to shut down safely to protect the computer's operating system from damage.

### 👉 IMPORTANT

The UPS isn't installed in your SMART Table when you first receive it. Use the installation instructions provided, or see <u>document 141058</u> to install and connect the UPS.

# **UPS Installation Instructions**

Use the UPS installation instructions to install the UPS, and to connect the projector and computer cables.

# Chapter 2 Using Your SMART Table

After setting up your SMART Table as documented in the *SMART Table 230i Installation Instructions* (document 131863), you can use it on a regular basis.

#### 🕝 IMPORTANT

Your SMART Table is sensitive to infrared light. Therefore, turn off or remove any pot lights or other incandescent lighting in the room and close any open blinds or curtains before turning on your SMART Table.

# Turning On Your SMART Table

After you set up your SMART Table, you can turn it on by following this procedure.

### To turn on your SMART Table

- 1. Connect the power cable to an outlet, or connect the power cable to a power bar, and then turn on the power bar.
- 2. Push the Reset switch.

Your SMART Table's computer and projector turn on. The computer completes its startup process, and the SMART Table Activities icons appear.





## NOTE

Your SMART Table's surface doesn't respond to touch until the computer completes its startup process. Wait 30 to 60 seconds after turning on your SMART Table before touching the surface. For more information on the SMART Table Activities software, see page 7.

# Turning Off Your SMART Table

If the power cable is disconnected or a power bar is turned off without turning the SMART Table off, the projector turns off immediately and an audible warning sounds signifying that the SMART Table computer is running on the uniterruptible power supply's (UPS) battery power. After 30 seconds, the UPS signals the computer to shut down to protect the computer's operating system.

If you reconnect the power cable within 30 seconds, after several minutes the SMART Table returns to normal operation, during which time the projector is performing startup tests before its lamp starts up.

#### 🕝 IMPORTANT

Avoid touching the table surface until the projector starts up and an image appears. Because the table is touch-sensitive even though you cannot see an image, you may disrupt or open activities unintentionally.

#### NOTE

You can't use the Reset switch to turn off the SMART Table. If you press the Reset switch for more than 30 seconds, the computer resets but the projector remains on. The following procedure shows the correct way to turn off your SMART Table.

#### To turn off your SMART Table

1. Display the SMART Table Activities menu (see page 7), and then press

The 🕑 button moves to another corner.

2. Repeat step 1 for each student.

A message appears, informing you that the shutdown process will begin in 30 seconds.

#### 🚺 TIP

A chime sound plays when the message first appears. This is useful when

you're away from the SMART Table and the students accidently press

Press **Cancel** if you pressed **()** by mistake.

3. Wait until the blue light around the Reset switch and the fans turn off before disconnecting the power cable.

#### 

Do not disconnect the power cable until after the blue light around the Reset switch and the fans turn off. Disconnecting the power cable at any other time can shorten the life of the projector lamp.

# Navigating SMART Table Activities

SMART Table Activities is your SMART Table's primary software. It starts automatically when you turn on the table.

The SMART Table Activities menu has two modes:

- **Student** mode is the default mode. It allows students to start applications specifically designed for children in early primary grades.
- **Teacher** mode appears when you connect the USB storage device bracelet to your SMART Table. It allows you to set the number of students, adjust the speaker volume, orient the surface, synchronize activity packs and applications and complete other configuration tasks as documented in this guide.





# **Initial Setup Using Teacher Mode**

In Teacher mode, you can select the language for the on-screen text that Teacher and Student mode menus appear in, specify the number of students and adjust the speaker volume before students use the SMART Table.

# Selecting the Language

You select the language the SMART Table Teacher mode menus appear in when you initially install SMART Table software. See *Updating the Software* on page 45 for information. You can use Teacher mode to change the language after you complete the software installation.

To select the language 1. Connect a USB storage device to your SMART Table.

The menu changes from **Student** mode to **Teacher** mode.

2. Press the **About SMART Table** icon.

The SMART Table Software page appears.

- 3. Press the Language tab.
- 4. Select a language from the list, and then press OK.



# Specifying the Number of Students

Your SMART Table can support and respond to input from up to eight students. Before using your SMART Table, specify the number of students that will use the table at the same time. Doing so changes several options in the SMART Table Activities software. For example, if you specify three students, Multiple Choice may require three responses to each question depending on the current activity pack (see page 11).

### To specify the number of students

1. Connect a USB storage device to your SMART Table.

The menu changes from **Student** mode to **Teacher** mode.

- Locate the Total Learners control, and then press + or

   to increase or decrease the number of students.
- 3. Disconnect the USB storage device bracelet.

The menu changes from **Teacher** mode to **Student** mode.



# Adjusting the Speaker Volume

You can adjust the volume of the SMART Table speakers to provide a comfortable listening level for noisy or quiet environments.

- To adjust the speaker volume
- 1. Connect a USB storage device to your SMART Table.

The menu changes from **Student** mode to **Teacher** mode.

2. Rotate the **Volume Control** control clockwise to increase the volume.

Rotate it counter-clockwise to decrease the volume.

#### NOTE

You can also press the small speaker symbol at the edge of the icon to mute or unmute the audio.

3. Disconnect the USB storage device bracelet.

The menu changes from **Teacher** mode to **Student** mode.



# Running in Student Mode

In Student mode, application icons appear on the table's desktop.



# Starting and Closing Applications

To start an application	While in Student mode, press an application icon.		
	The application appears.		
To close an application and return to the menu	<ol> <li>Press X.</li> <li>The X button moves to another corner.</li> </ol>		
	<ol> <li>Repeat step 1 for each student you specified (see Specifying the Number of Students on page 8).</li> </ol>		

For example, if you specified four students, you must press 🔀 four times.

# **About Applications**

SMART Table Activities software consists of the following applications:

- Paint
- Media
- Multiple Choice
- Hot Spots

- Addition
- Addition Plus
- · Hot Spaces
- Puzzle

You can customize these applications and add other applications using the SMART Table Toolkit (see page 15).

## Paint

Paint is a virtual finger painting application. Students paint with their fingers by selecting colors and effects from the palette.

There are up to four palettes with each palette located in a different corner of the surface. To open a palette, press it. The controls in the palette allow students to select colors, select line effects, clear the screen and close Paint.



### 🚺 TIPS

- Each student must press 💥 Clear Surface to clear the entire surface.
- Similarly, each student must press N Close Paint to close Paint.
- When one student selects a color or other option in a palette, that selection applies to all students.
- To erase, students can press and hold until their contact spot changes to yellow, and then they can drag their fingers over the areas they want to erase.

## Media

Media can display sets of pictures and videos that students drag and resize. Students can resize the picture or video by placing their fingers in opposite corners and dragging out to increase the size or dragging in to reduce the size. Media comes with a standard set of pictures. You can also connect a SMART Document Camera (see <u>document 122667</u>) to the table's USB interface to capture images and insert them into the activity.



When you connect the document camera, a camera icon **appears** in the corner of the display. Press the icon to view the camera image on the table's screen. An on-screen toolbar allows you to capture an image.

You can add your own pictures and videos using the SMART Table Toolkit (see page 25).

## TIP

To play a video in Media, press ▶ on the on-screen clip.

## **Multiple Choice**

In Multiple Choice, students work as a team to answer questions by dragging the answers to the middle of the table's surface.

### NOTE

You can create custom questions that complement your class curriculum (see page 27).



Each question appears in the center of the table surface, and the possible answers to it are arranged in a circle around it. Students can answer by pressing and dragging a possible answer to the question.

Depending on the activity:

- Students may need to answer the question correctly to proceed to the next question.
- All students, a majority of students or the first student to pick an answer must answer the question correctly to proceed to the next question.

# Hot Spots

Hot Spots presents students with diagrams. Students then match words and images by moving the labels to the correct spot identified by yellow dots on the diagram. (If the label matches, it changes from black to green when placed over the yellow dot.) After the students correctly identify all the parts of the diagram, Hot Spots presents the next diagram to solve.



### Addition

Addition displays a random math problem (for example, 25 + 3) and students work together to solve the problem visually by placing objects, such as blocks or coins, in the center of the surface. Students can move a block or coin by pressing and dragging it across the surface, or they can rotate it by placing two fingers on opposite sides.



Students can also answer by pressing the surface with their fingers for a few seconds. The number of finger touches is determined by the number of students you specified. See *Specifying the Number of Students* on page 8.

When students solve the math problem correctly, Addition presents the next problem.

# **Addition Plus**

In Addition Plus, students answer defined sets of math questions using visual objects. Students answer the problem by pressing and dragging blocks or coins across the surface.

When students solve the math problem correctly, Addition Plus presents the next math problem.



# Hot Spaces

In Hot Spaces, students sort words and images by moving them to the correct area. Students must identify a location on the diagram, and then press and drag the labels to the correct area. If the label matches, the border around the space becomes more animated. If a students places an incorrect label in a space, the animation stops. When all the labels are matched with a space, the area turns green.



After the students place all the labels and images on the correct areas, Hot Spaces presents the next diagram to solve.

## Puzzle

Puzzle presents students with a tangram or jigsaw puzzle. Students press, drag and rotate the pieces to the correct location to solve tangrams. (The pieces change color when they're placed in the correct position.)

After the students have correctly placed all pieces, Puzzle presents another tangram or jigsaw puzzle to solve.



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# Chapter 3 Working with the SMART Table Toolkit

The SMART Table Toolkit allows you to create SMART Table activity packs as well as import SMART Table activity packs and SMART Table applications from SMART's website. You can use these files to customize SMART Table Activities for your class.

### NOTE

SMART Table activity packs have the extension .tableContent, and SMART Table applications have the extension .tableApplication.

# Uploading the SMART Table Toolkit Installer to a USB Storage Device

The USB storage device bracelet provided with your SMART Table (see page 3) includes the SMART Table Toolkit installer. If you can't locate the bracelet or need additional copies of the SMART Table Toolkit, you can upload the toolkit installer to any generic USB storage device.

To upload the toolkit installer to a USB storage device 1. Turn on your SMART Table (see *Turning On Your SMART Table* on page 5). The *SMART Table Activities* menu appears.

2. Connect a USB storage device to your SMART Table.

The menu changes from **Student** mode to **Teacher** mode.

3. Press Get Toolkit.

A message appears, asking if you want to proceed.

4. Press OK.

A dialog box appears showing the toolkit copy progress. After several minutes, a second message appears, stating that the process is complete.

5. Press OK.

The SMART Table Toolkit installation files for Windows and Mac computers are now on the USB storage device.

# SMART Table Toolkit Computer Requirements

Install the SMART Table Toolkit on a Windows or Mac computer that meets the following hardware and software specifications.

# Windows Computers

#### Minimum hardware:

- Intel® Pentium® III 1 GHz or faster processor
- 512 MB RAM
- USB 2.0 receptacle
- Video card and monitor with XGA (1024 × 768) resolution support

#### Supported operating systems:

- Windows Vista® Home Premium, Business, Enterprise or Ultimate including 64-bit editions
- Windows Vista SP1
- Windows XP SP2 and SP3
- Windows XP Tablet PC Edition SP2 and SP3
- Windows 2000 SP4
- Windows Server® 2003

#### Other requirements:

- Administrator privileges
- Internet access

# Mac Computers

#### Hardware:

- Intel Core™ Duo 1.83 GHz or faster processor
- PowerPC® G4 1 GHz or faster processor
- 512 MB RAM
- USB 2.0 receptacle
- Video card and monitor with XGA (1024 × 768) resolution support

#### Supported operating systems:

• Mac OS X 10.5.4 and 10.5.5

#### Other requirements:

- Administrator privileges
- Internet access

# Installing the SMART Table Toolkit

Before installing the SMART Table Toolkit, ensure that your computer meets the minimum requirements listed on the previous page.

## NOTE

SMART Sync software is only available for Windows computers.

#### 🚰 IMPORTANT

If your computer is currently running an earlier version of SMART Sync Teacher software, you must remove it before you can install the SMART Sync Teacher software provided with SMART Table Toolkit. This ensures that the SMART Sync software on the SMART Table and the teacher computer are compatible.

To install the toolkit on a Windows computer

- 1. Connect the USB storage device bracelet (or other USB storage device) to the computer.
- Using Windows Explorer, locate and double-click the SMART Table Toolkit.exe file on the USB storage device bracelet:

The *InstallShield Wizard* appears, and then the *SMART Table Toolkit* installation wizard appears.

3. Click Next.

The License Agreement window appears.

- 4. Read the license agreement. If you agree, select **I accept the terms in the license agreement**, and then click **Next**.
- 5. Select Install SMART Sync Teacher.

#### NOTE

You can change the installation folder.

- If you are installing SMART Sync Teacher, and you have your Product Key, type it into the box.
- 7. Click Next.

### NOTE

If your computer is currently running SMART Sync Teacher, a message appears asking you to remove SMART Sync Teacher. Use the Windows **Add or Remove Programs** tool to remove the software, and then repeat this procedure.

8. Click Install.

After several minutes, the InstallShield Wizard Completed window appears.

9. Click Finish, and then click Yes to restart your computer.

To install the toolkit on a	1. Connect the USB storage device bracelet to the computer.		
Mac computer	2. Using the Finder, locate and double-click <b>SMART Table Toolkit.dmg</b> on the USB storage device.		
	The SMART Table Toolkit installation wizard appears.		
	3. Follow the on-screen instructions to install the toolkit.		
	Starting the SMART Table Toolkit		
	After installing the SMART Table Toolkit, start it by completing the following procedures. You can then create a new .tableContent file or open an existing one.		
To start the toolkit on a	Double-click the SMART Table Toolkit icon on the desktop.		
Windows computer	OR		
	Select Start > All Programs > SMART Technologies > SMART Table > SMART Table > SMART Table Toolkit.		
	The SMART Table Toolkit window appears.		
To start the toolkit on a	Click the SMART Table Toolkit icon in the Dock.		
Mac computer	The SMART Table Toolkit window appears.		
To create or open a	Click <b>New</b> to create a new .tableContent file.		
.tableContent file	OR		
	Click <b>Open</b> , navigate to and select the .tableContent file, and then click <b>Open</b> to open an existing .tableContent file.		

# **Checking for Software Updates**

After installing the SMART Table Toolkit, you can use SMART Product Update to see if updates are available.

### NOTE

You must have an Internet connection to check for software updates.

- To check for updates1.Start SMART Table Toolkit (see Starting the SMART Table Toolkit on page 18).The SMART Table Toolkit window appears.
  - 2. Click About in the top-right corner of the window.

The About dialog box appears.

- 3. Click the Technical Support tab.
- 4. Click Check for Software Updates.

The *SMART Product Update* window appears listing all the SMART software installed on your computer.

 If your software products are the most recent versions, a SMART Product Update message box appears with the message "Your software is up-to-date." Click OK.

If updates are available for one or more software products, select **Update** for all that apply, and then follow the on-screen instructions.

# Chapter 4 Customizing with SMART Table Toolkit

# Customizing the Home Screen

When you turn on your SMART Table, the SMART Table Activities Home screen appears. Your students can select an application from the screen.

You can customize the Home screen's background image with your own graphics file or a Gallery image, and add instructions for students using the toolkit.

- 1. Click Home.
- 2. Click the Import Image File 5 button.

The Background Image dialog box appears.

3. Navigate to and select a JPEG, GIF or PNG file that you want to use as the background image, and then click **Open**.

The Background Image dialog box closes, and the selected graphics file appears.

- 1. Click Home.
- 2. Click the Import Gallery Image | L | button.

### NOTE

Your computer must be connected to the Internet to access and download Gallery images.

The SMART Exchange dialog box appears.

- 3. Type a search term into the **Search SMART Exchange** text box, and then click **Search**.
- 4. Select an image, and then click OK.

The SMART Exchange dialog box closes, and the selected image appears.

To use a graphics file for the Home screen's background image

To use a Gallery image

for the Home screen's

background image

To add Home screen instructions for students To add written instructions to your Home screen, type the instructions in the Text box.

To add audio instructions, click **mport sound**, navigate to and select a WAV or MP3 file containing the audio instructions, and then click **Open**.

#### TIP

Click X Clear sound to clear the sound file.

# **Customizing Applications**

You can customize the following applications using the SMART Table Toolkit:

- Paint
- Media
- Multiple Choice
- Hot Spots

- Addition
- Addition Plus
- · Hot Spaces

# **Customizing Other Applications**

SMART Technologies may introduce more applications in the future. In addition, you can import applications from third parties (see the following pages).

You can customize these applications following procedures similar to those outlined in this chapter.

# **Previewing Applications**

You can preview and test your customized applications before you save them to the SMART Table.

To preview your	1.	While customizing your application, select <b>Preview <application name=""></application></b> .	
application		A web browser window appears showing your application.	
	2.	Experiment with your application to test its operation and layout.	
	3.	Close the browser window.	
		You can now return to the SMART Table Toolkit.	

# Adding Instructions for Students

You can include text or audio instructions with your applications to help students use them correctly.

To add instructions<br/>for students1. To add written instructions to your application, type the instructions in the *Text* box<br/>at the bottom of the window.

To add audio instructions, click **Markov Import sound**, navigate to and select a WAV or MP3 file containing audio instructions, and then click **Open**.

TIP

Click  $\ge$  Clear sound to clear the sound file.

2. Click Save All, or Save As.

# **Customizing Paint**

You can customize Paint by specifying the following:

Whether to show an ink effect when students draw on the surface



- Line thickness
- Background images
- Instructions for students
- **To customize Paint** 1. Click **Home**, and then select the **Paint** application's check box.

The *Paint* icon appears on the desktop, and the *Paint* tab appears at the top of the window.

- 2. Click the Paint tab.
- 3. Customize the application using these options:
  - Select the **Use ink effect** check box to show an ink effect when students draw on the screen.
  - · Set the Line thickness slider to the line thickness you want to use in Paint.
  - Add a background image using any of the following methods:
    - Click Import Image File 1 to import a JPEG, GIF or PNG file.
    - Click Import Gallery Image Lot import an image from SMART Exchange.

#### NOTE

Your computer must be connected to the Internet to access and download Gallery images.

- Click Paste to paste a graphics file you copied in another application.
- Drag and drop a graphics file into the toolkit.
- Repeat for each background image you want to add to Paint.

#### 🚺 TIP

To remove a file, select it, and then click **Remove**.

# **Customizing Media**

You can use the toolkit to add your own graphics and video files to Media, as well as change the background image.

Media supports the following graphics and video file formats:

Graphics File Formats	Video File Formats
JPEG (.jpg, .jpeg)	<ul> <li>Windows Media® (.wmv)</li> </ul>
• GIF (.gif)	• AVI (.avi)
PNG (.png)	

**To customize Media** 1. Click **Home**, and then select the **Media** application's check box.

The *Media* icon appears on the desktop, and the *Media* tab appears at the top of the window.

- 2. Click the Media tab.
- 3. Change the background image using either of the following methods:
  - In the Background Image area, click Import Image File by to import a JPEG, GIF or PNG file.
  - Click **Import Gallery Image** to import an image from SMART Exchange.

#### NOTE

Your computer must be connected to the Internet to access and download Gallery images.

## TIP

Click X Clear image to clear the graphics file.

4. Select the **Use presentation scaling** check box to automatically maximize and orient a graphics or video file to the bottom of the table when students resize it to the maximum allowed value.

### NOTE

This feature is useful in situations where you want to show pictures or videos in a slide show-style presentation.

5. Set the **Range of scaling** sliders to the minimum and maximum sizes that students can resize graphics and video files.



- 6. Add a graphics or video file using any of the following methods:
  - Click Import Image File
     to import a JPEG, GIF or PNG file.
  - Click Import Gallery Image Let to import an image from SMART Exchange.

#### NOTE

Your computer must be connected to the Internet to access and download Gallery images.

- Click **Paste** to paste a graphics or video file that you copied in another application.
- Drag and drop a graphics or video file into the toolkit.
- 7. Repeat step 6 for each graphics or video file you want to add to Media.

#### 🚺 TIP

To remove a file, select it, and then click **Remove**.

#### 🚺 TIPS

- You may want to import or create a blank background image so that imported graphics or videos aren't superimposed over background graphics.
- A blank background also won't interfere with document camera images you display when running the Media activity.

# **Customizing Multiple Choice**

In Multiple Choice, students work as a team to answer questions in different activities. Multiple Choice comes with a default question set. You can create other question sets that are relevant to your class curriculum.

Click Home, and then select the Multiple Choice application's check box.
 The Multiple Choice icon appears on the desktop, and the Multiple Choice tab appears at the top of the window.
 Click the Multiple Choice tab.

3. Type a name for the question set in the *Step 1: Create an Activity* box, and then click **Create**.

The activity name appears below *All Activities*, and the *Step 2: Add questions to...* area becomes active.

To create the question and answers

- 1. Type your question in the Question box.
- 2. Type the message you want to display when the students select the correct answer in the **Feedback** box.

#### NOTE

Feedback appears after students answer the question.

- 3. If you want to add an image for the question, you can:
  - Click Import Image File
  - Click Import Gallery Image Let to import an image from SMART Exchange.

#### NOTE

Your computer must be connected to the Internet to access and download Gallery images.

- Click Section Paste image below the Question image heading to paste a graphics file that you copied in another application.
- 4. Click Add in the Answers area.

The Add an Answer dialog box appears.

5. Type a one- or two-word answer to the first question in the *Answer* box, and then click **OK**.

TIP

You can also click **Import image** or **Paste image** to add images to the answer.

6. Repeat steps 4 and 5 until you've added all the answers.

- 7. Select the correct answer's icon, and then click Set as Correct Answer.
- 8. Click **Add**, and then repeat steps 1 to 7 for each question you want to include in the activity.

```
TIPS
```

- To edit a question, select it in the All Questions list, and then repeat steps 1 to 5.
- To remove a question, select it in the *All questions* list, and then click **Remove**.

#### **To set up the activity** 1. Define the question/answer layout using the **Question/Answer Layout** control.



The question appears in the middle. Move the answer to one of the four sides by clicking the gray boxes.

- 2. Select the **Correct Answer Required** check box to require students to select the correct answer to proceed to the next question.
- 3. Click one of the following options:

		To have:	Click:
		A majority of students answer the question before they can proceed to the next question	Majority Rules
		All students answer the question before they can proceed to the next question	All Must Agree
		The first student that answers the question win	First Wins
	4.	Click Save All, or Save As.	
To edit a question set	1.	Click Multiple Choice.	
	2.	Select the question set in the All Activities list.	
	3.	Refer to the three previous procedures to edit the activity's qu	uestions and settings.
To remove an activity	1.	Click Multiple Choice.	
	2.	Select the activity in the <i>All Activities</i> list, and then click the <b>R</b> the <i>All Activities</i> list.	emove button below
		The Confirmation dialog box appears.	
	3.	Click <b>Yes</b> .	
### **Customizing Hot Spots**

You can create custom diagrams in Hot Spots to complement your class curriculum. For example, if your class is studying the parts of speech, you can create a set of sentence diagrams and have students label the nouns, verbs and adjectives in each sentence.

To create an activity1. Click Home, and then select the Hot Spots application's check box.The Hot Spots icon appears on the desktop, and the Hot Spots tab appears at the<br/>top of the window.

- 2. Click the Hot Spots tab.
- 3. Type a name for the activity in the *Step 1: Create an activity* box, and then click **Create**.
- 4. Change the background image using either of these methods:
  - In the *Background* area, click **Import Image File** to import a JPEG,
     GIF or PNG file.
  - Click Import Gallery Image L
     to import an image from SMART Exchange.

#### NOTE

Your computer must be connected to the Internet to access and download Gallery images.

To add a text label 1. Click Add Label.

A Label 1 label appears on the background.

- 2. Double-click the label, edit its text, and then click outside of the label.
- 3. Repeat steps 1 and 2 for each text label you want to add to the activity.
- **To add a picture** 1. Add pictures to your activity using either of the following methods:
  - In the Add Picture area, click Import Image File to import a JPEG, GIF or PNG file.
  - Click Import Gallery Image Image to import an image from SMART Exchange.
    - R NOTE

Your computer must be connected to the Internet to access and download Gallery images.

2. Repeat for each picture you want to add to the diagram.

To set start and end positions of objects	1.	Click <b>End positions</b> , and then drag the labels and you want the students to drag them when they ans	pictures to the locations where wer the activity correctly.
	2.	Click <b>Start positions</b> , and then drag the labels and where you want them to appear when the activity s	d pictures to the locations starts.
To edit an activity	1.	Click Hot Spots.	
	2.	Select the activity in the All Activities list.	
	3.	Refer to the previous procedures to make changes	5.
To remove an activity	1.	Click Hot Spots.	
	2.	Select the activity in the <i>All Activities</i> list, and then <i>Activities</i> list.	click <b>Remove</b> below the <i>Allow</i>
		The Confirmation dialog box appears.	
	3.	Click <b>Yes</b> .	
To reorder activities	1.	Click Hot Spots.	All Activitios:
	2.	In the <i>All Activities</i> list, click and drag an activity up or down to change its order.	Ecosystems
	3.	Repeat step 2 for each activity you want	Parts of an Animal Cell
		to reorder.	Ecosystems
			Remove

### **Customizing Addition**

You can customize Addition by specifying the following:

- Background images
- · Whether to use coins, blocks or fingers to count
- If applicable, the number of each coin or block type
- Instructions for students

#### **To customize Addition** 1. Click **Home**, and then select the **Addition** application's check box.

The *Addition* icon appears on the desktop, and the *Addition* tab appears at the top of the window.

- 2. Click the Addition tab.
- 3. Type a name for the activity in the *Step 1: Create an activity* box, and then click **Create**.
- 4. Customize the application using these options:
  - Change the background image using either of the following methods:
    - In the Background Image area, click Import Image File 1 to import a JPEG, GIF or PNG file.
    - Click Import Gallery Image 
       to import an image from SMART Exchange.

#### NOTE

Your computer must be connected to the Internet to access and download Gallery images.

 Click Section Paste image to paste a graphics file you copied in another application.

#### 🚺 TIP

Click X Clear image to clear the graphics file.

Select the counting item options from the drop-down list.

To have students count in:	Click:
Canadian coins	CAD
American coins	USD
European coins	EUR
British coins	GBP
Brazilian coins	Brazil
Russian coins	Russia

Australia
Mexico
China
Blocks
Fingers

• If you clicked one of the coin types or *Blocks*, select the number of coins or blocks you want to include in Addition for each coin or block type.

### NOTE

Only the coin types available for each currency type are displayed.

### Customizing Addition Plus

You can customize Addition Plus by specifying the following:

- The question that the students must answer, and the correct answer
- Background images
- Whether to use coins or blocks to count, and the number of each coin or block type
- Instructions for students

### To customize

1. Click Home, and then select the Addition Plus application's check box.

Addition Plus

- The Addition Plus icon appears on the desktop, and the Addition Plus tab appears
- at the top of the window. 2. Click the Addition Plus tab.
- 3. Type a name for the activity in the Step 1: Create an activity box, and then click Create.
- Type your question into the Question Text box.
- 5. Type the correct answer into the Answer box.
- 6. Customize the application using these options:
  - Change the background image using either of the following methods: ٠
    - In the Background Image area, click Import Image File to import a JPEG, GIF or PNG file.
    - Click Import Gallery Image is to import an image from SMART Exchange.

#### NOTE i

Your computer must be connected to the Internet to access and download Gallery images.

Click **Paste image** to paste a graphics file you copied in \_ another application.

#### 🚺 TIP

Click X Clear image to clear the graphics file.

Select the counting item options from the drop-down list.

To have students count in:	Click:
Canadian coins	CAD
American coins	USD
European coins	EUR
British coins	GBP

Brazilian coins	Brazil
Russian coins	Russia
Australian coins	Australia
Mexican coins	Mexico
Chinese coins	China
Blocks	Blocks

• If you clicked one of the coin types or *Blocks*, select the number of coins or blocks you want to include in Addition for each coin or block type.

#### **NOTE**

Only the coin types available for each currency type are displayed.

### **Customizing Hot Spaces**

You can create custom diagrams in Hot Spaces to complement your class curriculum. For example, if your class is studying the four seasons, you can create areas on the table that represent each season and have students identify labels or pictures associated with each season.

To customize<br/>Hot Spaces1.Click Home, and then select the Hot Spaces application's check box.The Hot Spaces icon appears on the desktop, and the Hot Spaces tab appears at<br/>the top of the window.

- 2. Click the Hot Spaces tab.
- 3. Type a name for the activity in the *Step 1: Create an activity* box, and then click **Create**.
- 4. Click the Hot Spaces tab.
- 5. Change the background image using either of these methods:
  - In the *Background* area, click **Import Image File** to import a JPEG, GIF or PNG file.
  - Click Import Gallery Image Lot import an image from SMART Exchange.

#### NOTE

Your computer must be connected to the Internet to access and download Gallery images.

**To create the Hot Spaces** 1. Click one of the shape tools to the right of *Hot Space Tools* above the background image.

- 2. Click and drag a shape around an area of the background image you want to use as a Hot Space.
- 3. Repeat steps 1 and 2 for each Hot Space.

To add text labels 1. Click Add Label.

A new label appears on the background image.

- 2. Double-click the label, type its text, and then click outside of the label.
- 3. Repeat steps 1 and 2 for each text label you want to add to the diagram.
- 4. Click End Region if it isn't already selected.
- 5. Drag each label to its correct Hot Space.

The Hot Space outline changes color to indicate that the label is part of the space.

To add pictures	1.	Add pictures to your activity using either of the following methods:
		<ul> <li>In the Add Picture area, click Import Image File 1 to import a JPEG, GIF or PNG file.</li> </ul>
		<ul> <li>Click Import Gallery Image</li></ul>
		i NOTE Your computer must be connected to the Internet to access and download Gallery images.
	2.	Click and drag the picture to its end position.
	3.	Repeat steps 1 and 2 for each picture you want to add to the diagram.
To set start and end positions of objects	1.	Click <b>End region</b> , and then drag the labels and pictures to the spaces where you want the students to drag them when they answer the activity correctly.
		The Hot Space outline changes color to indicate that the picture is part of the space.
	2.	Click <b>Start positions</b> , and then drag the labels and pictures to where you want them to appear when the activity starts.
To edit an activity	1.	Click Hot Spaces.
	2.	Select the activity in the All Activities list.
	3.	Repeat the previous procedures.
To remove an activity	1.	Click Hot Spaces.
	2.	Select the activity in the <i>All Activities</i> list, and then click <b>Remove</b> below the <i>Allow Activities</i> list.
		The Confirmation dialog box appears.
	3.	Click Yes.
To reorder activities	1.	Click Hot Spaces.
	2.	In the All Activities list, click and drag an activity to change its order.
	3.	Repeat step 2 for each activity you want to reorder.

# Chapter 5 Downloading, Saving and Copying Activities

### **Downloading Activities**

Using the *Online Activities* tab of the SMART Table Toolkit, you can download activities (.tableContent files) for the SMART Table.

#### NOTE

You must use the SMART Table Toolkit to save the activities with their applications before you can copy them to the SMART Table.

To download activity packs and applications

- Start SMART Table Toolkit (see *Starting the SMART Table Toolkit* on page 18). The *SMART Table Toolkit* window appears.
- 2. Click Online Activities.
- Search for and download .tableContent files from SMART's website to the USB storage device.

You can now use the SMART Table Toolkit to view and customize the applications and activities. See *Customizing with SMART Table Toolkit* on page 21 for more information.

### **Saving Activities**

Before you can apply your customizations to your SMART Table, you must save them in a .tableContent file to the root folder on the USB storage device bracelet.

The toolkit indicates the status of each application in the .tableContent file. If the tab's label is preceded by an asterisk (\*), the application contains unsaved changes.

	Addition       Addition Plus       *Hot Spaces         Image: Constraint of the system of the s		
To save the file the first time	<ol> <li>Click Save As.</li> <li>The Save dialog box appears.</li> </ol>		
	2. Navigate to an appropriate location on the computer.		
	3. Type a name for the file in the <i>File name</i> box.		
	4. Click Save.		
To save the file subsequent times	Click Save All.		
To remove an application from the file	Clear the check box above the application icon in the <i>Applications</i> area.		
	The application's tab disappears from the bar, and the application's icon disappears from the <i>Home</i> window.		
To remove unsaved changes from an application	<ol> <li>Click the application's tab.</li> <li>Click <b>Discard Changes</b>.</li> </ol>		

### Copying Activities to the Table

After saving a .tableContent file to your USB storage device, you can copy the file to your SMART Table.

#### NOTES

activity pack

- After you copy a new activity to your table, only the applications with tabs saved in the .tableContent file (see page 38) appear in the *SMART Table Activities* menu.
- Your SMART Table saves all previous activities in an archive folder. You can
  restore any of these activities.

**To apply a new** 1. Turn on your SMART Table (see *Turning On Your SMART Table* on page 5).

The SMART Table Activities menu appears.

2. Connect the USB storage device to your SMART Table.

The menu changes from **Student** mode to **Teacher** mode.

- 3. Press Choose Activities.
- 4. Press the Bracelet tab, if it's not already selected.

A list of all .tableContent and .tableApplication files on the USB storage device appears.

TIP

Press **f** to rotate the list 180°.

5. Select the appropriate .tableContent file or .tableApplication file, and then press **Open**.

#### NOTE

The name of each .tableContent file and .tableApplication file must be unique. You're unable to apply a .tableContent file or .tableApplication file with the same name as one you previously applied.

Your SMART Table copies the file, and a confirmation message appears.

- 6. Press OK.
- 7. Disconnect the USB storage device.

The menu changes from **Teacher** mode to **Student** mode.

## To restore a previous activity pack

- Turn on your SMART Table (see *Turning On Your SMART Table* on page 5).
   The SMART Table Activities menu appears.
  - 2. Connect the USB storage device to your SMART Table.

The menu changes from **Student** mode to **Teacher** mode.

- 3. Press Choose Archives.
- 4. Press the Table tab, if it's not already selected.

A list of previous activities appears.

TIP

Press **C** to rotate the list 180°.

5. Select the activity you want to restore, and then press **Open**.

#### NOTE

The previous activities are stored on the SMART Table computer rather than the USB storage device, but you need to connect a USB storage device to the table to switch to **Teacher** mode.

Your SMART Table restores the selected activity, and a confirmation message appears.

- 6. Press OK.
- 7. Disconnect the USB storage device.

The menu changes from **Teacher** mode to **Student** mode.

## Chapter 6 SMART Table and SMART Sync Software

### About SMART Sync

With SMART Sync software, you can manage your classroom, and communicate with and assist your students without leaving your computer.

Using SMART Sync software, you can monitor and control your students' computers using the *Thumbnails* view, which displays real-time images of students' desktops. In addition to viewing the thumbnails, you can capture snapshots of a student's screen, take control of a student's desktop, place a temporary lock on your students' computers, remotely shut down your students' computers, block Internet access, block the use of specific applications and broadcast your desktop.

You can also use SMART Sync software to send files to your students, and more. Refer to the *SMART Sync 2009 User's Guide* (document 131740) provided with your SMART Sync software for more information.

# Using SMART Sync Software with Your SMART Table

The computer inside your SMART Table includes SMART Sync Student software and a Wi-Fi wireless network interface card. Using a wireless networking hub, you can set up a network allowing your SMART Sync Teacher computer to access the table's SMART Sync Student software. You can monitor multiple SMART Tables from a single SMART Teacher computer.



SMART does not provide antivirus or network security software with your SMART Table. When you start your SMART Table, the computer automatically logs in as an administrator with User Account Controls disabled. Incoming network ports are blocked; however, outgoing communication such as web browsing is still possible. If you're allowing Internet access to the SMART Table, contact your network administrator.

#### 🚰 IMPORTANT

If you allow Internet access to your SMART Table and the internal computer's software becomes damaged as a result, the SMART Table Warranty is void.

#### Before You Can Use SMART Sync with Your Table

Before you can remotely monitor and control your SMART Table with SMART Sync software, you must complete these stages:

- Install and activate SMART Sync Teacher software on your teacher computer.
- Set up and configure a wireless network.
- Configure the table's SMART Sync Student software.

To install and activate SMART Sync Teacher software  If you don't already have SMART Sync Teacher software installed on your teacher computer, contact your authorized SMART Reseller, or download the software from <u>www2.smarttech.com/st/en-US/Support/Downloads/smartsync/</u>.

#### NOTE

SMART Sync Teacher and Student software must be the same version.

2. Assign a name to the SMART Sync Teacher software.

You will use this name when configuring the SMART Sync Student software on your table. Refer to the *SMART Sync 2009 User's Guide* (document 131740) provided with your SMART Sync software.

#### Setting up your Wireless Network

Before setting up the SMART Table's wireless network configuration, take the table out of Student and Teacher modes.

To set up your SMART Table 1. Turn on your SMART Table (see *Turning On Your SMART Table* on page 5).

The SMART Table Activities menu appears.

2. Connect a USB storage device to your SMART Table.

The menu changes from Student mode to Teacher mode.

3. Press X, and then press OK.

The SMART Table Activities software closes.

- 4. Disconnect the USB storage device bracelet.
- 5. Connect a mouse to a USB receptacle on the side of your SMART Table.

#### 🚰 IMPORTANT

Do not place the mouse on the touch surface. The camera may interpret the mouse contact as a touch.

To setup aRefer to the documentation provided with your wireless network device to set up andwireless networkconfigure a Wi-Fi network for your SMART Sync system.

#### NOTES

- You can configure the SMART Table's wireless network settings using Windows Vista Control Panel. Use the SMART Keyboard or connect a USB keyboard to enter network settings.
- Restart your SMART Table after setting up the network so that SMART Sync software can detect the network.
- The SMART Sync 2009 User's Guide (document 131740) provided with your SMART Sync software has information about firewall configuration.

#### Configuring SMART Sync Student Software

The SMART Sync Student software on your SMART Table is configured so you won't need to make many changes to the configuration.

#### 🚺 TIP

Install SMART Sync Teacher on your teacher's computer first so that you can detect the Teacher installations on your network when running the SMART Sync Student Configuration Tool.

To configure SMART Sync Student software 1. Select Start > All Programs > SMART Technologies > SMART Sync > SMART Sync Student Configuration Tool 2009.

The SMART Sync Student Configuration Tool dialog box appears.

- 2. Click Next.
- 3. Select Hidden from students, and then click Next.
- 4. Select Automatically connects with this Teacher ID.
- 5. Type the ID in the box below the option, and then click Next.

If the Teacher ID isn't visible on your network, a dialog box appears asking you to continue or troubleshoot the problem, click **Continue Configuration**.

The Options dialog box appears.

- 6. Select the student's language in the **Language** drop-down list, and then click **Next**.
- 7. Select Anonymous, and then click Next.
- 8. Select My Documents folder, and then click Next.
- 9. Select No security, and then click Next.
- 10. Click Finish.

#### 44 | CHAPTER 6 - SMART TABLE AND SMART SYNC SOFTWARE

# Chapter 7 Maintaining Your SMART Table

Your SMART Table requires minimal maintenance. This chapter describes the five most common maintenance tasks:

- Updating the Software on page 45
- Orienting the Surface on page 47
- Cleaning Your SMART Table on page 48
- Replacing the Projector Lamp on page 48
- Aligning the Projector on page 48

### Updating the Software

The SMART Table Toolkit includes SMART Product Update (SPU). SPU allows you to check the SMART website for updates to the SMART Table software. You can download the software updates to your USB storage device bracelet or to another USB storage device. Refer to *Uploading the SMART Table Toolkit Installer to a USB Storage Device* on page 15.

#### NOTE

You must copy the SMART Table Toolkit files to the root folder on the USB storage device.

Once the files are on the USB storage device bracelet, you can install the software updates on your SMART Table by completing the following procedures.

#### 👉 IMPORTANT

After updating, use the SMART Table Toolkit included in the update to customize your applications. Do not use an earlier version of the toolkit.

#### To install updates on your SMART Table

1. Turn on your SMART Table (see *Turning On Your SMART Table* on page 5).

The SMART Table Activities menu appears.

2. Connect the USB storage device bracelet to your SMART Table.

If toolkit files aren't on the USB storage device, a message appears, asking whether you want to install the update.

3. Press OK.

A windows appears showing the installation progress, and then after a delay, a language selection page appears.

4. Select the language you want the user Teacher mode interface to appear in, and then press **OK**.

A License Agreement page appears.

5. Press Agree four times.

A message appears indicating that the update is complete and requests that you remove and reconnect the USB storage device.

6. Disconnect, and then reconnect the USB storage device bracelet.

A message appears saying that the SMART Table Toolkit allows you to download and create activities.

- 7. Press OK.
- 8. Press Get Toolkit.

A Copying SMART Table Toolkit message appears, and then Copy Complete appears.

- 9. Press OK.
- 10. Disconnect the USB storage device.

To update the SMART Table Toolkit on your computer Refer to *Installing the SMART Table Toolkit* on page 17 for instructions to install the updates you've copied to the USB storage device.

To select the default application

1. Connect the USB storage device bracelet to your SMART Table.

The menu changes from **Student** mode to **Teacher** mode.

- 2. Press Choose Activities.
- 3. Press the **Table** tab.

A list of all .tableApplication files on the table appears.

TIP

Press **C** to rotate the list 180°.

4. Select the **Default** application, and then press **Open**.

Your SMART Table applies the application and a confirmation message appears.

- 5. Press OK.
- 6. Disconnect the USB storage device bracelet.

The menu changes from **Teacher** mode to **Student** mode.

### Orienting the Surface

Whenever you touch the SMART Table's surface a small cross or circle should appear directly under your finger. If it doesn't appear where you touched the surface, you may need to orient the surface.

#### NOTE

You should orient your SMART Table after you realign the projector.

- To orient the surface1.Turn on your SMART Table (see Turning On Your SMART Table on page 5).The SMART Table Activities menu appears.
  - 2. Connect the USB storage device bracelet to your SMART Table.

The menu changes from **Student** mode to **Teacher** mode.

3. Click Orient.

A message asks you to close the cabinet doors and position the table away from direct sunlight.

4. Click OK.

The orientation screen appears.



5. Using your finger, press and hold the center of the first target until the red cross moves to the next target.

6. Repeat step 5 for each target.

When you press the last target, the orientation data saves to your SMART Table's memory, and the SMART Table Activities menu reappears.

#### NOTE

If you need to stop the orientation procedure, press ten fingers on the table surface simultaneously.

7. Disconnect the USB storage device bracelet.

The menu changes from **Teacher** mode to **Student** mode.

### **Cleaning Your SMART Table**

Use an alcohol-free household glass cleaner, such as Windex® glass cleaner, to clean the surface at regular intervals.

#### 🕝 IMPORTANT

Before you clean your SMART Table, turn it off (see page 6) so that you do not unintentionally start applications when you wipe the surface.

### Replacing the Projector Lamp

Approximately 100 hours before the recommended lamp replacement time, the projector displays a *change lamp* message. Contact your reseller (see page 57) for a replacement lamp as soon as possible.

#### R NOTE

In some situations, the projector lamp may start to dim before you see the message. Replace the projector lamp in these situations as well.

Refer to the document included with the replacement lamp for instructions.

### Aligning the Projector

To align the projector

Refer to the textless installation instructions that were provided with your SMART Table. You can also refer to <u>document 141081</u> in SMART's Knowledge Base.

## Chapter 8 Troubleshooting

If you set up your SMART Table following the procedures in the *SMART Table 230i Installation Instructions* (document 131863), touch should work without any problems. However, if problems occur, follow the procedures in this chapter to resolve them.

### **Initial Checks**

Check	Explanation
Is the blue indicator LED around the <i>Reset</i> button illuminated?	When the indicator is blue, the SMART Table computer is receiving power.
	If it isn't blue, check the power cable connections, the UPS power connection and the connection from the UPS to the computer.
Do you see the "SMART – Extraordinary made simple"	If you see this message, the projector is working properly.
message on the SMART Table screen?	If you don't see the message, check the SMART Table power connections, and verify that the projector is connected to the surge only outputs on the UPS. Refer to the <i>SMART Table</i> <i>UPS Installation Instructions</i> (document <u>141058</u> ) provided with your table
Do you see the SMART logo on a blue SMART Table screen?	If you see the SMART logo, the projector isn't receiving a video input signal.
	Check that the video cables from the computer to the projector are properly connected.

### **Before Starting**

Open the cabinet doors and check that all cables are securely connected to the UPS, computer and projector. Refer to the *SMART Table 230i Installation Instructions* (document 131863) and the *SMART Table UPS Installation Instructions* (document 141058) provided with your table. The troubleshooting procedures in the following sections require you to close SMART Table Activities, and then connect a keyboard and mouse to your SMART Table using the two USB receptacles on the side of the unit.

## Troubleshooting Your SMART Table

#### Setting Up Your Table for Troubleshooting

Before troubleshooting your table, take the table out of Student and Teacher modes.

To set up your SMART Table for Troubleshooting 1. Turn on your SMART Table (see Turning On Your SMART Table on page 5).

The SMART Table Activities menu appears.

2. Connect a USB storage device to your SMART Table.

The menu changes from **Student** mode to **Teacher** mode.

3. Press  $\mathbf{X}$ , and then press **OK**.

The SMART Table Activities software closes.

- 4. Disconnect the USB storage device bracelet.
- 5. Connect a mouse to a USB receptacle on the side of your SMART Table.

#### 👉 IMPORTANT

Do not place the mouse on the touch surface. The camera may interpret the mouse contact as a touch.

### **Diagnosing Basic Problems with Touch**

The following table presents basic touch-related problems and solutions.

Problem	Solution
Touch isn't working, and the Windows desktop is visible.	SMART Table software isn't installed, or the software isn't running.
	Follow the instructions in the <i>ST230i SMART</i> <i>Table Installation Guide</i> ( <u>document 131863</u> ) provided with your SMART Table.
Touch isn't working, and a message appears informing you	The camera may have disconnected from the computer during shipping.
that the camera failed to initialize.	Open the SMART Table cabinet and reconnect the cable from the camera to the computer. You should see a green light on the camera. If the camera doesn't initialize, contact SMART Technical Support (see page 57).

Problem	Solution
Touch isn't working properly, and one or more white spots appear in	Infrared light may be interfering with the camera's ability to sense touch.
the two upper quadrants of the SMART Touch Service window.	Turn off or remove any pot lights or other incandescent lighting in the room.
	Close any open blinds or curtains to prevent direct sunlight from shining on your SMART Table.
Touch isn't working or doesn't line up with your contact point.	The orientation may be incorrect. When orienting the surface (see page 47), do the following:
	<ul> <li>Press and hold each target until the red cross moves to the next target.</li> </ul>
	<ul> <li>Touch the surface lightly. Touching the surface hard may register as multiple touches.</li> </ul>
	😭 IMPORTANT
	Ensure the cabinet doors are closed when orienting or using the table.
You've followed the solutions in this table but touch still isn't working.	Remodel the background (see page 51).

## Remodeling the Background

When you turn on your SMART Table, the camera models the touch surface's background. This allows the camera to detect touch. Problems with background modeling can cause the camera to detect extra touches, causing your SMART Table to respond erratically. Remodel the background in these situations to remove the detection of extra touches.

To remodel the background

- 1. Set up your SMART Table for troubleshooting (see page 50).
- 2. Click the SMART Touch Service task bar button.

The SMART Touch Service window appears.

3. Ensure the keyboard, the mouse and your fingers aren't on the touch surface, and then select **Calibration > Model Background**.

Your SMART Table's software models the background. When you move your fingers across the touch surface, a set of red markers appears in the bottom-left quadrant of the *SMART Touch Service* window.



If touch is working correctly, restart the SMART Table applications (see page 53).
 OR

If touch isn't working correctly, adjust the threshold (see page 52).

### Adjusting the Threshold

If your SMART Table continues to behave erratically after you remodel the background, the camera threshold may be set too high. This causes the camera to detect more light than necessary. Adjust the threshold to resolve this problem.

#### NOTE

You shouldn't need to perform this procedure unless your table is located in an area with high levels of ambient infrared (IR) light, such as near a window or under bright incandescent lights.

To adjust the threshold

- 1. Set up your SMART Table for troubleshooting (see page 50).
- 2. Press the SMART Touch Service task bar button.

The SMART Touch Service window appears.

3. Ensure the keyboard, the mouse and your fingers aren't on the touch surface, and then select **Options > Settings**.

The SMART Touch Options dialog box appears.

- 4. Press the **Restore Defaults** button, and then check to see if touch is working correctly.
- If touch isn't working correctly, move the **Threshold** slider left until the red markers in the lower-left of the *SMART Touch Service* window stop flickering.

#### 

Do not move any of the other sliders in the *SMART Touch Options* dialog box without consulting SMART Technical Support (see page 57).

#### NOTE

If you move the **Threshold** slider too far left, you'll have to press down hard for the software to detect your touch.

6. If touch is working correctly, restart SMART Table Activities (see page 53).

If touch isn't working correctly, contact SMART Technical Support (see page 57).

### **Restarting SMART Table Activities**

After resolving problems with touch, restart the SMART Table Activities software and resume using your SMART Table.

#### To restart SMART Table Activities

- 1. Minimize, but don't close, the SMART Touch Service window.
- 2. Double-press the SMART Table Activities shortcut icon.

The SMART Table Activities software appears. You can resume using your SMART Table.

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## Appendix A Hardware Environmental Compliance

SMART Technologies supports global efforts to ensure that electronic equipment is manufactured, sold and disposed of in a safe and environmentally friendly manner.

### Waste Electrical and Electronic Equipment Regulations (WEEE Directive)

Waste Electrical and Electronic Equipment regulations apply to all electrical and electronic equipment sold within the European Union.

When you dispose of any electrical or electronic equipment, including SMART Technologies products, we strongly encourage you to properly recycle the electronic product when it has reached end of its life. If you require further information, please contact your reseller or SMART Technologies for information on which recycling agency to contact.

### Restriction of Certain Hazardous Substances (RoHS Directive)

This product meets the requirements of the European Union's Restriction of Certain Hazardous Substances (RoHS) Directive 2002/95/EC.

Consequently, this product also complies with other regulations that have arisen in various geographical areas, and that reference the European Union's RoHS directive.

### **Batteries**

Batteries are regulated in many countries. Check with your reseller to find out how to recycle used batteries.

### Packaging

Many countries have regulations restricting the use of certain heavy metals in product packaging. The packaging used by SMART Technologies to ship products complies with applicable packaging laws.

### **Covered Electronics Devices**

Many U.S. states classify monitors as Covered Electronic Devices and regulate their disposal. Applicable SMART Technologies products meet the requirements of the Covered Electronic Devices regulations.

### China's Electronic Information Products Regulations

China regulates products that are classified as EIP (Electronic Information Products). SMART Technologies products fall under this classification and meet the requirements for China's EIP regulations.

### U.S. Consumer Product Safety Improvement Act

The United States has enacted the *Consumer Product Safety Improvement Act* which limits the lead (Pb) content in products. SMART Technologies is committed to complying with this initiative.

# Appendix B Customer Support

### **Online Information and Support**

Visit <u>www.smarttech.com/support</u> to view and download user's guides, how-to and troubleshooting articles, software and more.

### Training

Visit <u>www.smarttech.com/trainingcenter</u> for training materials and information about our training services.

### **Technical Support**

If you experience difficulty with your SMART product, please contact your local reseller before contacting SMART Technical Support. Your local reseller can resolve most issues without delay.

#### NOTE

To locate your local reseller, visit <u>www.smarttech.com/Where</u>.

All SMART products include online, telephone, fax and e-mail support:

Online	www.smarttech.com/contactsupport
Telephone	+1.403.228.5940 or
	Toll Free 1.866.518.6791 (U.S./Canada)
	(Monday to Friday, 5 a.m. – 6 p.m. Mountain Time)
Fax	+1.403.806.1256
E-mail	support@smarttech.com

### Shipping and Repair Status

Contact SMART's Return of Merchandise Authorization (RMA) group, Option 5, +1.866.518.6791, for shipping damage, missing part and repair status issues.

### **General Inquiries**

Address	SMART Technologies
	3636 Research Road NW
	Calgary, AB T2L 1Y1
	CANADA
Switchboard	+1.403.228.5940 or
	Toll Free 1.866.518.6791 (U.S./Canada)
Fax	+1.403.228.2500
E-mail	info@smarttech.com

## Warranty

Product warranty is governed by the terms and conditions of SMART's "Limited Equipment Warranty" that shipped with the SMART product at the time of purchase.

## Registration

To help us serve you, register online at www.smarttech.com/registration.

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### Contact SMART Technologies

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