

## USING THE NOTEBOOK SOFTWARE

This software is used to create, edit, save, present, and distribute information on the SMART Board Interactive Whiteboard. Managing Notebook files is the same as managing files in any other application program. In the Windows environment, it is possible to:

- + Save the pages as a series of image files with each page in the Notebook allocated to an individual file.
- + Save a file in HTML format. This allows others to view the file in a Web browser.
- + Save a file as a PDF file. This allows others to view the file with the Adobe Acrobat Reader®.
- + Save files as a template. Pages of these templates can be inserted into other Notebook files.
- + Save a Notebook file so that people using the Mac OS X or UNIX operating system can access them.



### OPENING A NOTEBOOK FILE

- + Press the **SMART Board icon** on (see illustration at right) the **System Tray** which is located on the right side of the **Task Bar**.
- + Press the **Notebook** option from the shortcut list.
- + The Notebook window will open as shown in the illustration below.

