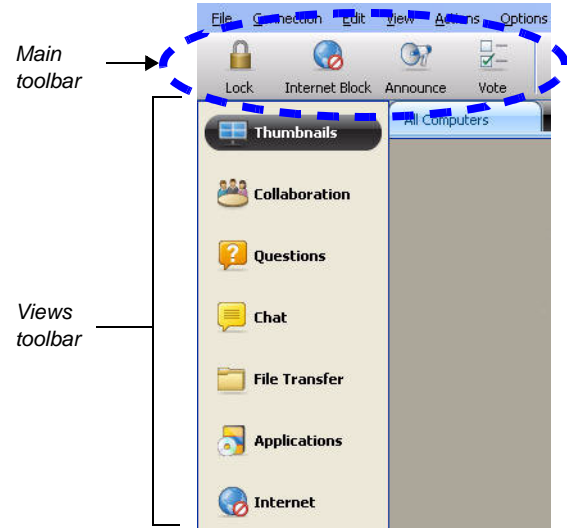


SMART Sync Software Buttons and Toolbars

SMART Sync Teacher software has two toolbars: the views toolbar, on the left, controls what you see in the main area of the interface and what functions are accessible from the main toolbar. The main toolbar, located at the top of the interface, enables you to use those functions in SMART Sync software to monitor, instruct, control and collaborate with students.







The views toolbar

There are seven views in SMART Sync Teacher software: Thumbnails, Collaboration, Questions, Chat, File Transfer, Applications and Internet. Click a button on the views toolbar to access and use the functions in that view.

| | |
|--|--|
| | Monitor and control your students' computers |
| | Distribute and monitor collaborative student assignments |
| | Review and respond to student questions |
| | Start or monitor class discussion forums |
| | Send computer files to your students |
| | Remotely block, open and close applications on students' desktops |
| | Create and enable Internet Blocking Rules to restrict student access to the Internet |








The main toolbar – standard functions

Some buttons are always available in the top toolbar. You can lock student desktops, block Internet access, make an announcement, or conduct a poll from any of SMART Sync software's seven views.

| | | | |
|---|---|---|---|
|  |  |  |  |
| Lock | Internet Block | Announce | Vote |
| Lock student computers and direct students' attention to the front of the room | Apply Internet blocking rules | Send an announcement message to the class or a group of students | Conduct a poll using yes or no questions |



The Thumbnails view toolbar

The Thumbnails view toolbar enables you to monitor and control student computers.

| | | | | | | |
|---|---|---|---|--|---|---|
|  |  |  |  |  |  |  |
| Observe | Control | Broadcast | Capture | Show Media | Send Web | Shut Down |
| Monitor a selected student's computer in a resizable window or Full Screen mode | Take control of a selected computer | Show your desktop or a selected student desktop to the group | Take a picture of a student's desktop for future reference | Browse to a media file on your computer and send it to your students | Launch an Internet site on your students' computers | Shut down a selected computer or all the computers in a group |








The Collaboration view toolbar

The Collaboration view toolbar enables you to start and stop collaborative student assignments.

| | |
|---|---|
|  |  |
| Start | Stop |
| Send a collaborative assignment to all the connected students | End the assignment |



The Questions view toolbar

The Questions view toolbar enables you to review, respond to, share and save student questions.

| | | | | | | |
|---|---|---|---|--|---|---|
|  |  |  |  |  |  |  |
| Answer | Send To All | Finished | Delete | Delete All Questions | Save | Clear History |
| Answer the selected question | Send question chat history to all students | Finish the question chat session with a student | Delete the selected question from the Question pane | Delete all questions from the Question pane | Save the question chat history | Clear the question chat history |





The Chat view toolbar

The Chat view toolbar allows you to oversee chat sessions and participate in discussions with students.

| | |
|--|---|
|  Save |  Clear |
| Save the text from a chat session | Clear the text from a chat session |







The File Transfer view toolbar

Use the File Transfer toolbar to manage the distribution of electronic files.

| | | | |
|---|--|---|---|
|  Send File |  Cancel |  Clear |  Open File |
| Send a selected file to a student or group | Stop a file from being sent | Clear a selected file from the Files Sent or Received list | Open a selected file |





The Applications view toolbar

Use the Applications view toolbar to manage which computer programs your students can access.

| | | | | | |
|---|--|--|---|---|---|
|  Add New |  Delete |  Edit |  Apply |  Launch |  Close |
| Create a new application blocking rule | Delete a selected application blocking rule | Edit the parameters of a selected rule | Activate a selected application blocking rule | Remotely launch an application on your students' computers | Remotely close an application on your students' computers |

The Internet view toolbar

Use the Internet view toolbar to manage which websites your students can access. .

| | | | |
|---|--|--|---|
|  Add New |  Delete |  Edit |  Apply |
| Create a new internet blocking rule | Delete a selected internet blocking rule | Edit the parameters of a selected rule | Activate a selected internet blocking rule |