

TEACHTOUCH

User Guide

Table of Contents

1.	Your TeachTouch at a glance	3
1.1	Polymedia support	4
1.2	TeachTouch OS and a set of apps preinstalled on your device	4
1.3	MS Windows operating system and Windows-based applications in your TeachTouch	5
2.	The First run	6
2.1	Installing the optional Wi-Fi module	6
2.2	Installing the optional PC module	6
2.3	Switching TeachTouch on and off	8
2.4	Choosing the UI language	8
3.	Connectors and control elements used in TeachTouch	10
4.	Connecting TeachTouch to a local network	16
5.	TeachTouch Main Menu	19
6.	The Quick Menu	20
7.	The Notes app	21
7.1	Action Menu	22
7.1.1	File	22
7.1.2	Screenshot	23
7.2	Navigation Menu	24
7.3	Tool Menu	25
7.3.1	Choice	26
7.3.2	Pen	28
7.3.3	The Quick Drawing Tool	29
7.3.4	Eraser	30
7.3.5	Delete	31
7.3.6	Shapes	32
7.3.7	Palm	33
7.3.8	Undo / Redo	34
8.	The Screenshare Pro app	34
8.1	Checking the wireless network name (SSID)	35
8.2	The six-digit code required to connect a device to TeachTouch	36
8.3	How to connect a device to TeachTouch	38
8.3.1	Managing the connected meeting attendants	41
9.	Browser	43
10.	Explorer	43
10.1	Browsing and managing files of the supported types	45

1. Your TeachTouch at a glance

TeachTouch is an interactive display designed to present visual and audio information while providing for wide audience to take active part in a meeting or discussion regardless of their physical location.

TeachTouch allows all meeting attendants to contribute to a discussion enabling them to share their personal device screen on the TeachTouch' screen, to make notes by writing with a stylus directly on the display showing the original document, while simultaneously browsing Internet sites, and to increase the audience by setting up a video conference involving remote users. TeachTouch connects all meeting attendants through local and global networks, and displays all the presented data in fine details on its high-resolution screen.

TeachTouch is able to save all documents created in the course of discussion including handwritten notes that are made by attendants directly on the screen, sketches and presentations. And, yes, meeting attendants can address the global auditorium in a common way by writing and drawing on the TeachTouch' display as if they were doing it on a flip-chart. All this becomes possible with a single device - TeachTouch.

Your TeachTouch consists of an interactive display electronic device and a pair of optional modules: a Personal Computer and a WI-Fi Receiver. These modules can be installed into dedicated slots in a TeachTouch' body. The PC module comes with the MS Windows OS installed on its hard disk. You can install software developed for MS Windows on this PC module, which allows you to enhance the TeachTouch' functionality. The Wi-Fi receiver enables TeachTouch to connect to a local wireless network and accept connections from other devices connected to the same network. TeachTouch allows the connected devices to share their screens on its own screen for all meeting attendants to see and it can also manage the connected devices. Refer to the corresponding chapters of this manual for instructions regarding installation of these optional modules, please see Installing the optional Wi-Fi module and Installing the optional PC module.

TeachTouch runs under a proprietary TeachTouch OS. This operating system comes with a set of preinstalled apps which realize most TeachTouch' functions. The user interface of the device is convenient and friendly. It is designed a way that makes most commands and functions easy to comprehend and intuitive to use.

We encourage you to make yourself familiar with this User Guide. Look through the contents and structure of the Guide, explore the Index section – it can help you later when you will look for a particular term or procedure description. Keep the guide handy: you will turn to it frequently as you familiarize yourself with new functions and commands. This will speed up the learning process and make your work more efficient.

All frequent operations are described in this manual in detail and are accompanied with pictures showing you the exact location of an icon or a menu and telling you how to get the desired result in a most efficient way.

If you have questions regarding the work with the device please look through this Guide paying attention to the chapter, which you think is related to the task you are trying to solve. Also look through the Index section – sometimes this is the best way to look for a term or a function or a parameter name.

If you fail to find an answer in the Manual please turn to the Support section (see Polymedia support). It will help you along with your search.

Your TeachTouch will make your work smarter and provide new possibilities!

1.1 Polymedia support

When a question regarding the work with the device arises, the easiest way to look for an answer is to study the User Guide and the FAQ list. These documents as well as other useful knowledge sources can be found on the Polymedia support site, visit the Polymedia Support Hub.

Polymedia Support Hub site URL:

<http://support.polymedia.ru>

If the problem most obviously stems from the incorrect functioning of the device you should also turn for help to the Polymedia Support Hub. Please explore the information you find on this page, and if the problem is still not solved, fill in and **submit the query form** you will find on this site. We will do our best to solve your problem in the shortest time possible.

1.2 TeachTouch OS and a set of apps preinstalled on your device

Your TeachTouch runs the operating system, which has been specifically tailored to manage this particular device. This is a modified Android OS which is installed on most mobile devices. If you own a smartphone or a tablet then you most surely feel familiar with some commands and gestures used with TeachTouch. Yet the TeachTouch OS and its GUI are different from a conventional Android OS. Some differences are listed below.

Important! TeachTouch OS does not provide access to an app market. You cannot install Android apps on your TeachTouch device the way you normally do it on an Android-based smartphone or tablet.

All TeachTouch' essential functions are carried out by certain apps, which are preinstalled on your TeachTouch device. This set of apps is required for your device to work efficiently and correctly. All these apps were tested to ensure that your TeachTouch' work is stable and reliable.

Yet if you need to install some Android app of your own choice, you can do so. Although there is no possibility to install an app into TeachTouch OS automatically, you can do it yourself after you find and download an APK file (an archived app distributive file). Normally such files can be downloaded directly from the software vendor/developer site, or you can request a distributive file in such format from the developer. This is your sole responsibility to find an APK file, install it and ensure a stable functioning of your TeachTouch device after this app is installed into TeachTouch OS. Polymedia does not guarantee stable functioning of the TeachTouch device if any third-party app is installed into TeachTouch OS. Should your TeachTouch device fail to work correctly after such installation, Polymedia strongly recommends performing a hard reset of your device.

Important! Polymedia does not provide support for a user-installed third-party Android software.

Apps that are preinstalled into TeachTouch OS cannot be uninstalled.

The Explorer app, which is preinstalled into TeachTouch OS, provides access to some system folders only – these are the folders that are used to store files created in the result of the certain standard operations.

Important! TeachTouch OS allows running MS Windows OS and installing Windows applications into this copy of MS Windows OS (see MS Windows OS and Windows applications in your TeachTouch). Notice this capability – you can significantly enhance your TeachTouch functionality after you install Windows applications. Note that you can only install Windows-based software on an optional PC module (see MS Windows operating system and Windows-based applications in your TeachTouch).

1.3 MS Windows operating system and Windows-based applications in your TeachTouch

The internal storage on your TeachTouch does not contain MS Windows distributive kit or a deployment image. Your TeachTouch comes with only TeachTouch OS installed. To get advantage of MS Windows OS you should order an optional PC module and install it on your TeachTouch device. This PC module comes with an OEM version of MS Windows OS installed. You can use this PC module same as you use a desktop PC.

The PC module comes with no Windows-based applications installed except for those that are included into the installed version of MS Windows.

You can significantly enhance functionality of your TeachTouch when you install some Windows-based software on your PC module. Diagram creation, data analysis, some business software – there is Windows-based software for virtually any occasion. You can install any software that matches the PC module hardware capabilities. This can be done after you install the PC module on your TeachTouch device (see Installing the optional PC module).

Important! Polymedia does not provide support for MS Windows OS and Windows-based applications. We suggest addressing the corresponding software developer to obtain such support.

Please remember that some TeachTouch' functions become inaccessible when you switch to work in Windows OS. Yet most of the applications and essential TeachTouch functionality can be accessed easily thanks to the Quick Menu. The Quick Menu (see The Quick Menu) always stays in your reach, even when you work in MS Windows. Note that when you switch to a TeachTouch application using the Quick Menu command, the Windows application does not close – it only becomes inactive. When you switch back to this Windows-application (say, with the help of the Task View function) it will open in the same state in which you left it.

2. The First run

2.1 Installing the optional Wi-Fi module

If your device is shipped along with the optional Wi-Fi module, you should mount it into the dedicated slot to get the ability to establish Wi-Fi connections.

To install the optional Wi-Fi module

1. The optional Wi-Fi module can be mounted into the dedicated slot only when the TeachTouch is switched off. Switch it off if it is currently switched on (see [Switching TeachTouch](#)).
2. The Wi-Fi module is shown in the Figure 2. Notice that the module is shown with antennas mounted. This module is shipped with antennas not mounted, you have to mount antennas yourself, after the module is inserted into the dedicated slot.
3. An empty slot, which is dedicated to mounting the Wi-Fi module, is shown in Figure 3. The slot is located on the opposite side of the display, on the vertical side edge, next to the external device connector set. Unpack the Wi-Fi module and insert into the empty slot making sure the USB plug is positioned correctly and matches the corresponding socket inside the slot. The module's face clamp should fit the bay on the TeachTouch body, while the mounting holes on the face clamp should fit the screw holes in the TeachTouch body.
4. Fix the module in the slot using the screws from the kit.
5. Mount the antennas by aligning the antenna socket with the screw mount on the module body (see Figure 4 for illustration). Fasten the antenna by rotating it clockwise until it stops. These rotating mounts will eventually help you to position antennas to get the most powerful signal.
6. The mounted Wi-Fi module is switched on and off along with TeachTouch. The Wi-Fi module has no control elements of its own.
7. The Wi-Fi module is configured according to the instruction (see [The Screenshare Pro app](#)).

2.2 Installing the optional PC module

If your device was shipped along with the optional PC module, you should mount it into the dedicated slot to get the ability to install Windows-based applications into the MS Windows OS which comes with this PC module.

The optional PC module helps to enhance TeachTouch functionality. This becomes possible when some software is installed on this module.

The optional PC module is mounted on TeachTouch similar to the optional Wi-Fi module (see [Installing the optional Wi-Fi module](#)).

The optional PC module is not equipped with control elements. It is managed by TeachTouch OS.



Figure 1.
The optional Wi-Fi module The dedicated slot for the optional Wi-Fi module

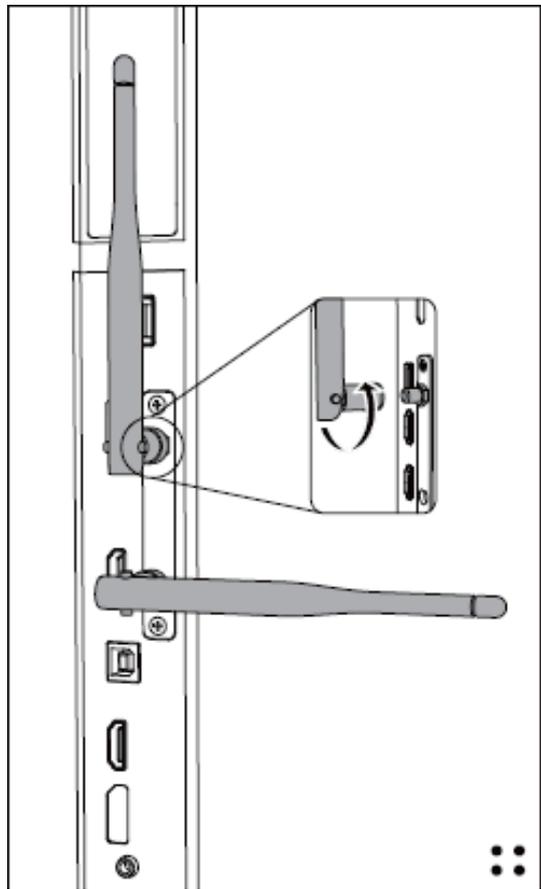


Figure 2.
Mounting antennas on the optional Wi-Fi module

2.3 Switching TeachTouch on and off

To switch TeachTouch on, off and to put it in the standby mode you should use the Start/Shut Down button located on the display front frame, in the middle of its lower side.

When the Power switch is turned on and TeachTouch OS is shut down, a steady red backlight is on behind the Start/Shut Down button.

Press the Start/Shut Down button briefly to start TeachTouch OS. TeachTouch starts loading the TeachTouch OS. When the system is ready, TeachTouch will display the Main Menu (see TeachTouch Main Menu) on its screen. Now you can start working with TeachTouch.

When TeachTouch is switched on, the Start/Shut Down button is not lighted.

When TeachTouch is switched on press the Start/Shut Down button briefly once to put TeachTouch into the Standby mode. The screen will go out, but the Operating System and all apps that are running at this moment will not be shut down, they will only become inactive. A blinking blue backlight is lit behind the Start/Shut Down button.

To get TeachTouch back from the Standby mode into the active state press the Start/Shut Down button briefly once. The display lights and displays the app that was active when TeachTouch was put into the Standby mode.

To shut TeachTouch OS down, press and hold the Start/Shut Down button for two seconds. When two seconds pass, TeachTouch will display a message prompting that TeachTouch has initiated the system shut down process. Now you can let the Start/Shut Down button go. When TeachTouch OS completely shuts down, a steady red backlight is lit behind the Start/Shut Down button.

To turn off the electric power from the device please put the Power switch to the Off position. All indicator lights should go off after that.

2.4 Choosing the UI language

When TeachTouch is switched on for the first time you may want to select the language in which all the UI elements in TeachTouch OS and preinstalled apps and all messages are displayed. This selection is used until the option is changed.

Repeat this procedure when you need to change the UI language again.

To choose the TeachTouch UI language

1. In the Main Menu choose Apps (see TeachTouch Main Menu). This will display the list of available applications (see the picture below).

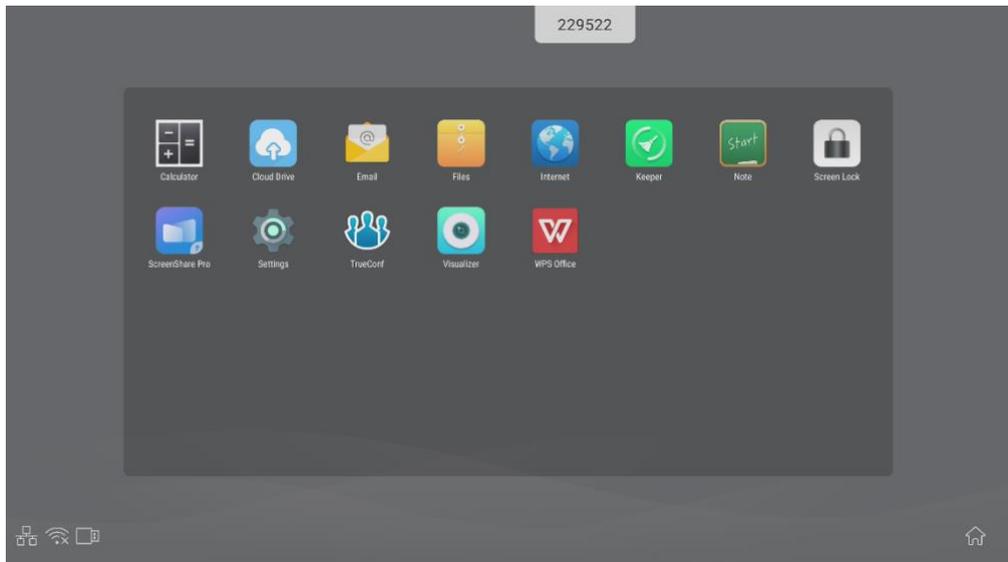


Figure 3. Apps available in the Apps list of the Main Menu

- In the App list choose Settings. This will display the Settings menu (see the picture below). If this is the first time TeachTouch is run, English could most surely be set as the UI language.

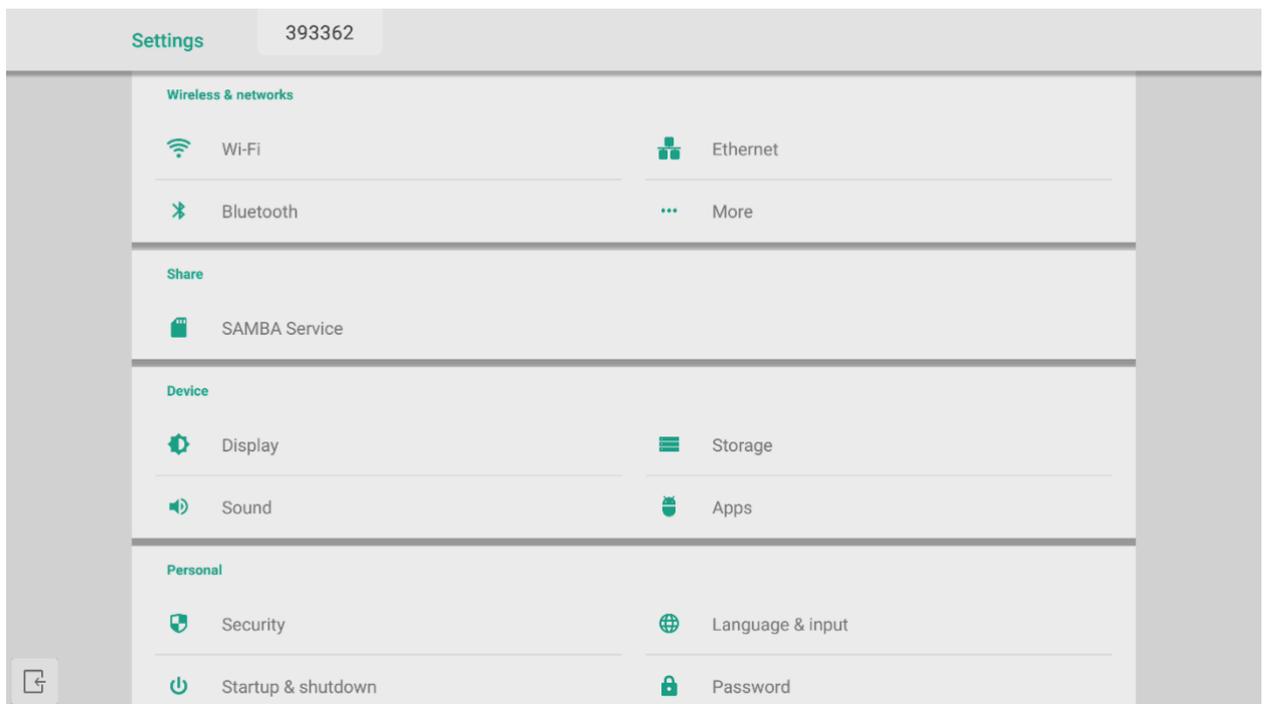


Figure 4. TeachTouch Settings menu

- In the Personal group select Languages & Input. This will display the interface language option list. The Keyboards and Inputs option list is also included into this group of options (see the picture below). You need to use only the Languages section.

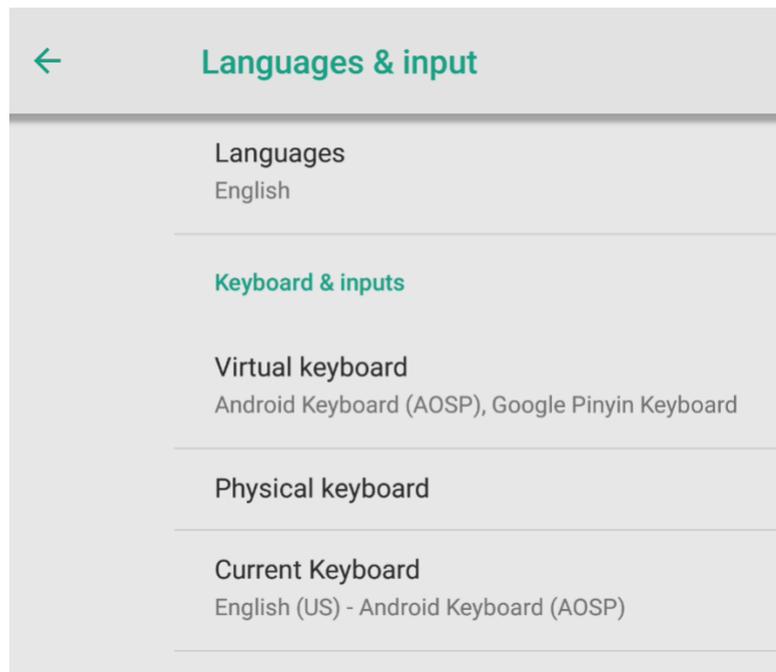


Figure 5. UI language and input settings menu

4. Touch the Languages section and choose the Language you require in the drop-down menu.
5. In a short while the screen will refresh and all the UI elements will be displayed in the chosen language.
6. Close the Settings menu by choosing the Close command (an arrow icon) a number of times in all dialogs or open the Quick menu and choose an item there to start working in another application.

3. Connectors and control elements used in TeachTouch

This chapter describes control elements and connection interfaces used with TeachTouch.

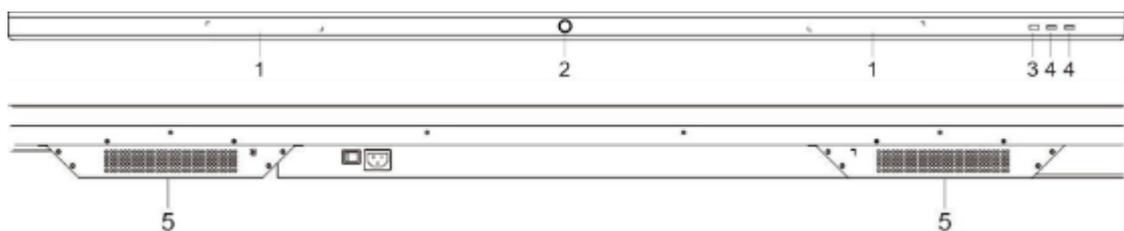
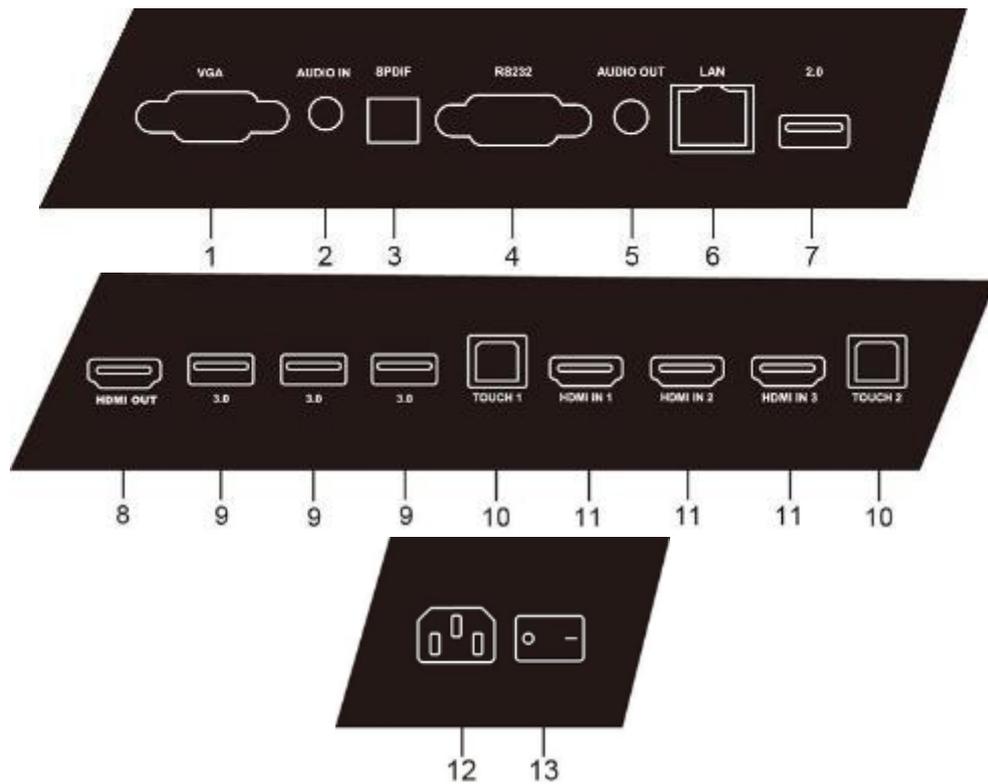


Figure 6. The lower side of TeachTouch display frame

#	Control elements and connectors	Description
1	Magnetic area	Designed to hold a stylus
2	Start/Shut Down button 	Коснитесь для перехода в спящий режим, нажмите и держите 2 секунды для перехода в режим ожидания
3	IR sensor	Used to receive remote control signals
4	USB ports	USB 2.0 data interface. Will work with all backward compatible recent USB devices.



Reference #	Control elements and connectors	Description
1	VGA	Accepts video signal from a PC or some other equipment. Can be used if an appropriate VGA cable is handy and no alternative connection is available. Otherwise please use an HDMI cable and socket – this can ensure a better signal quality
2	AUDIO IN	Accepts analog audio signal from an external source. Use the 3,5 mm stereo jack plug.
3	SPDIF	Accepts digital multichannel audio signal. Use a fiber optical cable with a special connector. Do not forget to remove a protective cap before inserting a connector into the socket.
4	RS232	A serial port. Used to exchange data between devices. Mostly used to remotely manage devices from a single console. Use of this port usually arises
5	AUDIO OUT	Transmits analog audio signal. Can be used to connect to an external sound amplifier. Use the 3,5 mm stereo jack plug.
6	LAN	Computer network socket (LAN). Use an RJ45 patch cord.
7	2.0	USB 2.0 port – data interface. Can be used to connect devices such as data storage (An external hard disk, a flash disk, an external optical drive) or human interface devices (a mouse, a keyboard etc.)
8	HDMI OUT	Transmits high-definition audio-video signal of a high quality. Use to connect to another display, to an audio-video mixing device, or to a PC. Use an HDMI cable.
9	3.0	USB 3.0 port – high-speed data interface. Only use a cable certified for USB 3.0 data connection, double-check if the cable supports the device and if the device is suitable for connecting to this particular USB 3.0

		version port. Backward compatible with USB 2.0 cables and devices – maintains a speed corresponding to the USB 2.0 version. May not be suitable for certain modifications of the USB 3.0 and USB 2.1 equipment – in such case no connection is established at all.
10	TOUCH	Port used to send touch signals to an external PC
11	HDMI IN	Accepts HDMI (High-definition multimedia interface) signals from devices equipped with similar HDMI interface (from a videocamera, a notebook, a Smart TV etc)
12	AC IN	Used to connect an AC power supply. Use the Power Supply unit, which is included in the bundle only. When using a replacement unit carefully check if the power supply parameters match the TeachTouch requirements. Do not use a replacement if any parameter is different from the requirement.
13	AC Switch	Electric power switch. «I» - power is ON, «O» – power is OFF

Remote control unit

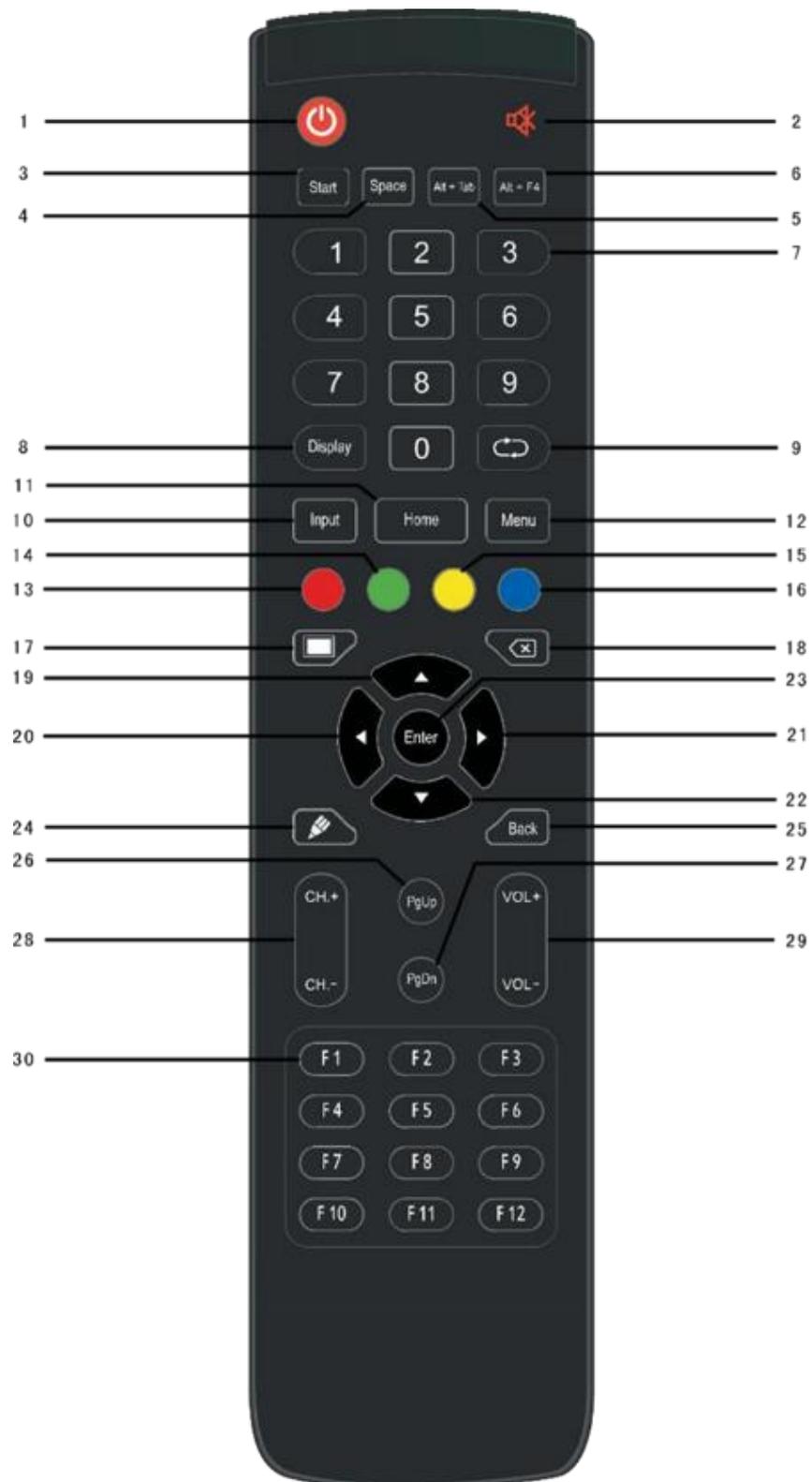


Figure 7. TeachTouch remote control unit

1.  : Start/Shut down TeachTouch OS
2.  : sound mute
3. Start : ' Windows' key, used with the PC module
4. Space : Space key, used with the PC module
5. Alt + Tab : Alt + Tab hot key imitation, used with the PC module
6. Alt + F4 : Alt + F4 hot key imitation, used with the PC module
7. Digit keys – Used to enter digits when required
8. Display : Display information about a channel
9.  – A reserved key
10. Input : Input signal selector
11. Home : TeachTouch Main Menu
12. Menu : TeachTouch Settings Menu
13. Red : TeachTouch Display and Start/Shut down button options
14. Green : Block/unblock the Start/Shut down button
15. Yellow : TeachTouch system clock
16. Blue : Zoom in/out on screen contents
17.  : Blank screen
18.  : Backspace key
19. ▲ : Up key (used for navigation)
20. ◀ : Left key (used for navigation)
21. ▶ : Right key (used for navigation)
22. ▼ : Down key (used for navigation)
23. Enter : "Confirm" button – use to confirm your choice in menus, lists, forms etc
24.  : Quick Notes app launch
25. Back : Back key
26. PgUp : Next page key, used with the PC module
27. PgDn : Previous page key, used with the PC module
28. CH.+ \ CH- : a reserved key
29. VOL+ \ VOL- : Volume change
30. F1–F12 : F1–F12 function keys, used with the PC module

To replace batteries in the remote control unit

1. Open the battery compartment lid on the back of the RC unit.
2. Insert two AAA type batteries. Check the polarity when inserting batteries! Use only batteries of a similar type. Do not use the old battery along with the new one.
3. Press the lid to close the battery compartment until it clicks.
4. There is a risk of explosion when batteries of different types (alkaline, zinc-carbon or a rechargeable) are used together.

Operating area of the remote control unit

The remote control unit of your TeachTouch will operate steadily when it is inside the following area in front of the TeachTouch receiving IR sensor: 30 degrees to the left and to the right and no further than 8 meters away from it.

4. Connecting TeachTouch to a local network

For a full-featured operation in the interactive mode TeachTouch requires a local network connection. When TeachTouch is connected to a LAN it is able to accept connections from other devices on this network and exchange data with them in the following modes:

- Devices connected to TeachTouch can share their screen with it and TeachTouch can demonstrate the shared screen contents on its own large screen
- TeachTouch can manage the connected devices – it can exercise control over such devices and even delegate control to them
- TeachTouch can share copies of the saved files with these devices. Such copies can contain the results of discussions – notes, presentations, videos etc

Local Area Network connection also provides for access to the Global Area Network, or to the Internet (if this LAN provides an Internet connection). Internet access is not necessary for TeachTouch to perform most of its functions, it is only necessary when you plan to save and retrieve files from a cloud storage, or when you browse web-sites, or when you set up a videoconference.

To connect TeachTouch to a local cable network

1. Connect the Ethernet cable to the RJ-45 socket in your TeachTouch, if such cable is available where TeachTouch is located. The cable should be connected to the equipment which provides access to a local area network. Optionally the LAN you connect to should provide access to the Internet (in case you need it).
2. If only an Ethernet socket is available at the location, find a patch cord of the length required to connect TeachTouch to this socket and connect your device.
3. To locate an RJ-45 socket on TeachTouch' body please see Connectors and control elements used in TeachTouch.
4. If all components are chosen correctly and match each other, the connection is ready to be established.
5. To complete the connection procedure you have to configure the network connection (set up the network parameters for TeachTouch). Please ask your system administrator to complete this task – it requires good knowledge of the network infrastructure.
6. When the connection is established the cable network connection icon is shown as active .
7. If you continue using one and the same cable network connection you do not need to set up anything again (unless the network configuration remains the same). In such case you only have to connect the cable to the socket and TeachTouch is ready to access the network.

To connect TeachTouch to a local wireless WiFi network

1. Make sure the WiFi receiver module is installed on your TeachTouch (see Installing the optional Wi-Fi module). Install the WiFi module into the dedicated slot in your TeachTouch if it is not installed yet.
2. Touch the Wireless Network Connection icon in the bottom left-hand corner of the screen (see the picture below). When the wireless connection is not established the icon is displayed as crossed (in the inactive state), see the picture below.

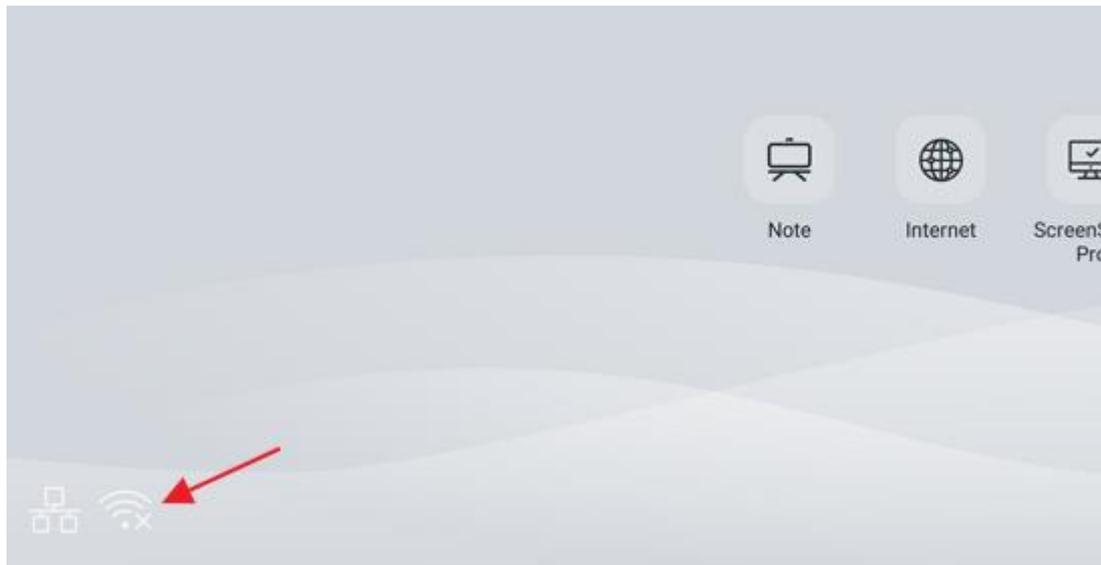


Figure 8. Wireless Connection icon is displayed crossed – the wireless network connection is not established

3. Touch the icon. This will display the wireless connection set up dialog (see the picture below).

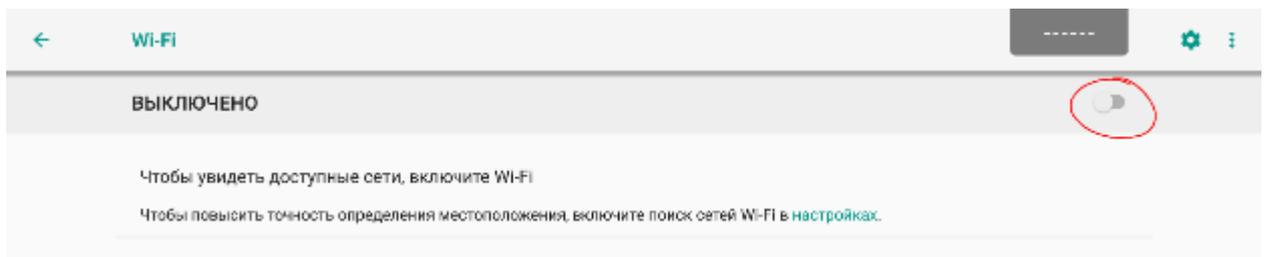


Figure 9. Wireless connection set up dialog

Set the switch (enclosed in the red oval) in the **Switched On** position. TeachTouch immediately starts searching for wireless networks and in a short while displays the list of all networks found in its range. The list will contain the Wifi network name (SSID) and a pictogram showing the signal strength (see the picture below).



Figure 10. The list of Wi-Fi networks discovered by TeachTouch

Choose the network you need in the list. TeachTouch then starts establishing the connection with the selected network. If the network is not protected by a password, the connection is established instantly.

If the network is behind the password, TeachTouch will display the dialog for entering the password (see the picture below).

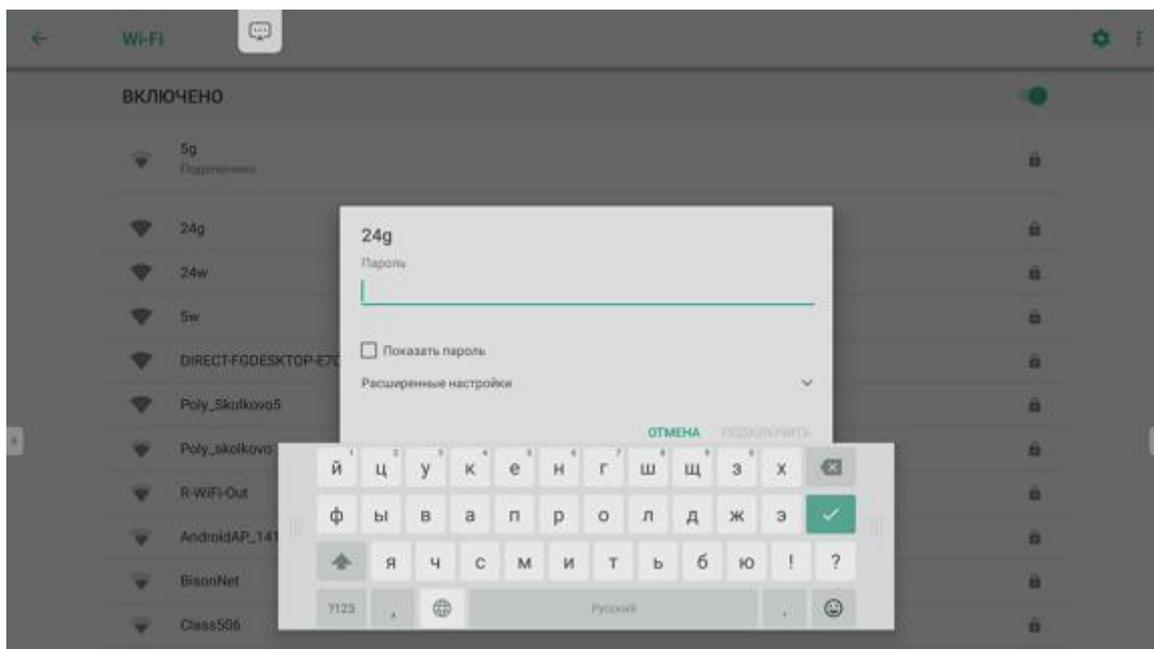


Figure 11. Dialog used to enter a password to connect to a Wi-Fi network

Enter the required password (ask your system administrator if needed).

When you need to set up additional WiFi connection parameters, ask your system administrator if not sure.

If the password and all the parameters of the WiFi connection are configured correctly and the signal strength is at least satisfactory, the connection will be established shortly.

After the WiFi connection is established, TeachTouch remembers its settings and you will not need to configure this connection again (unless the network parameters change). TeachTouch remembers its parameters and will use them when the same network is chosen.

5. TeachTouch Main Menu

TeachTouch Main Menu provides access to all the main features and provides access to all the main functions and settings of the device.

The Main Menu is a set of large icons displayed in the very middle of the Main screen.

Each icon in the Main Menu starts TeachTouch in the appropriate mode. TeachTouch allows to:



Write, Draw and Edit these notes together with other meeting participants, as if these people were standing in front of a flip chart and drawing on it (see Notes)



Surf the Internet and browse web-sites displaying their pages on TeachTouch' screen (see Browser)



Share the screens of the mobile devices on the TeachTouch large screen. These devices must be connected to TeachTouch using the Wi-Fi (see The Screenshare Pro app)



Search for files on the internal or external storage devices using the Explorer app. External storage devices should be connected to TeachTouch using the (see Explorer)



Use TeachTouch screen to conduct a videoconference with the help of the Trueconf app



Run any of the apps preinstalled on your TeachTouch

Icons located in the bottom left-hand corner of the screen allow to set up and monitor the state of:



Wireless network connections



Cable network connection

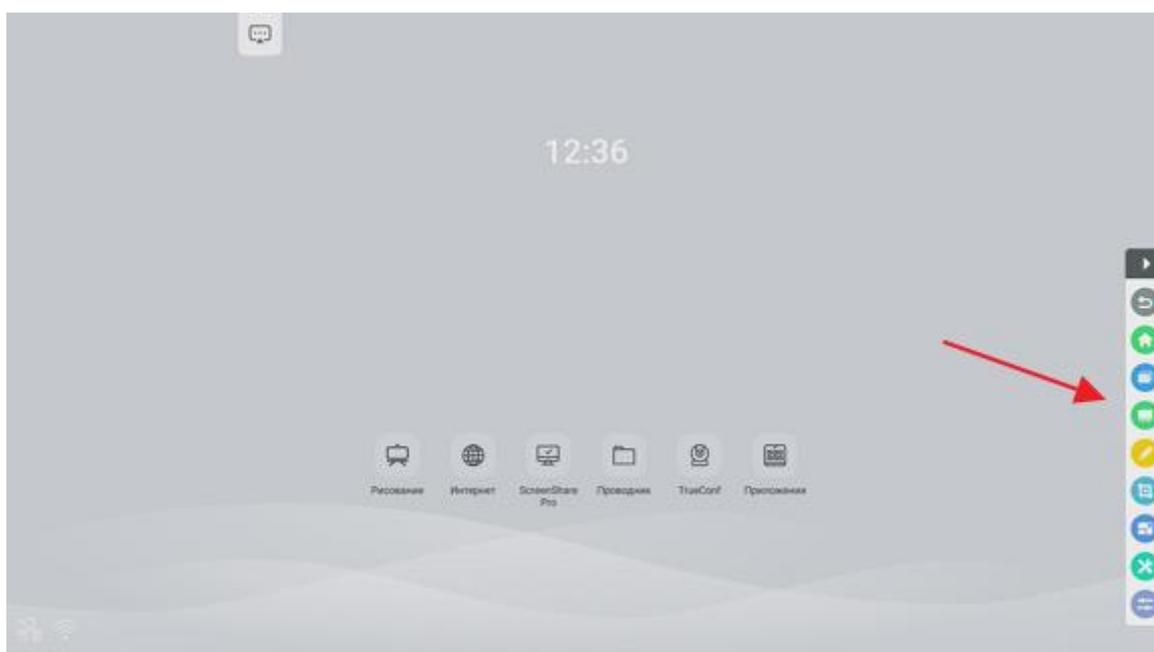
TeachTouch allows working in a number of modes simultaneously and switch between them seamlessly. For example, when working in one mode, say, creating a note in the Notes app, you may run the Browser and surf the Internet to find the info you need to complete the work. Or you can switch from the Notes app to instantly connect a USB external disk and show the presentation you keep on this disk on the TeachTouch screen (this is carried out with the help of the Explorer app).

The ability to change modes quickly is made possible with the help of the Quick Menu – the menu which is always accessible through icons docked to the left and right sides of the TeachTouch screen (see The Quick Menu).

Note that TeachTouch uses the ‘touch’ screen – technique of work with UI elements on such a screen should be familiar to you if you already use a smartphone or a tablet. If you connect a keyboard and a mouse to your TeachTouch you will be able to manage this device same as you manage your desktop PC, without touching its screen.

6. The Quick Menu

The Quick Menu is a navigation bar, which can be instantly displayed either on the right or on the left-hand side of the TeachTouch screen. The Quick Menu employs a set of icons, which are used to run certain apps and perform some frequent actions. The quick menu is shown in the picture below.



The Quick Menu displayed on the right-hand side of the screen

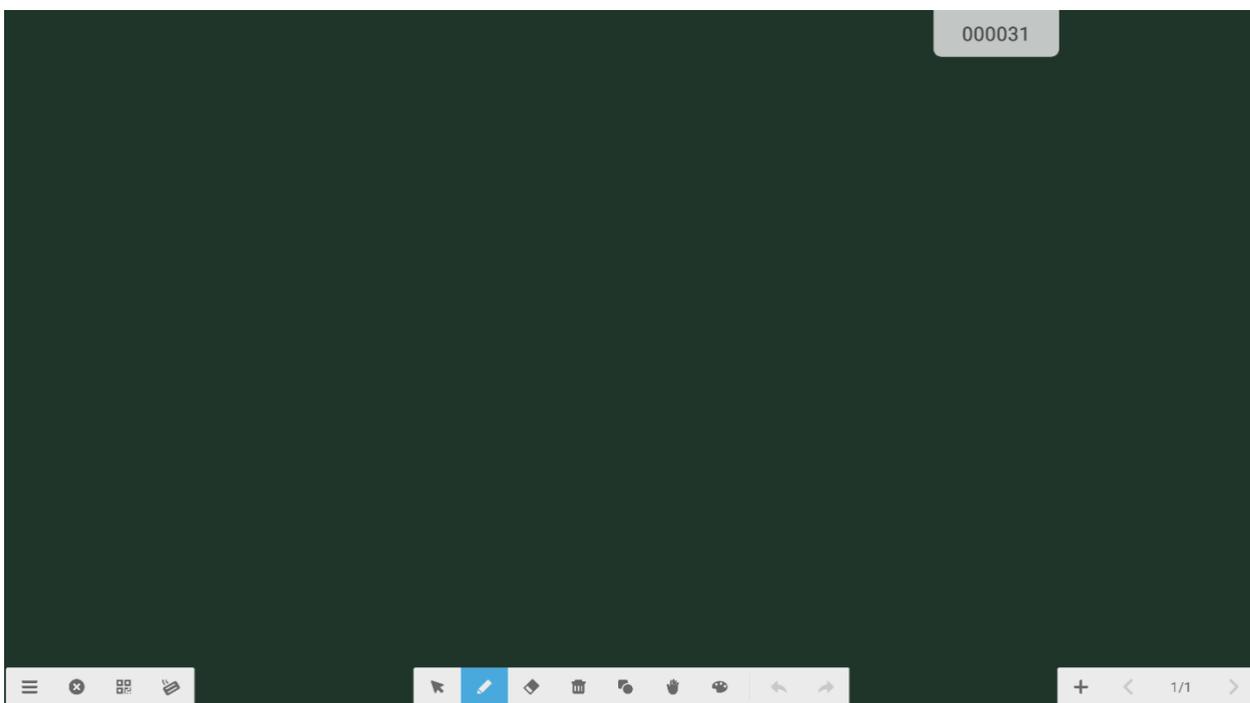
Icons available in the Quick Menu

-  **Show/Hide** – Hides and reveals the Quick Menu bar either on the left or on the right-hand side of the TeachTouch screen. This icon is displayed on top of any app screen – choose it and the Quick Menu bar will appear on the appropriate side of the screen (in the picture above the Quick Menu is displayed on the right-hand side of the TeachTouch screen).
-  **Undo** – Cancels the last action. In other words, it fully restores the state your TeachTouch was in before you performed the last action. Which means whatever you have done this command will undo the result. For example, while working with the Notes app you opted to view the Task List. Choose the Undo command and TeachTouch will close the Task View and display the Notes app again. The content you were editing in the Notes app before you opened the Task View will be displayed unchanged.
-  **Main Menu** – Displays the TeachTouch Main Menu. Choosing this command does not close the active and inactive apps! It only displays the Main Menu on the TeachTouch screen on top of other apps, and you can choose any other app then.
-  **Task View** – Displays all currently active apps as previews. Choosing a preview makes the corresponding app active – it is run in the full screen mode. This is a way to switch between apps when you need to work simultaneously in two or more apps.

-  **Notes** – Runs the notes app if it was not run during the current session, or reveals it in case it is inactive.
-  **Quick Drawing** – Displays the drop-down menu with tool icons. These tools allow for drawing upon any screen contents which is currently displayed on TeachTouch Screen. The drawing you make can instantly be saved as a screenshot. For details see The Quick Drawing Tool.
-  **Zoom In/Out** – Allows zooming in and out on the screen contents.
-  **Handy Tools** – Displays the drop-down menu with icons corresponding to applications-accessories. These applications include useful accessory tools: Calculator, Spotlight, Countdown Timer.
-  **TeachTouch Settings** – Displays the page containing TeachTouch video and audio component settings. Most of these settings have a mere technical usage.

7. The Notes app

When you choose the ‘Notes’ mode in the Main Menu , TeachTouch runs the Notes app. The Notes app can also be run from the Quick Menu by choosing the Notes icon . If the app has been run but is inactive at the moment (TeachTouch screen displays another app), you can make it active by choosing the Notes icon  in the Quick Menu or an appropriate screen preview in the Task View. An active app is displayed on TeachTouch screen replacing the app which was active before that.



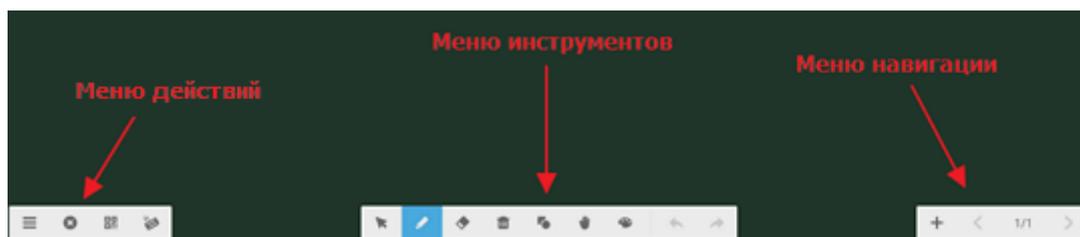
The Notes app is active now

The ‘Notes’ app is used to make writings and drawings “by hand” either on the blank screen or on top of the document you import into the ‘Notes’ app. “By hand” means you use the stylus or your finger to write/draw on the screen. Two styluses/fingers may touch the screen surface simultaneously. The Notes app allows creating multipage documents: the special navigation menu in the right-hand bottom part of

the app screen helps in navigating the document pages. Each page becomes an independent part of the document. When working in the Notes app you can save the resulting document as a file in the proprietary format (files with the .ENB extension). The saved file may be opened for editing later only in the Notes app. You may import files in certain formats, or 'insert' them into the existing document page. You can also export the created pages as images or documents in the variety of formats.

When creating a Notes document you can write/draw on the document pages using a set of simple drawing tools. When you complete your work you can save the document in the Notes app proprietary format (enb), or export it in one of the popular formats.

You can work with the Notes app using commands grouped in separate menus (see the picture below).



Меню приложения Рисование

7.1 Action Menu

Menu in the left-hand bottom part of the app screen, which consists of a set of icons, allows performing the following tasks:

-  **File** – displays a choice of actions you can perform with the file and also gives access to TeachTouch' display settings (see File).
-  **Close** – closes the app. If the file you were working on is not saved at the moment you close the app, TeachTouch prompts to save it in the proprietary format (ENB). All the unsaved changes will be lost.
-  **Screenshot** – saves the screenshot of the active document, while displaying the QR-code on TeachTouch' screen. The displayed QR-code allows meeting attendants to scan it to initiate download of the complete document to their own mobile devices. The saved document will contain all pages saved as raster images (see Screenshot).
-  **Disable Palm Wipe** – switches off and turns on the wiping function for the "Palm" tool (see Palm).

NOTE! If this icon is shown in the active state  – the Palm tool does NOT wipe off drawings. The icon in the active state assigns the 'moving' function to the Palm tool – it moves all objects on the screen at once. If the icon is shown 'inactive'  - the Palm tool will be used to wipe off drawings on the screen.

Please refer to Palm - this chapter explains how you can use the Palm tool which is configured by this switch.

7.1.1 File

The File menu contains the following commands (see the picture below)

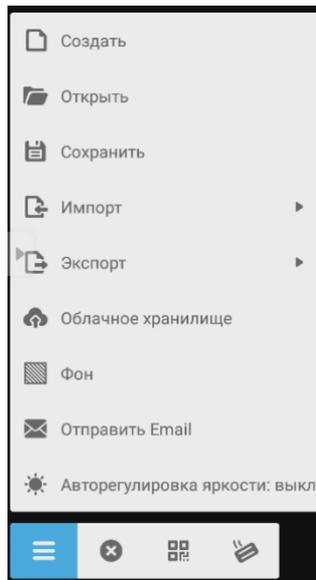


Figure 12. The File Menu

Create – Creates an empty document. The user can add any pictures or drawings to this document. You can start creating a new document from scratch if you choose this command.

Open – Opens a document, which was saved in the proprietary Notes format (ENB). This command will open only files that were created and saved with the Notes app.

Save – saves a document created with the Notes app in the TeachTouch proprietary format. Such file can only be opened with the Notes app.

Import – Allows inserting the contents of a file into the current document. Files in only the following formats can be imported into the Notes document: IMG, PDF, SVG.

Export – Allows converting the current document into a file in one of the versatile and popular formats: IMG, PDF, SVG, IWB. The resulting file can be opened in a variety of applications supporting these formats.

Cloud storage – Allows selecting the cloud storage to save a document to. The document will be saved in the proprietary Notes app.

Background color – Allows choosing a color to be used on the background. This background color will be used in the Notes app in all modes except for the Drawing Tool.

Send as an Email – Allows sending the complete current document as an email attachment (it includes all objects on all pages plus a drawing) in the TeachTouch proprietary format (ENB).

Brightness auto adjustment – turns on and off the automatic brightness adjustment for the display. Active (blue) icon indicates that the Brightness Automatic Adjustment function is turned ON.

7.1.2 Screenshot

Choose the Screenshot command by touching the  icon in the Action Menu. This will display the window showing the QR-code. The meeting attendant should run the Screenshot Pro app on his device and scan this QR-code. This initiates the download of the complete document to their device.



Figure 13. QR-code used to download the document copy

Note! For the document to be downloaded the attendant's device and TeachTouch must be connected to one and the same WiFi network (see The Screenshare Pro app), or to one and the same cable network.

7.2 Navigation Menu

Indicates the current page number and allows adding a new page or opening an existing one.



Figure 14. Navigation Menu

This menu allows displaying the Page Preview showing all pages of the current document (see the picture below). This can help when the document contains many pages – you can scroll through the pages and visually locate the one you need. To open a page in the Notes app you need to touch this page preview.

To display the Page Preview you should touch the page counter in the Navigation Menu.

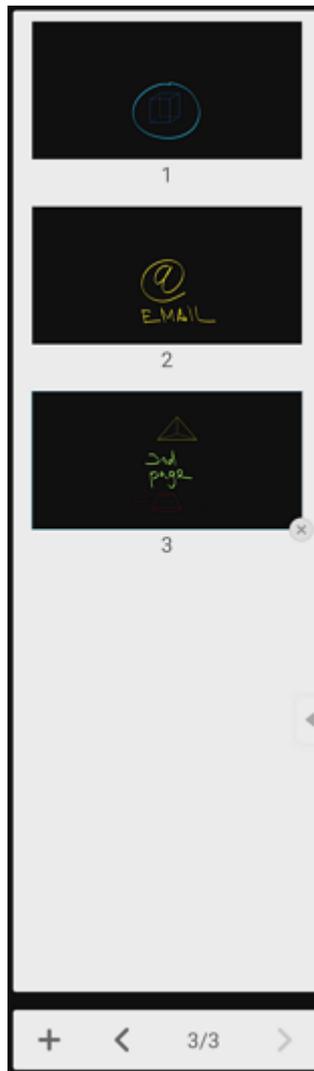


Figure 15. The Page Preview for the Notes document

Touch the left or right arrow in the Navigation Menu to display the next/previous document page.

Touch the “plus” sign to add a new page to the document.

7.3 Tool Menu

You can use the tools listed below to draw on the pages of the current Notes document. If you have imported some file into the current document it is displayed like a page background image and you will use a tool to draw on top of this image. Select a tool to start using it. The tool icon will then change its color to blue. Some tools can be configured – in such case the configuration menu is displayed on the lower side of the screen.

To start using the tool, choose it in the Tool Menu and then touch the screen where you need to start drawing. When you lift a stylus/finger from the screen surface you *finish* an object. When you finish drawing in one place you can start drawing in another place. Each *finished* drawing is considered as a separate object.

Important! The *finished* object becomes unavailable for editing with the use of the drawing tool. To edit an object you should use the Choice tool (see Choice).

The Tool Menu includes the following tools:

-  **Choice** – Used to select, move or edit the existing objects (see Choice).
-  **Pen** – Used to draw with a finger/stylus. Displays the submenu for drawing with a finger/stylus. Displays the submenu to configure the width, texture and color of the lines. For details see Pen.
-  **Eraser** – Allows selecting objects and then removing all the selected objects from the current document page. For details see Eraser.
-  **Clear** – Removes all objects from the current page except for the imported content.
-  **Shapes** – Allows adding 2D and 3D geometric figures to the current page. For details see Shapes.
-  **Palm** – Depending on which function is assigned to this tool by the Wipe switch it can delete or move objects on the page. For details see Palm.
-  **Drawing** – Allows to quickly create a drawing, which is stored separately (does not belong to any document page) but is included in the document contents. Uses drawing tools similar to what are used with the Pen tool (see The Quick Drawing Tool).
-  **Undo** – Reverts the results of the last performed action. Each command reverts the results of one completed action. Call it “one step”. You may revert all “steps” that were performed during the current session. More details can be found in Undo / Redo.
-  **Redo** – Restores the action reverted by the Undo command. This command is opposite to the Undo command. Each “step” performed by Redo restores one step reverted by Undo in the backward fashion. If you performed the Undo command three times, you can perform the Redo three times also to fully restore the initial state. More details can be found in Undo / Redo.

7.3.1 Choice

The Choice tool allows selecting a single or a number of objects at once in the document. You can perform the following actions with the selected objects:

- Move
- Edit by changing size, shape and color

Important! Regardless of which drawing tool was used to create an object you can only edit it using the Choice tool.

To select an object

1. Touch any part of an object – its contour will be highlighted and control points will appear around it (see the picture below).

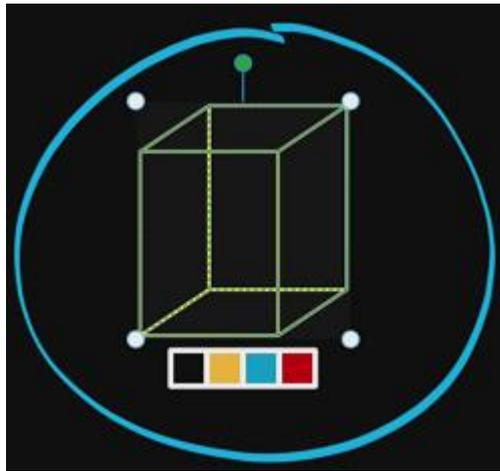


Figure 16. The “Cube” object is selected, notice the highlighted contour and the control points. The “Circle” object is not included in this selection – it is not highlighted and has no control points around it.

2. When you touch some non-selected object, all other selected objects will be deselected and the object you have just touched will be selected then.

To select several objects

1. Clear all the selections by touching the display anywhere outside objects.
2. Drag a finger/stylus without lifting it to cross any part of objects you want to include in a selection. The trace that is left by the moving finger/stylus will indicate which objects are crossed and fall into the selection (see the picture below).

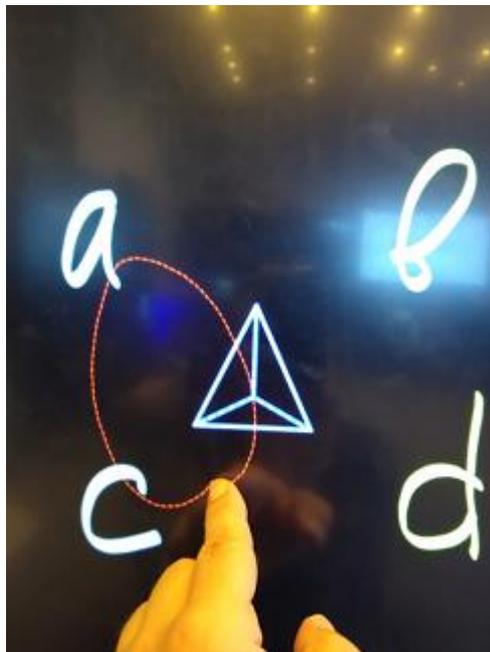


Figure 17. The pyramid and letters A and C are crossed by a trace and will be selected and highlighted

To move the selected objects

1. Select one or more objects.
2. Drag any of the selected objects into a desired place on the page. If several objects were selected, they are moved together. Their position and size are retained.

To deselect objects (clear the current selection)

1. Touch the page anywhere outside objects. All selections are cleared – highlights and control points disappear.

To edit a selected object

2. Touch the required object or create a selection including several objects.
3. When a selection is created, drag any control point. You will see the size and shape of the selected object change. If several objects were selected they will be transformed simultaneously, in the same proportion. When you lift a finger/stylus from the display surface you will fix the new shape and size of the object.
4. When an object (several objects) is selected it is not only highlighted but is also accompanied by a color palette. This allows changing the color of the selected object to one of those available in this palette.
5. Create a selection including the required objects and touch the color you need in the palette. All the selected objects will change their color to the one you choose.

7.3.2 Pen

The Pen tool allows drawing on the TeachTouch screen with a finger and with a stylus.

Stylus

A stylus is a felt tip pen without ink that imitates writing with a regular pen – use it to draw on a touch screen. There are two styluses included in your TeachTouch package: one with a narrow tip, another one – with a wide tip (see pictures below).

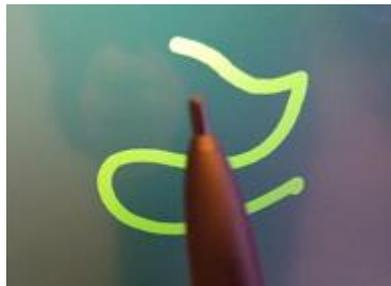


Figure 18. Stylus with a narrow tip (I)

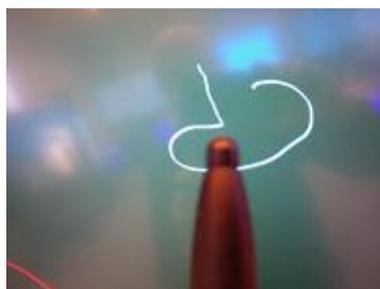


Figure 19. Stylus with a wide tip (II)

The stylus tip width helps to tell the first stylus (with a narrow tip) from the second one (with a wide tip). In addition, it helps to choose a writing tool that would be comfortable to use. The line width is always configured by the settings – it does not depend on the physical size of your stylus tip.

NOTE Only *four* simultaneous touches are supported. Of these, two are reserved for styluses and the other two – for fingers.

Only two separate line configurations are supported: for the first and for the second stylus. A line produced by a finger inherits settings assigned to the first stylus.

To configure a pen tool

1. Tap the Pen tool icon  in the Tool Menu twice – this will display the Pen tool configuration settings menu (see the picture below).
2. The upper left-hand corner of the menu contains two stylus icons – for the first (I) and for the second (II) stylus. The default settings are applied to the I (narrow) stylus. The settings chosen for the first stylus (narrow one) are applied when the user draws on the screen with a finger.
3. Choose the appropriate stylus icon.
4. Right below the stylus icons you see a slider control. It makes the line drawn by a stylus/finger wider (move the slider to the right) or narrower (move the slider move to the left). Below the slider are the drawing tools. By selecting a tool you choose the line texture in the following way:
 - a. Pencil – solid line, with straight edges
 - b. Middle Brush – line of a different density, with slightly blurred edges
 - c. Thin Brush – uneven line, with slightly blurred edges
 - d. Thin Marker - solid line, with slightly blurred edges.
5. Two palettes occupy the left-hand part of the settings menu – the left one allows choosing a color from the predefined set, the right one allows picking a color from a wide variety of shadows (see the picture below).

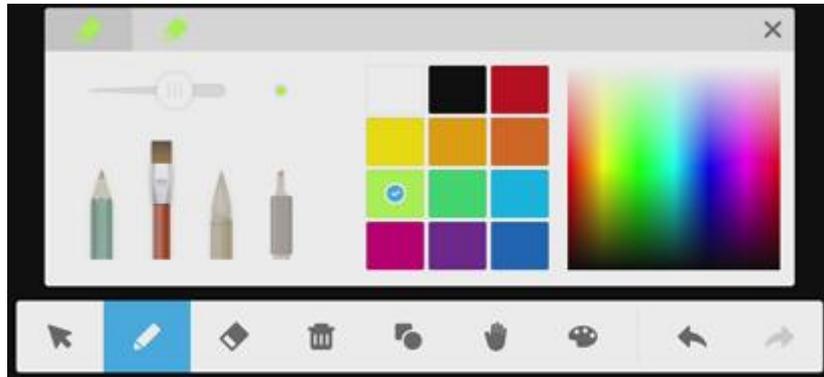


Figure 20. The Pen tool settings menu

6. Touch the cross in the upper right-hand corner of the menu to close it.

7.3.3 The Quick Drawing Tool

The Quick Drawing tool  allows creating a separate drawing, which does not belong to any page in the document. A quick drawing can consist of several pages. A quick drawing becomes a part of the current document and it is saved and downloaded along with the document.

You can create as many pages in your Quick Drawing as you need.

To set up parameters of the Quick Drawing

1. In the Tool Menu choose the Quick Drawing icon . This will display the Quick Drawing settings menu (see the picture below).



Figure 21. The Quick Drawing settings menu

2. The slider in the upper left-hand corner makes the line drawn by a stylus/finger wider (move the slider to the right) or thinner (move the slider move to the left). Below the slider are the drawing tools. By selecting a tool you choose the line texture in the following way:
 - a. Pencil – solid line, with straight edges
 - b. Thin Brush – uneven line, with slightly blurred edges
 - c. Middle Brush – different density, with slightly blurred edges
 - d. Eraser – deletes drawn lines.
2. There is a palette to the right of the slider – you can choose the color from the set of predefined colors. The selected color will be used to populate the color wheel (see next step for details).
3. The color wheel located to the right of the slider can be used to select a shade of the chosen color. Move the slider along the color wheel circle to find the required shade.
4. An eye-dropper located to the right of the color wheel allows choosing the required color by pointing at any part of the Quick Drawing page displayed on the screen.
5. Touch the triangle icon in the upper right corner of the settings menu to minimize this menu.

To perform basic actions in the Quick Drawing mode

1. The Quick Drawing action menu is located in the bottom left-hand corner of the screen (see the picture below).

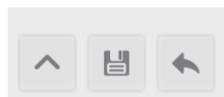


Figure 22. The Quick Drawing action menu

2. Touch the “Up arrow” icon to return to the Notes app.
3. Touch the diskette icon to save all pages you created in the Quick Drawing mode.
4. Touch the “Back arrow” icon to restore the last performed action.

To navigate through the Quick Drawing pages

1. The Navigation Menu is located in bottom left-hand corner of the screen (see the picture below).



Figure 23. The Quick Drawing Navigation Menu

7.3.4 Eraser

The Eraser tool allows deleting created objects, which are covered by its active area. The active area of the Eraser is the selection it makes. Cross the object shapes you want to delete by dragging the stylus/finger across the screen.

To delete a single object

1. In the Tool Menu choose the Eraser icon .
2. Drag the stylus/finger across the screen and cross the shape of the object you want to delete at least in one place. The whole Object will be selected then and it will be deleted as soon as you lift the stylus/finger off the screen.

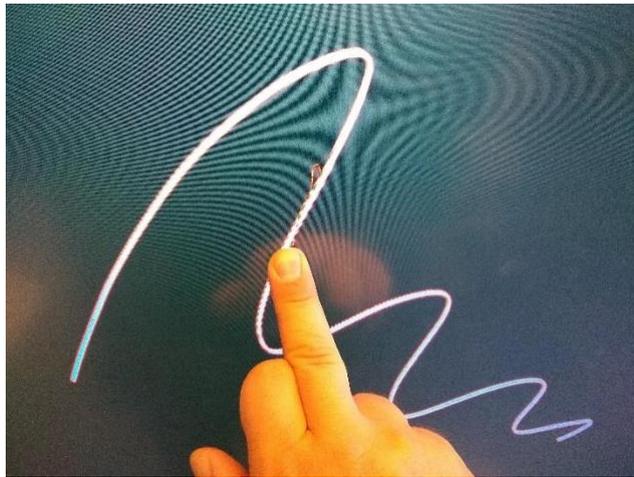


Figure 24. *Selecting a single object by crossing its shape*

To delete several objects at once

1. In the Tool Menu choose the Eraser icon .
2. Drag the stylus/finger across the screen and cross the shapes of all objects you want to delete each at least in one place. All crossed objects will be selected then and will be deleted as soon as you lift the stylus/finger off the screen.

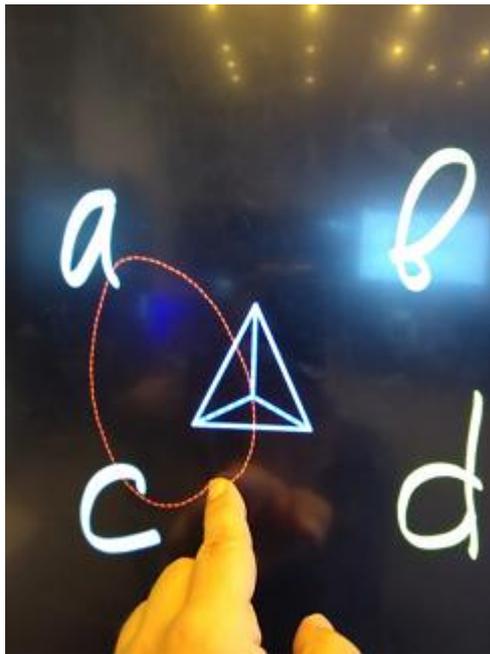


Figure 25. *Selecting several objects by crossing their shapes (three out of five objects are included in this selection)*

7.3.5 Delete

You can quickly clear the page of all contents by deleting at once all the objects created on this page.

To quickly clear one document page

1. In the Tool Menu choose the Delete icon .
2. All objects will be deleted from the current page. The page will become blank.

7.3.6 Shapes

You can add a variety of 2D and 3D shapes to a page. The 2D and 3D shapes can be added with the help of the Shapes tool.

To add a shape to the page

8. In the Tools Mneu choose the Shapes tool.
9. By default the Shapes tool can instantly draw the last used shape.
10. To choose a shape and configure the Shapes tool tap the Shapes icon twice. This will display the Shapes tool settings menu (see the picture below).

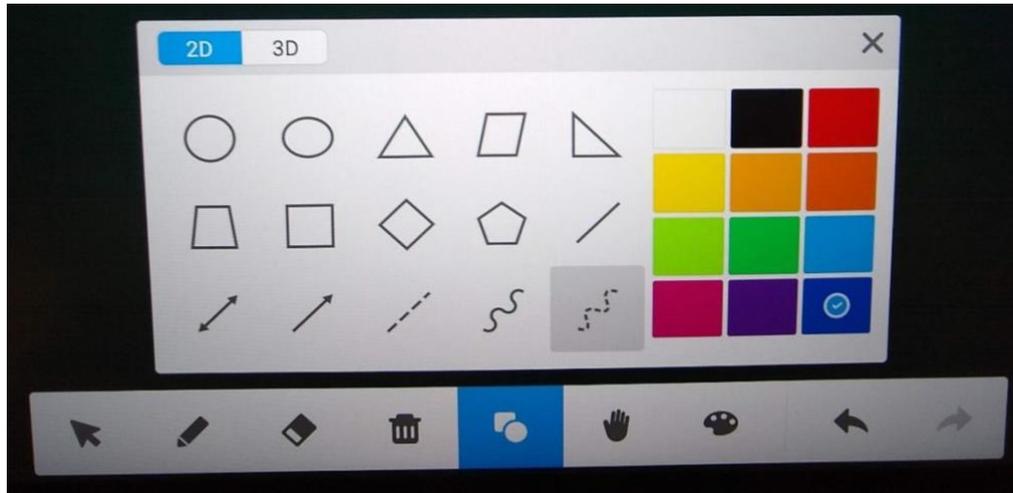


Figure 26. 2D shapes in the Shapes tool settings menu

To use 3D shapes choose the **3D tab** (the picture above shows the Shapes settings menu with the 2D shapes tab chosen).

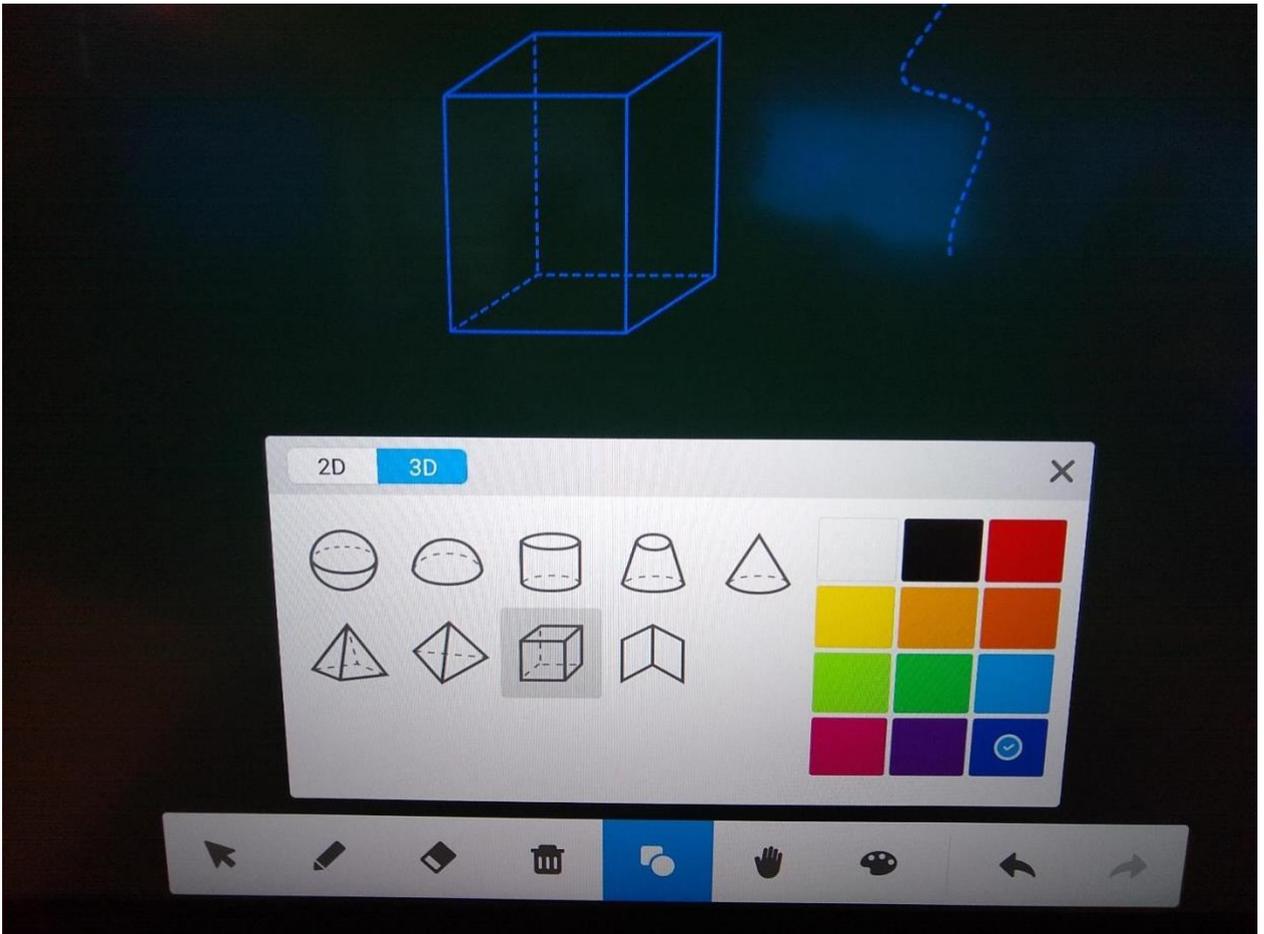


Figure 27. 3D shapes in the Shapes tool settings menu. The Cube shape have been chosen and drawn on the page.

11. Choose a particular type of shape in the menu to create this shape on the document page.
12. Choose the shape color – touch the color you need in the predefined color palette in the right part of the menu. The selected color is then marked with a tick in the palette.
13. To draw the selected shape you should create an imaginary rectangle frame. Position the stylus/finger in the upper left-hand corner of this frame and drag it down and to the right. You will see how the shape emerges and grows. By dragging stylus/finger in different directions you can change dimensions of the shape. When you lift the stylus/finger from the screen the shape will be created.

NOTE Mind that after a shape is created you cannot edit it using the Shape tool. To change the size and/or color of the shape you have to use the Choice tool (see Choice).

7.3.7 Palm

The Palm tool function  depends on the selection that was made for the **Disable Palm Wipe** switch in the Action Menu of the Notes app– this is the  icon:



- an *inactive* icon state means the **Palm** tool is assigned the wiping function (see Action Menu)



- an *active* icon state means the Palm tool is assigned the move action, which means the Palm tool will only move all objects created on a page at once (see Action Menu).

To delete objects using the Palm tool

1. Put the **Disable Palm Wipe** switch into the inactive state -  by touching it once.
2. In the Tool menu choose the Palm tool .
3. Press your palm, or only a part of it, to the display firmly and do not lift it. In a second or two the screen displays the rectangle area under your palm which represents a wiping sponge (see the picture below).



Figure 28. Using the Palm tool in the Wipe mode

The area of this “sponge” depends on the area of your palm contacting the display. The wider the contact point is – the wider is the “sponge”. For example, you may clench your fist and this will make the contact point (and, in turn, the “sponge”) smaller.

4. Without lifting the palm from the display drag it in the desired direction “wiping” objects along the way. Wiping will be stopped when you lift your palm from the display.
5. To start wiping again press your palm to the display again, wait for the “sponge” to appear and wipe another portion of objects.

7.3.8 Undo / Redo

Using the Undo command  in the Tool Menu you can sequentially revert the performed actions starting from the very last.

The Redo command  in the Tool Menu allows restoring the result of the last reverted action (this is an opposite to Undo). This command can also be used in series of steps.

Please exert caution when using these commands. The user cannot access the exact list of performed actions. So, if you are not sure in which sequence you performed actions we suggest not to rush when reverting and restoring. Please study the result carefully after each reverted/restored step and stop at the point when you feel lost. If you perform some new action after you revert some steps you are at a risk of losing all sequence of steps you have just reverted (these steps will become inaccessible for restoring).

8. The Screenshare Pro app

TeachTouch is able to demonstrate the shared screen of a connected device on its own large screen. To that end both devices – TeachTouch and the sharing device – must be connected to one and the same local network. TeachTouch is capable of accepting no more than 30 connections at one time. After this

threshold is reached you should disconnect one of the already connected devices to create a new connection. TeachTouch can demonstrate on its screen no more than 4 shared screens at once. You may choose which of the already connected devices can share their screen with TeachTouch. You can manage the connected devices using the Devices list (see Managing the connected meeting attendants).

8.1 Checking the wireless network name (SSID)

When we talk of connecting TeachTouch and sharing devices to “one and the same network” we assume that such network is the one with the same name (or SSID). TeachTouch always reports the name of the local network he is connected to. Devices which connect to TeachTouch to demonstrate its screen must be already connected exactly to this local network. The network name is displayed by TeachTouch in the following parts of its screen:

- On the Screenshare Pro splash screen, in the upper right-hand corner, and also in the Step 2 of the Instruction (if it is currently expanded). See the picture below, SSID name location is marked with a red arrow (two locations available);

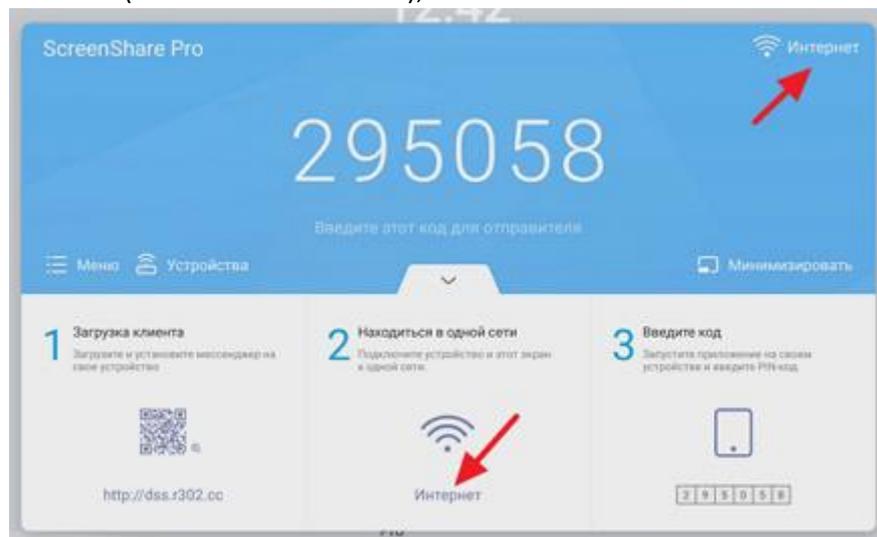
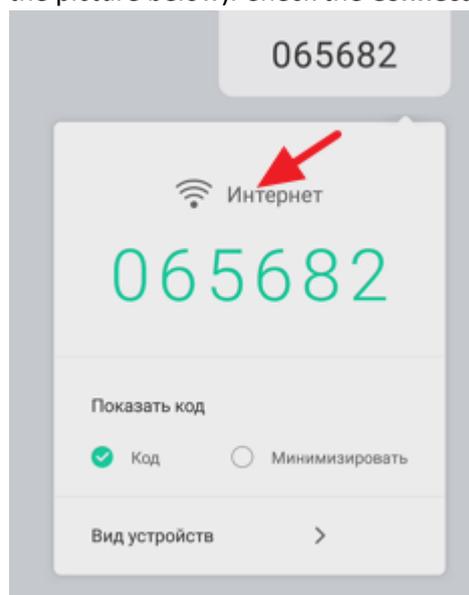


Figure 29. Screenshare Pro splash screen with the Connection Instruction expanded

- In the menu of the Connection Code tab, which is permanently displayed in the top part of the TeachTouch screen (see the picture below). Check the **Connection Code** to display the menu.



When connecting the device to the cable local network please make sure the patch cord or wall socket provide access to the required network (better ask the system administrator to make sure you use the right socket).

Important! Should any problem regarding the network connection arise please address the system administrator, do not try to figure out the solution yourself if you are not familiar with the network infrastructure.

8.2 The six-digit code required to connect a device to TeachTouch

NOTE Please remember this instruction – it will save your time and effort when you need to connect some devices to TeachTouch for any purpose.

The six-digit code, which is required to connect a device to TeachTouch, is displayed in the following parts of the screen:

- On the splash screen of the Screenshare Pro app, in the very middle of it, in large digits



Figure 30. The six-digit Connection Code on the Screenshare Pro splash-screen

- On the same splash screen in step 3 of the Connection Instruction, if it is expanded

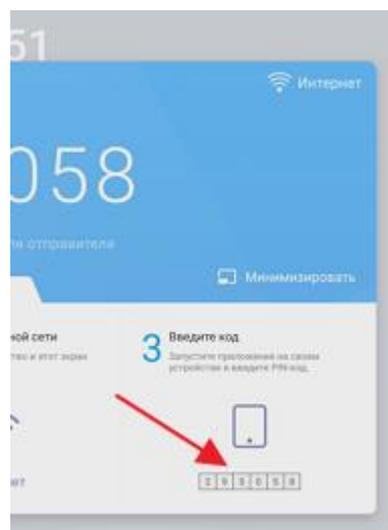


Figure 31. The six-digit Connection Code on the Screenshare Pro splash-screen in Step 3 of the Instruction

- At all times the six-digit code is displayed in the Connection Code Tab, which is permanently displayed in the top part of the TeachTouch screen

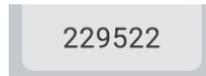


Figure 32. The six-digit Connection Code tab

If you decide to hide the code to minimize the size of the Connection Code tab, touch the Connection Code tab and choose **Minimize** from the menu that appears. The Code tab will then display only dots, like this.



Figure 33. The minimized Connection Code tab

You can reveal the hidden code by touching the tab and choosing the Code option in the menu that appears (see the picture below).

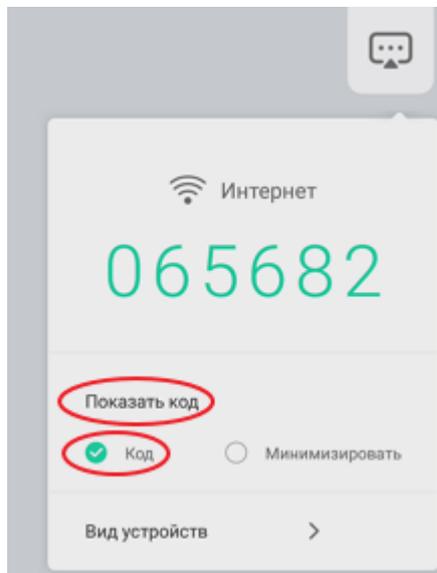


Figure 34. Revealing the hidden connection code

Important! The six-digit code changes regularly, after the specified time interval elapses. This time interval is specified as the **Frequency of the code change** option, available in the Settings menu. The Settings menu is invoked by the Settings command in the splash screen of the Screenshare Pro app. See the pictures below for illustration.

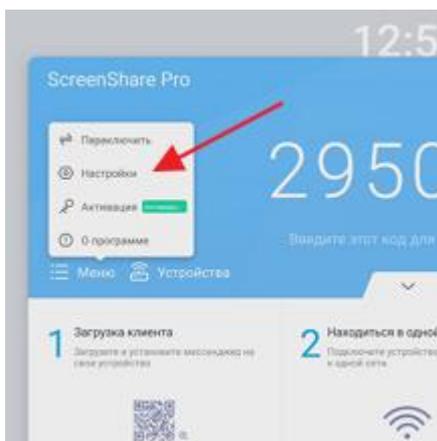


Figure 35. The Settings command in splash screen menu of the Screenshare Pro app

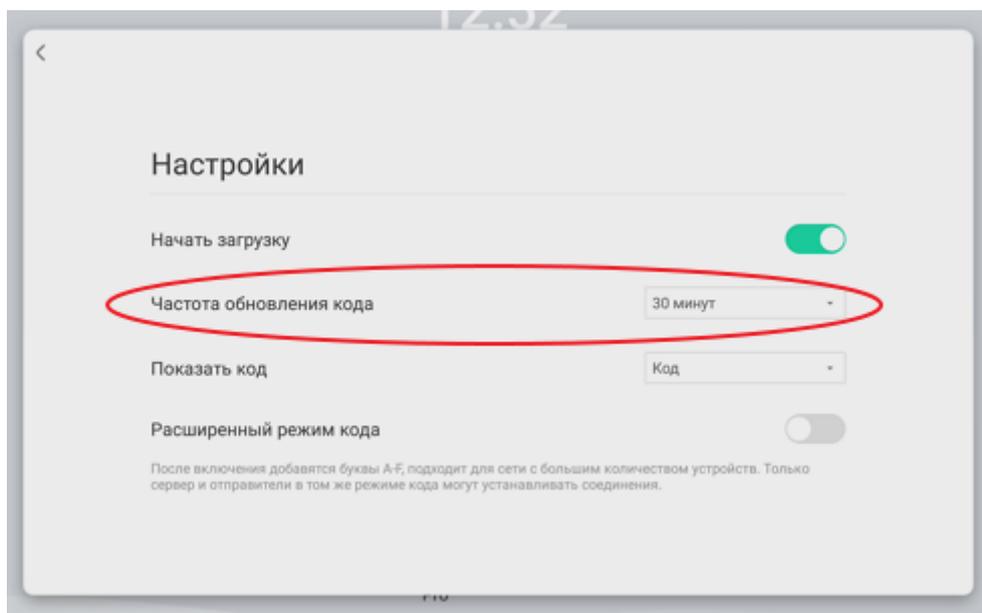


Figure 36. The Settings dialog invoked by the Settings command (see the above picture)

The six-digit Connection Code is required only to create a connection to TeachTouch. The already connected devices does not need this code – it is not used to check the established connection.

This code is also required when the connection is broken for some reason (for example, when TeachTouch has been reloaded). In such case all established connections are broken and have to be re-established anew when TeachTouch starts.

8.3 How to connect a device to TeachTouch

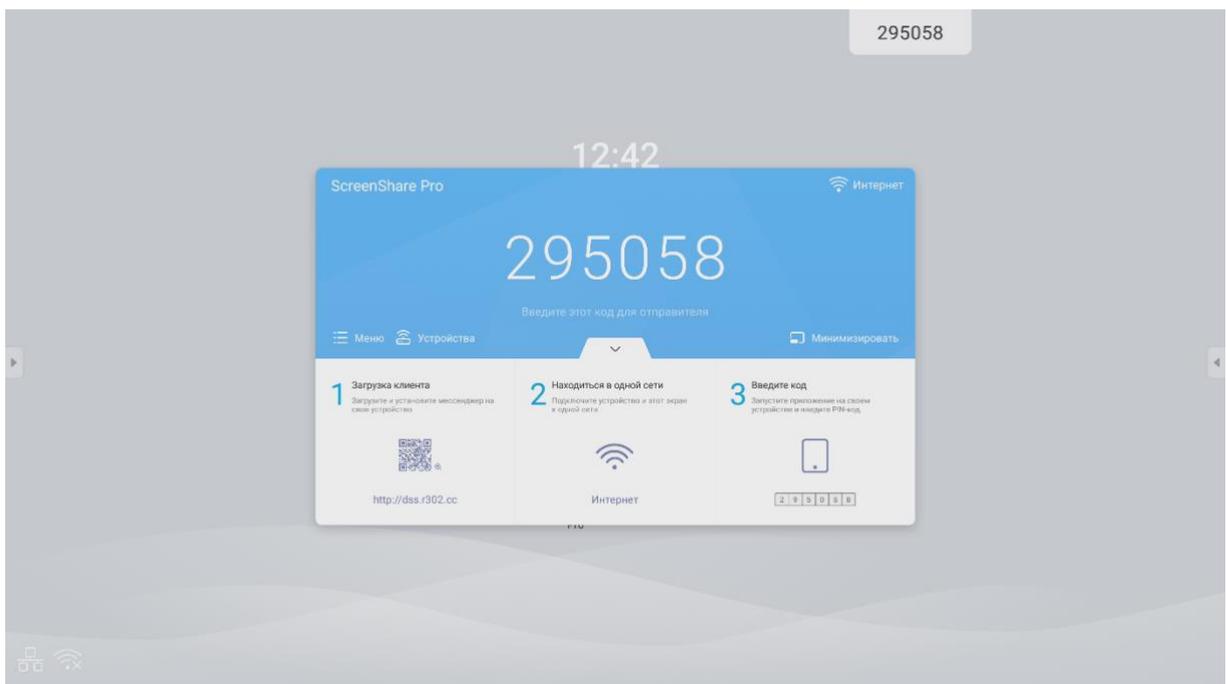
This chapter explains how you can connect a device that is used by a meeting attendant to TeachTouch, and how you can manage such devices when they are connected: permit to share the screen, delegate device management functions to a connected device etc.

To connect an attendant's device to TeachTouch and manage this connection

1. Choose the Screenshare Pro icon in the Main Menu or in the Quick Menu. This will display the app splash-screen (see the picture below).



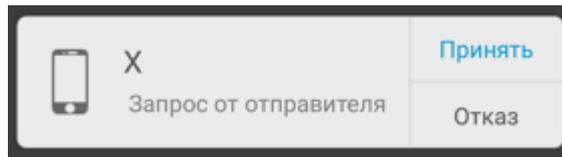
2. Choose the Instruction tab shown in the bottom of the splash screen. This will reveal the help text explaining how you can connect another device to TeachTouch using the Screenshare Pro app.



3. Follow the instruction steps and help the meeting attendant to perform steps 1 through 3. If the attendant connects their device to TeachTouch for the first time (has never performed Step 1 on their device):
 - **Step 1** – The attendant should download and install on his device the Screenshare Pro app by scanning the QR-code displayed under Step 1 of the Instruction herein, or by typing into their browser address bar the URL shown exactly below the QR-code.
 - **Step 2** – The attendant should make sure their device is connected to the same local network as TeachTouch. The network name is displayed under the network pictogram

on Step 2. This is the word “Internet” for the cable network or Wi-Fi network SSID for a wireless Wi-Fi network. Help the attendant to choose the required network. See Checking the wireless network name (SSID) – this chapter explains how you can choose the right network.

- **Step 3** – The attendant should run the Screenshare Pro app on their device and enter the six-digit Connection Code into the suggested field (see The six-digit code required to connect a device to TeachTouch for details about the Connection Code).
4. If the meeting attendant has already installed the Screenshare Pro app on his device, he only has to complete steps 2 and 3 of the Instruction herein.
 5. After the meeting attendant enters the correct Connection Code, the Screenshare Pro app client sends a request for connection to TeachTouch. TeachTouch screen displays the dialog prompting you to accept or reject this connection request (see the picture below).



Choose **Accept**, to start demonstration of the attendants screen on TeachTouch screen. Choose **Cancel**, to reject this request (in such case the attendant will have to send a new request for connection from their installed Screenshare Pro client when they need to connect to TeachTouch).

6. As more attendants connect to TeachTouch to share their screens, TeachTouch divides its screen first into two and then – into four sections. To demonstrate the 5th, 6th and so on attendant’s screen you will have to turn off screen sharing for some of the attendants who currently share their screen. Pictures below show how TeachTouch demonstrates two and, next, four screens of the connected attendants.

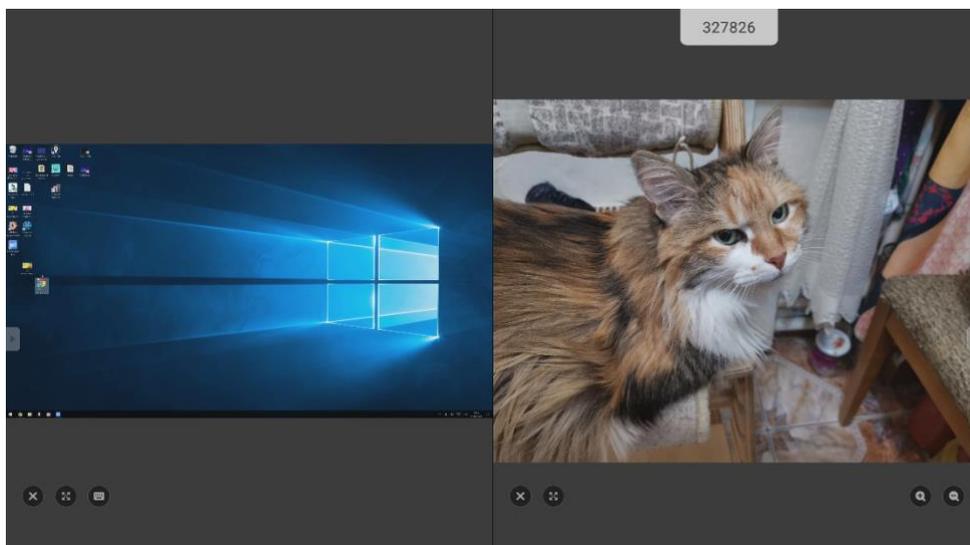


Figure 37. TeachTouch demonstrates screens of two sharing devices

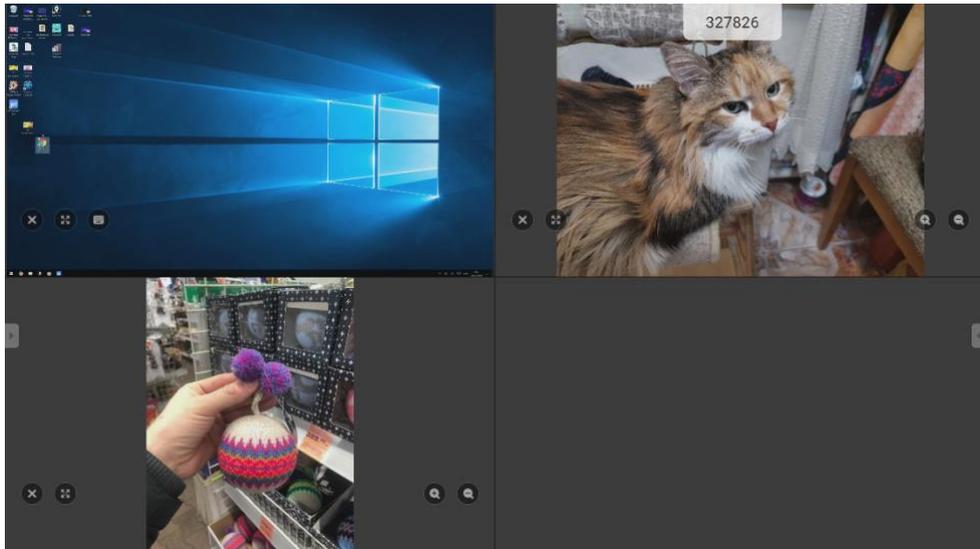


Figure 38. TeachTouch shows screens of three connected devices. There is one spare section left for the fourth device screen to be shown.

7. If you need to turn off screen sharing for some attendant:

- Choose the  icon on the appropriate screen preview (related to this attendant), or
- Display the list of all devices currently sharing their screens (see Managing the connected meeting attendants) and choose the  icon in the list near the required attendant's name.

8. Please prompt the attendant who is waiting for his turn that he can send a request for screen sharing now from the Screenshare Pro client app.

8.3.1 Managing the connected meeting attendants

You can display the list of devices currently connected to TeachTouch by choosing **Devices** on the splash screen of the Screenshare Pro app (see the picture below),

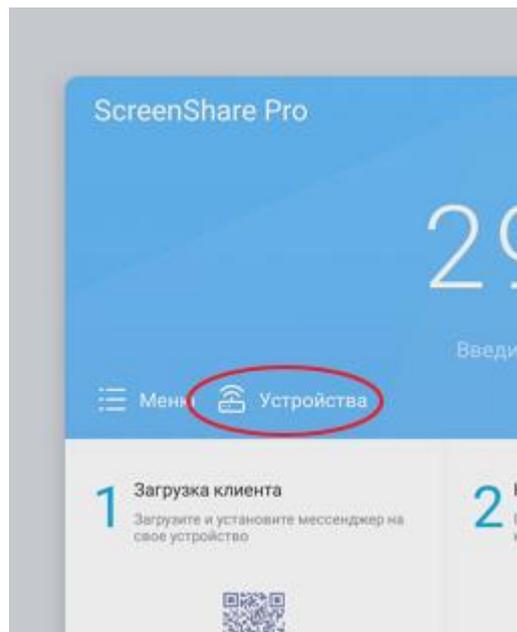


Figure 39. The **Devices** command on the Screenshare Pro splash screen

Or you can choose the **View devices** command in the action menu available from the Connection Code tab (see the picture below).

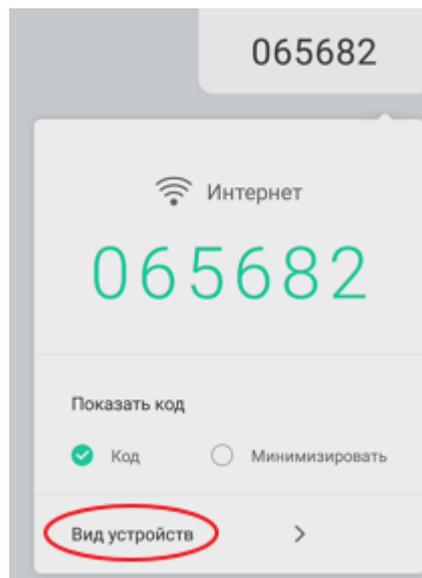
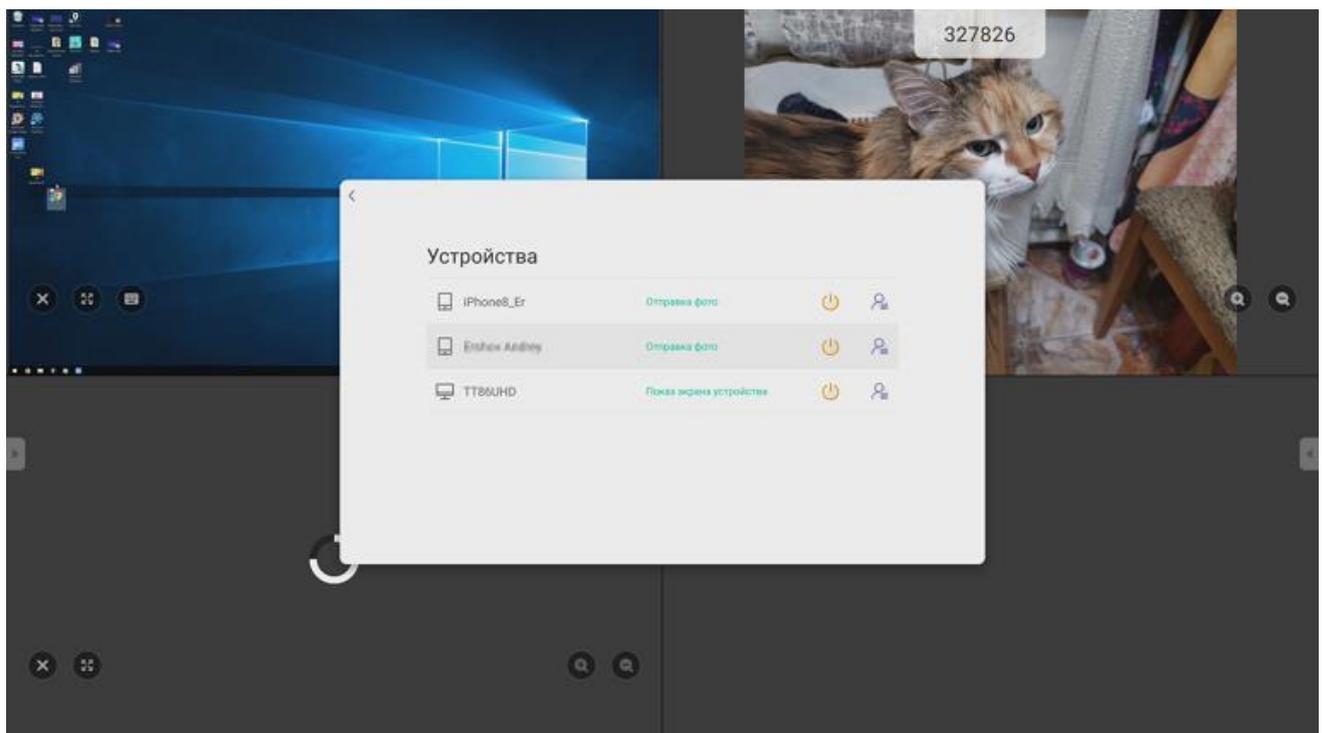


Figure 40. The **View devices** command in the action menu available from the Connection Code tab

Any of these actions will display the list of users currently connected to TeachTouch (see the picture below).



You can perform the following actions on the devices connected to TeachTouch with the use of the Screenshare Pro app:

- Turn on and off the device screen sharing;
- Get the remote access to this device's management (feature available only for MS Windows based devices)
- Maximize to full screen size and restore the original size of the device's screen picture

- Zoom in/out on the shown static picture (for example, on a photo, dynamic pictures like videos are not supported by this function)
- Cancel the device connection (such action requires sending a repeated request for connection to TeachTouch from the disconnected device)

The listed actions are performed by choosing the appropriate icons on the *Перечисленные действия совершаются путем выбора значков на миниатюрах соответствующих устройств:*

-  Turn the screen sharing off
-  Get remote access to the device
-  Maximize the picture to the full screen size
-  Zoom in on the displayed picture
-  Zoom out

9. Browser



By choosing the Browser icon in the Main menu you will run the browser and be able to browse web-sites. This is possible if the current local network connection allows accessing the global network, or the Internet.

TeachTouch uses the Chrome browser (see the picture below).

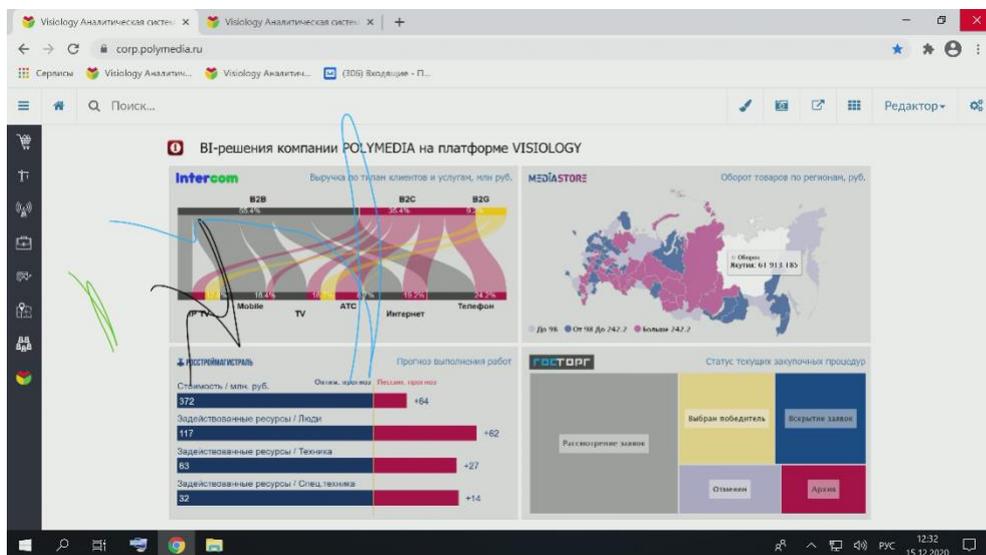


Figure 41. TeachTouch internet browser

10. Explorer

TeachTouch helps you to present different types of media content to your audience: this can be pictures, audio recordings, videos or presentations. Such content should be available as files in the following formats supported by TeachTouch:

Type of the media content

Supported file formats

Pictures	jpeg, bmp (excluding 32-bit), png, gif, tiff
Video	3gp, 3gpp, asf, avi, divx, flv, mkv, mov, mp4, m4v, mp4v, mpv4, mpeg, mpg, mpeg4, rm, rv, vob, wmv
Office formats	doc, docx, ppt, pptx, pdf

Files that should be presented are frequently brought along recorded on a flash-disk or on an external hard disk. If the medium you have is equipped with the type A USB plug you can use it with TeachTouch. To explore the contents stored on the medium plug the device (or its cable) into the appropriate USB socket on TeachTouch front panel (see Connectors and control elements used in TeachTouch). TeachTouch identifies the inserted device and prompts you to run the Explorer app to explore the contents stored on this medium (see the picture below).

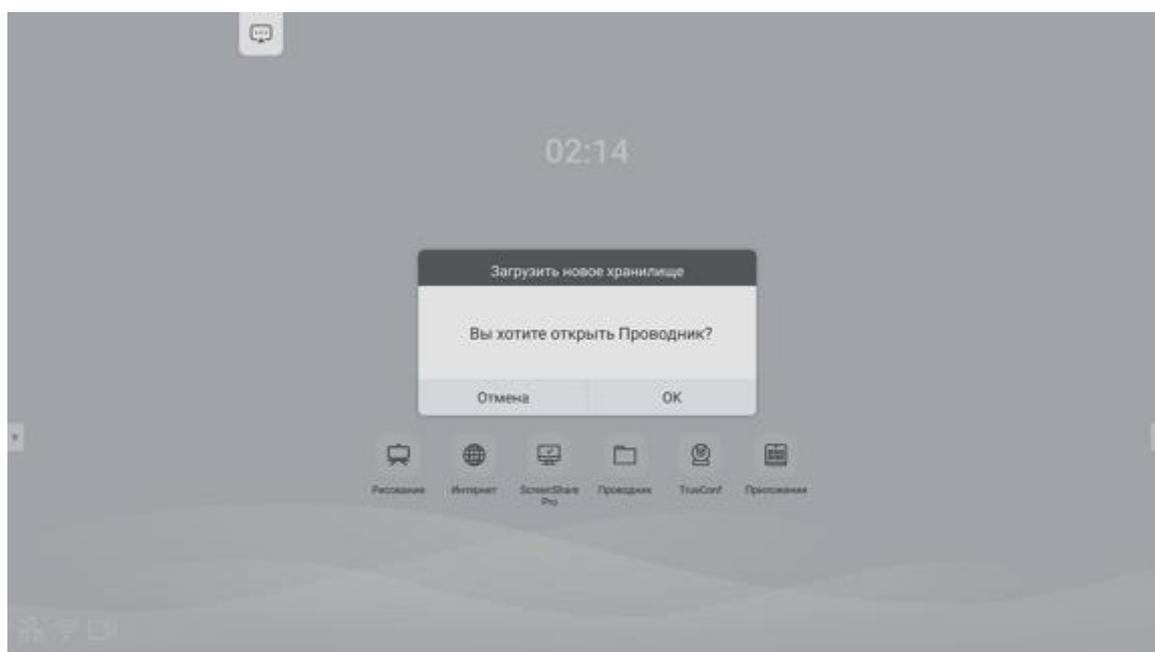


Figure 42. The dialog prompting to open the Explorer app displayed automatically when an external USB storage device is connected to TeachTouch

When you choose OK, TeachTouch runs the Explorer app showing the contents of the connected storage device (see the picture below).

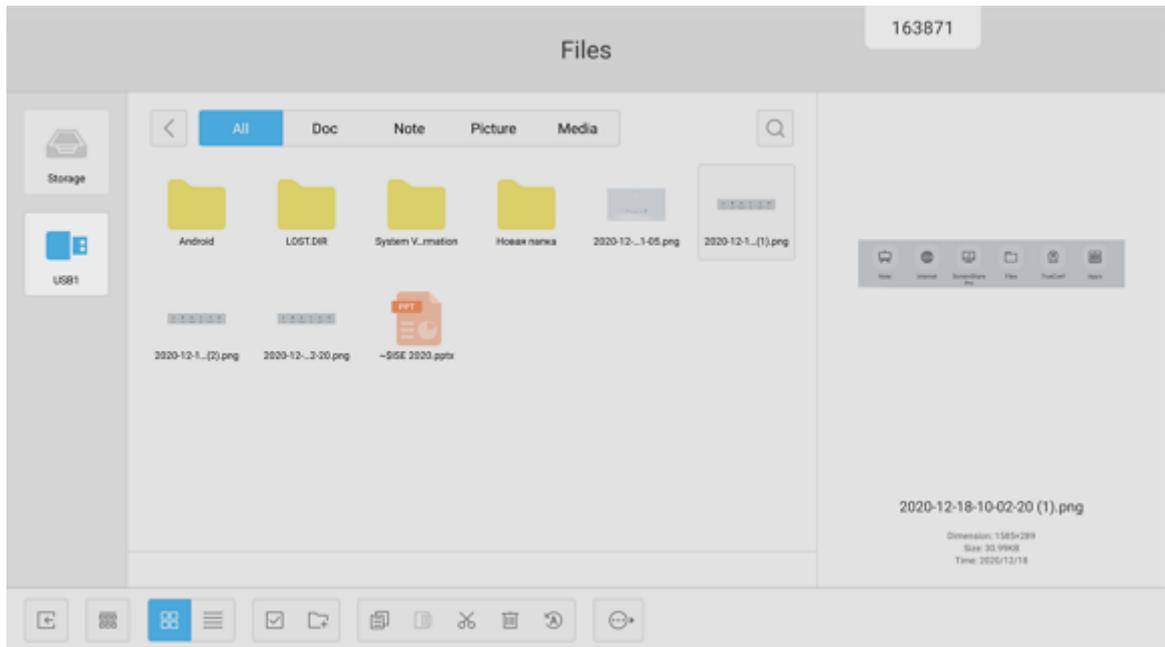


Figure 43. The Explorer app UI

The Explorer app user interface consist of four panes:

- The leftmost pane shows what storage devices are connected to TeachTouch currently and are available for performing operations with files. The name **Storage** means a built-in storage device, **USB1**, **USB2** names mean the external storage devices connected to TeachTouch using USB scokets on TeachTouch' front panel.
- Middle pane displays files and folders stored on the external device in the current folder. Additionally, the top part of the middle pane displays a menu which helps filtering the displayed file list by the file type. The following filters are available: Office files (doc, docx, ppt), the proprietary Notes app files (enb), pictures (jpg, gif and such), audio- and videofiles. Files of the selected type will be presented in the middle pane as a single list regardless of their absolute path.
- The leftmost pane displays the preview of the currently selected file or a folder icon. It also shows information regarding the selected file/folder properties (size, creation date etc)
- The bottom pane contains a set of icons which depends on the situation and corresponds to commands which can be currently applied to the selected files.

10.1 Browsing and managing files of the supported types

File management in the Explorer app

Important! No context menus are available for files and folders in the Explorer app.

Operations with files in the Explorer app are performed by choosing the appropriate icon in the bottom pane. Each icon corresponds to a certain command:

Icon	Operation performed	Comment
	Close the Explorer app	Takes you to the TeachTouch Main Menu
	Choose and apply file sorting	Displays the drop-down menu. Files and folders can

		be sorted by name, type, size and creation date.
	Choose file view – View files as a table	
	Choose file view – View files as a list	
	Enable the selection mode for files and folders	Displays the tick box beside each file/folder
	Select all files/folders listed in the current view	
	Deselect all files/folders and exit the selection mode	
	Create a new folder in the current position	
	Copy the selected files/folders into the clipboard	
	Paste the contents of the clipboard into the current position	
	Cut the selected files/folders	
	Rename the selected files/folders	Displays the dialog for editing the current name
	Copy (“Send”) the selected files/folders from one storage device to another	Useful for quick copying from a built-in to an external device (or vice versa)
	Find files/folders by name	Displays the search string where you should enter the desired combination of symbols

To open the selected media file

1. Choose the available storage device on the left pane.
2. In the middle pane choose a file you want to. Properties of the selected file are displayed in the right pane.
3. Double-tap the selected file in the central pane to open it.
4. Media file of each supported type (picture, video, office file) is opened in a certain appropriate app, which supports files of this type.
5. Office files are opened in the apps from the WPS Office suite, which allows editing them. Please turn to the WPS Office User Guide if you have questions regarding its use.