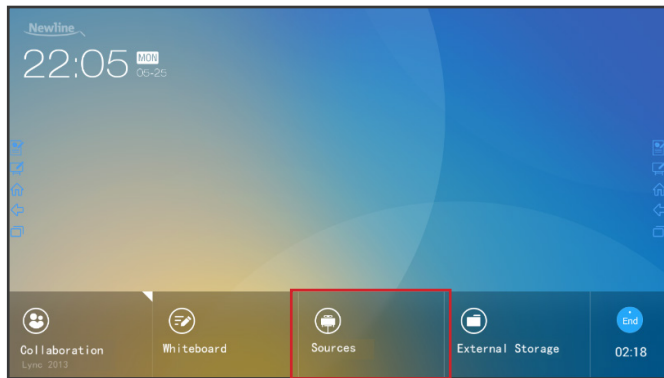


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Switching Sources on the TRUTOUCH X Series

To Access Any Source Connected to the Display

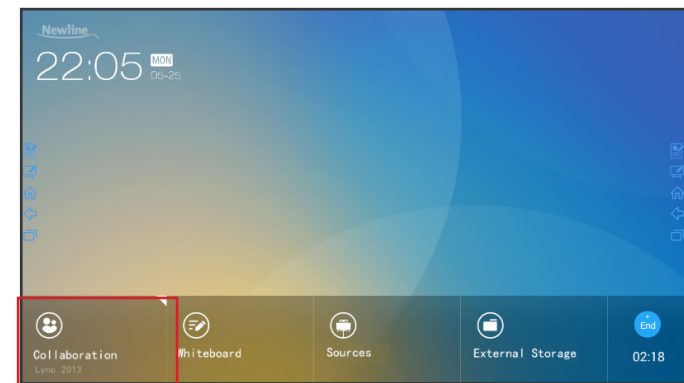
1. Turn on the display.
2. Touch the "Tap to Start" message on the first screen.
3. Tap the "Sources" button on the home screen.



4. You will be taken to the Connections page, also known as the Sources page.

To Access the Built-In OPS Computer

1. Turn on the display.
2. Touch the "Tap to Start" message on the first screen.
3. Tap the "Collaboration" button on the home screen.



4. You will now be viewing and using the built-in OPS Computer.



Bonus Tips:

You can also quickly navigate to different sources using these icons on the floating menu on both sides of the display:

Quick Access to the OPS



Quick Access to the Sources Page

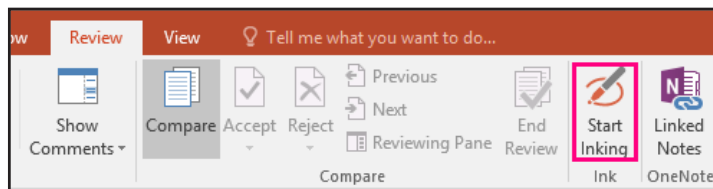


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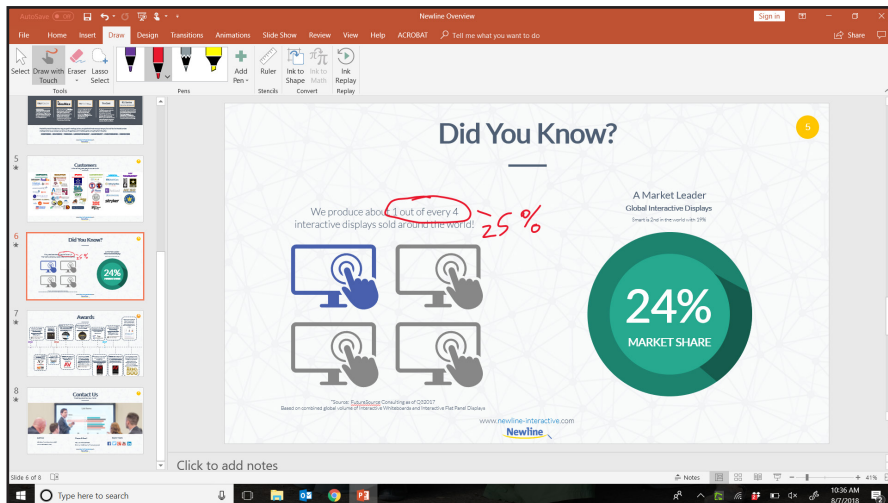
Using Built-In Inking Tools in Word, Excel, and Other Programs

Using Microsoft Office Inking Tools

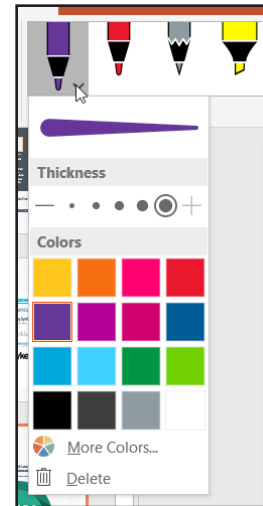
1. Open a Microsoft Office document.
2. Tap on the "Review" tab at the top of the document.
3. Tap "Start Inking".



4. You can now draw and make annotations on top of the document anywhere you like.



5. You can change the pen color, pen width, or switch to a highlighter mode.



6. When you are done, tap "stop inking".



Bonus Tip:

In PowerPoint, you can convert drawings directly into the shape it looks most like. Draw a circle and PowerPoint will make it a perfect circle. This only works in PowerPoint.

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Using the Quick Access Menu



Annotation Shortcut

Brings up whiteboarding options on top of whatever is on the current screen. Tap a second time to save a screenshot.



Whiteboard Shortcut

Takes you to the Android whiteboarding screen, letting you draw and takes notes instantly.



Home Shortcut

Takes you to the main Start Meeting Screen.



Back Shortcut

Goes back one screen or to the previous app. Can also be used to exit an app.



Sources Shortcut

Pulls up the Sources menu, letting you easily switch between available sources.

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