Helpful Instructional Functions
INTERMEDIATE

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Locking Function: Lock text/objects in place

Step 1: Using any of the writing/drawing functions on the tool bar (pen, shapes, text, etc...) draw/write onto the Notebook page
***This object/text is free to move about the page based on manipulation from the "select" cursor***

Step 2: Click the object/text with the "select" cursor
Step 3: Select the downward arrow -- "Locking" -- "Lock in Place"
***Now, your object/text is no longer able to be moved or edited without being unlocked***

Additional Steps:
*You may select different options in locking, such as "allow move" which will disable editing but able movement*

Unlocking:
Step 1: Click the object/text with the "select" cursor
Step 2: Click the lock icon and select "unlock"

Try it out: ☐
Screen Shade: Hide & Reveal Content

Example of SMART Notebook slide using Screen Shade:

Full Shade

Shade Right

Shade Left

Try it out on the next page!
**Instant Checker Tool:** Instant Feedback Through Interaction

Step 1: Go to "View" and click "Gallery"
Step 2: Search "checker" (found under interactive and multimedia)
Step 3: Drag & Drop "Checker tool" onto Notebook page
Step 4: Type Question on Notebook Page
Step 5: Type possible Answers (separately) on Notebook Page
Step 6: Click "Edit" arrows on Checker tool (top, left)
Step 7: Type correct Answer (must be identical to correct possible Answer)
Step 8: Optional Assign a password so that only the teacher may change the answer
Step 9: Students may Drag & Drop possible Answers to check (red X or green check will appear)

Try it out!

1 + 2 =

12 3 2
**Pull Tab: Hide & Reveal Answers**

Step 1: Go to "View" and click "Gallery"

Step 2: Search "pull tab" (found under "pictures")

Step 3: Select a Pull Tab (choose size/color preference) and Drag & Drop to Notebook Page

Step 4: Rotate Pull Tab to reflect the size & placement you wish using the green circle to rotate

Step 5: Type text (hidden answer) onto the Notebook page near the Pull Tab

Step 6: Click the "Select" function (mouse cursor) and drag across both text and Pull Tab in order to select both at the same time

Step 7: Click the down arrow and select "Grouping" - "Group" in order to attach the text to the Pull Tab

Your Pull Tab and Text should now move as one!

You may position the pull tab so that the text is hidden, then pull it across the screen when you want the text to appear!
Questions?

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