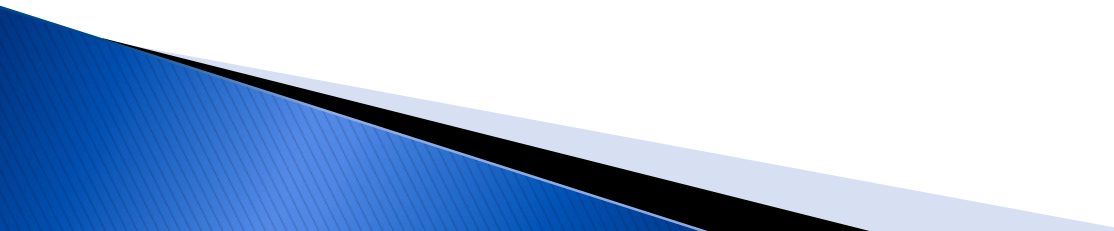# Information Technology Media Services

Elite Panaboard Software: Getting Started
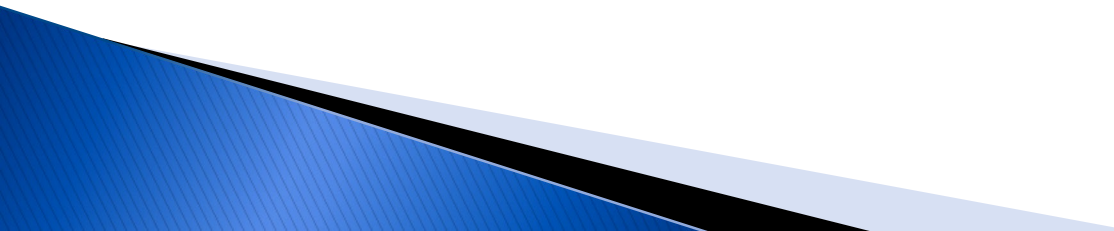
- After you turn the panel on, remove the white pen from the inside of the instructor desk.
- The pen is plugged in and charging, please make sure to plug it BACK in after you are finished with your class.

- NOTE: the pen will only work in the room it has been assigned, you can not use one pen for multiple rooms.

Using the pen

- To turn on the pen: Flip the Power Switch, then press and hold the second gray button.
- The LED Color Indication Button will then turn white and the light under the Power Switch will turn green.

LED Color Indication Button

Press and hold to sync pen

Power Switch

Using the pen

- Now your pen is ready to use with the Panaboard software.

- Double click the Panaboard icon on the desktop, you will see the two tabs on both sides of the screen appear, this is your menu.

- The pen will start out in mouse mode, please select another option from the menu to have more functions.

- You can also do the same controls using the mouse on the computer!

Using the pen

- To turn the program off: Close out what you have been annotating on then click on the bottom toolbar Panaboard icon, click exit.
- On the pen, turn the Power Switch off and plug it back under the desk.
- For further questions, please refer to the help folder on every classroom desktop. You can also contact the Help Desk at 3303.

Smart Classroom Training

Questions ?

Updated 5/6/20