TouchIT Notes Presenter Quick Guide

Full User Guides and Videos can be found here: www.touchittechnologies.com

TouchIT Notes allows you to:

- Share any of your desktop content live to your class.
- Allow your class to capture content and make their own notes.
- Invite your class to mark up your work.
- View your students screens on the display.

Starting a Session:

1. Open desktop icon.
2. Click to start a session (log in if required).
3. If connecting tablet to control remotely open the app.
4. In the app click 'Join a Session' and 'Join as Presenter' (log in if required).

Toolbar:

Take Mouse Control

Undo/redo

Pen (click twice for options)

Eraser (click twice for options)

Post-Its

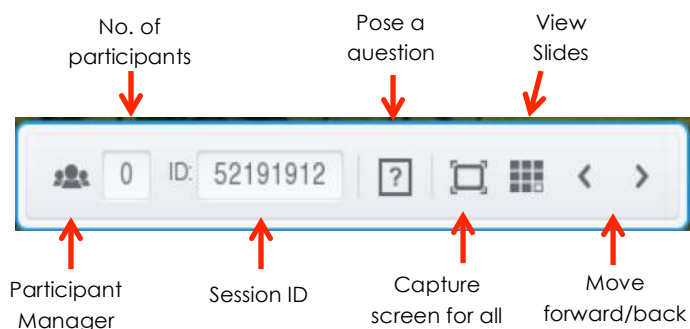Participant Manager: Allows you to view participants and access collaborative tools.

Backgrounds: Work away from desktop on a chosen background.

Access images to add to your workspace.
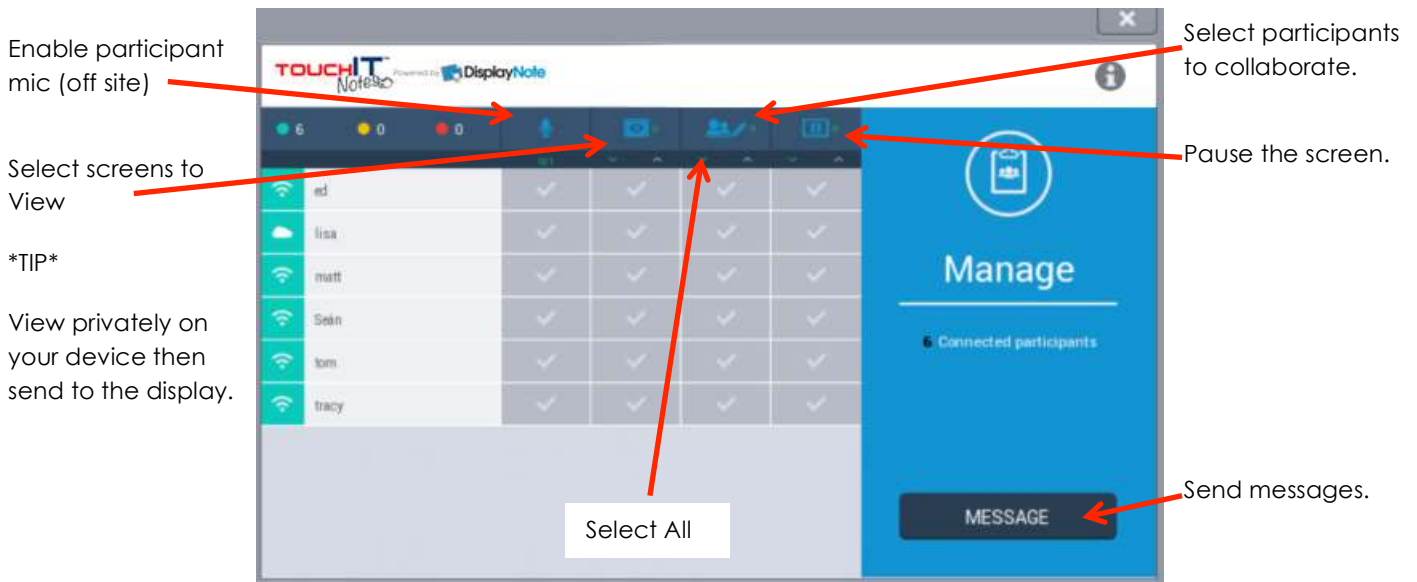
Live record the desktop.

Save the slides you have captured.

Lock toolbar/Move toolbar

No. of participants

Pose a question

View Slides

ID: 52191912

Participant Manager

Session ID

Capture screen for all

Move forward/back

Participant Manager

The Participant Manager screen can be accessed on the desktop toolbar or via the app, if you are logged in as presenter.

Enable participant mic (off site)

Select participants to collaborate.

Pause the screen.

Select screens to View

TIP

View privately on your device then send to the display.

Select All

Send messages.

Allowing participants to work alone using the interactive toolbar in the app.

- Students can use tools in all to take notes and make annotations
- These are automatically saved on their device alongside any slides you have captured for them as a presenter.

Posing questions to the group.

- Pose text, true/false, multiple choice, rating scale and mark-the-spot questions.
- Questions are posed in the moment (do not need to create in advance).

PowerPoint Control

- There is an easy PowerPoint controller in the app which you will see if you open a PowerPoint file on your desktop. It will let you launch a PowerPoint and run through the slides from your device.

Saving, reviewing and exporting the session notes.

- Every slide you capture is saved on every connected device.
- Students will have all these notes, plus their own notes, saved on their device.
- You can save lesson on your desktop as DN, PPTX, PDF or image file.
- Lessons can be exported from the app via email or to Dropbox.