

# 2021

## GETTING STARTED

With **Reactiv SUITE PRO**

Version 1.9.0



newline

 REACTIV SUITE

For a more in-depth look into Reactiv SUITE, watch our tutorials at

**[vizetto.com/tutorials](https://vizetto.com/tutorials)**

## 1.0 Introduction

### Reactiv SUITE PRO



A personal edition for smaller workspaces spaces that allows you to work anywhere. The entire software is optimized for a wide variety of inputs from touch and stylus to simple keyboard and mouse interfaces for complete backward compatibility with any hardware. We developed Reactiv to make smart use of your laptop and personal devices so anywhere can be your boardroom.

- Personal edition
- Smaller workspaces
- Allows users to work from anywhere
- Optimized for Laptops & PCs

Reactiv SUITE allows you to open, work and present with any file natively- Word, PowerPoint, Excel, PDF, JPEG, GIF, MPEG4, and so on.

1. Creates a Digital Table where multiple remote users can access and push content and documents onto.
2. The software renders these documents as pieces of paper that can be manipulated on this digital table and seamlessly tracks the changes, manages and archives different versions of the documents.

## Main Components of Reactiv SUITE:



**Reactiv STAGE** is a powerful tool that allows a team to focus on the narrative instead of managing the content. STAGE is designed to open, render, and present any of the common files that we routinely use to present information.

Whether you are giving a lecture, training a team, pitching a product to your clients, Reactiv STAGE will get your message through.

- Break out of linear slides
- Present information dynamically
- Mark up documents



**Reactiv SCRIBBLE** is a whiteboard that serves as a powerful brainstorming and layout tool. Its main feature is an infinite canvas that teams can use to create a layout that combines a variety of different file types and natural writing into meaningful pages that can be shared.

- Take notes like never before
- Create powerful layouts
- Share your illustrative notes

### Which Reactiv SUITE tool should I use?



#### STAGE

Content Consumption



##### Focus Attention

Curate and have your audience focus on a single document or message.



##### Discuss

Discuss and easily manipulate existing documents.



##### Present

Present common types and formats of content effortlessly.



##### Easily Compare

Easily compare a number of documents and auto arrange them side-by-side.



##### Markup

Markup & Ink common documents.



#### SCRIBBLE

Content Creation



##### Brainstorm

Brainstorm an idea, sketch, draw and express your thoughts.



##### Manage Project

Map a process from scratch, watch progress.



##### Create Layout

Create a layout from existing content, rip and copy pages from documents.



##### Export Layout

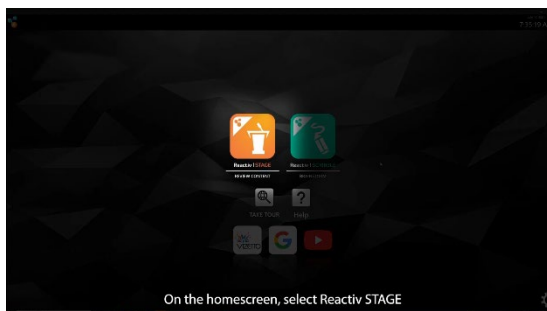
Share any section of the canvas by selection and convert to PDF.

## 2.0 Set Up your Workspace in Reactive SUITE

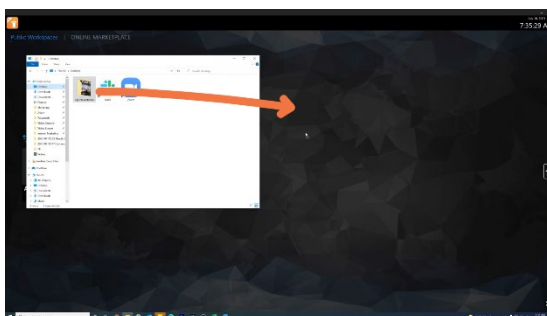
### Creating a New Workspace

Launch the Reactive SUITE app

On the home screen, double click on the Reactive STAGE icon

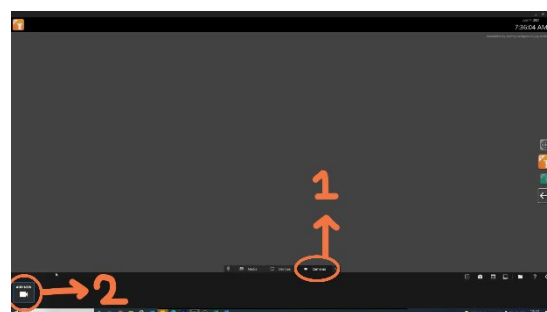


Drag and drop a folder to start your workspace



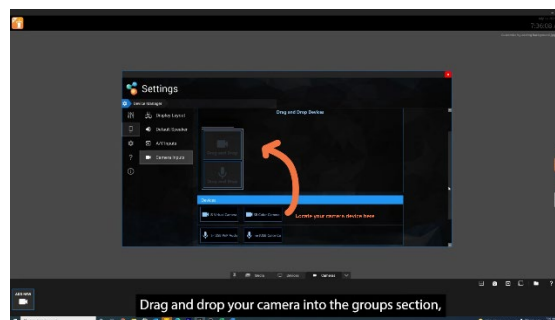
### Pinning your Camera

1. Click on the “Camera” button on the bottom menu
2. Click “Add New”



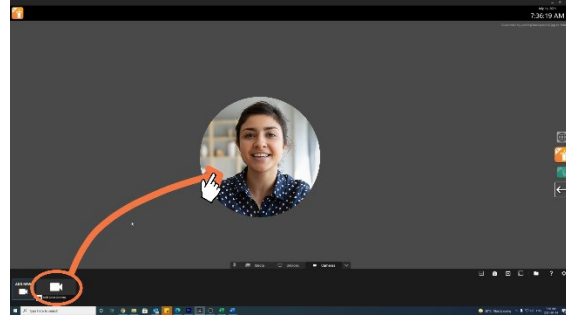
3. Drag and drop your camera

Your camera will be found in the device setting on the bottom of the window. Drag it into your desired camera input to bring it into Reactive SUITE.



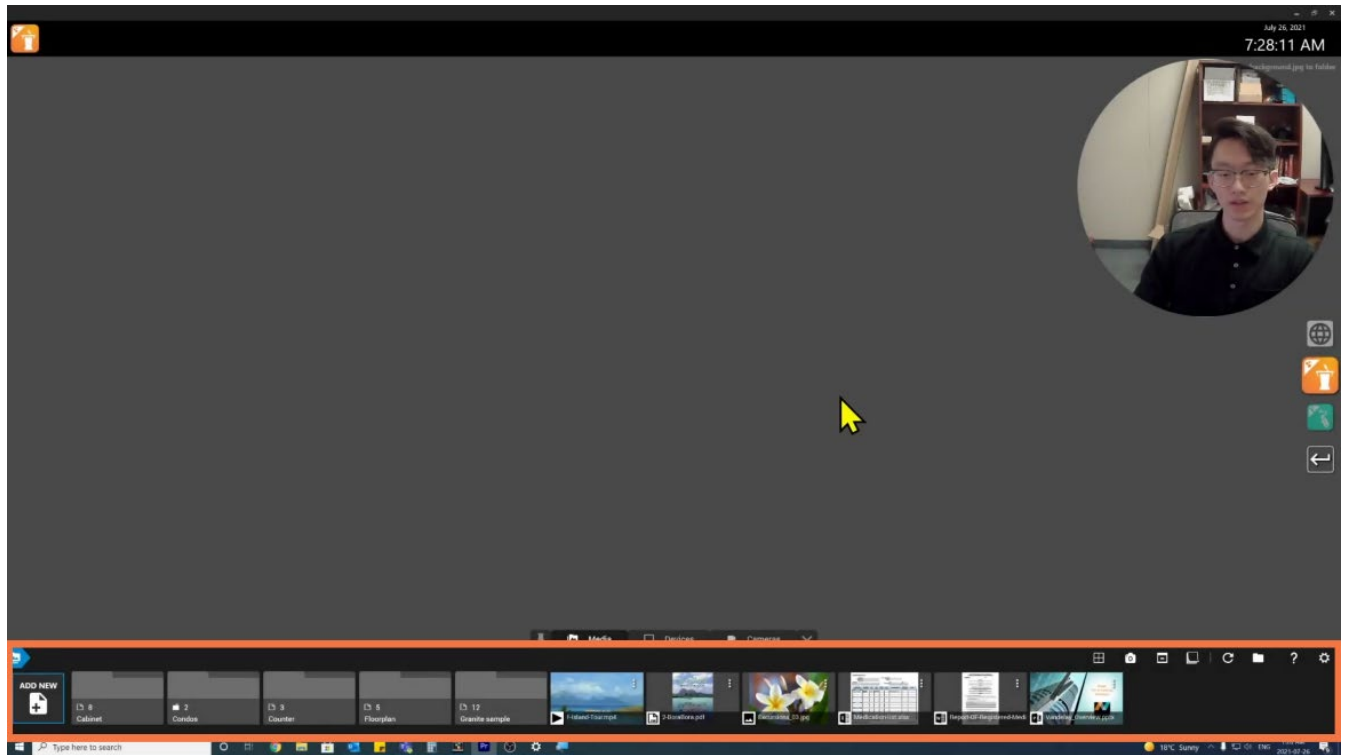
Your camera will now appear in your bottom menu under the camera tab

Drag and drop camera into your workspace to begin presenting

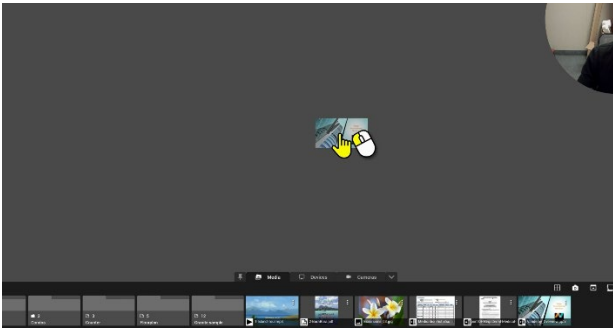


### 3.0 Getting Started in Reactiv STAGE

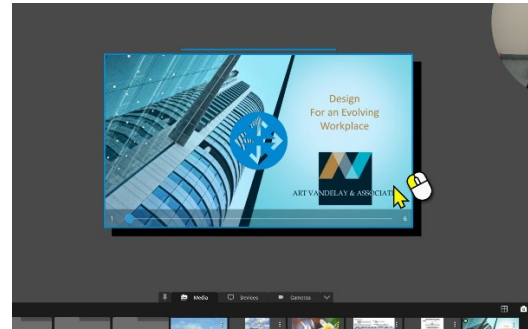
You can access your content in the “Media” tab on the bottom of your screen



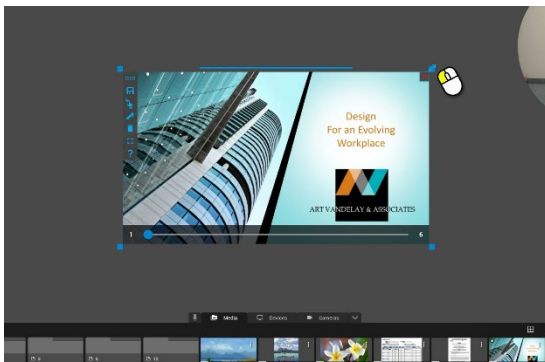
## Manipulating Content



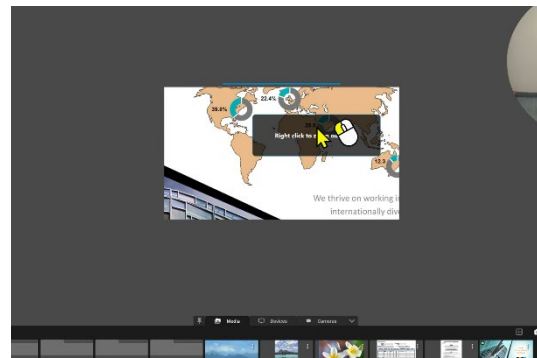
Drag and drop to begin presenting content



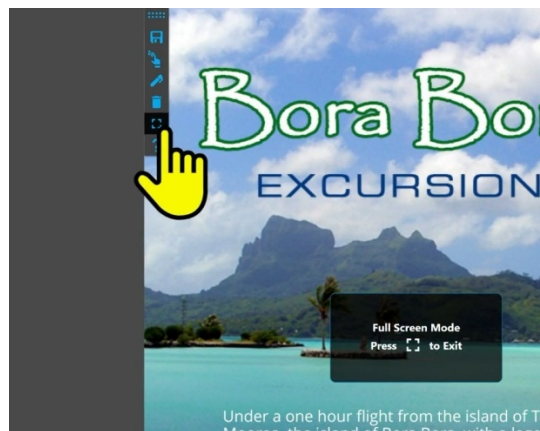
Click and hold to move content



Use the scaling borders on each corner of your content to scale



Double *left* click to zoom in; Single *right* click to zoom out

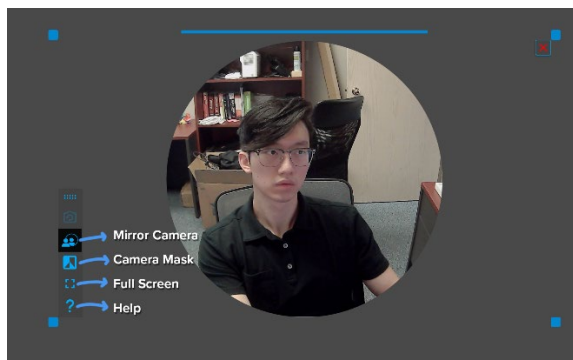


Hit the "Full Screen" icon to focus on a piece of content



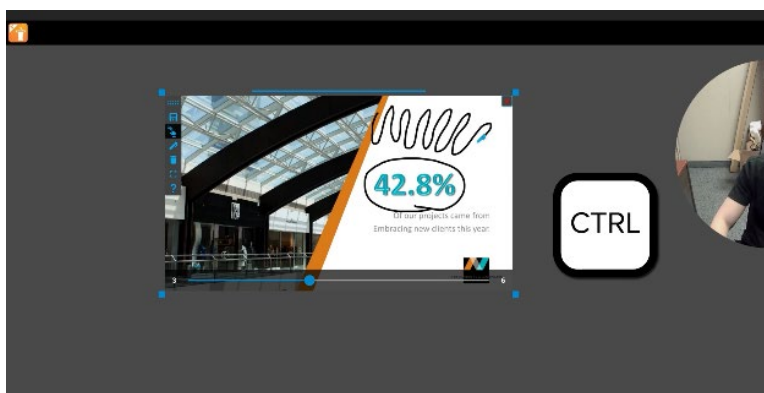
## 4.0 Configuring your Camera

With Reactiv SUITE, you are able to move and manipulate your camera just as you would any piece of content. The Reactiv SUITE camera also comes with the “Camera Menu”, allowing for further customization.

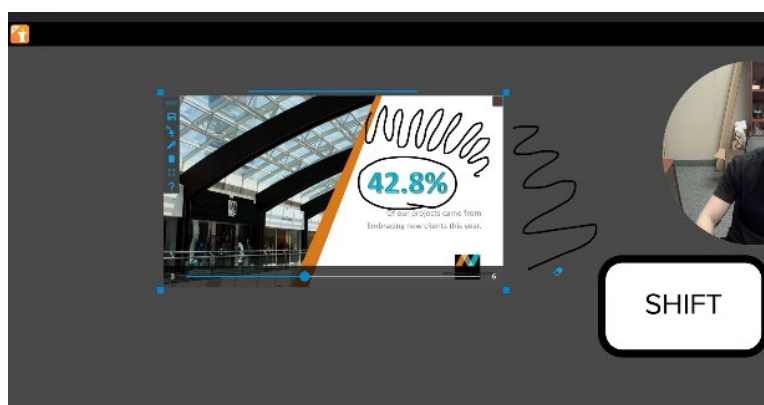


- Mirror Camera: Flips orientation of the camera
- Camera Mask: Changes aspect ratio/shape of camera
  - 16:9
  - 4:3
  - 1:1
  - Circle
- Full Screen: Focuses on your camera
- Help: Opens help tab

## 5.0 Marking Up Content in Reactiv STAGE



Hold Ctrl & move your mouse to mark up

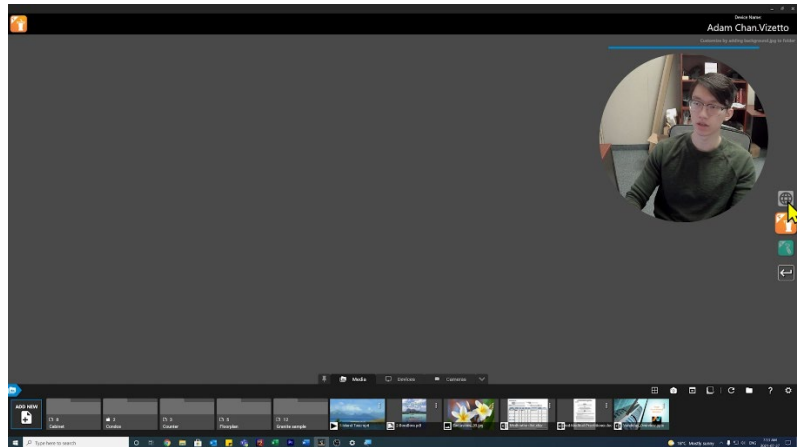


Hold Shift & move your mouse to erase



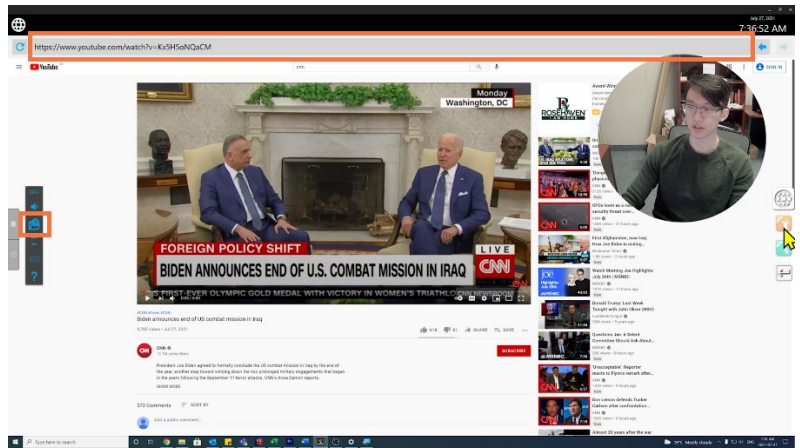
## 6.0 Add Web Pages to your Presentation

Click on Browser Icon located on the right hand side of the screen next to the Stage & Scribble buttons

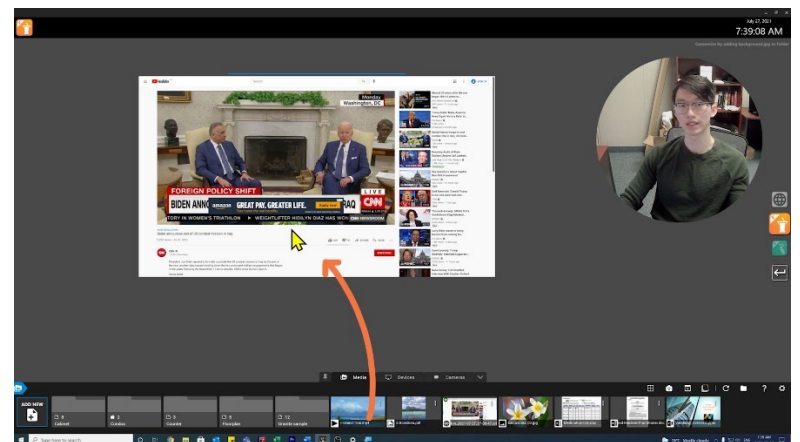


Once in the web browser, search for your desired page in the search bar.

Then hit the “Add Weblink” Button in the left sidebar

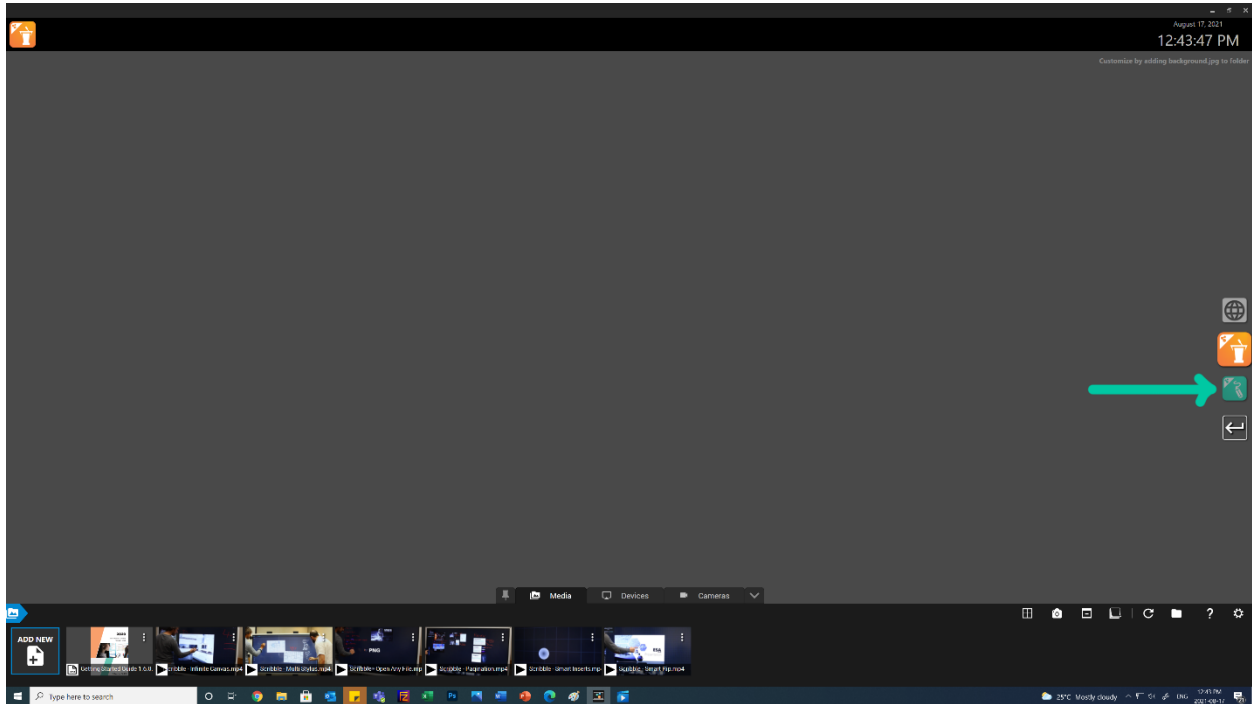


Return to Reactive STAGE and drag & drop your webpage from the Media tab to the workspace, just as you would with any other piece of content.

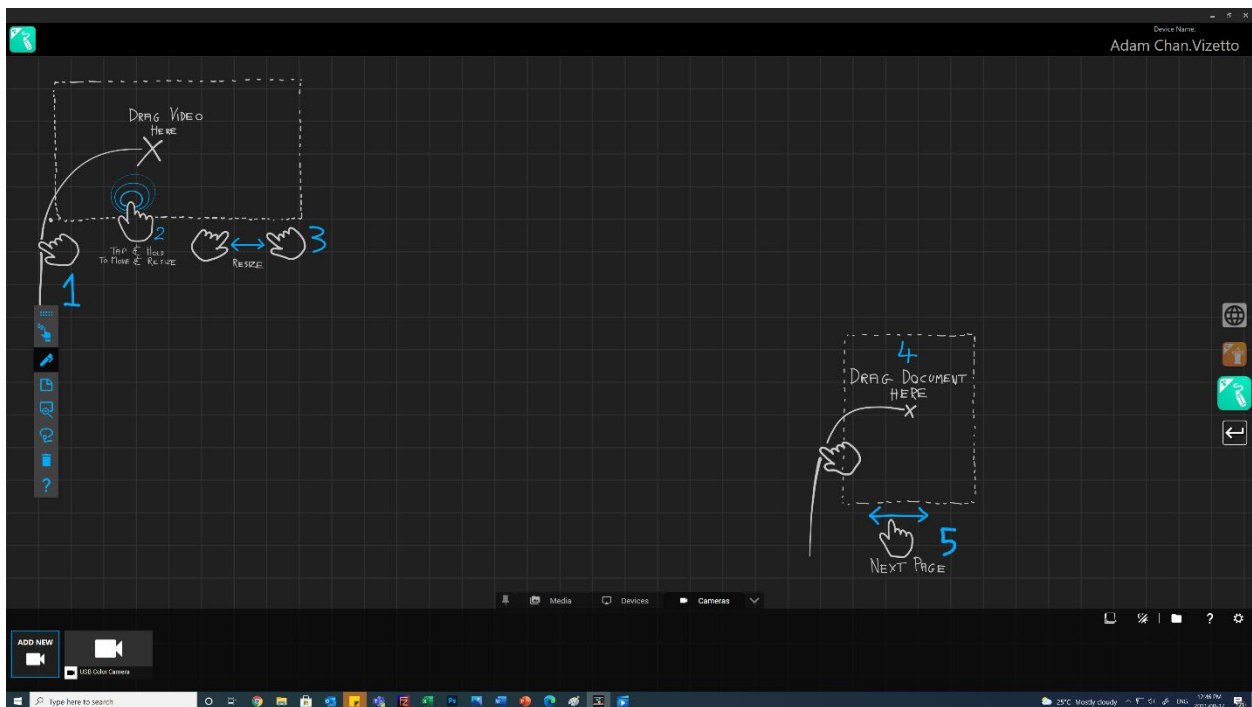


## 7.0 Getting Started With Reactive SCRIBBLE

To switch from Reactive STAGE to SCRIBBLE, click on the SCRIBBLE icon on the right-hand side of the screen



SCRIBBLE features an infinite canvas, allowing users to continuously create content and brainstorm, while dragging along the screen to make as much a space as they require.

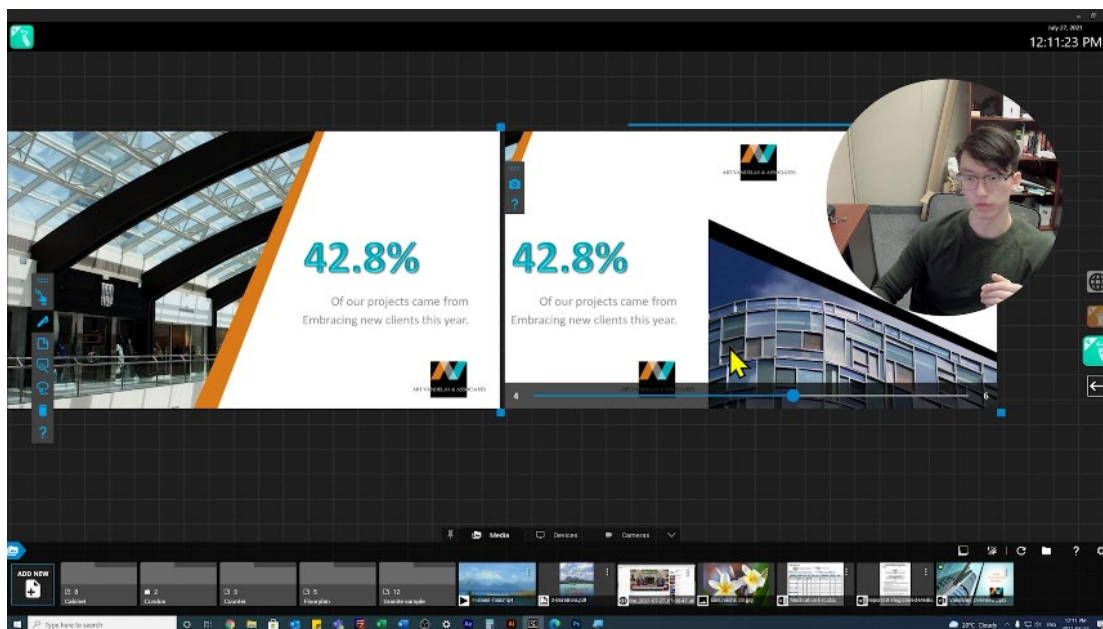


## 8.0 Reactiv SCRIBBLE Features

### Rip Pages

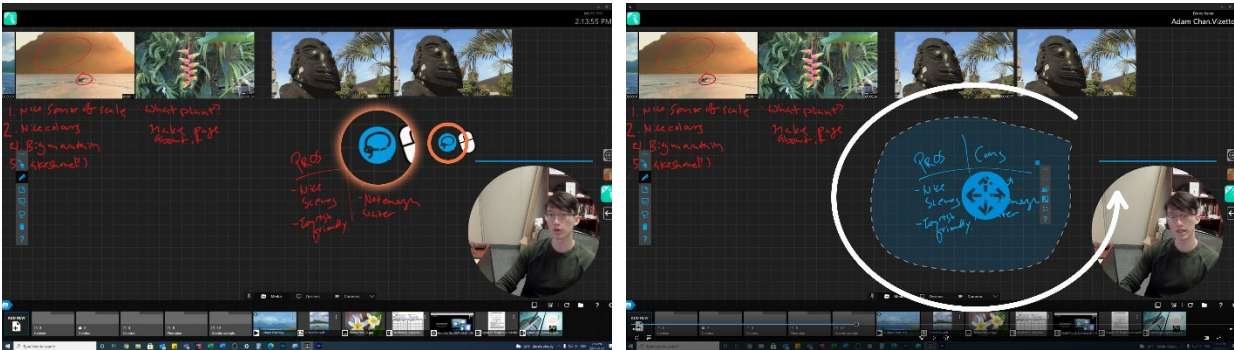
Click on the screenshot icon to tear out, and create an editable copy of any page of your document within Reactiv SCRIBBLE.

This feature also works with tearing a specific frame out of a video for further editing.



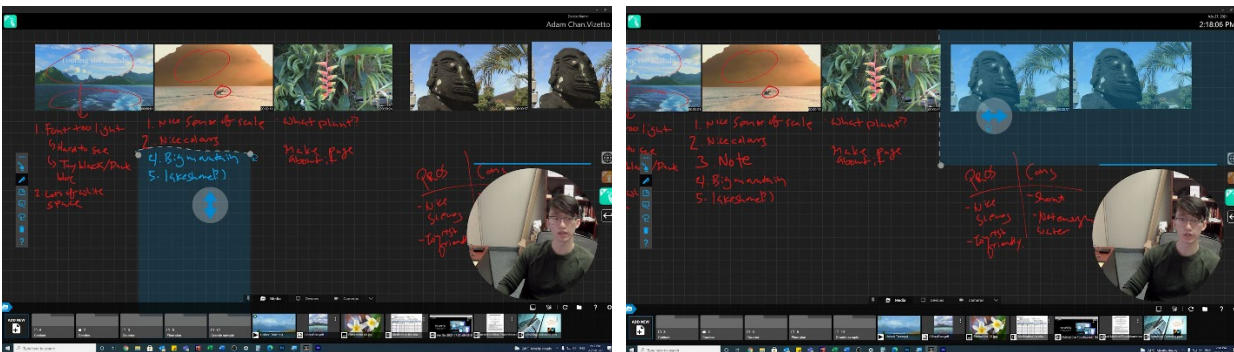
## The Lasso Tool

This is a powerful tool that allows you to dynamically move content as you're brainstorming. With it, you can move content or notes and put it anywhere on the workspace.



To begin using the Lasso tool, double tap or double click on the canvas. You will see the Lasso logo appear.

Trace a circle around the content you would like to move. You will see a dotted line following your cursor if the Lasso tool is correctly selected. Once you close the circle around your content, you will see the “Move” symbol appear. You will then be able to move your selection just as you would move any other piece of content.



You may also draw an open ended line vertically or horizontally to select. If you drew a horizontal line, **everything below the line will be selected**. If you drew a vertical line, everything to the **right of the line will be selected**.

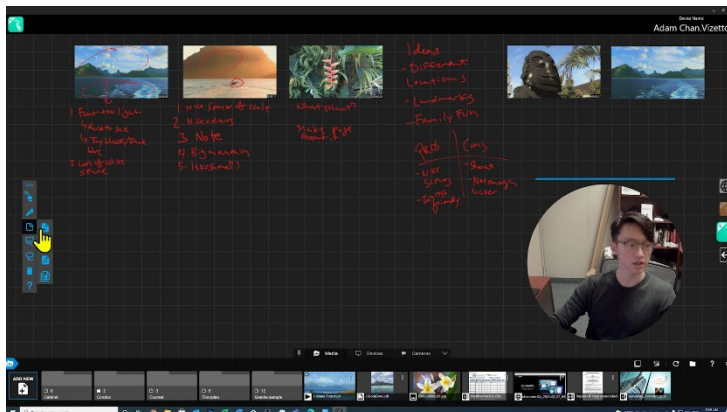


## Paginate

Reactiv SCRIBBLE allows users to create individual pages for export with the “Pagination Menu”

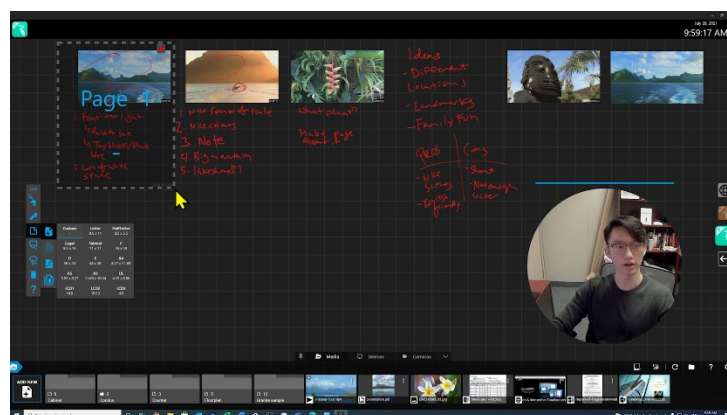
Select the Pagination icon in the toolbar on the left-hand side of the screen.

This will open a second toolbar.  
Select “New Page”



Select the dimensions you would like your exported page to be, or hit “Custom” to create a customized page size.

Outline the area of your canvas you would like to export using your cursor. You may continue this process multiple times to create multiple pages for pagination.



Once your pages have been selected, hit “export” in the Pagination menu.

A window will pop up, displaying the pages you have created. If you are satisfied with the way your pages are presented, hit “Export PDF”.

This will then create a PDF copy of your different pages. This PDF will be placed in the media bar on the bottom of the screen as well as your original presentation folder.

