ViewSonic®

ViewBoard Software

User Guide

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1. Introduction

ViewBoard interactive touch device software seamlessly combines traditional and modern technologies to create a more productive – and paperless – office and classroom user experience. Its user-friendly interface offers powerful meeting and teaching function integration, including life-like writing effects, a wide range of tool settings and more. ViewBoard software offers:

- Simple and Clear Menu Options: The toolbar and sidebar can be displayed and set according to different user requirements and circumstances. For all functions, the traditional mode of “click and use” is kept, whereby the user simply clicks on an icon to switch between functions.
- A Modern Twist on the Traditional Whiteboard: Advanced functions, including screen blocking, spotlight and screen zoom in/out features, as well as the ability to write annotations to any file, anytime, anywhere, are improvements to the convenience and flexibility of using traditional whiteboards when presenting to groups.
- Three Different Realistic Writing Modes: The Soft Pen function simulates different handwriting widths according to the user’s writing speed, etc., exactly like when writing on a regular whiteboard. This feature makes it possible to accurately depict handwriting on the Smart Whiteboard device.
- Tool Setting Customization: Users can customize their pen-tip size, eraser size and canvas background size as needed, making the customization of meeting or class presentations according to individual tastes, easy. Tailor your presentations to your preferences to increase audience appeal.

2. Installation Instructions

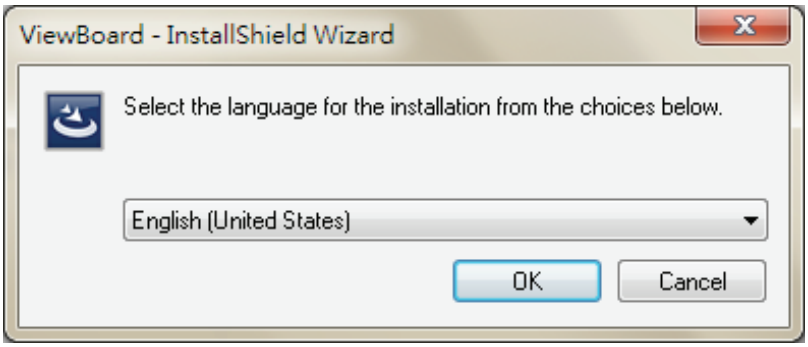
This software supports cover installation, and can be installed directly without uninstallation.

2.1 System Requirements

- Supports Microsoft Windows XP/7/8 operating systems
- .Net Framework 4.0 and later versions
- Microsoft Media Player 10.0 or above
- Microsoft Office 2007 and later versions

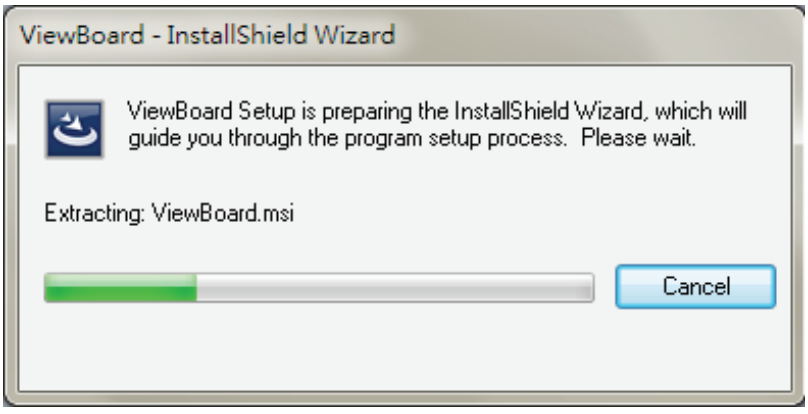
2.2 Software Installation

1. Select **ViewBoard.exe** – the application software installer. Double-click on the installer icon and a pop-up language selection dialogue box will appear.



Select a language.

2. Select your language then click **OK** to begin extracting the software.



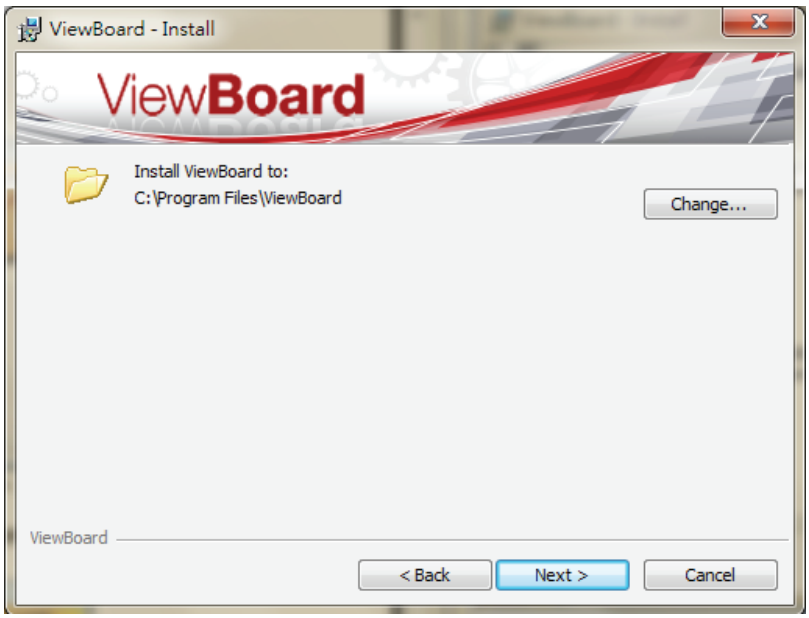
Software extraction in progress.

3. After the software is extracted, a pop-up screen will prompt you to continue.

   Click **Next** to continue with the installation.

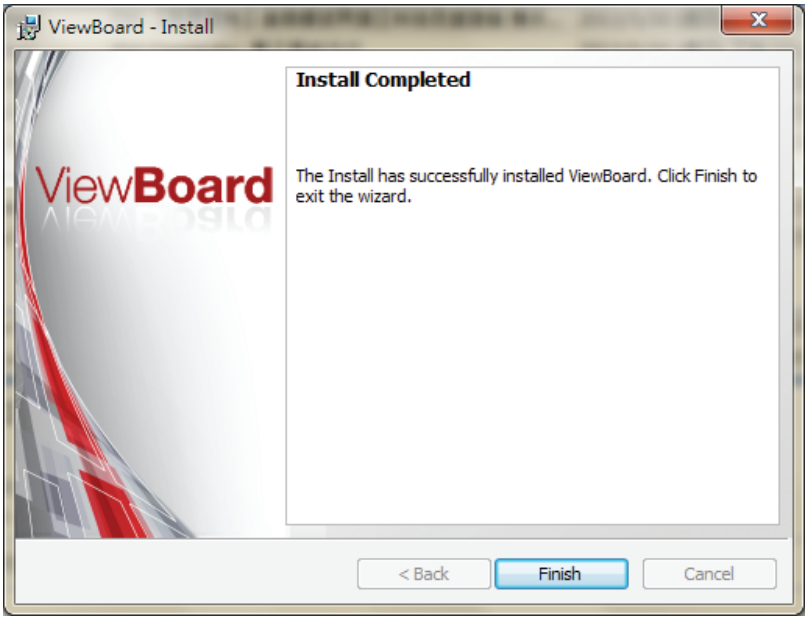
Click **Next** to proceed to installation.

4. Click **Next** to begin installing the software, or click **Change** to choose a different destination folder path.



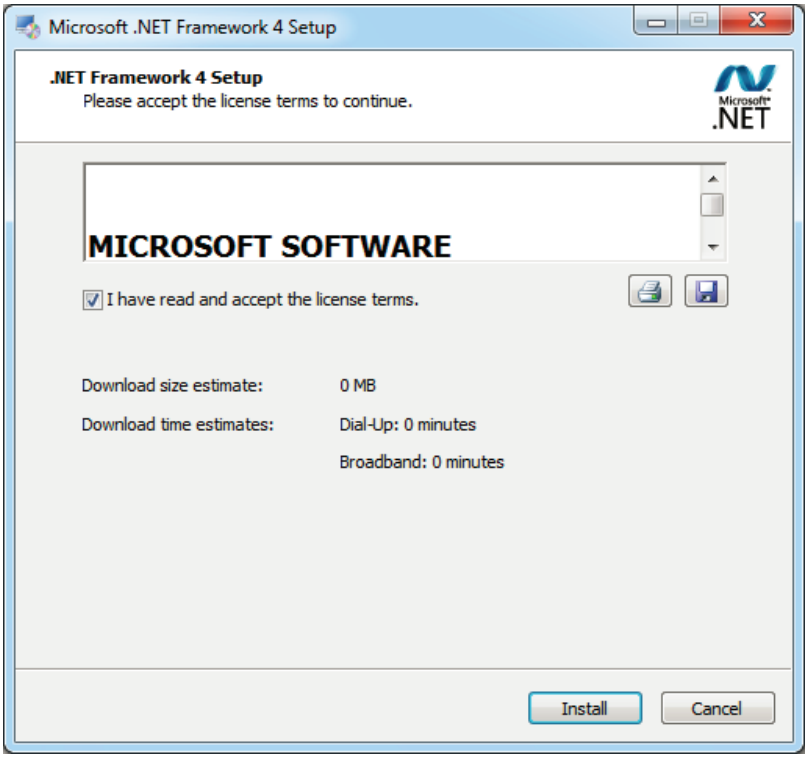
Choose an installation folder path.

5. Once the “Installation Finished” screen appears, click **Finish** to exit the installation process.



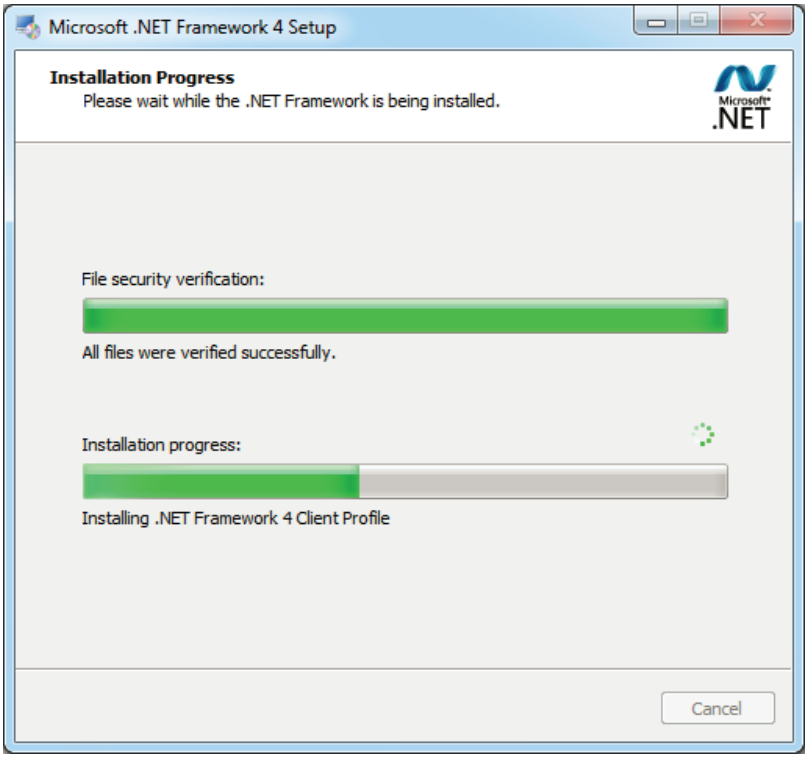
Installation is complete. Click **Finish** to exit.

6. If Microsoft .Net Framework 4.0 is not already installed on your device, you will be prompted to accept the license terms and install it.



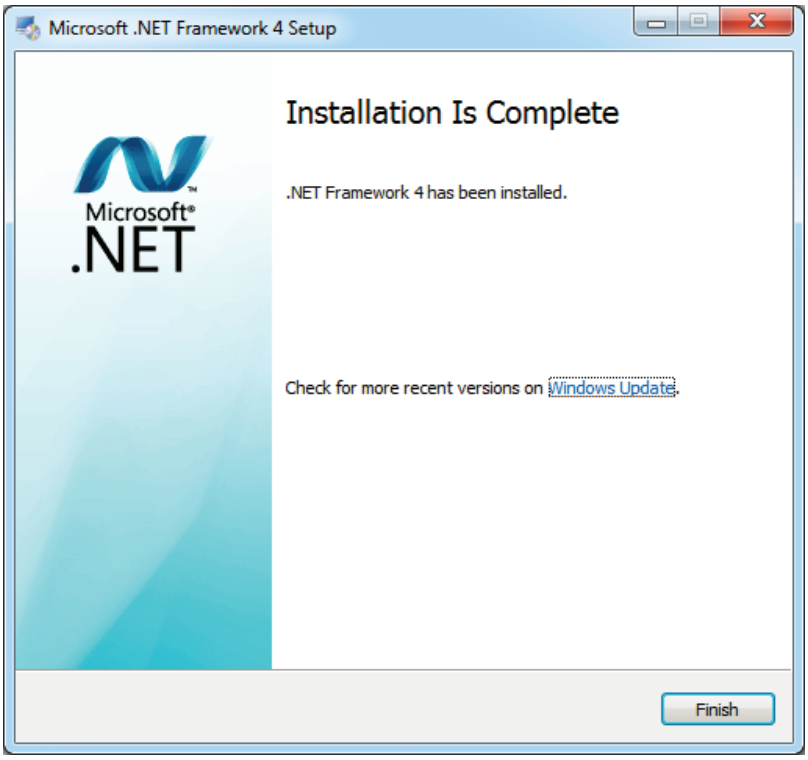
.Net4.0 installation interface.

7. Confirm that you have read and accept the license terms by clicking on the box, then click **Install** to continue with .Net 4.0 installation.



Wait for .Net 4.0 installation to finish.

8. Click **Finish** to exit Microsoft .NET Framework 4 setup. The ViewBoard installation process is now complete.



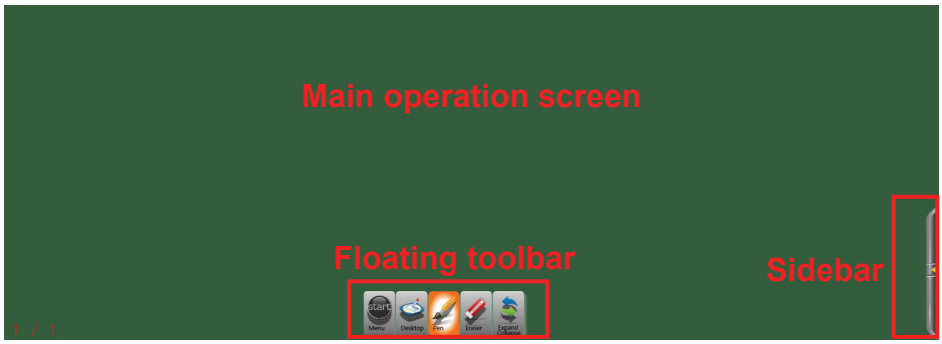
Click **Finish** to exit the installation process.

3. Using ViewBoard Software

To start up the application, double-click the icon on the desktop screen or selecting ViewBoard from the **Programs** drop-down list in the **Start** menu.

3.1 Screen Layout

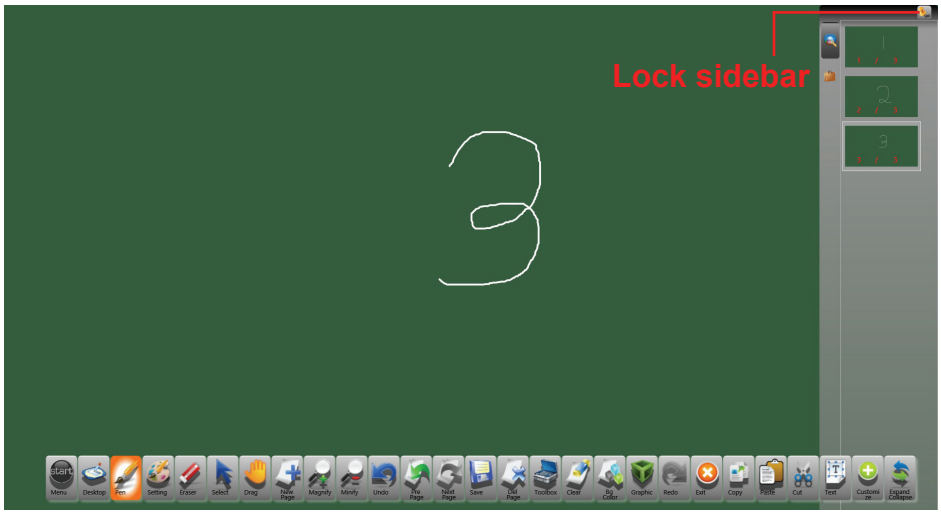
The ViewBoard interface is composed of three parts, including the main screen (canvas), a sidebar (right side) and a floating toolbar.
When ViewBoard software is launched, the main screen will appear. Users can change the background color of the main screen at any time.



ViewBoard main screen, floating toolbar and sidebar.

3.2 Sidebar

Click the **Sidebar Display** Button on the right-hand side to display the sidebar. In general mode, the sidebar will be hidden automatically when the mouse pointer leaves the sidebar. To have the sidebar permanently displayed, click the **Lock Sidebar** Button in the top right-hand corner of the sidebar.



Click the **Lock Sidebar** button to have it permanently displayed.

The **Sidebar** is divided into three sections, including Page Preview and Select Background Picture. **Page Preview** displays all pages in sequence. **Select Background Picture** lets you choose the picture you want to display on the current page.

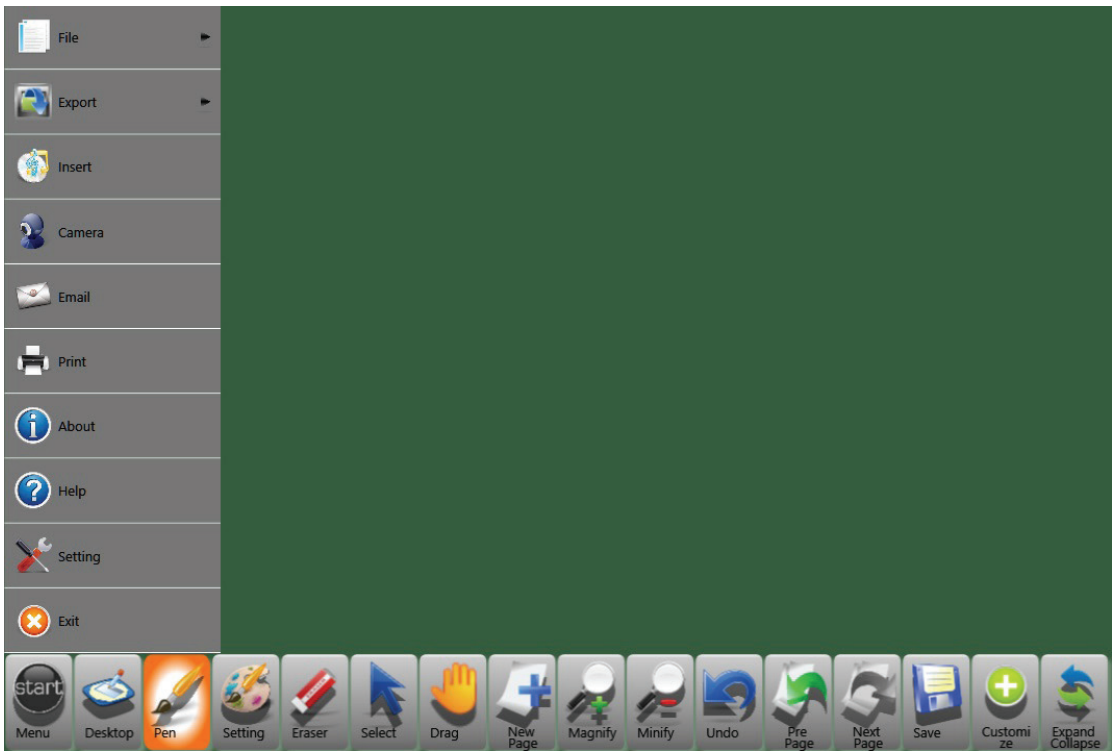
3.3 Floating Toolbar

The floating toolbar contains frequently used software functions. Buttons on your floating toolbar can be configured in **System Setup**, or by tapping **Buttons** on the toolbar.

Floating Toolbar buttons

3.3.1 Start

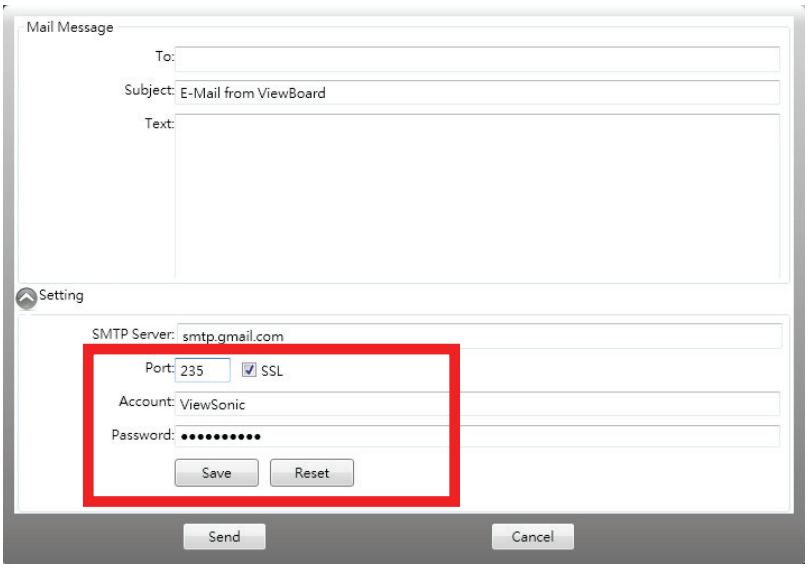
Click on to display a drop-down list of options that includes **Create**, **Open** file, **Save** file, **Export** file, **System Setup** and others.



ViewBoard Start Menu

- **File**: Click **Start** > **File** to access the pop-up submenu, where you can select Create, Open, Add, Save or Save As.
- **Export**: Click **Start** > **Export** to export the current file as an image (.jpg) or document (.ppt, .pdf).
- **Insert**: Click **Start** > **Insert** to insert an audio, video, image or Flash file on the current page.
- **Camera**: Click **Start** > **Camera** to take a photo of an object using your device's camera that is editable in ViewBoard.

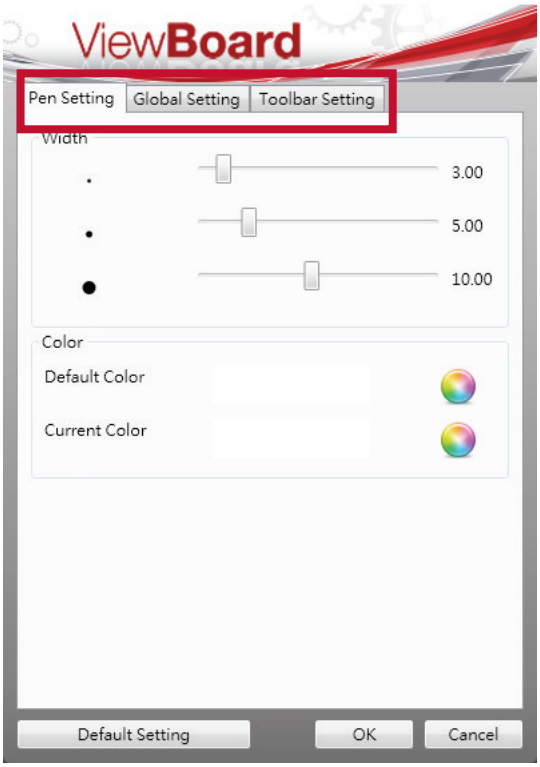
- **Email**: Click **Start** > **Email** to share an image via email. To use this function, you need to set the SMTP, Port, Account Name, and Password in advance.



Share an image by Email attachment.

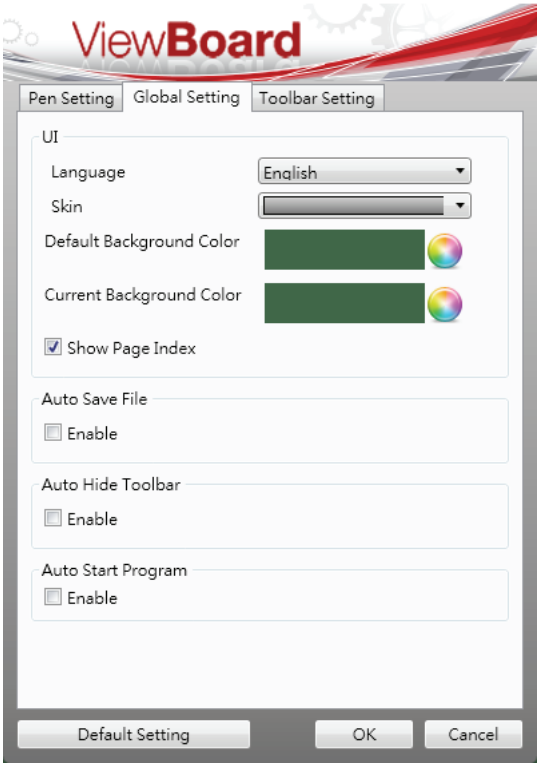
- **Print**: Click **Start** > **Print** to open the printer dialogue box. Select the printer, number of copies, printing range and other settings, then click **Print**.
- **Settings**: Click on the icon to adjust the software settings.

  (1) **Pen Settings:** Adjust line width, and default and current color.



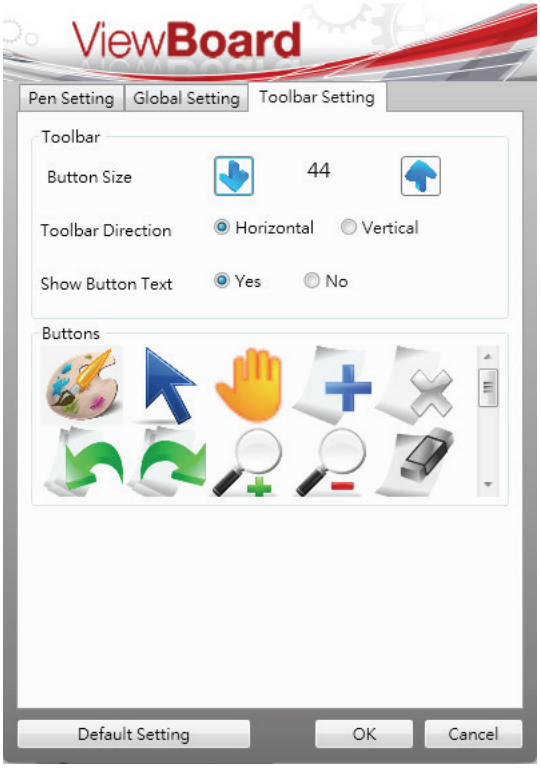
Pen Settings screen

(2) **Global Settings:** Set the interface language, skin color, default and current background colors, as well as auto-save, auto-hide and start option settings.



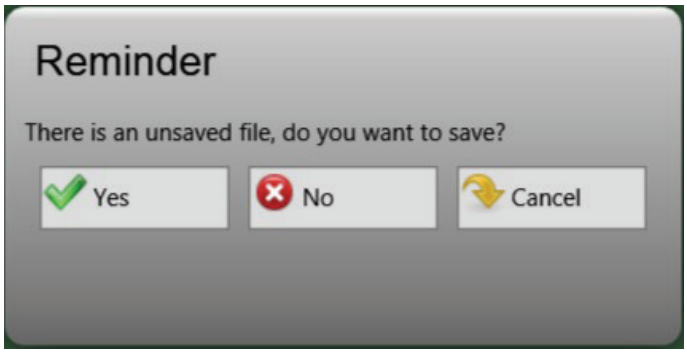
Global Settings screen

(3) **Toolbar Settings:** Set toolbar button size, direction and text options, and also select which buttons you want to appear on the toolbar. To customize your floating toolbar, simply drag buttons from the **Toolbar Settings** pop-up screen over to the floating toolbar.



Toolbar Settings screen

- **Exit**: Click on the icon to close the program. If the current file has not been saved, ViewBoard will prompt you to save the document before exiting the software.



ViewBoard will prompt you to save your files before exiting.

3.3.2 Pens

Click on the button to choose a default pen setting. The default pen is initially the hard pen, but will become the “type last used” once changed. Keep in mind, this software also supports two-point writing.

- **Pen:** Click on the icon to enable Pen. With Pen, your writing size will not be influenced by your writing speed, and pen color and width can be adjusted in **Pen Settings**. Pen and Brush always share the same color setting.
- **Brush:** Click on the icon to enable Brush. With Brush, your writing size changes according to your writing speed – when the speed is fast, handwriting becomes narrower, when the speed is low, and handwriting becomes wider. You writing will look more graceful, like you are using a brush.
- **Marker:** Click on the icon to enable Marker. It’s great for marking document contents and making comments. You can also choose your Marker color preference in Pen Settings.

3.3.3 Eraser

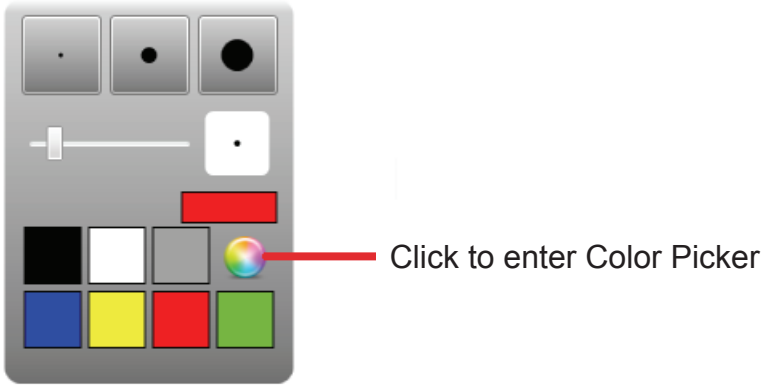
Click on the button to select the default eraser. Click the button to select from different erasers. The default eraser is initially a circle eraser, but will become the “type last used” once changed.

- **Point:** Click on the button to enable the eraser tool and erase objects click by click.
- **Stroke:** Click on the button to erase a complete section of handwriting.
- **Select:** Click on the button to erase the entire dotted or circled area of an object.

3.3.4 Pen Settings

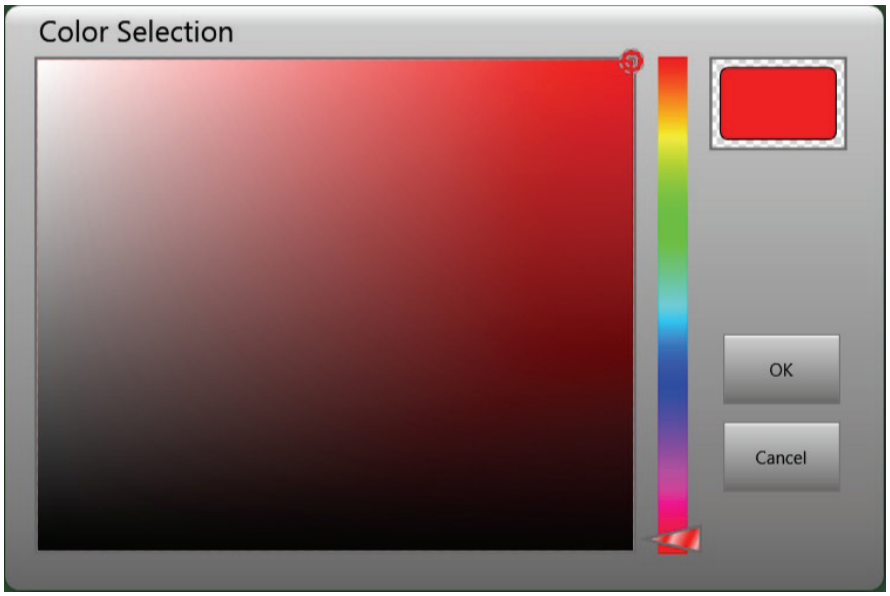
Click on the icon to enable Pen Settings. The Pen Setting dialogue box will appear where you can change pen size and color settings.

For pen size, default thin, medium and thick line widths are available. You can customize these three line-width types by using the slider.



Pen Settings dialogue box

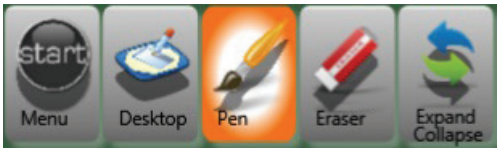
For pen color, in addition to the general colors displayed on the dialogue box, you can also click on the color-picker icon to select more specific colors.



Use the Color-picker to choose a pen color.

3.3.5 Basic Tools

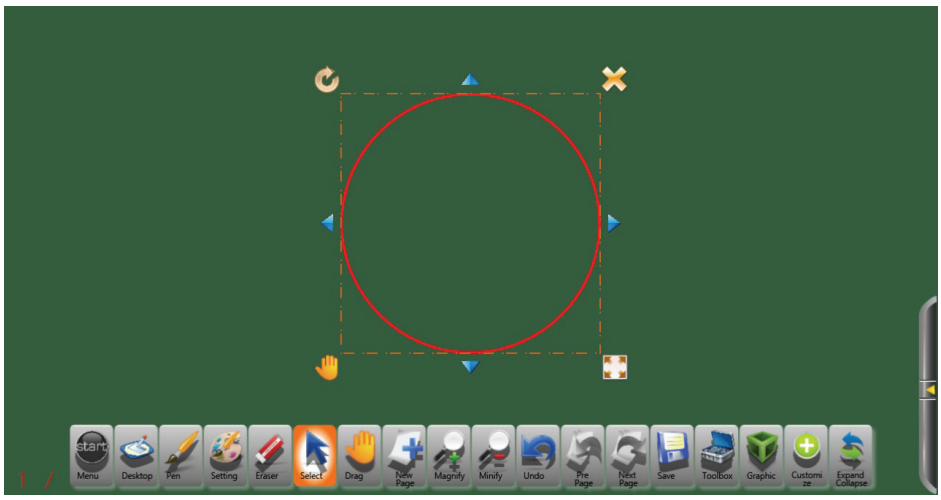
- **Toolbar Extend/Retract:** Click on the icon to switch between short and long toolbar layouts.



Retracted Toolbar

Extended Toolbar

- **Select:** Click on the icon to select different handwriting sections or pictures on the screen, and then delete, rotate, move or resize these objects.



Using the Selection tool

(1) Press and hold the icon in the top left-hand corner to rotate the selected object.

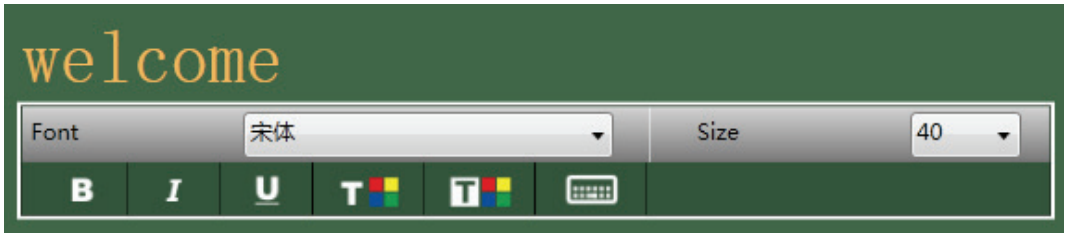
(2) Press and hold the icon in the bottom right-hand corner to zoom the selected object in or out.

(3) Click on the icon in the top right-hand corner to delete the selected object.

(4) Click on the icon in the bottom left-hand corner to move the selected object.

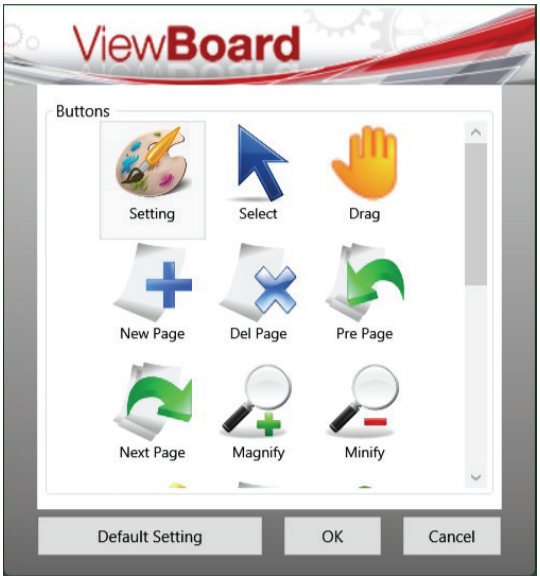
- **New Page:** Click on the icon to create a new page.
- **Del Page:** Click on the icon to delete the current page.

- **Pre Page:** Click on the icon to switch to the previous page in full-screen mode, or switch to the previous slide of a Microsoft PowerPoint document in desktop mode.
- **Next Page:** Click on the icon to switch to the next page in full-screen mode, or switch to the next slide of a Microsoft PowerPoint document in desktop mode.
- **Magnify:** Click on the icon to enlarge the object on the screen.
- **Minify:** Click on the icon to reduce the size of the object on the screen.
- **Clear:** Click on the button to clear all the entire contents of the current page. You will be prompted for a confirmation before the contents are cleared.
- **Background Color:** Click on the icon to change the background color of the current page.
- **Graphic:** Click on the icon to choose from various creative tools, including straight line, dotted line, arrow line, wavy line, double line, triangle, rectangle, circle and ellipse tools.
- **Undo:** Click on the icon to undo the previous action.
- **Redo:** Click on the icon to redo an action after undoing it.
- **Save:** Click on the icon to save your document as a .cnm-format file.
- **Copy:** Click on the icon, then click and drag your cursor over an object you want to copy. Then, click the icon to attach the image to your clipboard.
- **Paste:** After using the copy function, click the icon to paste your chosen target onto the main screen.
- **Cut:** Click the icon, and select the content you want to cut out. The content you cut will appear in the upper left-hand corner of the sidebar.
- **Text:** Click the icon to enter the text input interface and input your text preferences.



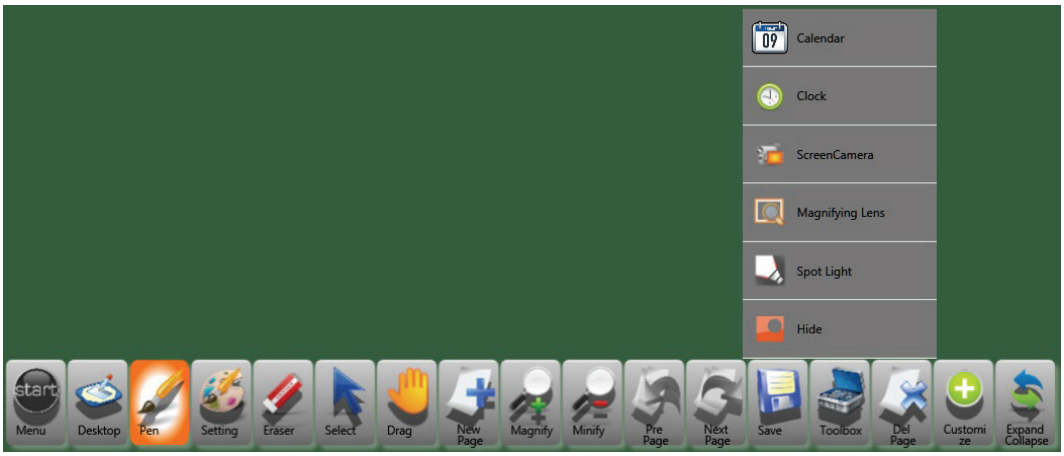
Text Input interface

- **Buttons:** Click the icon to enter the custom icon menu. All highlighted icons already appear in your tool bar.



3.3.6 Toolbox

Click the icon to open the utilities Toolbox that contains useful functions such as calendar, clock/timer, spotlight, blocking tool, screen magnifier, soft keypad and more.



Toolbox Menu

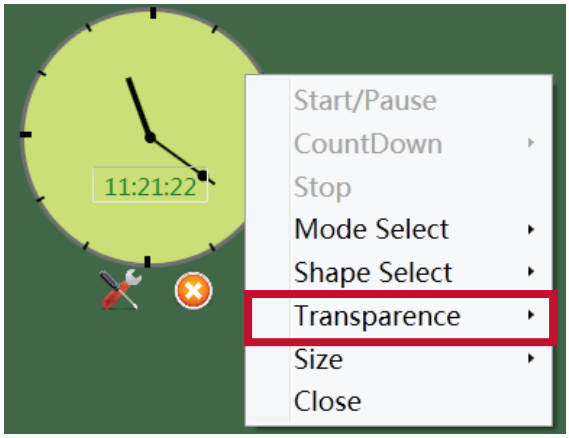
3.3.6.1 Calendar

Click the icon to launch the Calendar function to check the date if needed.

Calendar

3.3.6.2 Clock

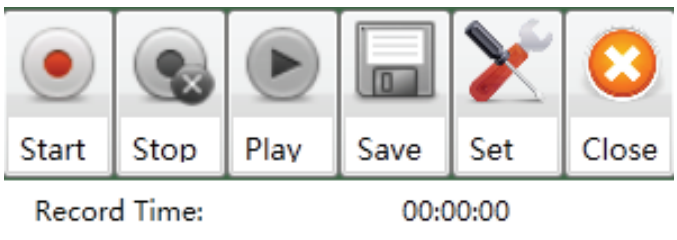
Click on the icon to display the Clock/Timer function. You can also click on the icon to choose between clock, quartz watch or electronic watch screen clock settings, as well as transparency, size and more.



Screen Clock settings

3.3.6.3 Screen Camera

Click the icon to record what is happening on the current screen. Several screen recording options will appear as seen below.



Screen Recorder keypad

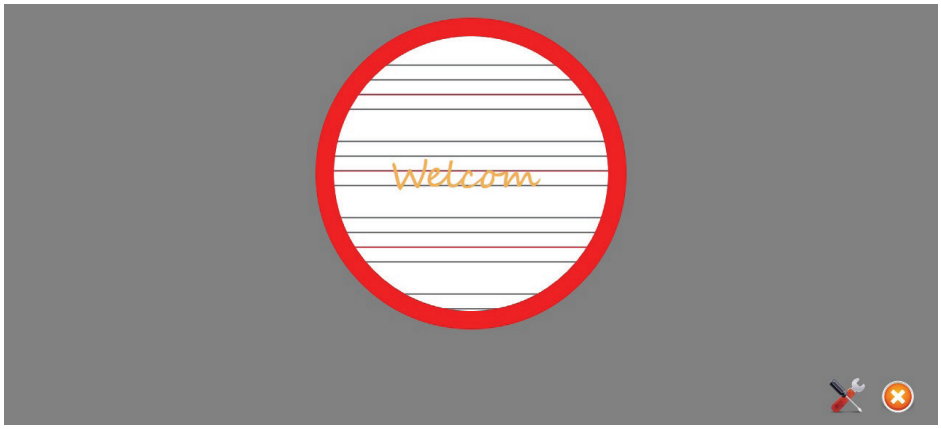
3.3.6.4 Magnifying Lens

Click the icon to use the Magnifying Lens function. Drag the rectangular-shaped field to the area you want to magnify. Click the area outside the red circle of the magnifier to set the magnification factor.

Screen Magnifier in use

3.3.6.5 Spotlight

Click the icon to use the Spotlight tool to attract audience's attention to the area of the screen you want to emphasize. Drag the grey area to move the position emphasized by the spotlight. Click and hold the edge of the red circle to adjust its range. Click the grey area to access spotlight transparency, shape, positioning, color and exit options. The default shape of the spotlight is round.



Use the Spotlight tool to direct your audience's attention.

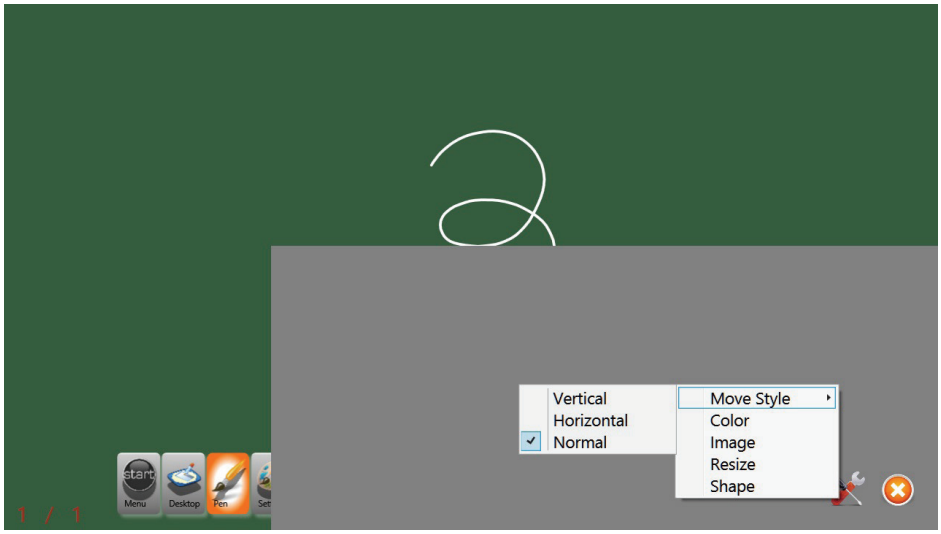
3.3.6.6 Hide

Click the icon to launch the Hide tool. This too blocks a part of the screen that you don't want to display. Just drag the blocking layer to the portion of the screen that you want to block. To access Blocking Tool menu options, just click on the blocking layer.

Menu options include:

- Set the blocking layer to move vertically only
- Set the blocking layer to move horizontally only
- Set the blocking layer to move freely
- Adjust the color of the blocking layer
- Adjust a blocking layer shape
- Default blocking layer position
- Specify a blocking layer shape
- Exit from Blocking Tool

To adjust the size of the blocking layer, click "**Adjust Blocking Layer Shape**" and drag the blocking layer to the required size.



Blocking tool settings

3.3.7 Desktop Mode

Desktop: Click on the icon to return to the Smart Whiteboard's Desktop screen.

Desktop screen

ViewBoard: Click on the icon to return to the ViewBoard main screen. This icon can be found on the Desktop screen.

Capture Edit: Click on the icon to capture a screenshot of the contents on your desktop screen. You can then edit and annotate these image files in ViewBoard.

Pre Page: Click on the icon to view the previous page of an opened PowerPoint file.

Next Page: Click on the icon to view the next page of an opened PowerPoint file.

Other Information

Customer Support

For technical support or product service, see the table below or contact your reseller.
NOTE: You will need the product serial number.

Country/Region	Website	T = Telephone F = FAX	Email
Australia New Zealand	www.viewsonic.com.au	AUS= 1800 880 818 NZ= 0800 008 822	service@au.viewsonic.com
Canada	www.viewsonic.com	T (Toll-Free)= 1-866-463-4775 T (Toll)= 1-424-233-2533 F= 1-909-468-3757	service.ca@viewsonic.com
Europe	www.viewsoniceurope.com	www.viewsoniceurope.com/uk/support/call-desk/	
Hong Kong	www.hk.viewsonic.com	T= 852 3102 2900	service@hk.viewsonic.com
India	www.in.viewsonic.com	T= 1800 266 0101	service@in.viewsonic.com
Korea	www.kr.viewsonic.com	T= 080 333 2131	service@kr.viewsonic.com
Latin America (Argentina)	www.viewsonic.com/la/	T= 0800-4441185	soporte@viewsonic.com
Latin America (Chile)	www.viewsonic.com/la/	T= 1230-020-7975	soporte@viewsonic.com
Latin America (Columbia)	www.viewsonic.com/la/	T= 01800-9-157235	soporte@viewsonic.com
Latin America (Mexico)	www.viewsonic.com/la/	T= 001-8882328722	soporte@viewsonic.com
Renta y Datos, 29 SUR 721, COL. LA PAZ, 72160 PUEBLA, PUE. Tel: 01.222.891.55.77 CON 10 LINEAS Electroser, Av Reforma No. 403Gx39 y 41, 97000 Mérida, Yucatán. Tel: 01.999.925.19.16 Other places please refer to http://www.viewsonic.com/la/soporte/index.htm#Mexico			
Latin America (Peru)	www.viewsonic.com/la/	T= 0800-54565	soporte@viewsonic.com
Macau	www.hk.viewsonic.com	T= 853 2870 0303	service@hk.viewsonic.com
Middle East	ap.viewsonic.com/me/	Contact your reseller	service@ap.viewsonic.com
Puerto Rico & Virgin Islands	www.viewsonic.com	T= 1-800-688-6688 (English) T= 1-866-379-1304 (Spanish) F= 1-909-468-3757	service.us@viewsonic.com soporte@viewsonic.com
Singapore/ Malaysia/ Thailand	www.ap.viewsonic.com	T= 65 6461 6044	service@sg.viewsonic.com
South Africa	ap.viewsonic.com/za/	Contact your reseller	service@ap.viewsonic.com
United States	www.viewsonic.com	T (Toll-Free)= 1-800-688-6688 T (Toll)= 1-424-233-2530 F= 1-909-468-3757	service.us@viewsonic.com

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