Operation Instruction Manual of BOARD@

No.	UI 3 -XS-016	Version	V2.5.1	Date	2017-09-06
Remark	The contents in the bracket [] mean the click/touch feasibility in the product interface.				

<table>
<tr><td colspan="4" align="center">Constitution of BOARD@ Products</td></tr>
<tr><td rowspan="8">Hardware</td><td rowspan="2">BOARD@Border
(Touch sensor)</td><td>Rectangle Button Version</td><td>The button position is collocated with the button template according to different dimension of the Border (the automatic inspection is made to the standard dimension); in case of any change in the button position, re-calculation is made and button position is reset up.</td></tr>
<tr><td>Sector Button Version</td><td>The button position is not affected by the overall dimension and direction of Border; it is adhered to the right lower corner of the Border.</td></tr>
<tr><td rowspan="2">BOARD@Fittings
(Granting)</td><td>Mark pen</td><td>One each from red, blue and black</td></tr>
<tr><td>Eraser</td><td>One</td></tr>
<tr><td rowspan="4">BOARD@Fittings
(Selective)</td><td>Pen shelf</td><td>One</td></tr>
<tr><td>Sector button Panel</td><td>The specific product model is included</td></tr>
<tr><td>Board (including rectangle buttons)</td><td>The specific product model is included</td></tr>
<tr><td>Bluetooth Dongle</td><td>Bluetooth version of the series of products is included</td></tr>
<tr><td rowspan="4">Software</td><td>BOARD@POT</td><td>Support Windows, Mac OS</td><td>POT is adopted to formulate the Meeting ID and QR code and meeting is initiated; App, Official Accounts or WebApp is adopted to join in the meeting; [@] button is clicked to obtain the shared contents.</td></tr>
<tr><td>BOARD@App</td><td>Support iOS, Android</td><td>Upon joining in the meeting by App, the user can watch PPT and Board Live. App is possessed of the most complete functions and services.</td></tr>
<tr><td>BOARD@Wechat Official Accounts</td><td>WeChat is installed; the official accounts are concerned</td><td>Upon joining in the meeting by the official accounts, [@] button is clicked to obtain the screenshot; it has basic functions, such as sending remark and formulating lightnote. Besides, it can upload picture to POT Board.</td></tr>
<tr><td>BOARD@WebApp</td><td>It is available with the browser</td><td>Upon joining in the meeting by WebApp, [@] button is clicked to obtain the screenshot; it only has basic functions, such as sending remark and formulating lightnote.</td></tr>
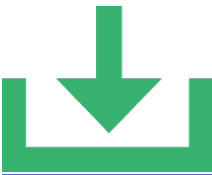</table>

Operation Instruction Manual of Border

Installation Procedure	Step1	Open the packaging and inspect the fittings for completeness.
	Step2	Tear away the magnetic strip adhesive paper at the back of **Border** one by one.
	Step3	Adhere **Border** to any smooth plane that can be handwritten, such as glass window or wall.
	Step4	Compress four sides of the **Border** until it is tightly adhered.
	Step5	In case of Sector button panel, insert panel into the right lower corner of the **Border** until alignment with the broken line of panel.
Intelligent buttons	Clear screen	Delete all the writing contents in the existing page of POT Board; erase the writing contents of substance Board with an eraser.
	Save	Save the existing POT Board into the designated folder.
	Switch	Show or hide POT Board
	Previous page	In PPT performance, turn the page upward; in the Board Model, Replay the previous page of the Board.
	Next page	In PPT performance, turn the page downward; in the POT Board Model, Go to the next page of the Board or create a new page in case of no next page.
	Black pen	Touch and POT Board displays black writing no matter which color is written.
	Red pen	Touch and POT Board displays red writing no matter which color is written.
	Blue pen	Touch and POT Board displays blue writing no matter which color is written.
	Sharing	Stop or start share.

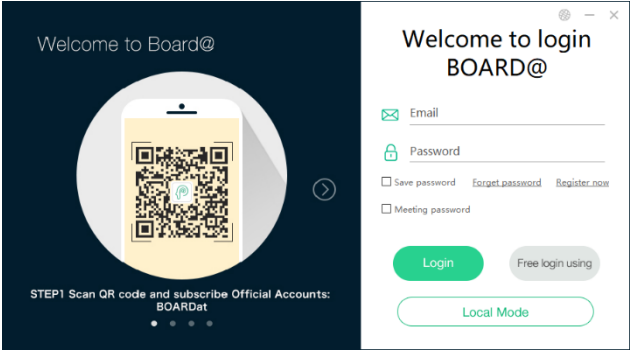## Software Download and Installation
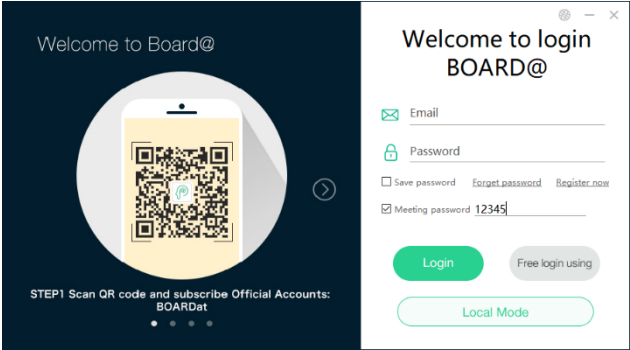
Please visit the site: BOARD@ Download Center
http://download.boardat.com

POT	App	WeChat Official Accounts	WebApp
Click and download	Scan QR code and	Adopt WeChat to scan the	Scan the QR code and start

	download	QR code and follow the official accounts	up

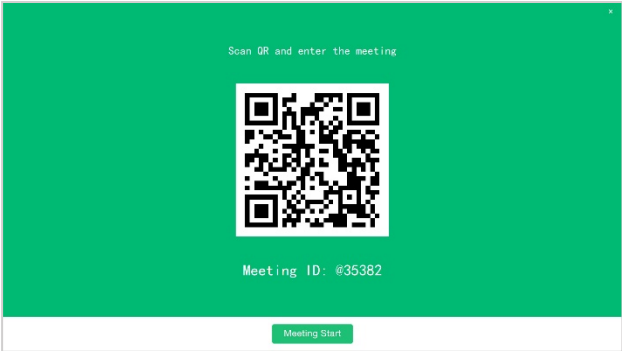## Basic Operation Instruction Manual of POT
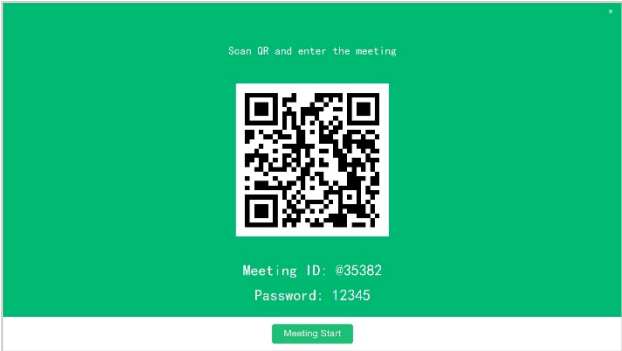

(Figure 1) POT Login interface

(Figure 2) POT Login interface (In ticking the meeting password)

Save password	[Forget password]	[Register now]	Meeting password	[Free trial]	[Local Mode]
Upon ticking, no longer need to input the account password in the next startup of POT.	If the login password is forgotten, click and find out (please refer to Figure 16 for the password finding interface in detail).	Fill in the registration information according to the requirements and become BOARD@Member to enjoy more equity (please refer to Figure 12 for the registration interface in detail).	Upon ticking, set up the meeting password (it is forbidden to join in the password meeting unless by App).	Click this button and immediately experience BOARD@ in the identity of guest without account password.	It is not needed to login or get online; it can not be shared without the Meeting ID; instead, it can only save board contents into the local area.

Step 1: Input the mail account and password; click **[Login]** and enter into the meeting preparation interface; wait for the attendant to scan QR code or join in the meeting by Meeting ID.
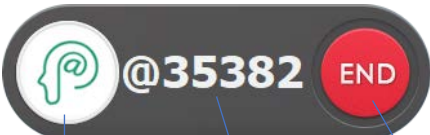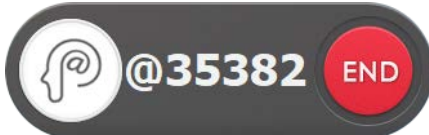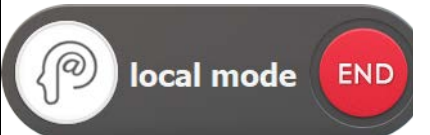

(Figure 3) [Meeting Start] preparation interface

(Figure 4) [Meeting Start] preparation interface (In the setup of meeting password)

| QR code	Meering ID	Password	【Meeting Start】

Make use of WeChat or App and scan QR code and join in the meeting.	Make use of Wechat, App or Webapp, input the Meeting ID. and join in the meeting.	If the meeting password is set up, display right here; must adopt App to input the password and thus join in the meeting.	Upon attendant's joining in the meeting, click this button and formally enter into the meeting model.

Step 2: Click **[Meeting Start]** and formally enter into the meeting (default as sharing model); spring out the following Floating Window and successfully initiate the meeting.

(Figure 5): Floating Window: Start share

(Figure 6): Floating Window: Stop share

(Figure 7): Floating Window: local model

[Share] button	**Meeting ID**	**[END] button**	**Contextmenu of [Floating Window]**	
Upon clicking, stop share,at this moment, fail to press **[@]** button and obtain any contents; re-click and start share	It means the Meeting ID. Before termination of the meeting, the attendant can make use of this Meeting ID and join in the meeting.	Click to end meeting then exit POT.	**[Show/Hide]**	Show or hide the Floating Window
			[Show QR for meeting]	Spring out the meeting preparation interface as shown in Figure 3; bring convenience to the latter's scanning the QR and joining in the meeting.
			[Open PPT]	Upon clicking, select PPT file; at this moment, POT enters into PPT Live Model.
			[Settings]	Enter into POT setup interface
			[Help]	Open the help documentation
			[About]	Upon clicking, inspect the software updating information and revise individual information (please refer to Figure 14 in detail).
			[Exit]	End the meeting and exit POT.

Step 3: Connect USB data line of **Border** with USB socket of the computer; press the **[Floating Window]**—**[setting]** with the right key and enter into the **[General].**
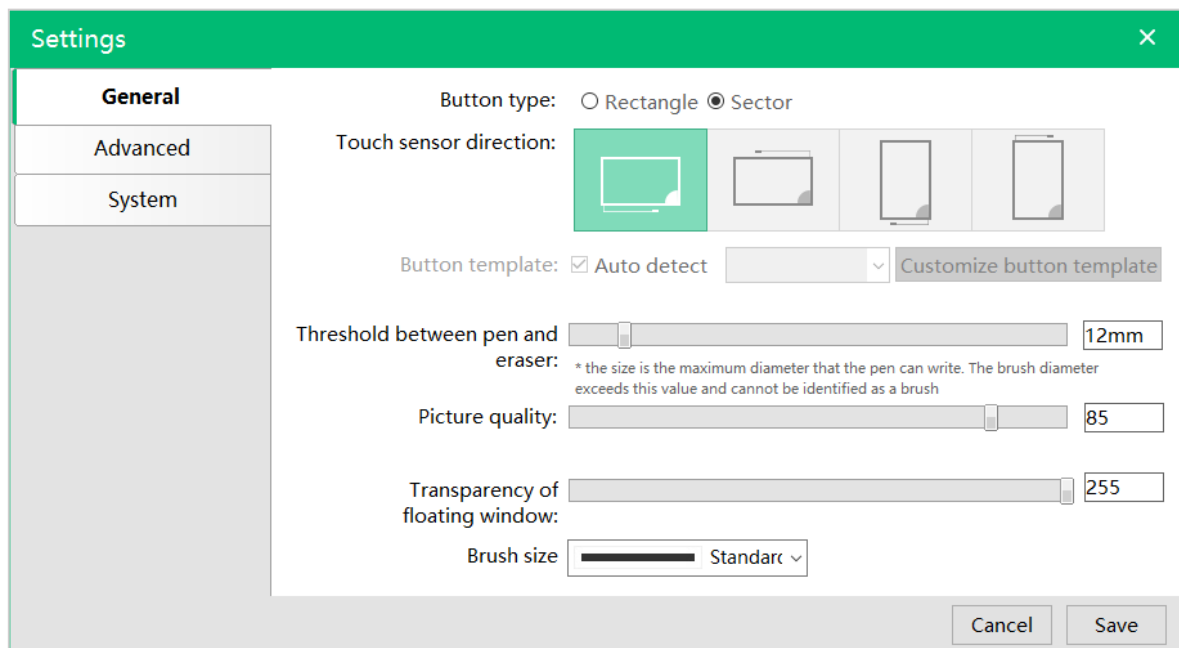
(Figure 8) In **[General]** interface, the button type and **Border** (Touch sensor) direction must be set up correctly in the first adoption of the **Border**.

Button Type	Select the **Rectangle or Sector** profile according to the procured **Border** button fittings.
Touch sensor direction(Border direction**)**	According to the **Border** direction, select the corresponding schematic diagram; in case of setup error, the **Border** button can not make a correct identification.
Button template	Setup is made only in the selection of **Rectangle** button; the standard dimension makes an automatic identification.
Threshold between pen and eraser	The maximum identification dimension of the brush is set up; the writing beyond the setup value will be identified as the eraser.
Picture quality	Set up the quality of picture obtained by **[@]**; higher value leads to better picture quality and large space occupied.
Transparency of floating window	Adjust the opacity of Floating Window: 0 means complete transparency; 255 means opacity.
Brush size	Select Thinnest/Thinner/Thin/Standard/Thick/Thicker/Thickest

(Figure 9) [Advanced] interface

Bind meeting	Upon ticking, self-define the Meeting ID; each Meeting ID produced by the system automatically binds up with it; in each time, the user only inputs the self-defined Meeting ID and join in the meeting; the ticking displays in the **[Floating Window]**; the self-defined Meeting ID displays in the Floating Window.
Screen selection	Under the condition of two display equipment, you can set up the main screen of screenshot or contents in the expanded screen.
Pen selection	**Mark pen** model is applicable to the office environment and writing is rather thick; the **Chalk** model is applicable to the teaching environment and writing is rather thin.
Upload pictures	Upon ticking, all the attendants can upload picture to POT by App or official accounts.

(Figure 10) [System] interface: It is set up according to the individual demand.

Login windows	According to the individual needs to selected.
Local save	Press the storage button in the Board and save board writing into the set file folder.
Cloud sync	Upon ticking, the screenshot of board writing is automatically backed up the cloud server; it can be consulted in the Lightnote.
Language	The interface language of POT, at present support simplified Chinese, traditional Chinese, English and Japanese.

Step 4: Upon setup, click and save (in the first operation of POT, the button type and **Border** Direction are set up for the connection with **Border**; other contents are set up according to the actual demand).

Step 5: Double click the Floating Window or click **[Switch]** button in the **Border**; and thus switch to POT Board.
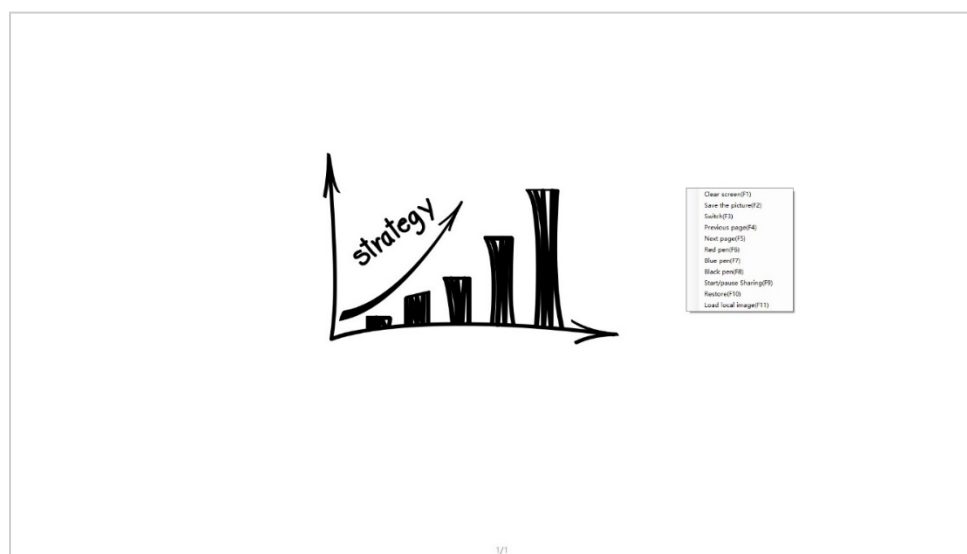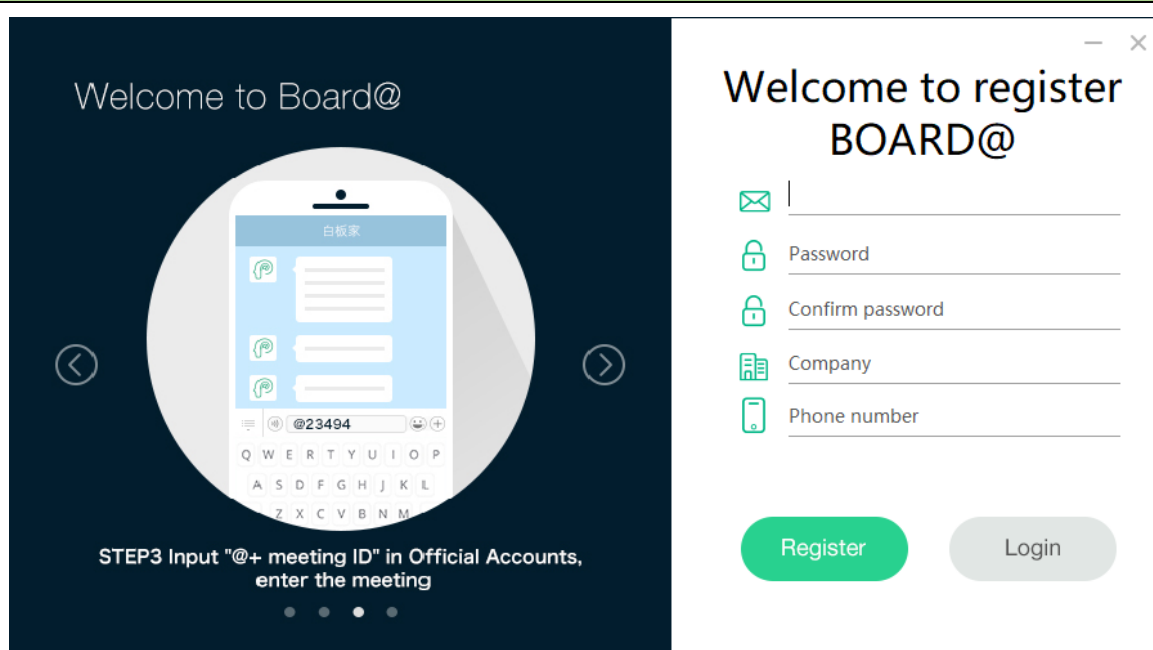

(Figure 11) POT Board

Contextmenu	Specification
Clear screen (F1)	The function is same as the **Border** button; the shortcut key is F1.
Save the picture(F2)	The function is same as the **Border** button; the shortcut key is F2.
Switch(F3)	The function is same as the **Border** button; the shortcut key is F3.
Previous page(F4)	The function is same as the **Border** button; the shortcut key is F4.
Next page(F5)	The function is same as the **Border** button; the shortcut key is F5.
Red pen(F6)	The function is same as the **Border** button; the shortcut key is F6.
Blue pen (F7)	The function is same as the **Border** button; the shortcut key is F7.
Black pen (F8)	The function is same as the **Border** button; the shortcut key is F8.
Start/pause Sharing (F9)	The function is same as the **Border** button; the shortcut key is F9.
Restore (F10)	Resume the board contents before **[Clear screen]**; however, it can not resume

	the contents erased by the eraser (physical erasing not after clearing up the screen).
Load local image (F11)	In the current PC, select a picture displayed on the POT Board.

Step 6: If it is written in the **Border**, the writing is synchronized into POT Board in a real-time manner.
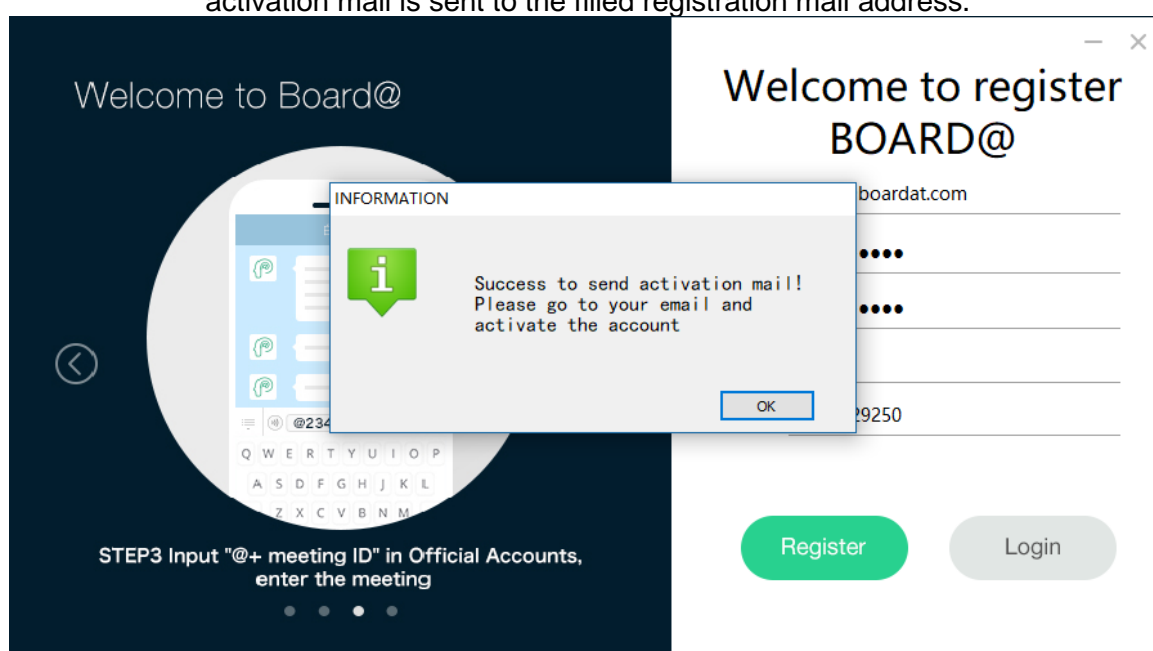
Registration and Management of BOARD@Account

In the registration of BOARD@ Account, the real mail Account must be provided (receive the verification mail); besides, the company name and mobile No. are provided. Upon submittal of registration information, the system sends out a activation mail into the filled e-mail account No.; fulfills verification according to the mail prompt; that is the end of registration.

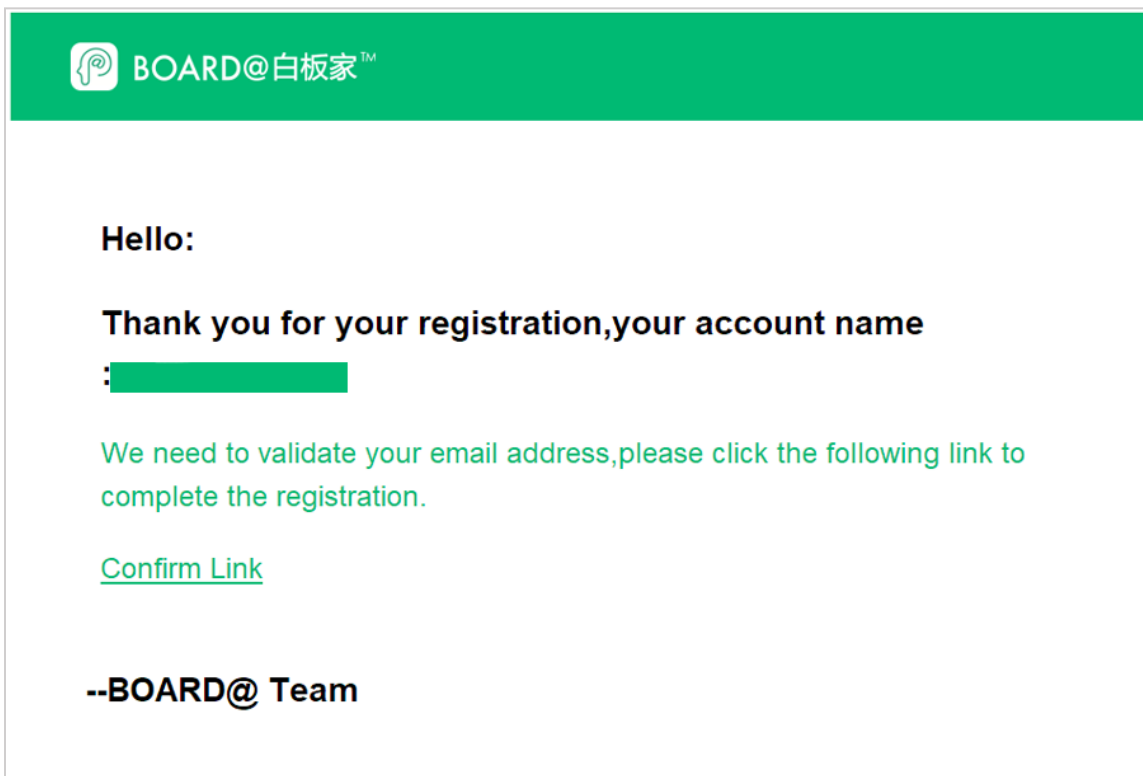### 1. Make use of POT and register BOARD@

(Figure 12) In POT registration interface, the basic information is filled and **[register]** is clicked; the activation mail is sent to the filled registration mail address.

(Figure 13)POT send activation mail

Hello:

Thank you for your registration,your account name

:

We need to validate your email address,please click the following link to complete the registration.

Confirm Link

--BOARD@ Team

(Figure 14) In BOARD@ verification mail, the operator clicks **[Confirm Link]** enter verification page

BOARD@

Dear ~~xxxxxx@xxxxxx.com~~ :

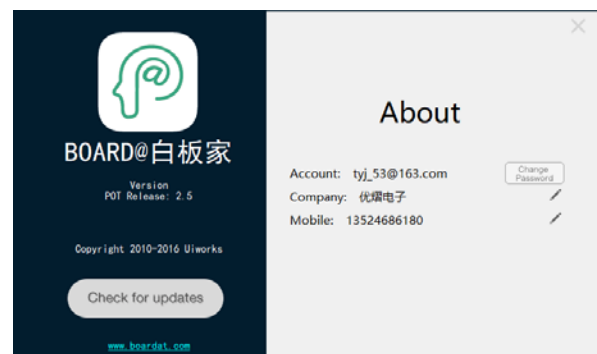your account has been activated successfully
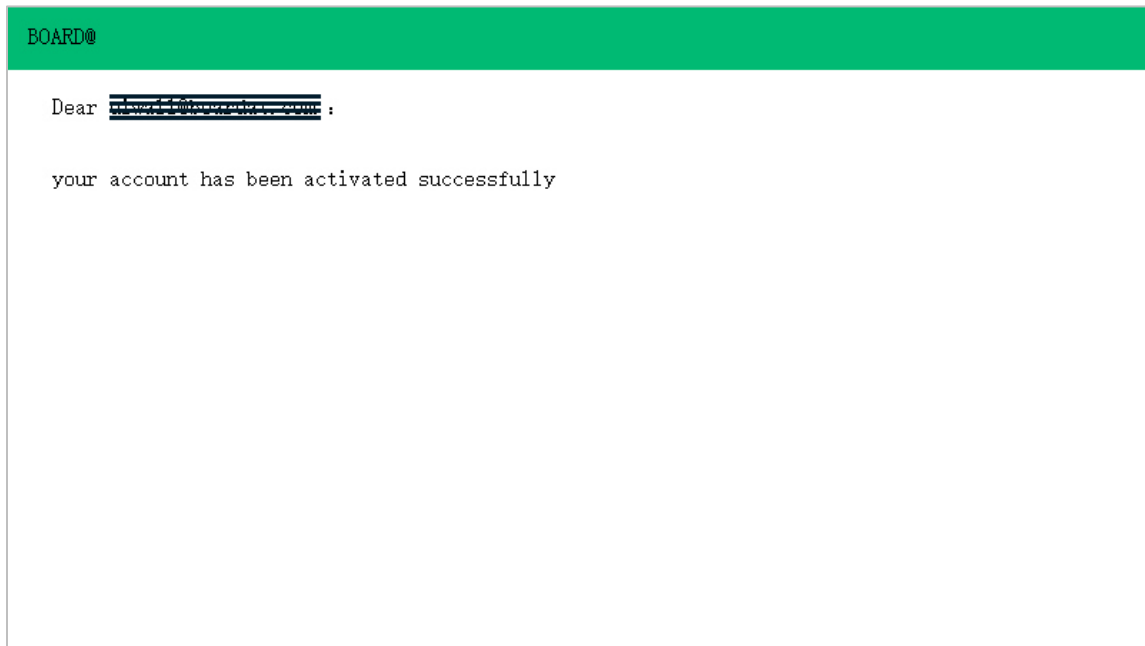
(Figure 15) The prompts of activated successfully，that is the end of registration

2. Make use of POT and find out the password and revise the information.

Welcome to Board@

— ×

Forget Password

✉ Email

Please enter registered email,
we will send password to your mailbox

Send   Cancel

STEP1 Scan QR code and subscribe Official Accounts:
BOARDat
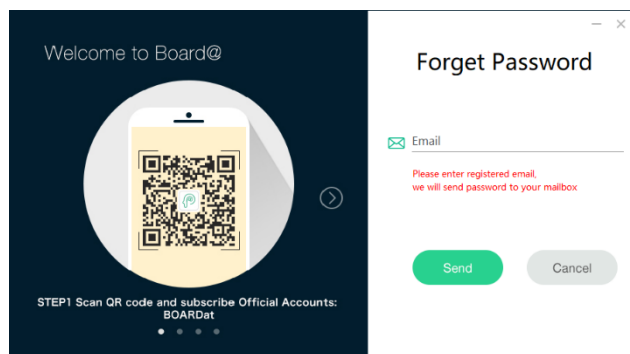
(Figure 14) In the password forgotten interface, the operator inputs the registered mail account; the password is sent to the mail.

×

BOARD@白板家

Version
POT Release: 2.5

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Check for updates

www.boardat.com

About

Account: tyj_53@163.com   Change Password
Company: 优炯电子
Mobile: 13524686180

(Figure 15) In the interface, the log-in password and individual information are revised; the operator can click **[Check for updates]** and update to the latest version.

3. Make use of App and register BOARD@Account .
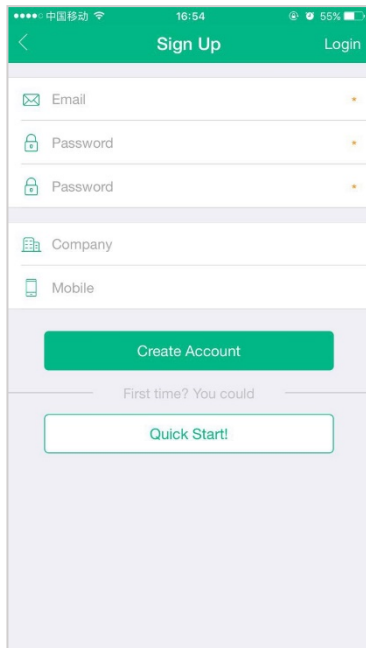
(Figure 16) Sign up interface
Note: Please refer to the "registration of BOARD@Account by POT" for the registration flow; App and POT can share the registration account.
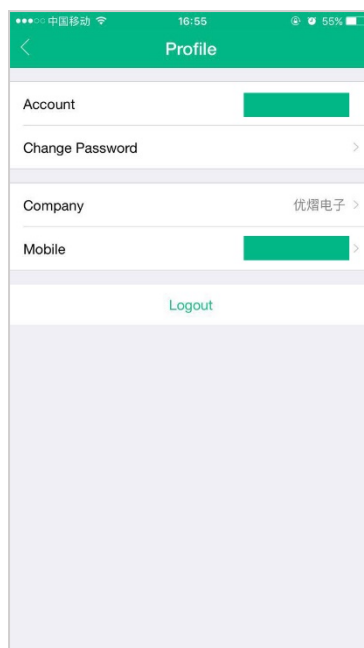
(Figure 17) Profile interface
Note: Enter into App; click the navigation menu **[Accout]** and then click the Account then revise the information.
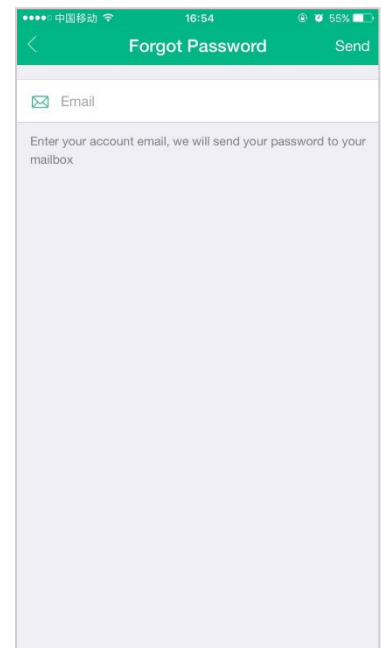
(Figure 18) Forgot Password interface
Note: In the **[Login]** interface, click **[Forgot Password]** and find out the password.

Other Operation Instruction Manual of POT

1，Use the proxy server
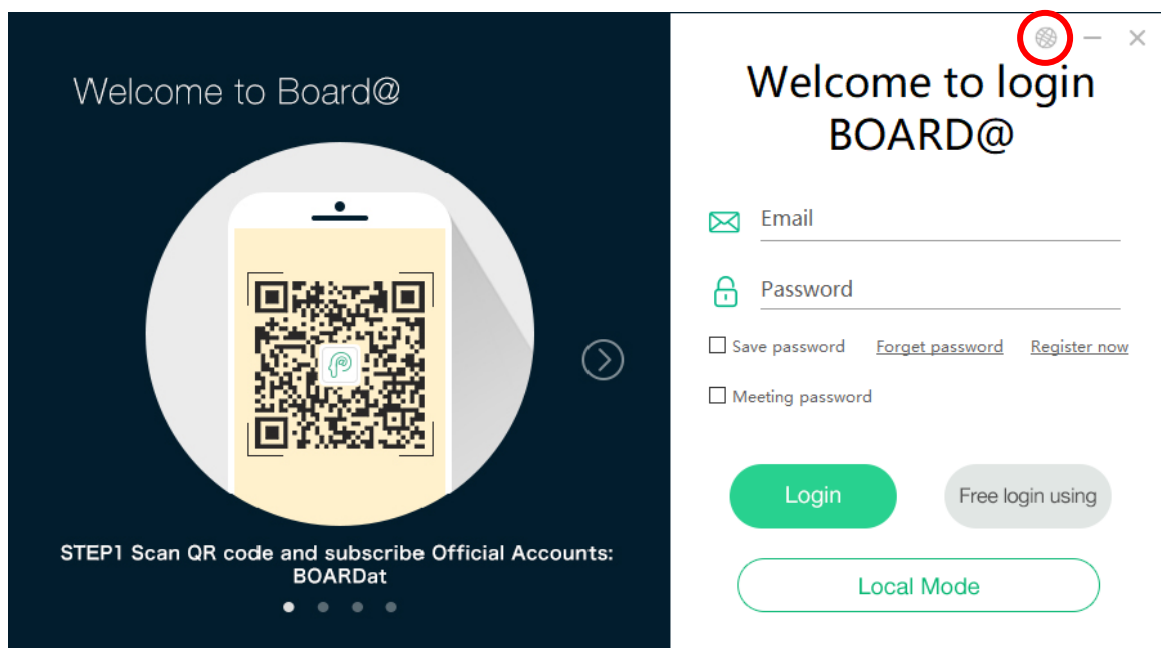
(Figure 21) Login interface, click on the upper right corner of the red circle button 　　, enter the network Settings
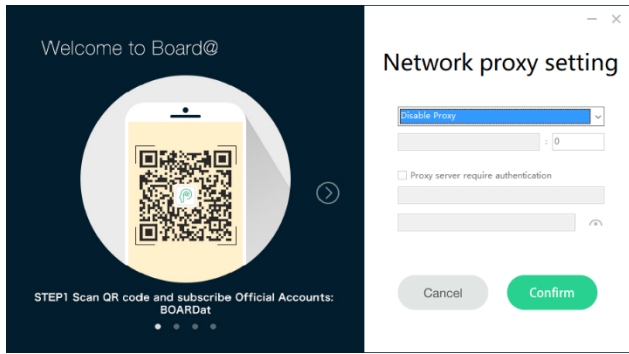
 (Figure 22) The network Settings interface	 **(Figure 23)** The settings of interface
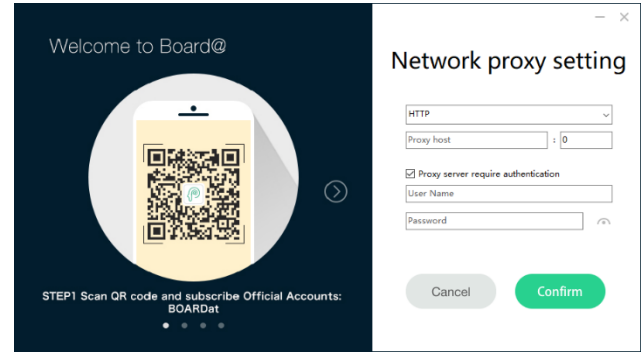
Depending on the type of the proxy server that you are using， selected HTTP or SOCKS, then fill in server address, account and password if needed.

2，Use the Bluetooth Dongle （need to be used with bluetooth version of **Border**）

(Figure 24) Bluetooth Dongle，pluging into the Border port
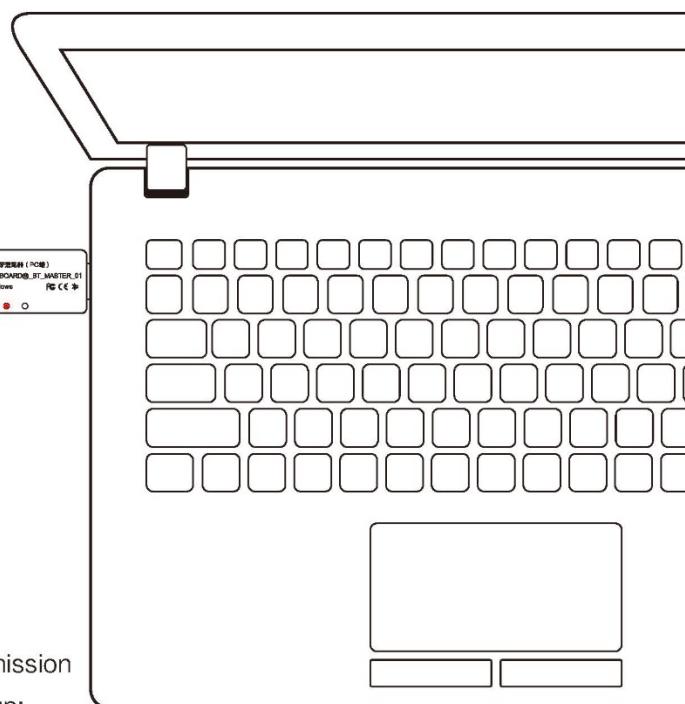
(Figure 25) Bluetooth Dongle，pluging into the usb port

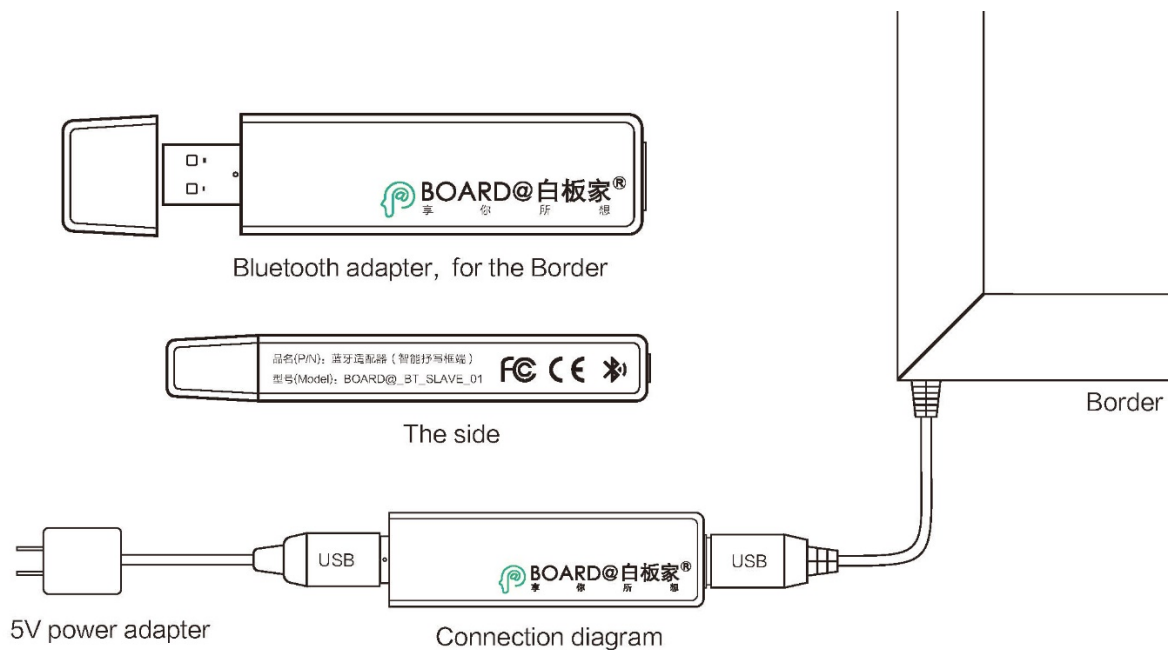|	Joining in the Meeting by BOARD@ App	
	POT Process (Meeting Initiator)	**App Process (Meeting Attendant)**
	Sharing of contents in the computer screen	
Step01	Start up POT and input the account and password; click **[Login]** and enter into **[Meeting Start]** interface; wait for the attendant to scan QR code or input the **Meeting ID**.	**Join in the meeting by Meeting ID:** start up App, click ⊕ button and input the **Meeting ID** in **[Meeting Start]** interface.
		Join in the meeting by QR code: Click ⊕ button, then click the scan button in the right upper corner, scan QR code in **[Meeting Start]** interface and successfully join in the meeting.
Step02	Click **[Meeting Start]** and formally start the meeting.	Click **[@]** button to get the PC screenshot of "meeting initiator" .
Step03	Open any software or file, such as PPT.	Click **[@]** button and get PPT screenshot.
	Sharing of board writting	
Step04	Connect **Border** with the computer USB interface.	

Step05	Click the right key **[Floating Window]**, select **[setting]** and enter into **[General]**, first, set up the button type (Rectangle or Sector); then set up the **Border** direction. Upon setup, click **[Save]** button.	
Step06	Double click the **[Floating Window]** or click the **[Switch]** button of **Border** and enter into the POT Board model.	
Step07	Write in the **Border**; display writing in POT Board in synchronization.	Click **[@]** button and get the board screenshot.
	Watching of board writing and PPT Live.	
Step08	(In the POT Board, click the **Border** **[Switch]** button and exit the POT Board model), drag PPT file into the **[Floating Window]**; or click the right key **[Floating Window]** and select **[open PPT]** (flickering red point in the left upper corner of PPT means the Live Status).	Click the **[Live]** button of App main interface and enter into the live model.
Step09	Play PPT.	Click **[PPT]** Tab and switch to PPT Live status; then watch PPT demonstration.
Step10	In order to make Board Live, click **[Switch]** button and enter into the Live model; write in the **Border**.	Click the **[Board]** Tab and switch to Board Live status; then watch the writing in a real-time manner.
Tips		
1	Apart from clicking the **Border** button to control the Board or PPT, make control by shortcut key.	Add label and remark to the screenshot by **[@]**; also edit the picture simply.
2	If POT and App share the same log-in account, upload picture from mobile to POT Board. Tick **[Upload pictures]** in the **[Advanced]** seeting and any meeting attendant can upload their picture.	In the Live, still click **[@]** button to get the screenshot; in this way, identify the text of PPT file and automatically produce a remark.
3	In order to stop share, click BOARD@logo button in the **[Floating Window]** and grey status means shutdown of sharing; re-click and shine up Logo and start up the sharing.	If the meeting initiator stop share, it clicks **[@]** button but can not get the screenshot.
4	If PPT is not open by POT, the attendant can not watch PPT Live; but it can still watch the Board Live.	

Joining in the Meeting by BOARD@Wechat Official Accounts		
	POT Process (Meeting Initiator)	**App Process (Meeting Attendant)**
Step01	Start up POT and input the account and password; click **[Login]** and enter into **[Meeting Start]** interface; wait for the attendant to scan QR code or input the **Meeting ID**.	**Join in the meeting by QR code**： Open WeChat scan the QR code in **[Meeting Start]** interface; if the Official Accounts are not followed, follow the Official Accounts according to the prompt and successfully enter into the meeting (it can follow the Official Accounts and

		click Official Accounts menu **[Scan]** to scan QR code and join in the meeting).
		Join in the meeting by Meeting ID: First, follow and into the BOARD@Official Accounts, send out @+Meeting ID to the Official Accounts and join in the meeting.
Step02	Click **[Meeting Start]** and formally start the meeting.	Switch to the Official Accounts menu; click **[@]** button and get the screenshot.
Step03	Connect **Border** with the computer USB interface.	
Step04	Set up the Button type and **Border** direction.	
Step05	Double click **[Floating Window]** or click [Switch] button in the **Border** and enter into the POT Board model.	
Step06	Write in the **Border**; display writing in POT Board in synchronization.	Click **[@]** button and get the board writing screenshot.
Step07	Click the **Border [Switch]** button, exit the Board model and open PPT file.	Click **[@]** button and get the PPT screenshot.
Tips		
1	If **[Upload picture]** is ticked in POT advanced setup, any attendant can send picture to the Official Accounts and upload to POT Board. If it is not ticked, the picture can not be uploaded until existing POT logs in the account .(POT log-in account must be bind up with the existing WeChat account).	
2	If the Official Accounts are adopted to join in the meeting, the operator can not watch the Board and PPT Live.	
3	Click **[@]** button and get the screenshot; then send remark to the Official Accounts and automatically produce the Lightnote.	
4	Click **[Member Service]** in the Official Accounts menu and search for the Lightnote and bind up/manage the account.	

Joining in the Meeting by BOARD@WebApp

	POT Process (Meeting Initiator)	App Process (Meeting Attendant)
Step01	Start up POT and input the account and password; click **[Login]** and enter into **[Meeting Start]** interface; wait for the attendant to scan QR code or input the **Meeting ID**.	Make use of the computer or mobile browser and visit http://web.boardat.com. Click **[Email Login]**, input the account and password to login; click **[Quick start—bind meeting]** or **[Input]** and input @+ Meeting ID.
Step02	Click **[Meeting Start]** and formally start the meeting.	At this moment, click **[@]** button in the menu and get the screenshot.
Step03	Open any software or file, such as PPT.	
Step04	Set up the Button type and **Border** direction.	

Step05	Double click **[Floating Window]** or click [Switch] button in the **Border** and enter into the Board model.	Click **[@]** button and get the Board screenshot.
Step06	Click the **Border [Switch]** button, exit the Board model and open PPT.	Click **[@]** button and get the PPT screenshot.
Tips		
1	Click **[Quick start—add note]** or **[input]** and input the remark and send out; then automatically produce the Lightnote.	
2	Click **[Quick start—highlight record]** and search the Lightnote.	
3	WebApp does not support the Board or PPT Live temporarily; besides, it can not upload picture to POT Board.	