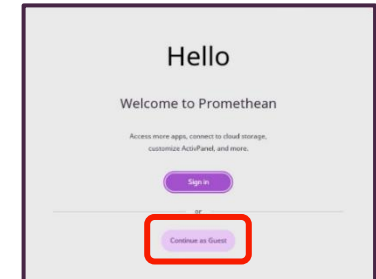**Promethean**
Professional Development

Guided Practice on Your ActivPanel 9

Power on your ActivPanel 9
- Locate and press the **Power button** on the console.
- On the welcome screen, tap on **Continue as Guest**.

Menu
- To access the menu, tap on the **Flame button** on the console, the Menu tab, or anywhere along the left or right side of the screen in the black border. Move the icons in the menu by tapping at either side of the menu bar.
- Customise your menu by dragging an app from Applications into the menu.
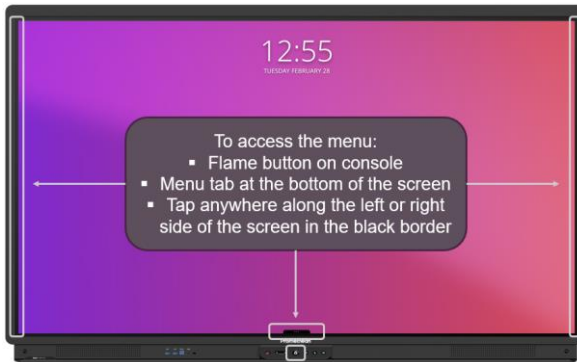
Applications and Shortcuts
- Tap on **Applications**.
- Tap on the **Chromium** app.
- Navigate to your school website.
- Tap the three vertical dots ⋮ in the upper right hand corner.
- Tap **Add to Homescreen**.
  Optional: Rename the website shortcut.
- Tap **Add**.
- Go back to **Applications**. Swipe to second page and notice the shortcut to your school's website.
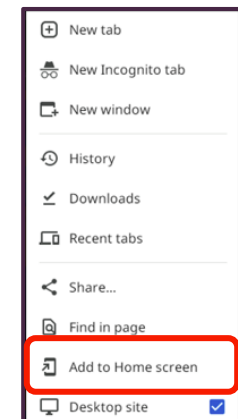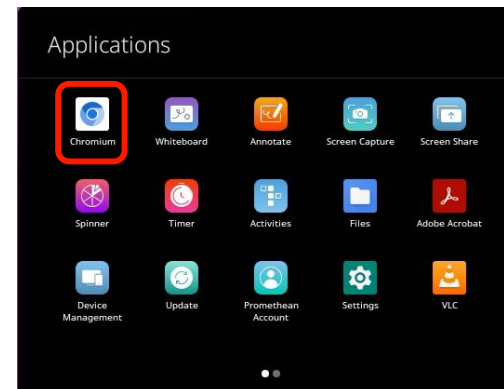
Note: **Applications** is customizable by long pressing on an app to drag/move to another location.

Explain Everything Whiteboard App

- Tap on **Applications**.
- Tap on **Explain Everything**.
- Press the **Home** icon. Notice you can start with a blank canvas, template, or file.
  Select **Blank Canvas**.
- Begin writing with multiple points of touch.
- Switch to the **Hand Tool** to move or resize (pinch) your annotations.
- Change the **background** (color and/or built-in backgrounds) by *long pressing on the canvas*
  and selecting **Edit Background**.
  Or, use the **Slide Sorter** in the bottom right corner.
- Select the **Add Media tool**. Notice all the media you can add!
- Select **Clipart** and add an emoji to the canvas.
- Tap on your emoji to open the **object menu**. Select the **three dots** and **duplicate** your image.
- Select the **Layouts** button and then choose **Split**. Now you have two whiteboards for ultimate student interaction!

Menu
Add Media
Hand
Draw
Highlighter
Math Tools
Eraser
Fill
Shapes
Text
Cutout
Laser Pointer
Undo
Layouts
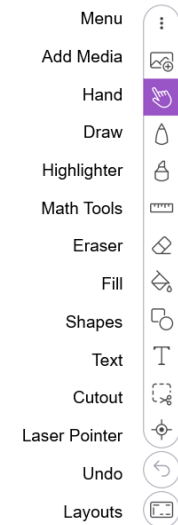
Create Custom Spinners

- Tap on **Applications**.
- Tap on the **Spinner** app.
- Tap the current spinner title and select **Create list +**.
- Title spinner **Seasons**.
- Enter the 4 seasons: Fall, Winter, Spring, and Summer.
- Tap **Done**.
- *Optional*: Tap on settings gear and customize your spinner.
- Move the spinner to the center of the screen.
- Spin your custom spinner by tapping the blue center.
- Create another custom spinner of your choice.
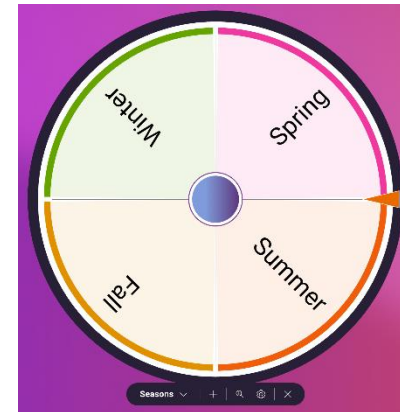
## Timer

- Tap on **Applications**, and open the **Timer** app.
- Tap on the **Gear** icon to customize **Settings** and **Style**. Set a 1 minute timer to view your customizations.

      Spinners and timers are a great way to bring friendly competition into the classroom.

Annotate and Capture
- Tap the **Flame button**, **Applications**, then **Chromium**.
- Open Chromium in full screen mode and search for a beach image. Tap on the picture of your choice.
- Open the **Annotate** app.
- Change the pen color and draw yourself on the beach.
- Capture your artwork by opening the **Capture** app from **Applications**.
- Crop your image and tap **Open in Whiteboard**.
- Resize (pinch using two fingers) the image to make it smaller.
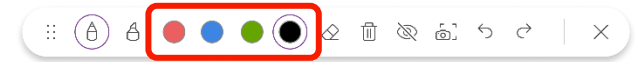
Screen Share a Device

**iPhone, iPad, Android Phone or Tablet**
- Download **Promethean App** from your app store.
- Open the **Screen Share app** on your ActivPanel.
- Open the **Promethean app** and tap **Screen Share as Guest**.
- Enter the panel ID shown on the ActivPanel and your name on your phone or tablet and tap **Start Broadcast**.
- Tap on the people icon that shows the number of people in the waiting room.
- Select the devices you want to share and tap **Share**.

Windows/Mac/Chrome Extension
- Download the **Screen Share app** for Windows or Mac by going to **share.one.prometheanworld.com** or add the Screen Share chrome extension.
- Open the **Screen Share app** on your ActivPanel.
- On the Screen Share app on your device, enter the panel ID and your name and select **ENTER WAITING ROOM**.
- Tap on the people icon that shows the number of people in the waiting room.
- Select the devices you want to share and tap **Share**.

**Connect a Device to your ActivPanel**
- Plug the USB-C cable into the panel. If you do not have a USB-C cable, use HDMI and USB Touch cables.
- Plug the cable(s) into your computer. You may need an adapter if you do not have an HDMI or USB port on your computer.
- Tap the **Source button** on the console.
- Tap on the source you've connected to.
- *Note*: You can use many Promethean apps on this source.

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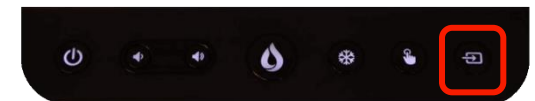
Multi-Window

The Multi-Window toolbar is located along the bottom of every app's window.
- Tap the **Flame button**, **Applications**, then **Chromium**.
- Dock Chromium to the *right*.
- Tap the **Flame button**, **Applications**, then **Explain Everything**.
- Dock the Explain Everything Whiteboard app to the *left*.
- Easily switch between navigating to a website on Chromium and taking notes in the Explain Everything Whiteboard.
- On either app, return to Full Screen at any time.

Back | Dock Left & Right | Float/Full Screen | Minimize | Close | Resize
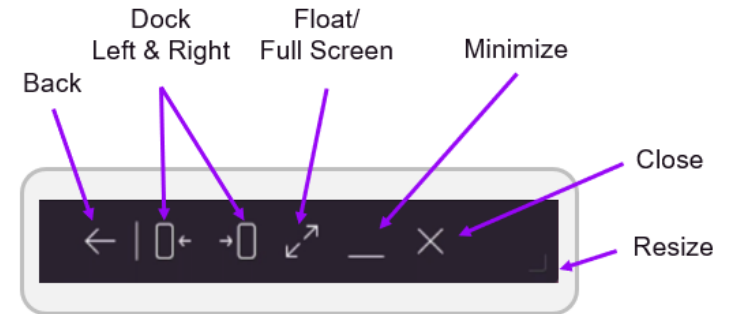
Resources

- Open the **Chromium app**.
- Navigate to **https://learn.prometheanworld.com/**
- *Optional*: Add this site as a shortcut to your **Applications**.
- Explore **Online courses**, **Video tutorials**, **Resources**, and **Learning packs** related to the ActivPanel 9.