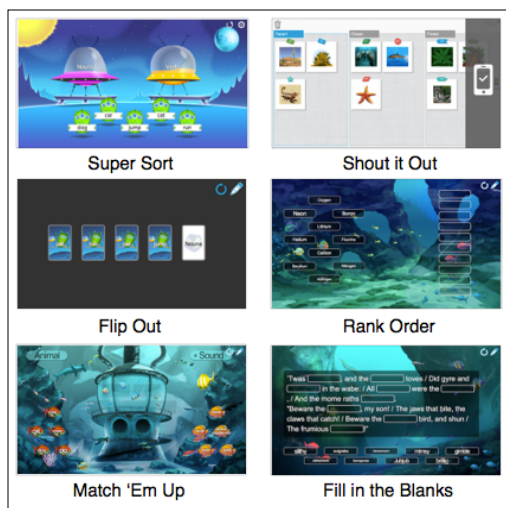




Notebook 15 Features

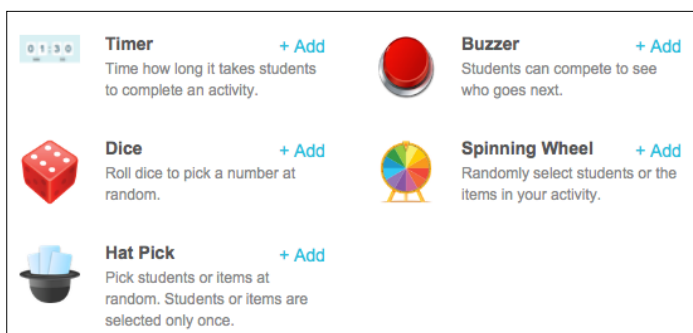
Lesson Activity Builder (LAB)

Notebook LAB allows you to create interactive activities for students in 3 steps: choose your activity, select or customize content, and add in game elements.



****Note**** Shout it Out: Replaces “Extreme Collaboration” and allows students to send responses via any device that will appear in Notebook on the teacher’s computer.

Add Game Components to your Activity



New Math Tools in Pull Down Menu

A new set of tools are available in the grey pull down menu for common shapes.

1. *Divide*: Select number of equal parts (up to 12). You can then separate and move the new fractions.
(Only works with circles, squares, and rectangles)

2. *Show Vertices*: This feature will reveal shape corners and allow you to modify the shape by pulling on the new handles that appear.
3. *Show Side Length*: Reveals length of all sides and will change in real time as you modify the shape.
4. *Show Angles*: Interior angles will appear and change along with the shape.

Adding New Tools to Your Notebook Toolbar

The top toolbar in notebook allows you to quickly access the tools you use often. You can customize which tools you see in your toolbar to save time in class.

1. Click the “Gear” icon in the top right corner of your toolbar to open toolbar settings.
2. You will see three tabs to choose from on the left: Actions, Ad-ons, and Tools. Each will contain different shortcuts that you can drag to your toolbar.
3. Note: Some icons can only be placed in certain locations. If you have trouble dropping a new tool into place, try adding it to a new location on the toolbar.
4. You can also remove icons by dragging them off your toolbar while toolbar settings is open.
5. Click the “done” button to save changes.

Recommended Toolbar Add Ons

1. Keyboard: (Actions Tab) Gives access to the on screen keyboard.
2. Capture: (Actions Tab) Opens screen capture tools and adds images directly into Notebook.
3. Concept Mapping: (Add-on Tab) Creates interactive idea webs using pen tools.
4. Geogebra: (Add-on Tab) Links to library of math related videos to support instruction.
5. Equation Editor: (Add-on Tab) Converts hand written equations into text for simple to advanced equations.

TIP: Click on the Blue Puzzle Piece to show add on tools



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Using the Concept Mapping Tool

Create idea webs quickly using your keyboard or pen with the concept mapping tool.



1. Click the blue puzzle piece to reveal add on icons.
2. Click the Concept Mapping tool (head with idea web)
3. Create new topics by double clicking in any box to use your keyboard or by drawing a circle around handwriting.
4. Link new topics in any order you would like by drawing a line between them.
5. Rearrange topics by erasing the connectors between topics and adding again with the pen tool.

Using the Equation Editor

Once added to your toolbar, you can find the equation editor by clicking the blue puzzle piece to show add ons.

1. To use the editor, write an equation in the box that appears and press the green check mark to add it to your page.
2. Once your equation is added to your page, you can resize and move it where ever you'd like.

Irregular Polygon Tool

You can now create new shapes by clicking a series of points that will be connected with lines.

1. Tools> Irregular Polygon

Smart Blocks

Smart Blocks allow you to model different mathematic operations on the board with the pen tool.

1. Smart blocks can be found under the add on tab (blue puzzle piece) in the Notebook sidebar.
2. To use Smart Blocks, select the operation you would like to use and drop it on your page.
3. Using the pen tool, write numbers anywhere on the page and draw a line from the numbers to the block to have a problem generated and solved.

4. Use the eraser tool to disconnect numbers from the block and connect new ones.
5. You can also use images to interact with the blocks. Just drag an object from gallery onto the page (or multiple objects that you have grouped together) and draw a line to the block as you would with text.

Gestures

Smart Notebook has simplified accessing commonly used features through physical gestures at the board.

1. Grouping Objects: Drag a box around objects you would like to group to select them. Drag your finger back and forth over the objects to group them.
2. Ungrouping Objects: To revert grouped objects to their original parts, shake the object until it separates.
3. Right Click: Tap and hold on the board to reveal a right click menu.

Multi-Touch Gestures: Require 800 board or higher

1. Eraser: use the palm of your hand or base of your fist to remove digital ink from the page.
2. Rotate: Use two fingers to rotate an image
3. Resize/Zoom: pull two fingers together or apart over an object to change the size of an object.

Text Pen

The text will convert your handwriting to text as you write and also allows you to use shortcuts to edit as you go.

1. Replace Text: circle any word or part of a word to open a window to edit. Click green check to accept.
2. Add Space: to insert a space in a word, draw a vertical line between the text.
3. Delete: draw a horizontal line through text to be removed.
4. Insert Text: draw a "carrot" to reveal a window to write a new word to be added between text.