

Introduction to Your ActivPanel

Purpose-built for the classroom, the ActivPanel provides the most seamless, integrated, and interactive learning experience available. Packed with engaging and interactive tools, the ActivPanel helps you and your students make the most out of every instructional moment in the classroom.



The front of your ActivPanel features a center console, positioned for comfort and easy accessibility at a 30-degree angle. Use the Center Console to adjust the volume, access the Unified Menu, manage touch on/off and freeze, as well as selecting sources.

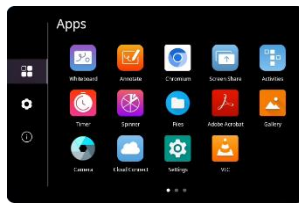


Your ActivPanel has a preinstalled Unified Menu that contains the most commonly used tools right at your fingertips. These tools include our beloved Whiteboard and Annotate apps, the ability to capture anything on your screen with Screen Capture app, easily switch sources between connected devices, and Screen Share for mirroring.



Best of all, the Unified Menu is accessible from the bottom, left, and right sides of the ActivPanel, to allow you seamless mobility and plenty of access for your students.

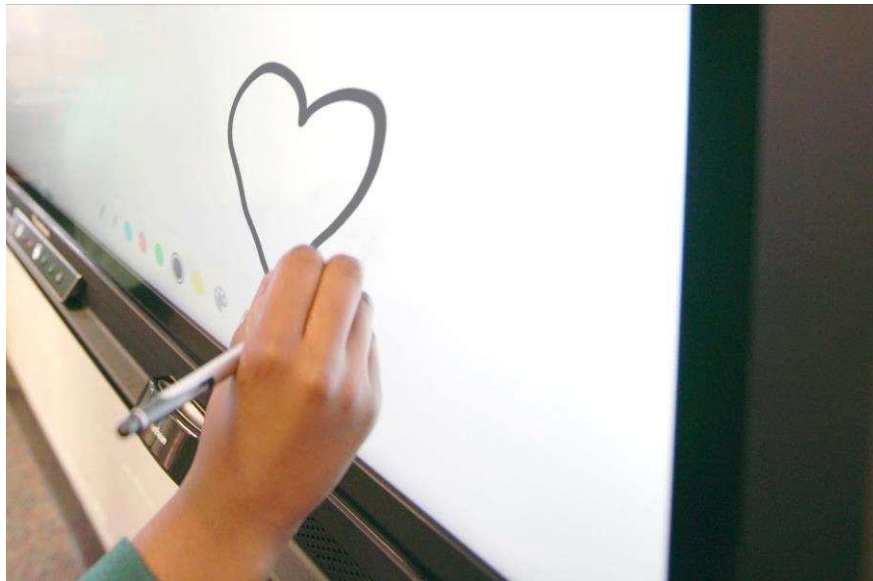
To locate all of your favorite apps, tools, files, and settings, in one location, select the Locker icon from the Unified Menu.



Our Classroom Essentials Apps are also preinstalled, and full of perfect supplements to your lessons, regardless of grade level or content area. These apps include the Timer, Spinner, Annotate, Screen Share, and Whiteboard. These apps were developed specifically in response to teacher feedback, and they are accessible from the Unified Menu or the Locker.



Additional features of your ActivPanel include Vellum writing technology, Wi-Fi and Bluetooth capabilities, dual proximity sensors for instant power on, 20 points of touch, simultaneous pen, touch, and palm erase, and bass-enhanced speakers.



Center Console

The ActivPanel has an ergonomic center console that sits at a comfortable 30-degree angle to provide quick and easy access to navigation buttons.



1. **INSTANT POWER ON:** When the proximity sensors detect a person near the ActivPanel, they immediately initiate the boot up process. Press the Power button once and the screen turns on in less than a second! Following this, once the panel goes into standby mode, you may tap anywhere on the screen to turn the ActivPanel back on.
2. **VOLUME:** The Volume buttons allow you to increase or decrease the audio coming from the bass-enhanced speakers.
3. **PROMETHEAN FLAME:** The Promethean Flame button opens the Unified Menu.
4. **FREEZE:** The Freeze button freezes the current image on the screen (when HDMI source selected).
5. **TOUCH:** The Touch button allows you to manage panel interaction by turning touch on or off.
6. **SOURCE:** The Source button allows you to switch between connected devices,

Remote

The Promethean remote allows you to navigate your ActivPanel from anywhere in the classroom.



1. **INSTANT POWER ON:** Turn your ActivPanel on.
2. **NAVIGATE AND SELECT:** Use the arrows to navigate to the option of your choice. Press the checkmark to select your option. Also interacts with Google and PowerPoint slides. Allows navigation within panel settings, adjusts sliders and enable or disable toggles, and enables scrolling within the Chromium browser and other applications.
3. **VOLUME:** Use + to increase and - to decrease your ActivPanel's volume.
4. **UNIFIED MENU:** Use to access your Locker and Classroom Essential apps.
5. **SOURCE:** Use to switch to any device connected to your ActivPanel.
6. **BLANK SCREEN:** Use to instantly have nothing visible on the ActivPanel.
7. **FREEZE:** Use to freeze the current image, from HDMI connected device, on the screen

Unified Menu

The Unified Menu is preinstalled and easily accessible from the bottom, left and right sides of the ActivPanel's screen. The Unified Menu provides quick access to Classroom Essential apps, the Locker and Sources.



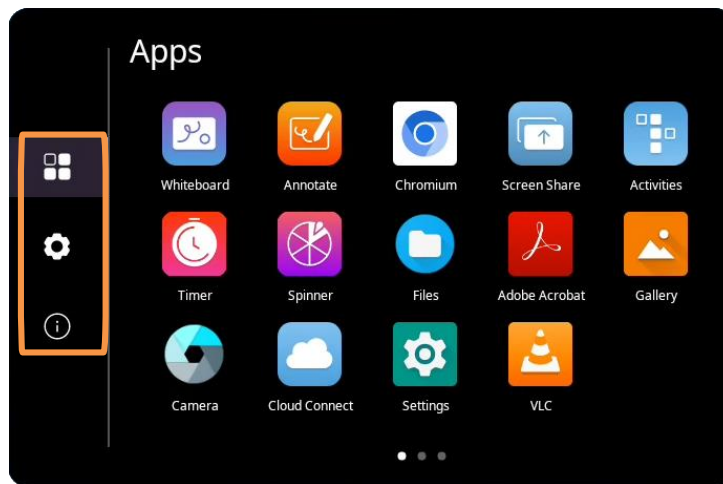
1. **BACK:** The Back button returns you to the previous screen.
2. **LOCKER:** The Locker is a personal space for you to access Apps and Settings.
3. **USER:** User allows you to access, create, modify, and add security to user profile settings.
4. **HOME:** The Home button returns you to the home screen from any application.
5. **WHITEBOARD:** The Whiteboard app is an instant whiteboard with several annotation tools, math tools, concept maps, infinite space, and the ability to turn any content into a collaborative activity with our multi-user mode.
6. **CAPTURE:** Capture takes a snapshot of the current screen. Use it in its entirety, or crop it to best meet your needs. The image opens in Whiteboard for interaction with all of the Whiteboard tools.
7. **ANNOTATE:** The Annotate app floats on top of any device connected to your ActivPanel, providing you the ability to annotate on top of anything.
8. **SOURCE:** Source allows you to quickly access devices connected to your ActivPanel.
9. **SCREEN SHARE:** Screen Share allows any device (iPad, Chromebook, smart phone, laptop, etc.) to mirror to your ActivPanel.
10. **RECENT APPS:** Navigating between most recently used apps is simple. Select Recent Apps and choose the app you would like to interact with.
11. **HELP APP:** The Help app provides resources and support to assist you with getting started with your ActivPanel.

Locker

The Locker is a personal space for you to access apps, files, and settings. You can access your **Locker** from any of the three **Unified Menu** locations.



There are three icons on the left side of the Locker: **Apps**, **Settings**, and **About this panel**.



Apps allows you to access preinstalled Classroom Essential apps such as Activities, Annotate, Screen Share, Spinner, Timer, and Whiteboard, as well as any apps you have installed on connected devices such as an ActivConnect OPS-G or Promethean Chromebox.

Tap the **gear icon** to access Settings. In Settings, you may quickly change ActivPanel settings such as brightness or volume, and access more settings.

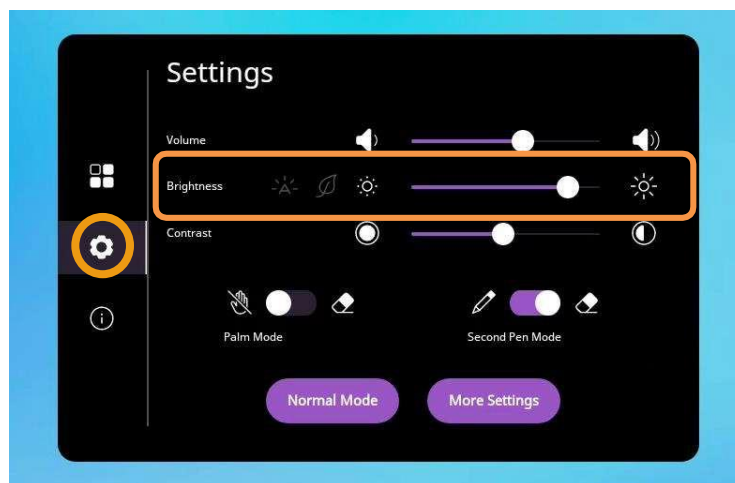
The **About this panel** icon will provide you details about your ActivPanel. This information may come in handy when communicating with your IT Administrator or Promethean Support.

Adjusting Brightness

To adjust the brightness on your ActivPanel, select the **Unified Menu**, then tap **Locker**.



Choose the **gear icon** to access Settings. **Press and slide** the brightness bar forward or backwards until you achieve the desired brightness. This menu also appears when the volume is adjusted.

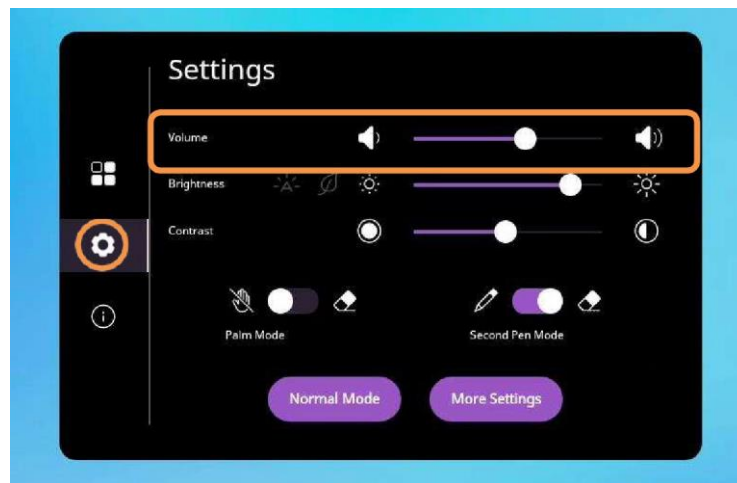


Adjusting Volume

To adjust the volume on your ActivPanel, select the **Unified Menu**, then tap **Locker**.



Choose the **gear icon** to access Settings. **Press and slide** the volume bar forward or backwards until you achieve the desired level.

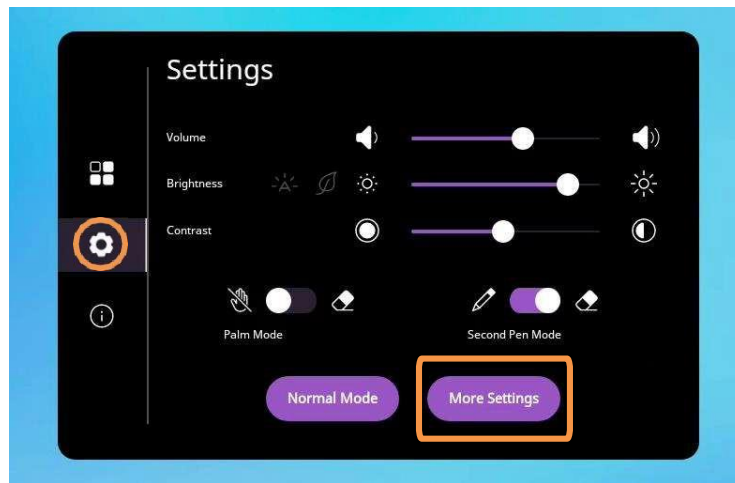


Turn Panel Speakers On or Off

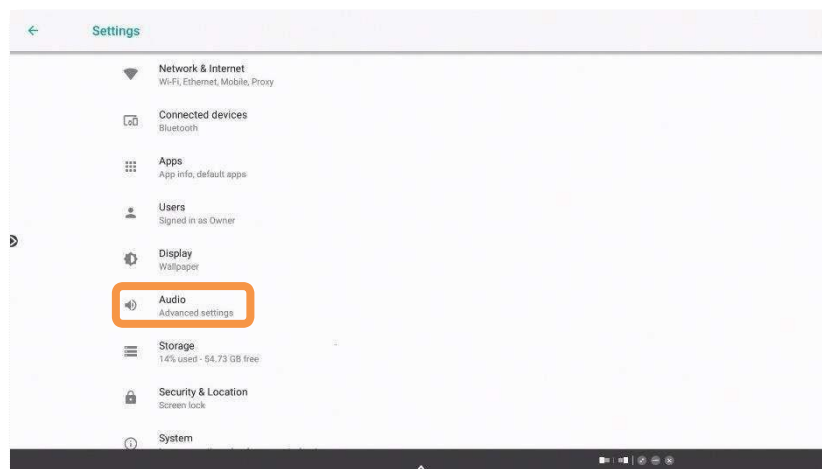
There may be instances in which you wish to disable your ActivPanel's speakers. To change this setting, begin by accessing your **Unified Menu**, then tap **Locker**.



Next, select the **gear** icon on the left to go to the **Settings** tab within your Locker. Choose **More Settings**.



Within More Settings, select **Audio**.



Toggle the panel speakers off or on to best meet your instructional needs. You may return to this setting at any time.

Switching Sources

To access devices connected to your ActivPanel, including a laptop, you may need to switch sources. To switch to another source, tap the **Unified Menu**, then the **Source** button. You also may use the **Source button** on the center console.



Source options will appear. The source currently in use will be highlighted. Tap whichever source you would like switch to.



You may still access the Unified Menu and Classroom Essential Apps over top of connected devices.

To return to your ActivPanel home screen, either tap the **Source** button and select **Home**, or select **Home** from the **Unified Menu**.