Migration Guide

Notebook to ActivInspire
**DESKTOP ICON**

Once your software has been installed, you will notice an ActivInspire icon on your desktop.

**DASHBOARD**

The SMART Welcome Center is now called your ActivInspire Dashboard. It will launch each time you open your ActivInspire software or you can select not to show the dashboard on startup. You can open a new flipchart, calibrate your board, open a recent flipchart, access Promethean Planet, peripheral devices, etc. from your new dashboard.
TOOLBAR POSITION

SMART utilizes the Toggle Toolbar feature to change the position of the toolbar from the top of the display screen to the bottom of the display screen. Promethean utilizes the Toolbar Options menu positioned as a pull down menu on the toolbar. You have the ability to have your toolbar float or dock it to the right, left, bottom or top of your display screen.

SMART

Promethean

TOGGLE TOOLBAR

SMART

Promethean

TOGGLE TOOLBAR

is now

TOOLBAR OPTIONS

ONSCREEN TOOLS

The tools below have the same functionality in both the SMART and Promethean platforms.

SMART

Promethean

Select

Pen

Eraser

Fill

Shapes

Text
NAVIGATING FROM PAGE TO PAGE

You will use navigation arrows to navigate from page to page the same way you have done in your Notebook software.

ADDING A BLANK PAGE

To insert a page, select insert, page and choose where you would like to insert the blank page.

UNDO AND REDO

You will use undo/redo arrows to “undo or redo” the last movement on the page, the same way you have done in your Notebook software.
**REVEALER TOOL**

The Revealer Tool allows you to blackout the screen and reveal information as you need it.

**FULL SCREEN**

Full Screen allows you to minimize the Windows tools available while enlarging the viewing area of your ActivInspire software.
**CAMERA TOOL**

You will utilize the camera icon to capture screen images, the same way you have done in your Notebook software.

**TOOLS FOR MATH**

Along with the general measurement tools that you are familiar with in the SMART software, you will find the XY origin, calculator and dice roller in the Promethean Math Tool set.
**SHAPE RECOGNITION**

The Shape Recognition tool allows you to freehand draw a shape and then the shape will automatically convert to an object.

**ANNOTATING ON THE DESKTOP**

Desktop Annotate allows you to annotate over any item that is being displayed on your desktop. This feature provides access to all of the tools available in ActivInspire through the Tool Bar menu. This tool is similar to SMART Ink on SMART Notebook.

**BROWSING WINDOWS**

In ActivInspire you can navigate property windows called Browsers; this browser pane is similar to the Tabs found in SMART Notebook.
**Teacher Lock**

Teacher Lock allows you to block students from being able to access files on the computer connected to the interactive white board. It also blocks students from accessing certain features on the software, essentially locking them into the lesson they are interacting with. This tool is similar to the SMART Notebook feature Lock All SMART Devices.
**RESOURCES**

ActivInspire resource library contains images that are available during flipchart creation by dragging and dropping the image(s) to a page. The resource library is similar to the SMART gallery.
**ACTIONS**

The Action Browser enables you to easily assign an action to an object through an alphabetical menu. These actions range from hidden to navigating to a specific page. The ActivInspire Action Browser is similar to Activity Builder on SMART Notebook.
**IMPORTING**

Importing PDFs, SMART Notebooks and PPTs are done within the ActivInspire software. Select File, import and choose the type of file you wish to import.

**QUESTIONS**

The Question Manager allows you to embed questions on a flipchart page to utilize with your Learner Response System (ActiVotes, Expressions or ClassFlow). This feature is similar to SMART Response Question.
RECORDING
The screen recorder allows you to record your computer screen, including sound if the device is outfitted with a microphone.

ADDING LINKS
In ActivInspire you can link to items that are housed on your computer, websites and embed HTML.
**CLONING**

You are able to make multiple copies of an object by cloning that object.

**LOCKING**

Locking an object allows you to secure the object, which prevents the user from manipulating it during a presentation.
TRANSLUCENCY

Translucency allows you to decide how transparent you would like an image to be. This tool is similar to the SMART object transparency.

ONLINE RESOURCES

Promethean has an online repository of resources to compliment your ActivInspire environment. You can download the resources for free and access the Professional Development section for manuals and Activ Tips videos.
**Save and Print**

The way you will save and print a flipchart is similar to the way you saved and printed notebook files.

**Help**

Select the Help Menu to access help with locating content, updates, what’s new, information and more.
TOOLBAR GUIDE

- Toolbar Options
- Hide Toolbar
- Pin Toolbar
- Send Page to ClassFlow Students
- Main Menu
- Desktop Annotate
- Previous Page
- Start Poll
- Next Page
- Express Poll
- Ink Color
- Preset Pen Sizes
- Pen Size Slider
- Select
- Power Tools
- Pen
- Highlighter
- Eraser
- Fill Tool
- Shapes Tool
- Connectors
- Insert Media
- Text Tool
- Clear Tool
- Reset Page
- Undo
- Redo