

# HELP! Yesterday I had a SMART Board, and Today I have a Promethean Board!

First, don't panic! You will find the transition between SMART and Promethean really isn't that difficult. It will just take a little practice to learn where everything is. The majority of tools in SMART can also be found in Promethean. ALL of your Notebook files can easily be imported into ActivInspire (Promethean Software.)



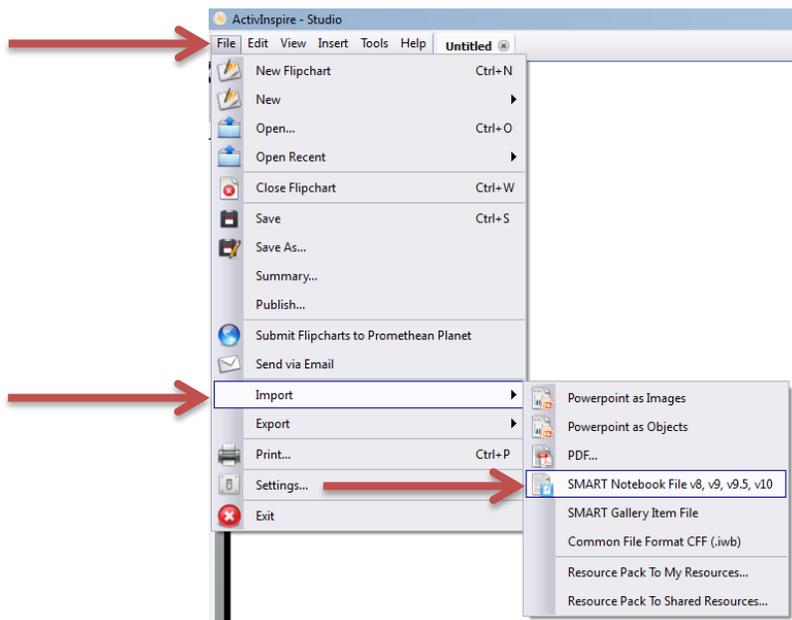
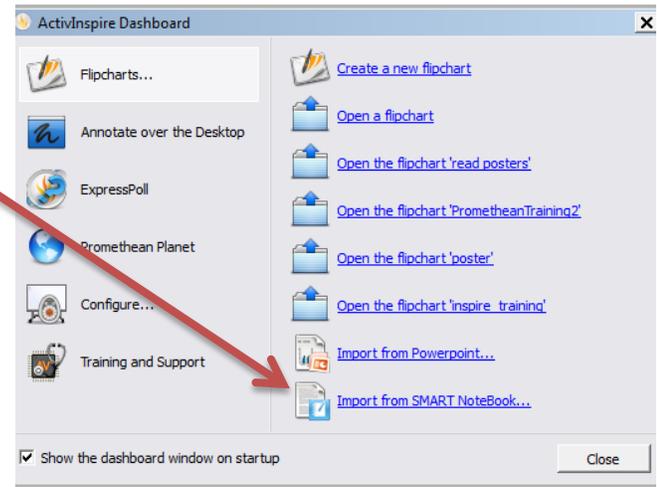
You should see a link on your desktop or in the start menu on your computer to open **ActivInspire**. Once you open the link a new **FlipChart** will open.

To import from SMART:

From the Dashboard – **Import from SMART Notebook**

**OR**

From the file menu: **File > Import > SMART Notebook File**



Like the Smart Exchange? Then you'll LOVE [Promethean Planet](http://www.prometheanplanet.com)! Created by teachers, for teachers, Promethean Planet is a unique teaching, sharing and support community; a place to connect, create, and change the classroom! <http://www.prometheanplanet.com>

Also, additional training material can be found on the Instructional Technology website at <http://insttech.tulsaschools.org>

**Create or select a profile.**  
Allows teachers to create their own profile (e.g. files, favorite tools, shared team resources)

**Docking Option:**  
Float or stick to side etc.

**Roll up/down roll in/out buttons**  
Note: Toggle button  
Minimise tools to just a title bar

**Menu**

**Annotate and Desktop Tools**  
Allows you to write over programs e.g. Word or PowerPoint Toggle click to go back to Desktop.

**Current profile selected**

**Pen Colours,**  
8 16 or 24 available

**Pen nib sizes (small)**

**Select Tool (Marquee select tool)**  
Use to select, adjust and move everything!!

**Sliding Pen nib**  
(Variable large sizes)

**Pen (Click to select)**  
Right Click to get additional line and object menu  
See menu on next page →

**Tools**  
Access to extra tools

**Highlighter**  
Nib Sizes can be changed

**Eraser**  
Nib Sizes can be changed  
Nib does erase, old eraser now called magnetic ink

**Fill Colour**

**Shapes**

**Connectors**  
Draws lines and curves  
Use nib size for line thickness

**Page Browser**

**Resource Browser**

**Help**

**Clear**  
Clear Text, Graphics, everything!

**Undo and Redo**

**Design Mode**  
Allows objects to be edited and changed.  
Not by accident

**Reset: a useful tool**  
Resets a saved FlipChart to its saved state  
Students can attempt a labelled diagram.

**Roll in (See Docking option at top).**  
Note that the toolbox is rolled out displaying an extra column to show your frequently used tools. You can drag Shapes to this area as well.

**Note: The Text Tool only appears on some profiles. To add a text box, use the select tool move cursor to where you want type and start typing.**

**The blank area to the right of the tools fills up with the most recently used tools used: Currently Design and Help have been used**

