



TECHNICAL BULLETIN

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Using Bridgit™ Data-Conferencing Software with the SMART Board™ Interactive Whiteboard

SMART Technologies Inc. has developed a new data conferencing tool that you can use with or without a SMART Board interactive whiteboard to share information and applications with remote participants. This bulletin describes how Bridgit software works with a SMART Board interactive whiteboard and some advanced features.

How Does It Work?

Bridgit data-conferencing software is a firewall friendly tool for sharing information. It is a server-based application with a very thin client. To use Bridgit software, you simply launch the Bridgit software client on your interactive whiteboard and enter the host name or IP address of the Bridgit software server. Once connected you can instantly share any application on the computer with users in other locations. The users can then annotate and gesture during the conference using the tools in the Bridgit software toolbar.

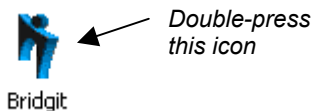


Bridgit software features are available on the SMART Board interactive whiteboard. If you're the host you can capture your notes into a Notebook file, or save them in a board-aware application such as Microsoft Word and Microsoft Excel.

Data-conferencing Made Easy

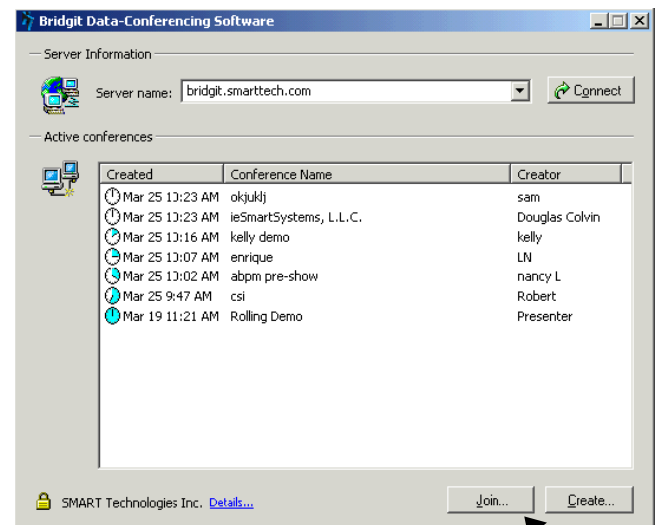
You can create a data-conference in four easy steps.

- 1 Start the Bridgit Software client



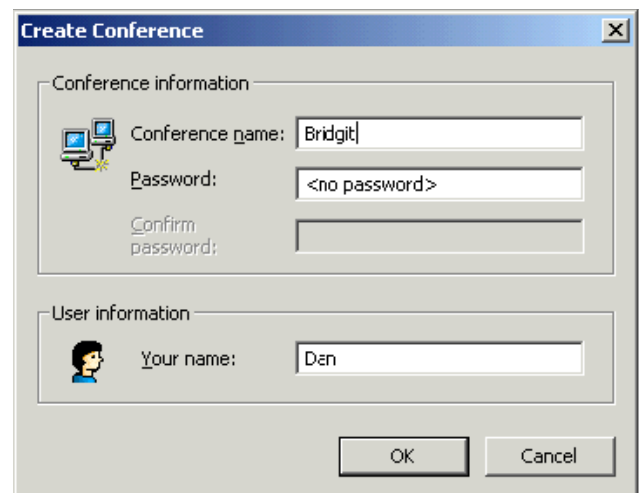
If you don't have the client on the interactive whiteboard computer, download it at www.smarttech.com/bridgit/bridgit.exe.

- 2 Select the **Create** button to create a conference.



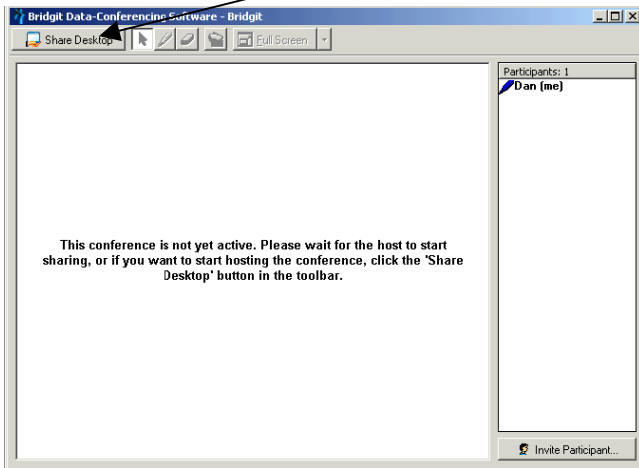
Create Button

- 3 Enter a name for your meeting, a password (if applicable) and your user name.



- 4 Select the **Share Desktop** button.
Bridgit software shares your desktop to all sites.

Share Desktop Button

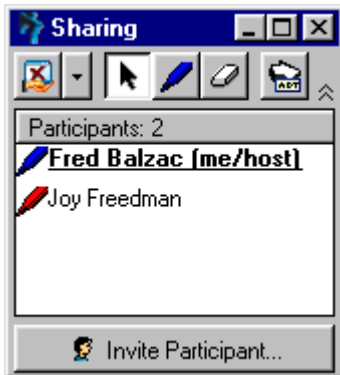


Advanced Features

Invite Participants on the Fly

When the conference is in progress the Invite Participant button is available to all participants. However, you may need to expand the sharing toolbar to see it.

- 1 If you don't see this button, press the double arrow at the right end of the toolbar.



- 2 Press the **Invite Participant** button.
The *Invite Participant* dialog box opens.
- 3 If you have access to e-mail, press the **E-mail** button. A message window opens with a link to the conference in the body of the e-mail. Select the individuals you want to invite and press the **Send** button.

The selected participants will receive an email containing the meeting details.

Save Annotations into Board-Aware Applications

Although any participant can create annotations, only the host can save them. For example, to save the annotations in a Microsoft Excel spreadsheet, the host can press one of the save buttons on the *Save/Print* toolbar. This SMART Board software generated toolbar appears as soon the host presses the Pen button or picks up a stylus from the Pen Tray.



Save Annotations

When you work in Microsoft Excel, you can save the annotations in the current spreadsheet, or capture them to a Notebook file instead.

NOTE: This feature is only available if the host is running SMART Board software and is connected to a SMART Board interactive whiteboard.

To save annotations in a Microsoft Excel spreadsheet or Microsoft Word document

- 1 Open a spreadsheet or document.
- 2 If you plan to convert handwriting to typed text, position the cursor at the desired insertion point.
- 3 After you create the annotation, press the **Save Annotations as Text** button to convert the handwriting to typed text and insert it in the spreadsheet.

OR

Press the **Save Annotations** button to insert the handwritten notes or drawings as a graphic.

Each pen stroke is inserted as a separate object. You can use the *Drawing* toolbar to group, arrange and modify these objects. For more information about the *Drawing* toolbar, refer to the Microsoft Word or Excel Help.

The annotations become part of the spreadsheet/document and are saved with the file when you save it.

NOTE: For more details about SMART Board software and Notebook software, refer to the Help files that are provided with these applications.

- 4 Select File > Save.

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