SMART Meeting Pro® 4.1 software

Bridgit® Collaboration Bar

Radar view

SMART Business Toolbar

Unbound Workspace

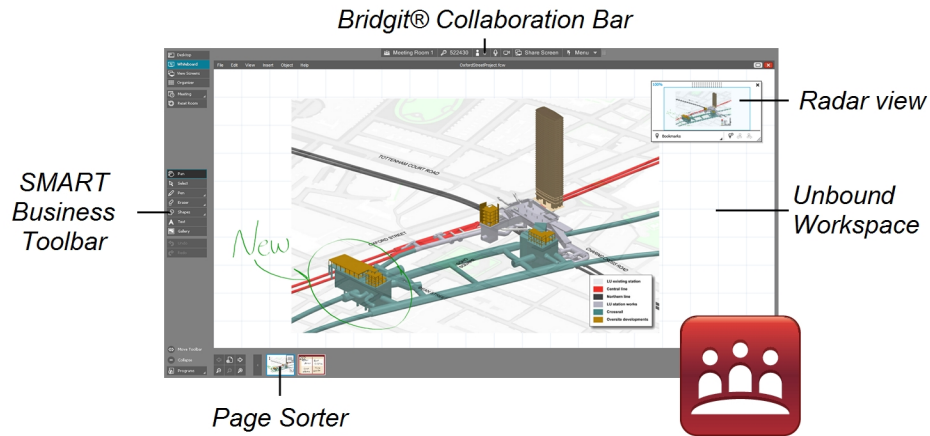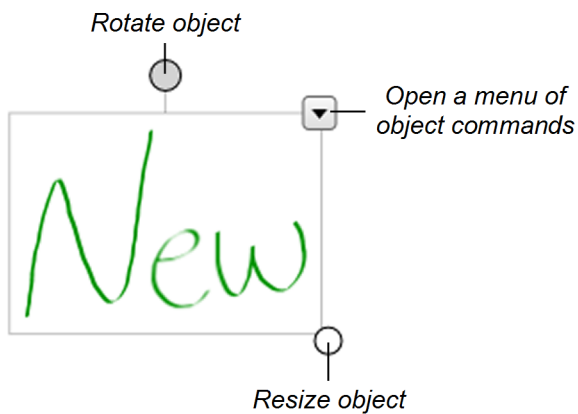Page Sorter

Introduction

When SMART Meeting Pro® software is in Whiteboard mode, you can create presentations and compile information for meetings. You can write notes and draw objects, manipulate text and images and work with information you captured from other applications.

Objects

You can insert the following types of objects in SMART Meeting Pro software:

- Writing and drawing
- Text, shapes and lines
- Images
- PowerPoint presentations
- PDF files

After creating an object, you can select it, move it and manipulate it.

Rotate object

Open a menu of object commands
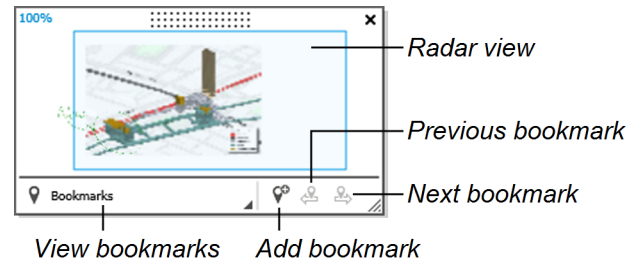
Resize object

Unbound Workspace

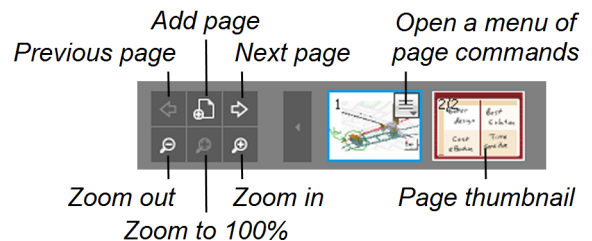SMART Meeting Pro software presents pages in two styles:

- **Classic Workspace:** Pages have defined boundaries, and the page area is the same size as the viewable area.
- **Unbound Workspace:** Pages have no defined boundaries, and the page area is larger than the viewable area.

In Unbound Workspace, you can use radar view and bookmarks to navigate pages.

Radar view

Previous bookmark
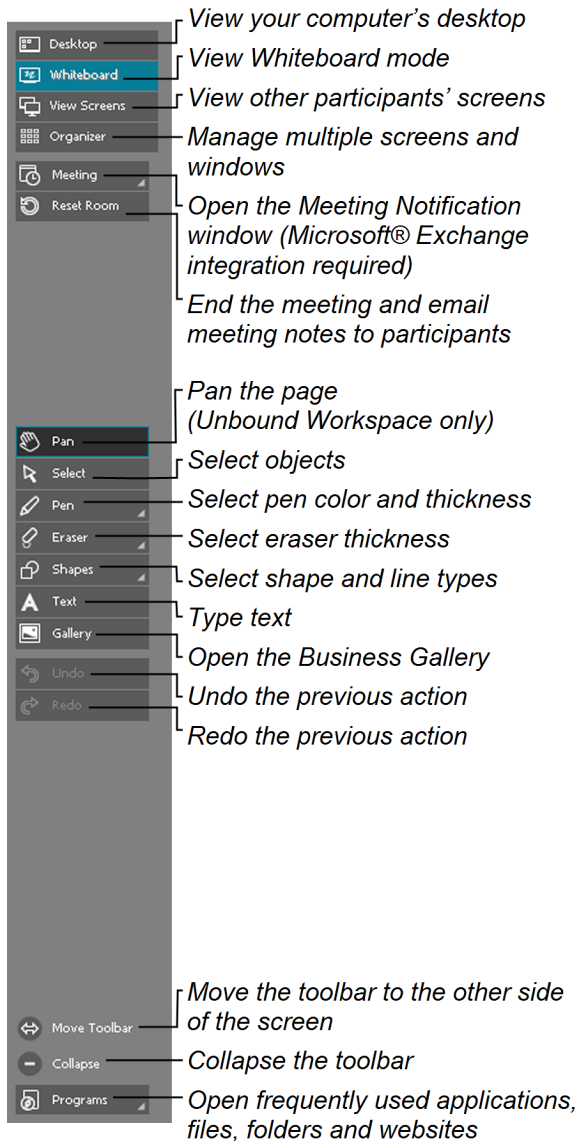
Next bookmark

View bookmarks   Add bookmark

Page Sorter

The Page Sorter displays thumbnails of all the pages in the open file. Use the Page Sorter to add, delete and rearrange pages.

Add page

Previous page   Next page

Open a menu of page commands

Zoom out   Zoom in

Zoom to 100%

Page thumbnail

SMART®

SMART Meeting Pro 4.1 software

SMART Business Toolbar

You can select and use a variety of commands and tools on the SMART Business Toolbar. The available tools change according to the mode you're using.

- *View your computer's desktop*
- *View Whiteboard mode*
- *View other participants' screens*
- *Manage multiple screens and windows*
- *Open the Meeting Notification window (Microsoft® Exchange integration required)*
- *End the meeting and email meeting notes to participants*
- *Pan the page (Unbound Workspace only)*
- *Select objects*
- *Select pen color and thickness*
- *Select eraser thickness*
- *Select shape and line types*
- *Type text*
- *Open the Business Gallery*
- *Undo the previous action*
- *Redo the previous action*
- *Move the toolbar to the other side of the screen*
- *Collapse the toolbar*
- *Open frequently used applications, files, folders and websites*

> **💡 TIP**
>
> You can insert PDF files into Whiteboard files. All pages in the PDF file appear on a single page in the Whiteboard file. You can navigate from PDF page to PDF page by pressing **Next Bookmark** and **Previous Bookmark** in radar view.

Other SMART software

In addition to SMART Meeting Pro software, your computer includes the following SMART software.

SMART Ink™ and SMART Ink plugin for Adobe® Acrobat® Reader®

Using SMART Ink, you can write or draw on the screen in digital ink using a pen and the SMART Ink dynamic toolbar, and then save or erase your notes.

With Adobe Acrobat Reader and the SMART Ink plugin, you can insert digital ink in PDF files as Adobe Acrobat Reader comments.

SMART Product Drivers

Your SMART interactive display detects contact with its screen and sends each contact point, along with Pen tool information, to your computer. SMART Product Drivers translates the information into mouse clicks and digital ink. SMART Product Drivers enables you to perform computer operations by using your finger or a pen.

SMART Board® Tools

You can draw attention to specific parts of a page using SMART Board Tools, such as the Screen Shade, Spotlight, Magnifier and Pointer.

Bridgit conferencing software

The Bridgit Collaboration Bar and Bridgit software enable you to create and join meetings, share your screen and connect with others. For more information, see smarttech.com/kb/170975.

Help

Refer to the Help for more information on using SMART Meeting Pro software.

You can open the Help by selecting **Help** > **Contents** in the Whiteboard menu, or by scanning this QR code.

For more information, visit smarttech.com/meetingpro
For more training, visit smarttech.com/trainingforbusiness

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smarttech.com/feedback/170976