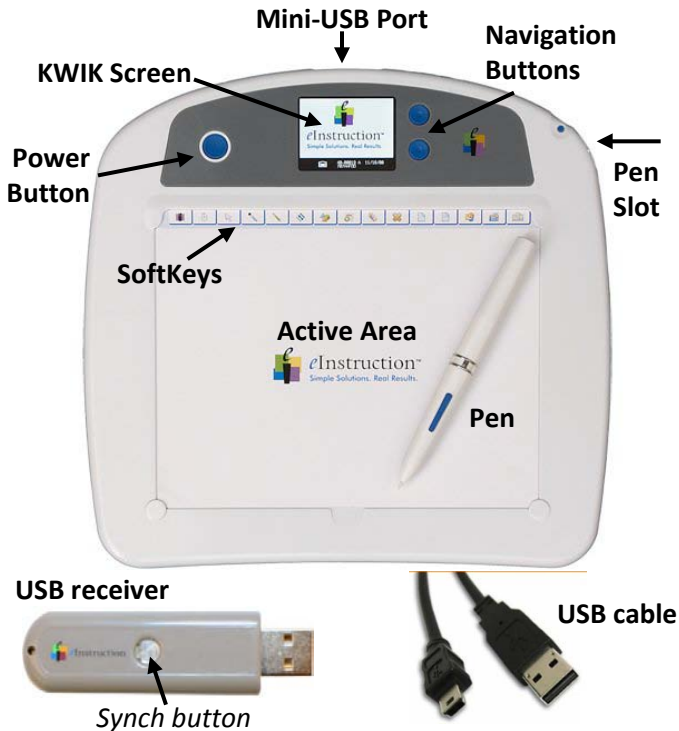


A short tutorial on setting up and basic usage of the Interwrite Mobi Tablet and the Workspace software

## SETTING UP THE MOBI



### Charging Interwrite Mobi and Pen

Before using the Interwrite Mobi and Pen for the first time, they should be charged for about 12 hours.

1. Place the pen in the Pen slot ensuring that it is fully inserted.
2. Connect the Mini USB Cable to the Mini USB Port at the top of the tablet.
3. Plug the cable into a USB port on your computer. The Mobi can be used while it is charging.
4. The Battery Status display will show when the Tablet and Pen are fully charged. Unplug the cable.
5. Press the Power Button to turn the tablet on.

### Synchronize Mobi tablet and Receiver

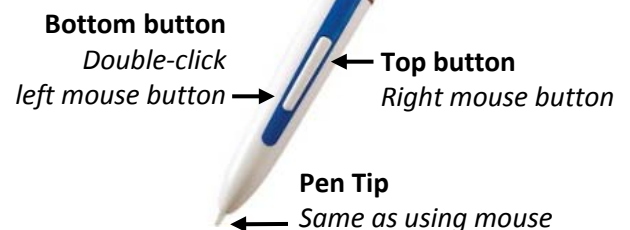
Plug receiver into the computer. Give the computer a moment to recognize the receiver. Press the "Synch button" on the receiver and then press the blue "Connect button" on the back of the Mobi tablet. Let computer find and recognize the tablet. At this point, the Mobi tablet will be ready to use.

### Operating the "Blue Buttons" on the Mobi

To operate any of the three buttons, push down and hold for several seconds.

1. **Power Button**  
Hold down for three seconds to activate the Mobi. The Mobi will go into Sleep Mode after 10 minutes of inactivity, and turn off automatically after 2 hours of inactivity.
2. **Navigation Buttons**  
Allow for moving through the options and response data within a single report.
3. **Connect(on back)**  
Allows for the Mobi to communicate the receiver and is recessed to avoid accidental activation.

### INTERACTIVE PEN



### KWIK Screen Display



Icon	Name	Description
M	Mouse Mode	Pen used as a mouse
Y	Paired	Paired with computer
USB	USB	Connected via USB cable
Pen	In Proximity	Pen within proximity, detected by Mobi
Keyboard	In Menu	KWIK screen in use, out of proximity
Battery icons	Battery Status	Battery life and charge display
Pen icons	Pen Charge	Pen charge display

## WORKSPACE FEATURES



Launch **Workspace (WS)** from the desktop or in the Programs Menu

WS opens in Mouse Mode. You'll notice the main WS floating toolbar on your desktop. The toolbar allows you to:

- Quickly access frequently used tools.
- Select from all available WS tools.
- Customize preferences: tools, backgrounds, screen captures, save folder.
- Access online help, editing options, exit WS.

### To move the toolbar:

- Position the cursor at the top of the toolbar near the WS icon, and then click and drag to the desired spot.

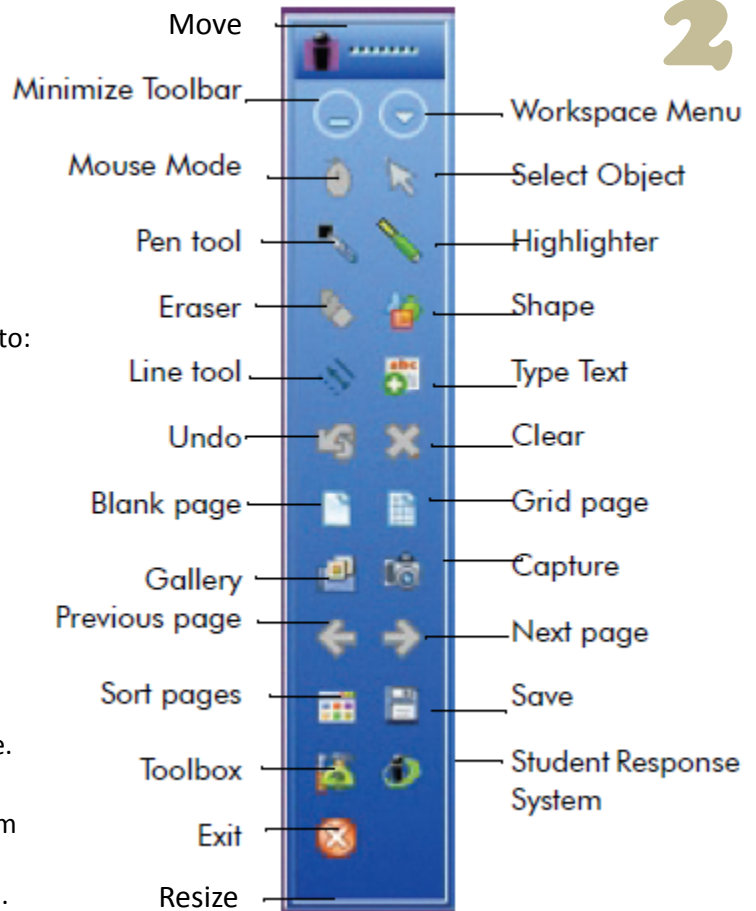
### To resize the toolbar:

- Position the cursor at the edge of the toolbar until a double-headed arrow appears, click and drag to resize.

**Note:** The WS toolbar settings can be customized. Select Workspace Menu > Preferences > Customize Toolbar from the main WS menu to customize preferences.

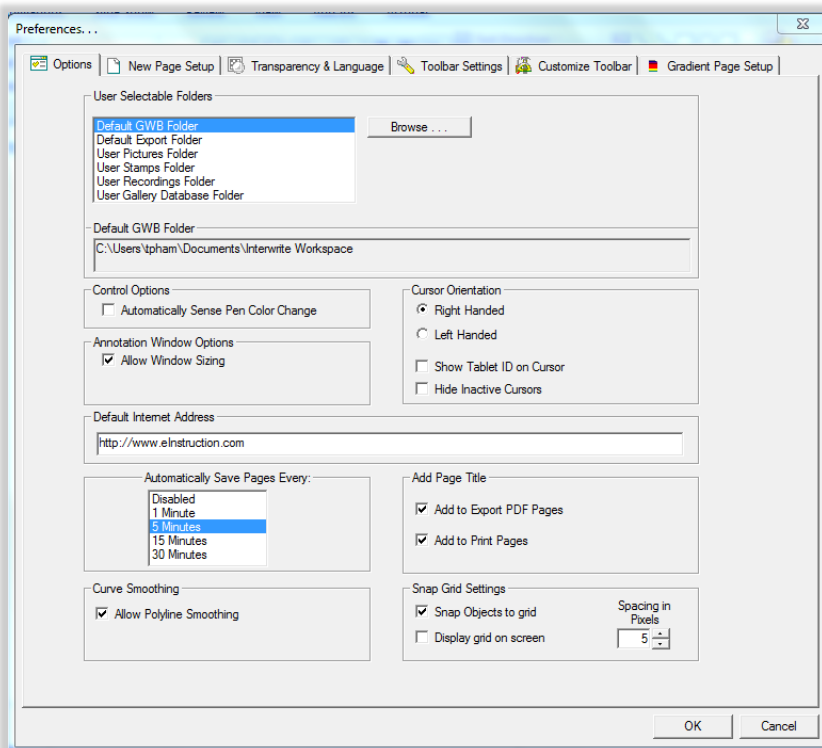
**Tip:** The WS toolbar will become transparent if not in use. Simply hover over and click on the toolbar to reactivate it.

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## CUSTOMIZE PREFERENCES

Select **Workspace Menu > Preferences** or right-click on the menu and choose “Preferences”



- **Options** - Designate the default folder where a WS presentation file is saved and various options such as cursor orientation, auto-save, and window sizing.

- **New Page Setup** - Set the default background color and size for the Blank and Grid page tools, set screen capture preferences, such as window, partial, or screen (default), and set annotate over desktop preferences (Windows).

- **Transparency and Language** - Set the background color of an image to be transparent, select the desired language.

- **Toolbar Settings** - Set the shape and size of the icons.

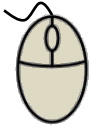
- **Customize Toolbar** - Select your most frequently-used tools to appear on the main toolbar.

- **Gradient Page Setup (Windows Only)** - Select the desired background for a gradient page.

## USING WORKSPACE

### ANNOTATING CONTENT

Open an existing presentation, file, blank page, or website and annotate it. Workspace is run in one of four operational modes, **Mouse Mode**, **Lesson Mode**, **Office Mode (Windows only)**, and **Annotate Over Desktop Mode**.



#### Mouse Mode

Mouse Mode allows you to use your Pen as a mouse to run applications and access the Internet.



#### Annotate Over Desktop

Annotate Over Desktop Mode allows you to annotate over running videos, movies, TV shows, and Flash applications.



#### Office Mode

Office Mode makes it possible to interact directly with the native files of the Microsoft Office suite of products, PowerPoint, Word and Excel.

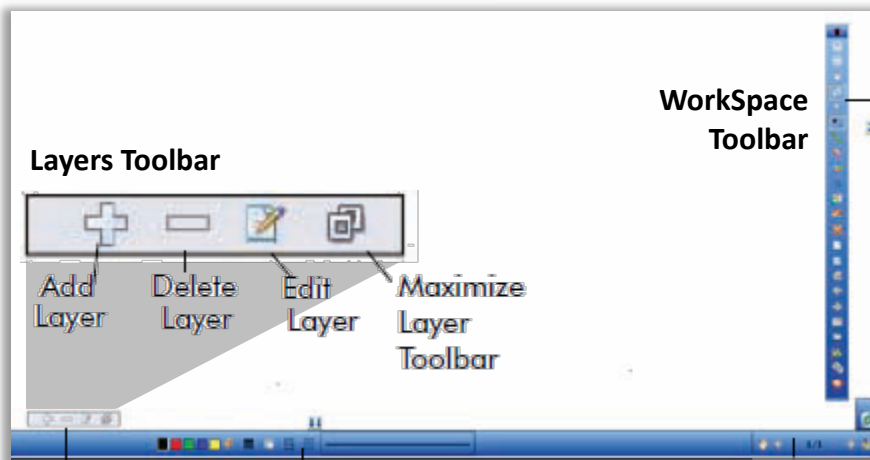


#### Lesson Mode

Lesson Mode uses the tools available to create lessons and presentations and to annotate the pages of those lessons and presentations.



## THE WORKSPACE WINDOW



**Layers toolbar** - The Layers window appears when using the toolbar. By default, all annotations on a page are arranged in a single layer. Add, delete, show, hide, and arrange different layers.

**Properties bar** - provides options to change the properties of the selected annotation tool (pen, highlighter, shape). For example, the Pen tool Properties bar includes color, width, transparency, line ends, and line styles.

**Page Functions toolbar** - Navigate between pages and access shortcut menus for the current mode, such as inserting a question, or setting up multiple users.

