KCAV ESSENTIAL TASKS

Get to know your new technology!



Whiteboard Functionality

- 1. Open a New Whiteboard
- Select a background
- Interact with multiple points of touch
- 4. Write with pen, erase with palm. Change color and pen thickness.
- 5. One finger or pinch to extend canvas

Add Media to Whiteboard

- 1. In whiteboard, select insert media
- 2. Search and tap an image to add
- One finger to move object. Two fingers to resize and rotate.

BONUS: Add a YouTube video

Annotate a Website/Screen

- 1. Open the Browser App. 🥺
- 2. Go to a website. Use finger to scroll and access links.
- 3. Use a pen to annotate. Erase with your hand.
- 4. Save the annotation.
- 5. Locate the annotated screenshot in Files, erase and rewrite new annotation. \Box

Bookmark a Website

- 1. Go to your school website.
- 2. Tap the star in the upper right corner to bookmark.
- 3. Use the menu to locate your bookmarks.

Add to Home Screen

- 1. From the above website, return to Home screen.
- 2. Under the Recents section, locate thumbnail of the website.
- 3. Tap the Star to add to Favorites.
- 4. Press and hold Favorited items to delete or move.

Annotate a PDF from USB

- 1. Plug in USB.
- 2. Go to Files.
- Choose the USB files option (top left).
- 4. Select the PDF to open.
- 5. Zoom in, annotate, move, annotate, zoom out.



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Screen Sharing

- 1. Select Screen Share.
- 2. Ensure your device is on the same network.
- 3. Connect your device using 1 of these methods:
 - a. Connect using native screen share (Example: Airplay, Google Cast).
 - b. Download SMART Screen Share app from device app store. Connect with IP address.
- BONUS: Connect up to 4 devices!

Change to Computer Input by selecting the connected input:

Upload Existing Content to SMART Learning Suite Online

- 1. Download this PDF lesson (bit.ly/LondonPractice).
- 2. Go to suite.smarttech.com, login with Microsoft or Google account.
- 3. Click Add Activities 🖸 and upload the PDF file.
- 4. In Editing mode, complete the following steps:
 - Delete page 2
 - Change page 5 to a Workspace
 - Change page 6 to a Handout
 - Insert Shout It Out after page 7
 - Change page 8 to a Workspace

Create a Game-Based Activity

- 1. Working from lesson above.
- 2. Add an Activity. 🕒 Select Game-Base Activities.
- 3. Choose a Match 'Em Up activity.
- 4. Enter matching content (Examples: One & 1, Synonyms, English/Spanish words).
- 5. Choose a theme and Finish.

Connect Student Devices

- 1. Start your lesson from above.
- 2. Direct students to hellosmart.com
- 3. Display Class ID for students. 🔜 团
- 4. Test out your lesson with your students.

BONUS: Change to Student Pacing for students to explore on their own.

Find Ready-Made Lessons

- 1. Visit exchange.smarttech.com.
- 2. Search lessons by keyword, grade, or subject.
- 3. Preview lessons, then Save to SMART Online or Download.

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