

Promethean ActivInspire

**Bachelor of Arts
ActivTraining**



Madera Unified School District

Day 1

Creating and Editing Profiles

- Purpose
- Teacher and Student Profiles
- Adding Tools
- Modifying Marquee Handles toolbar
- Modifying Layout
- Moving Between Profiles

Browsers

Page Browser

- Resizing Thumbnails
- Reordering Pages
- Popup Menu

Resource Browser

- My, Shared, and Other Resource Folders
- Navigating the Resource Browser
- Drag and Drop, the Rubber Stamp

Object Browser

- Viewing / Changing the Order of Objects
- Locking and Unlocking

Notes Browser

- Listing Objectives, Lesson Plan, Keys, and Directions

Understanding Layers

- Top, Middle, Bottom, Background

Day1 Projects

- Apple Lock
- ABC Order
- Three Events

Day 2

Specialized Tools

Math Tools

- Rulers, Protractors, and the Compass

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Camera Tools

- Understanding the Snapshots

Tickertape

- Creating, Using, and Saving

Shapes

- Creating Shape Using Colors and Fills
- Editing Shape Points

Connector Tool

- Connecting Objects

Drag a Copy

- Creating and Using

Snap to Grid

- Snapping Objects to Grids
- Using Drag-a-Copy with Grids

Magic Ink

- Using Magic Ink to Look Inside
- Magic Ink Projects (2)

Desktop Annotation

Importing PDFs

Day 3

Registration of ActivDevices

- Slate
- Activote
- ActivExpressions

Question Master

- Adding Questions and Correct Answers

Using Promethean Planet

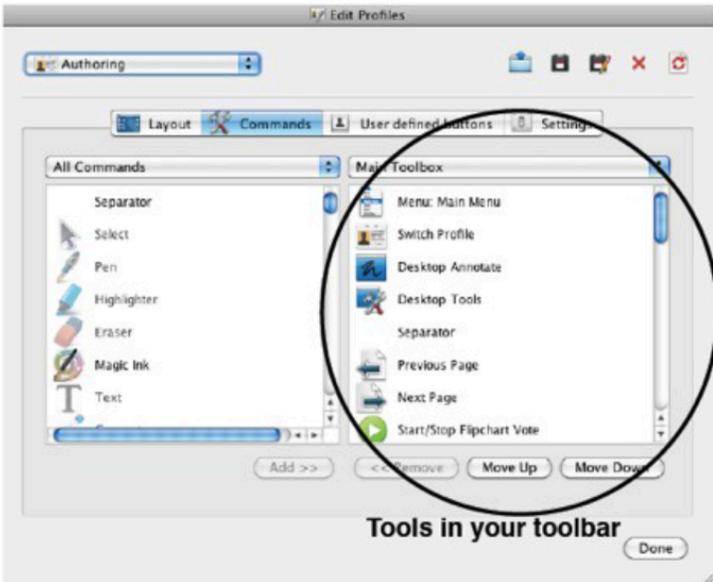
- Accounts
- Downloading Flipcharts
- Searching by State Standard
- Resource Packs

Creating and Editing Profiles

Creating and Editing Profiles

To edit profiles (adding tools) go to the Menu > Edit > Profiles

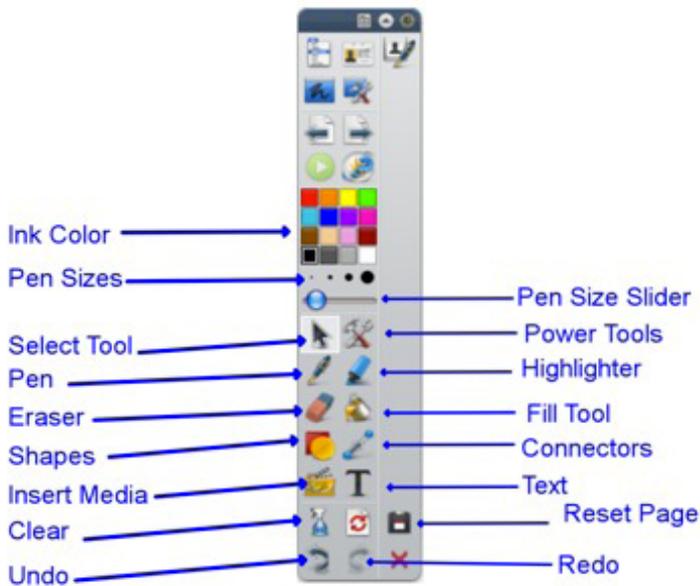
- Shortcut Mac < command + J >
- PC < control + U >



Notes

Tool Box

Tools I have added.



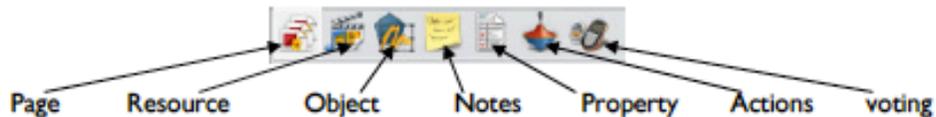
The Browsers

To open the Browser(s) go to the Menu > View > Browsers

- shortcut Mac < command + B >

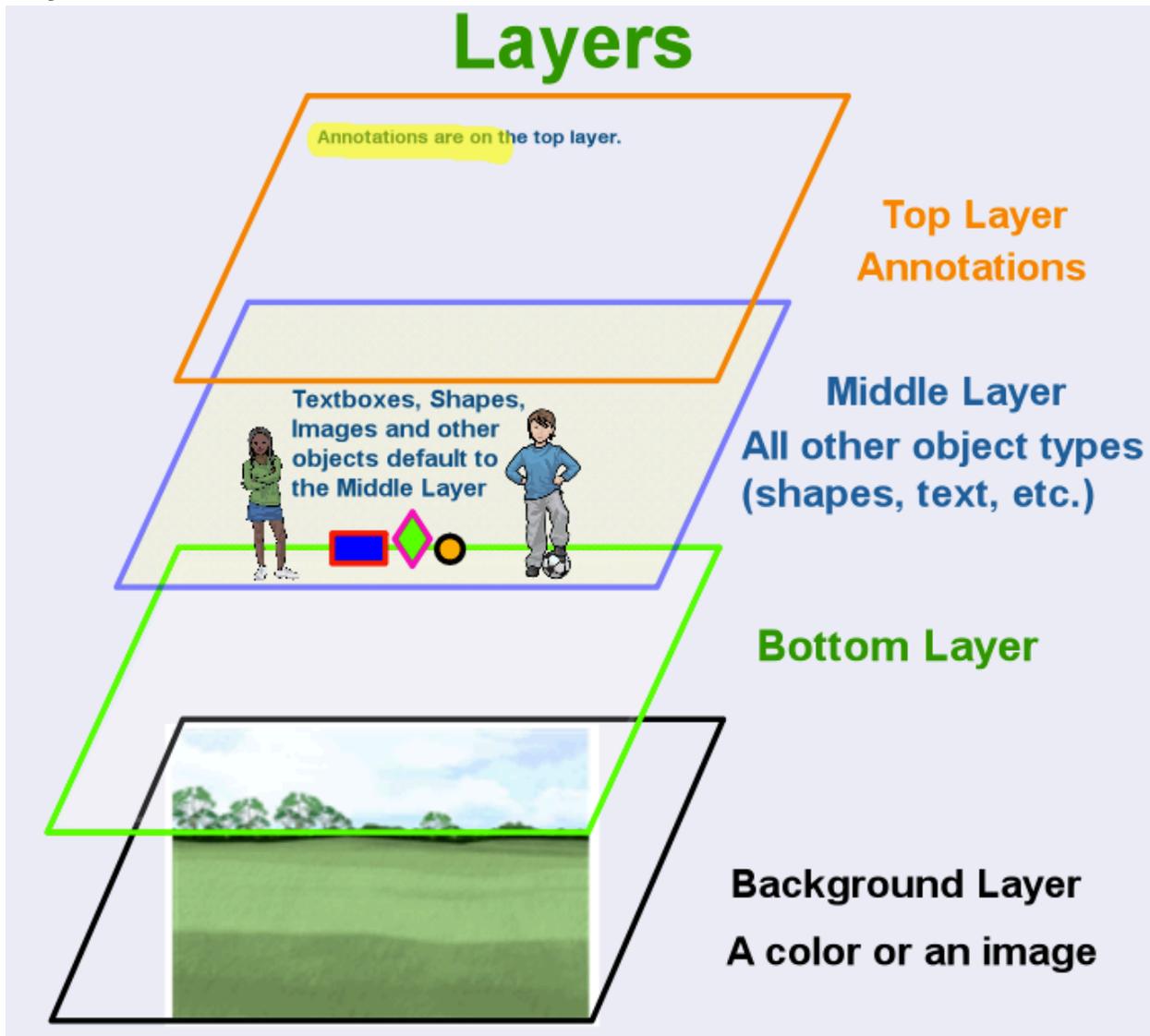
PC < control + B >

There are seven browsers all housed in the left hand panel. They give you quick access to a variety of more complex features.



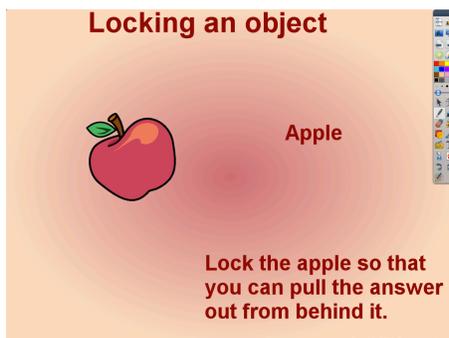
<p>Use this to go to a page you have made.</p> <p>You can right click on a page to make a new one.</p>	<p>Quickly view, navigate and use the resources provided with Inspire to enrich your flipcharts</p>	<p>The Object Browser shows details of the objects on the current page. Although a page is flat, a flipchart page actually has four layers!</p>	<p>Use this to add your own notes and comments to a flipchart, helping to make it easier to share and reuse.</p>	<p>This Browser helps you to see all of the properties of an object at a glance.</p> <p>It's a powerful tool for quickly adding interactivity to your lessons.</p>	<p>This Browser helps you to quickly add an action to an object. This means that, when you or someone else selects the object, the action that you have associated with the object will happen.</p>	<p>This Browser helps you manage all aspects of registering your devices, running your voting sessions, as well as recording, storing and browsing the results of such sessions.</p>

Layers



Projects - Creating Pullouts

Using the Browsers, place the picture of the apple on top of the word. Lock the apple so that you can 'pull-out' the word.

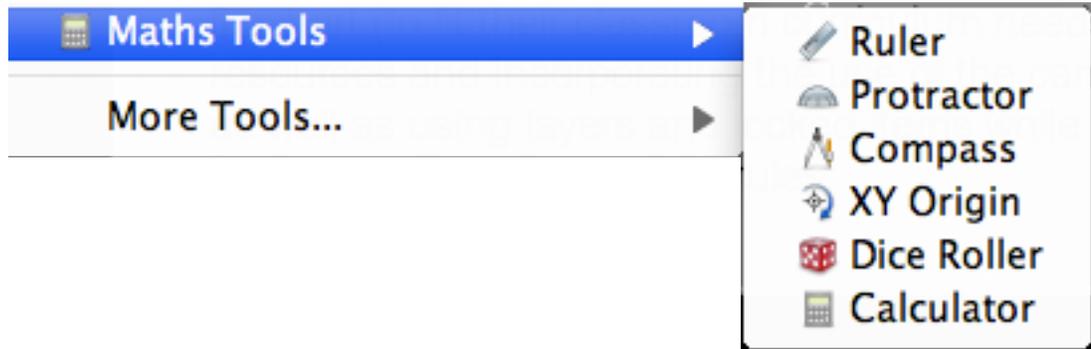


Create a new flipchart page and using your resources, text, and grouping, develop a useful Pullout project.

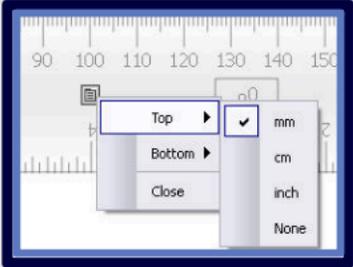
Math Tools



Inspire comes with a number of math tools that can help make your lessons interactive. To access these tools, go to your toolbar and click on Tools the go down to Math Tools and they are all listed.



Ruler



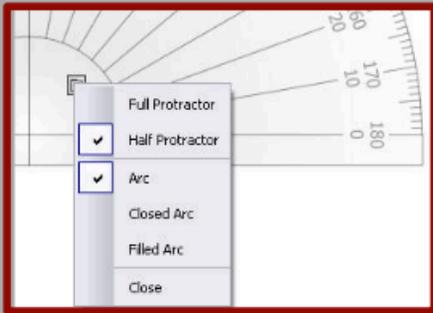
Measure in:

- mm
- cm
- inch



Can use multiple rulers at once

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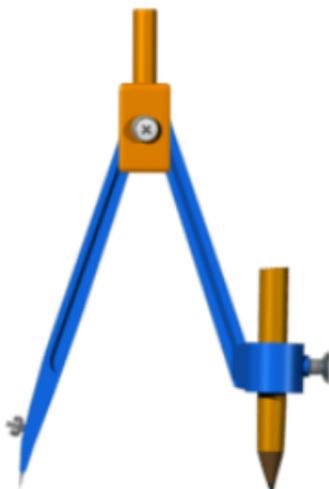
Protractor

Options

- Full
- Half

Use Pen Tool to create:

- Arc
- Closed Arc
- Filled Arc



Compass

Radius can be resized
Use Pen or Highlighter
Tool to create a circle

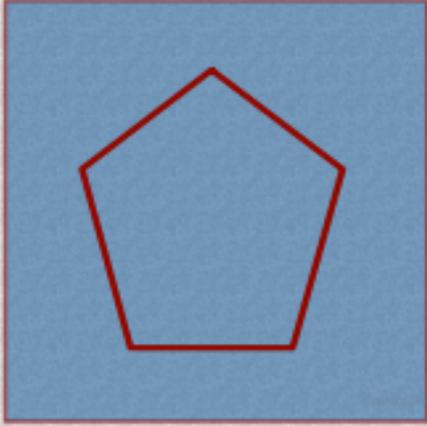
Projects - Using the Math Tools

Ruler and Protractor

Use the ruler to find the perimeter of this shape.

Use the protractor to measure the angles.

What is the sum of the angles?



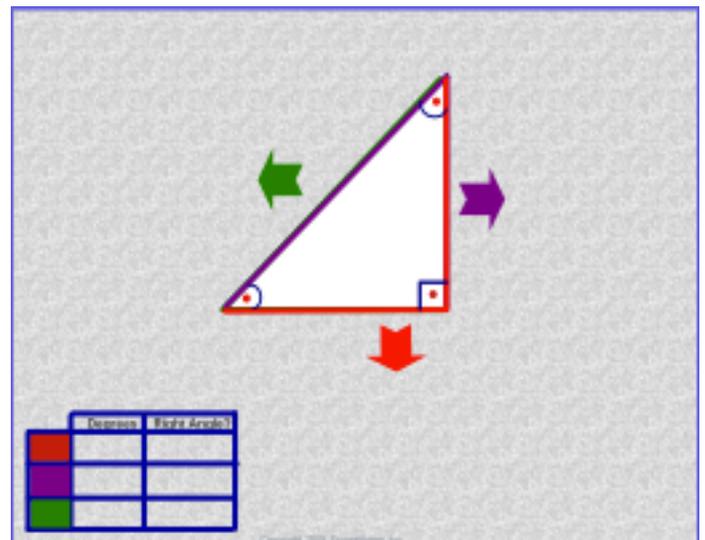
Use the Math Tools to solve this problem.

Perimeter-Ruler

Angles-Protractor

Sum of Angles-Calculator

Pull each arrow away from the triangle and use the protractor to measure the interior angle. Fill in the chart with the measurements. Mark the "right angle" column either "yes" or "no".

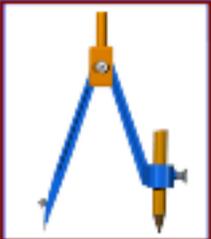


	Degrees	Right Angle?
Green		
Purple		
Red		

Compass

Radius can be resized

Use Pen or Highlighter Tool to create a circle



Access the compass and change the way it displays.

Use your compass on this flipchart page.

You may wish to clear this page and show the draw options of compass with the pen or highlighter.

Use the Compass to draw a radius from Mt. Redoubt.

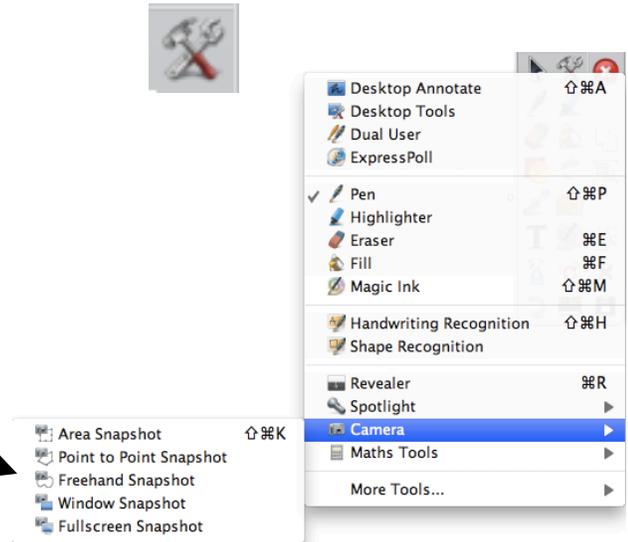
Mount Redoubt is an active and currently erupting stratovolcano in the largely volcanic Aleutian Range of Alaska.



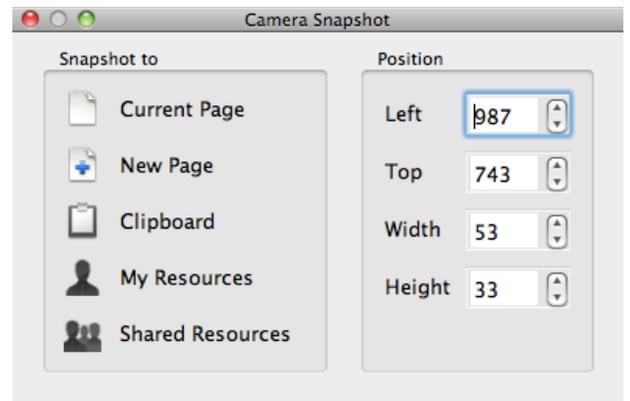
What cities are within 200 kilometers of Mount Redoubt?

Camera Tools

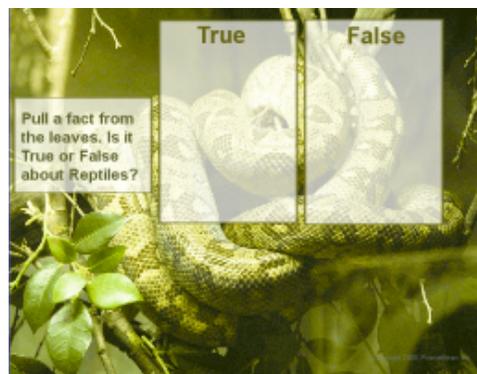
- To use inside ActivInspire, click on Tools in your toolbar.
- Scroll down to camera then choose one of the camera options
Area
Point to Point
Freehand
Window
Fullscreen



- Once you choose a camera option, you will see the Camera Snapshot window pop up.
- Select the area you want to take a picture of then choose where you want to drop off.



Project

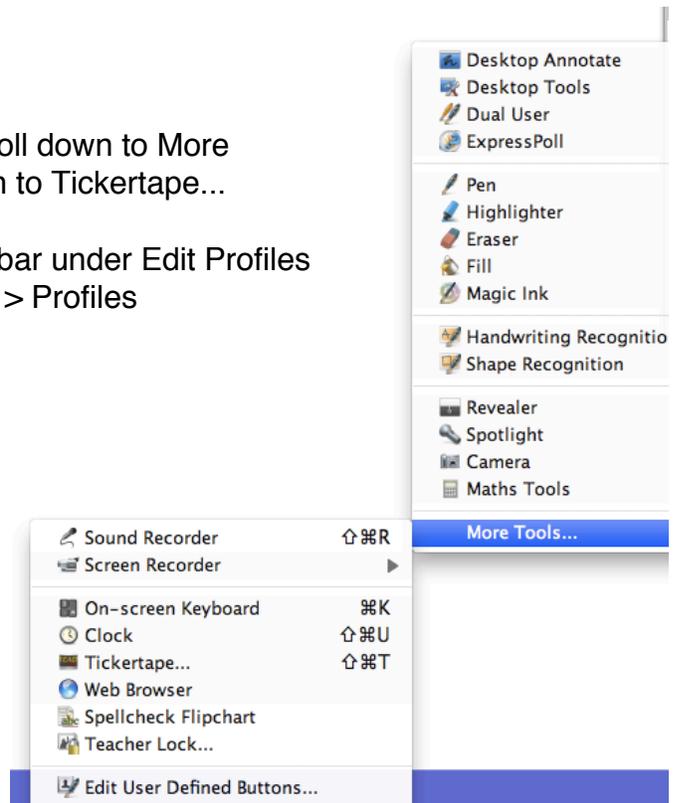


The snapshot has been locked in place and facts have been hidden behind it.

Tickertape

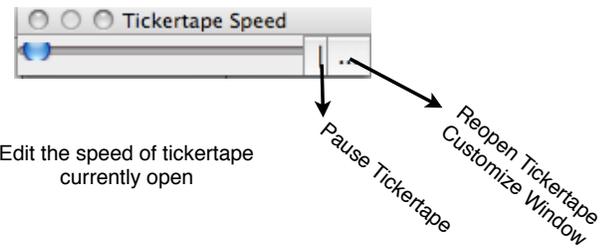
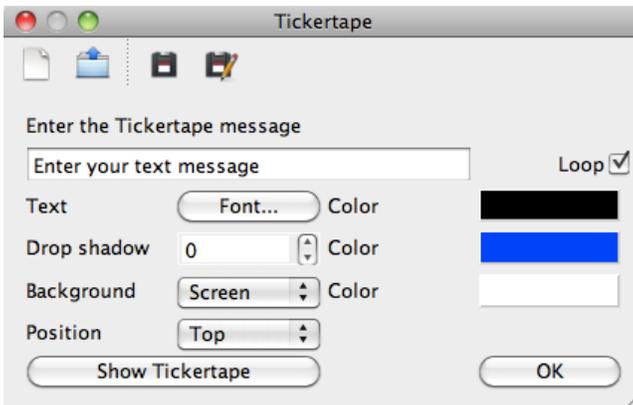
- To access tickertape:
Go to Tools on your toolbar, scroll down to More Tools... then go over and down to Tickertape...

Or you can add Tickertape to your toolbar under Edit Profiles by going to Main Menu (toolbar) > Edit > Profiles



Customizing Tickertape

Once you click on Tickertape, the Tickertape Window should pop up. In this window, you can customize your tickertape such as the font style, size, color, background color, shadow, etc.



Project

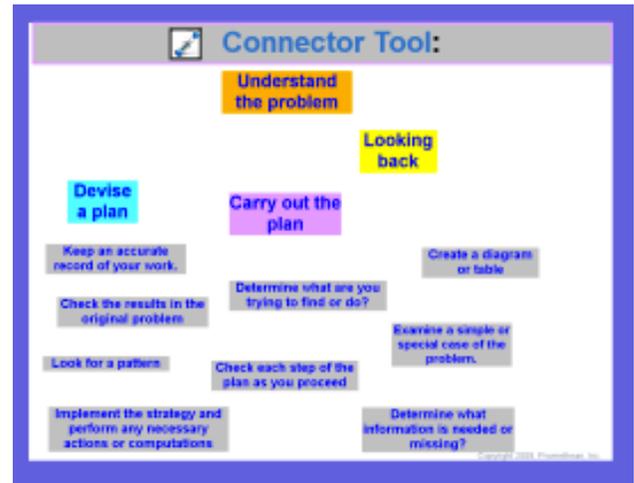
Running the Tickertape
When the tickertape is running, you have the remote underneath it.

Use this hint to demonstrate how to create and save a tickertape.

My Very Educated Mother Just Served Us Nachos

Connector Tool:

Great for drawing connections between objects. Useful with Concept Maps. Select the Connector Tool. Click inside the first shape and drag the connector to the second shape. Yellow pick up boxes show a connection.

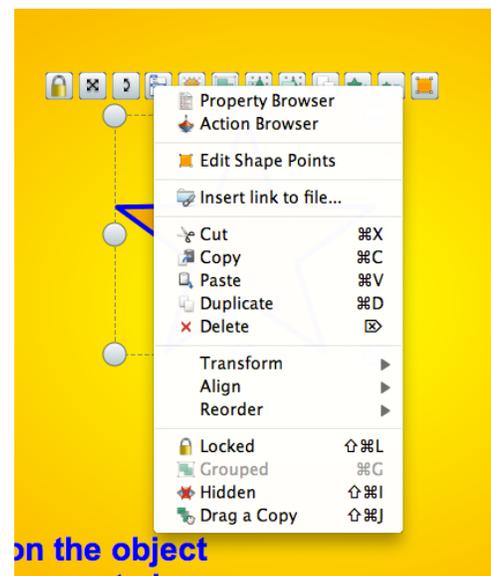
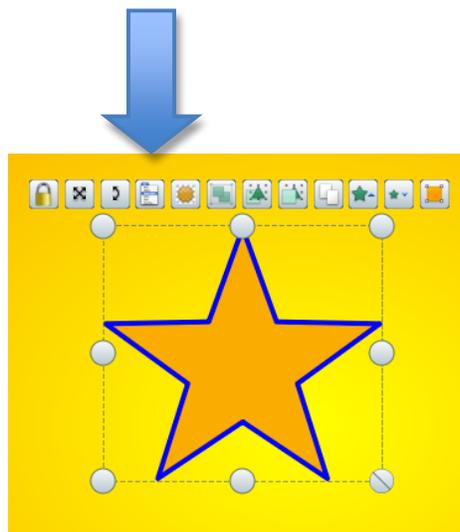


Use the Connector Tool in the largest of the preset widths to join the Steps to Problem Solving. Use the curved connector lines.

Use the straight lines in the color of the step background to connect each step to a strategy.

Drag-A-Copy Technique

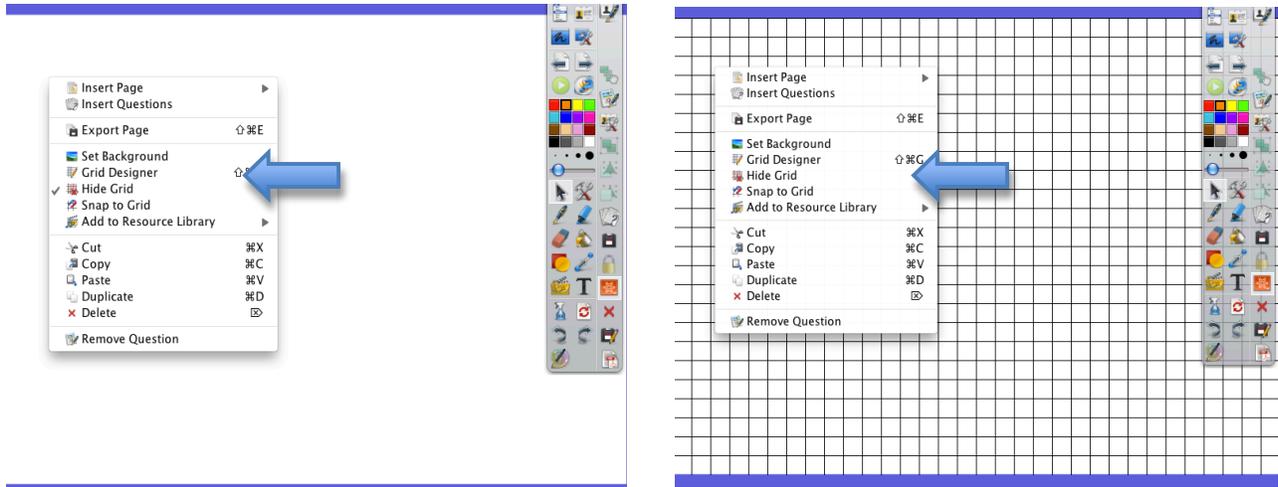
To perform this technique: click on the object on your page so that the marquee handles appear around the object. Then click on the object menu bar on the marquee handle.



Once you click on the Menu button, highlight 'Drag a Copy' at the bottom of the list. The next time you hover over that object, you will see a hand with a green plus sign. This indicates that the object selected is set to drag a copy.

Using Grids

You can find the invisible grid on every flipchart page ! To use the grid, control click on the background of the flipchart page. See and highlight (uncheck) Hide Grid.

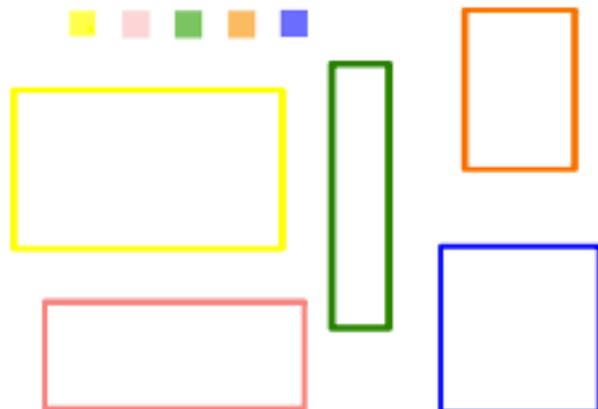


You can control click on the background to use the Snap to Grid feature as well as Grid Designer to change the physical aspects of the grid.

Project

¹Grid is from the background. The squares were made with Shape Tool. Snap has been set to the Grid. Squares have had Drag a Copy enabled. Teacher could have the grid hidden and first have students predict how many squares will fill each square. Students will then drag and count the squares as they fill the shape. Enable the grid to count the squares around the perimeter.

Drag the squares to fill in the blocks



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Survey the class to find out student's favorite sport.
Create a pictograph using the data from your survey.
Drag a copy of the face to complete the graph.

Sport	Number of Students
Baseball	
Soccer	
Football	
Basketball	
Gymnastics	

Key
☺ = 2 students

Gathering data from the class. The smiley has been set to Drag a Copy. Formulate questions that can be addressed with data and collect, organize, and display relevant data to answer a question. Use this flipchart page as your template.

Select, create, and use appropriate graphical representations of data, including histograms, box plots, and scatterplots in your flipcharts.

- Remember- To access the grid designer, right click on the page (Windows) or Control-click on the page (MAC). The Edit menu opens up. Click on Grid Designer. The Grid Designer will open up. The most important thing to remember with the designer is to make sure that the visible item is checked to see the grid. After you are done aligning your objects, you can come back unchecked to make it invisible again.

Magic Ink

Using the same concept as with hiding text behind an image, Magic Ink is another way to reveal an answer.



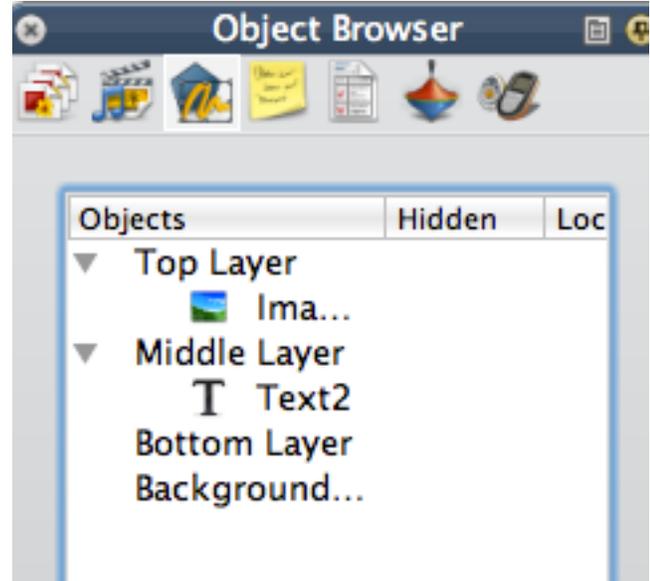
Grab an image object from the resource library.

Create a text box, will be the answer.

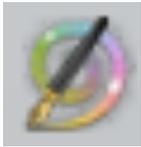
Earth

Then open up your object browser.

Move the image object to the top layer and leave the text box on the middle layer. Your object browser should look like this.



Then click on Magic Ink on your toolbar.



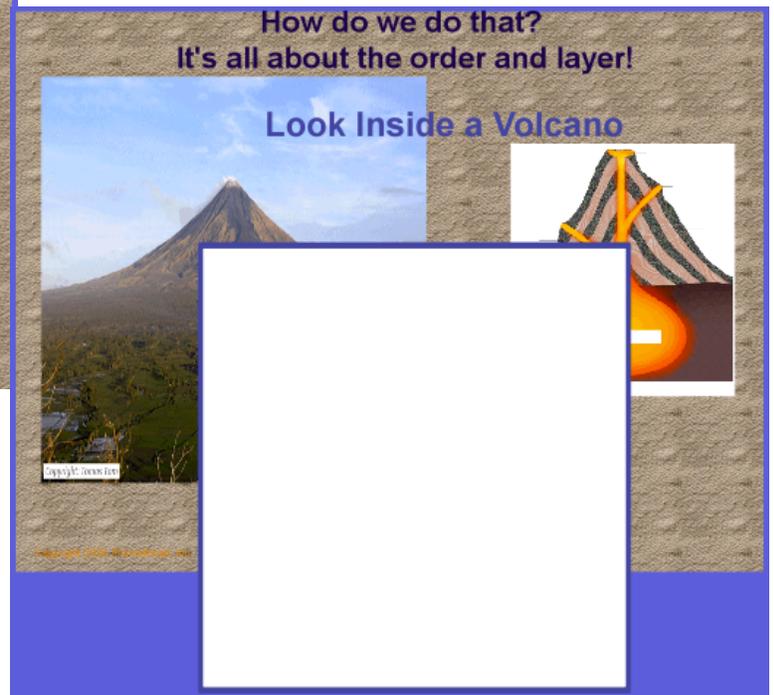
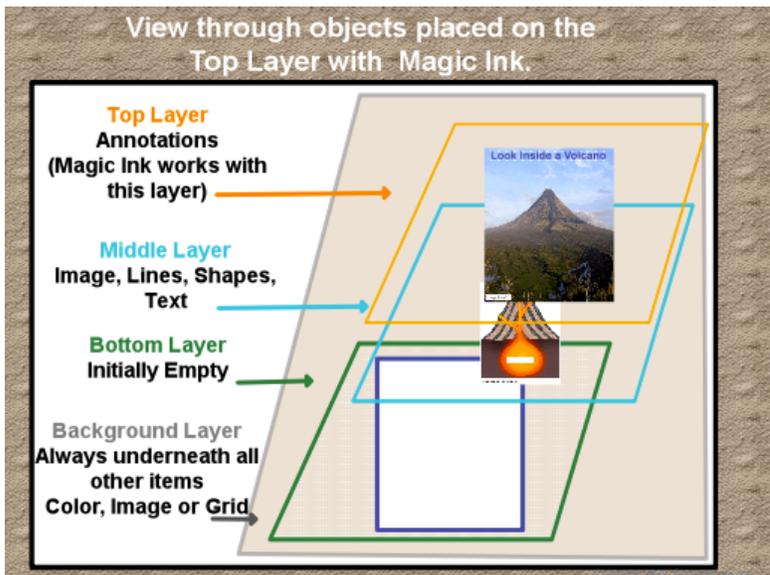
Then erase the top image to reveal the text box (Earth).



The volcano images are found in:
Subjects>Geography>Geology>Volcanoes.
The Background is from the Backgrounds Folder.
Shape made with Shape Tool.

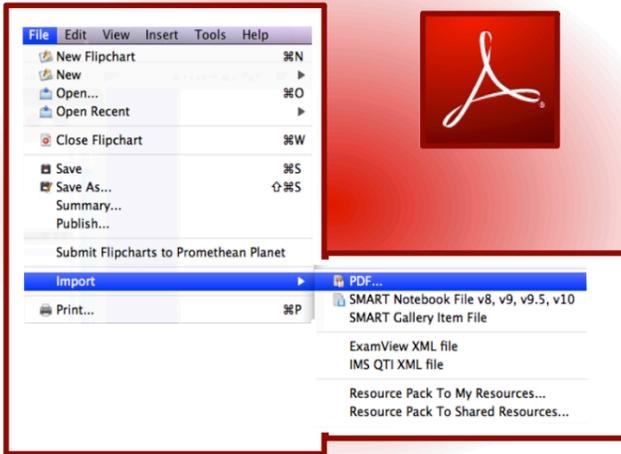
- The white shape is to be the backdrop for the images. Placing it on the bottom layer would move it out of the way.
- Move it into the center of the page.
- Next move the image of the inside of the volcano over the white block.
- To view through the photo, it must be moved to the Top Layer.
- After moving the photo to the top layer, in order to view the text 'Look Inside a Volcano' to display within the defined area, it too must be moved to the top layer and ordered to the front of the stack on the top layer.

When all is complete, use the Magic Ink to view the inside of the volcano.



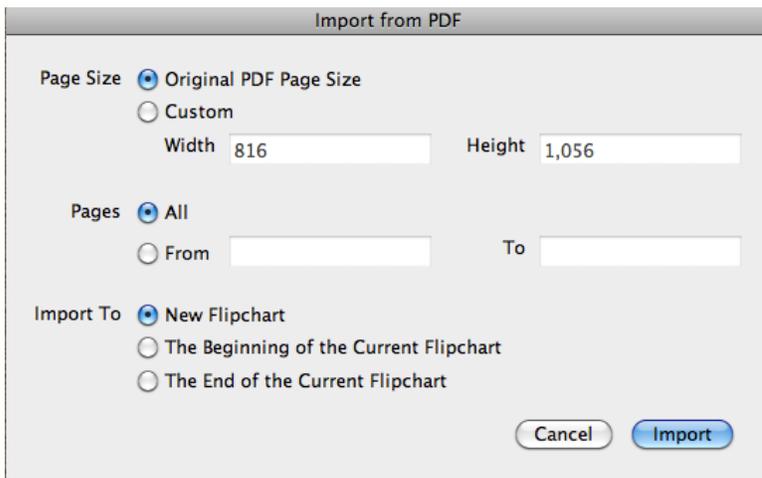
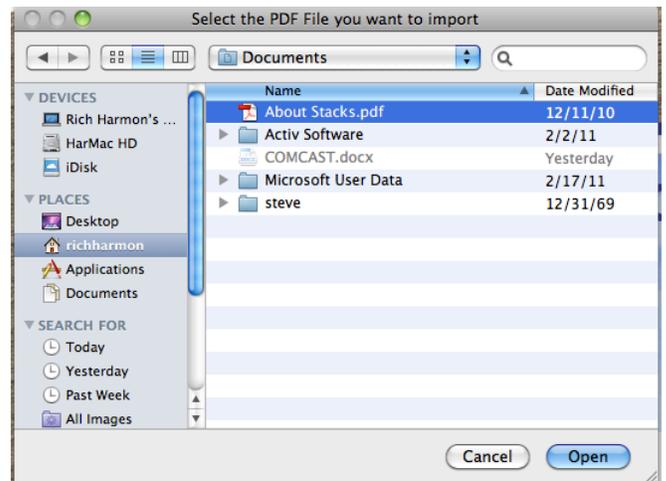
Importing PDF's

Importing PDF



From the File Menu > Import > PDF

Select the PDF you want to import

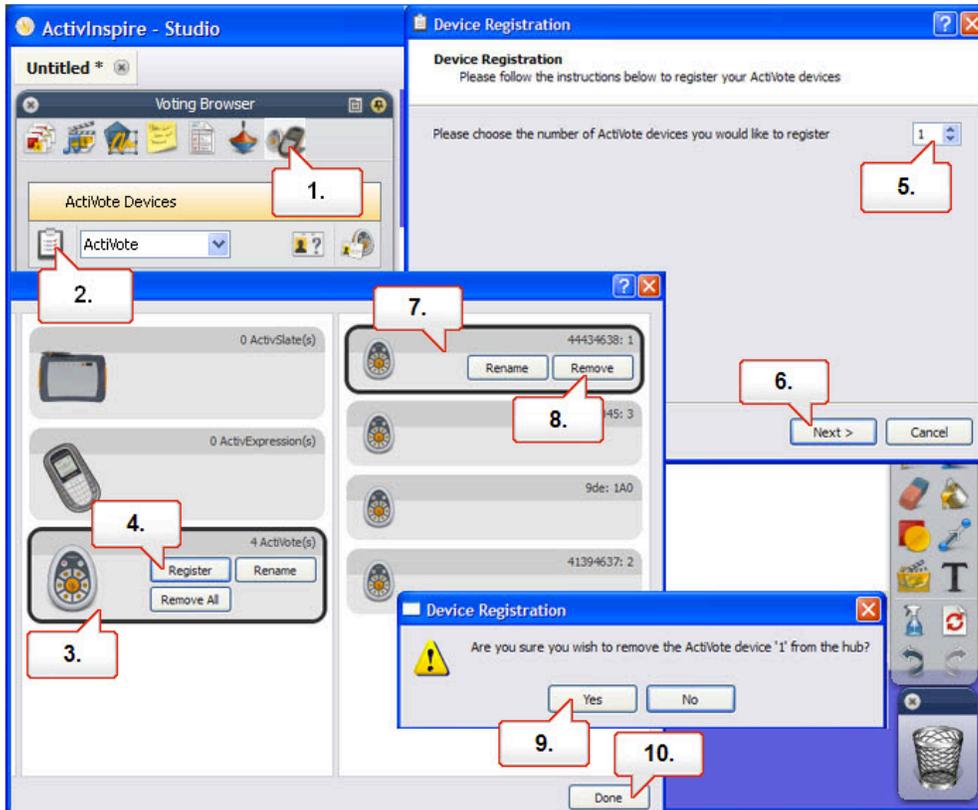


When Importing PDF, usually choose 'Original PDF Page Size'.

Decide whether you want all the pages or just particular ones.

Decide where you want the page(s) imported to appear. You may choose 'New Flipchart', 'The Beginning of the Current Flipchart', or 'The End of the Current Flipchart' You may change the order of these imported pages anytime in the Page Browser.

Registration of ActivDevices ActivVotes



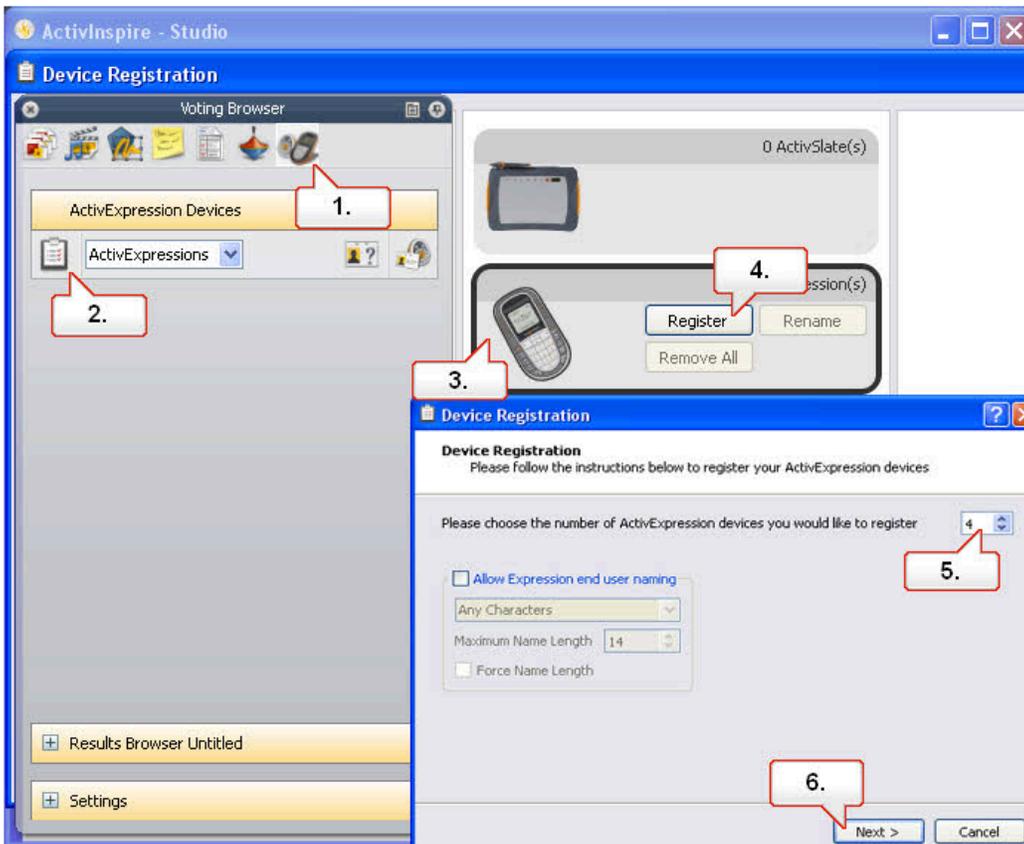
1. Open the 'Voting Browser'.

Note: Before registering a device you must connect the ActivHub to your computer. Check that your devices have been numbered. Doing this allows you to keep track of which student uses which voting device.

2. Click on 'Device Registration'.

3. Select 'ActivVote(s)'.
4. Click on 'Register'.
5. Choose the number of devices you want to register.
6. Click on 'Next' and follow the on-screen instructions to register your devices. Once registered, the devices will be shown in the 'Device Registration' window.
7. If you want to remove an individual device, select the device.
8. Click on 'Remove'.
9. You will be asked to confirm that you want to do this by clicking 'Yes'. **Note:** You can delete all the devices at once by clicking on 'Remove All' in the ActivVote(s) box.
10. Click on 'Done'.

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Registration of ActivDevices
ActivExpressions

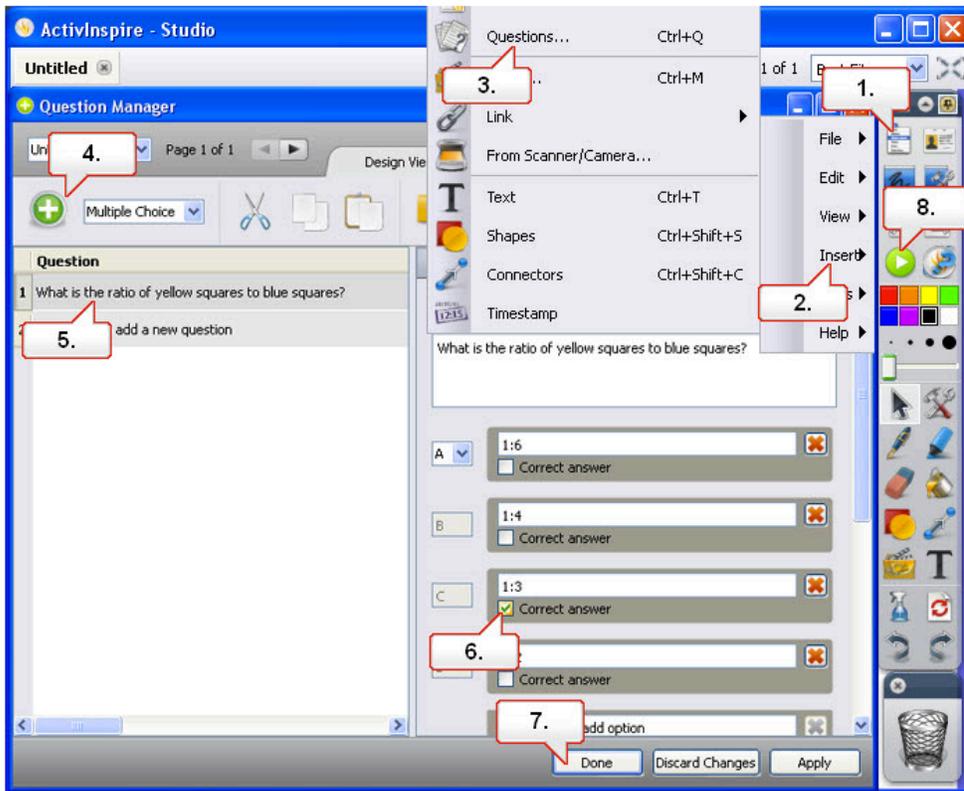


1. Launch ActivInspire and open the 'Voting Browser'.
Note: Before registering a device you must connect the ActivHub to your computer.

2. Click on 'Device Registration'.

3. Select 'ActivExpression(s)'.
4. Click on 'Register'.
5. Choose the number of devices you want to register.
6. Click on 'Next' and follow the on-screen instructions to register your devices. Once registered, the devices will be shown in the 'Device Registration' window.

Using the Question Manager



1. Click on the 'Main Menu' button.

2. Select 'Insert'.

3. Select 'Questions'.

4. With 'Multiple Choice' selected click on the 'Insert Question' button.

5. Select question 1, under 'Question Properties' type in the question and possible answers. Delete any options not required.

6. Assign a correct answer.

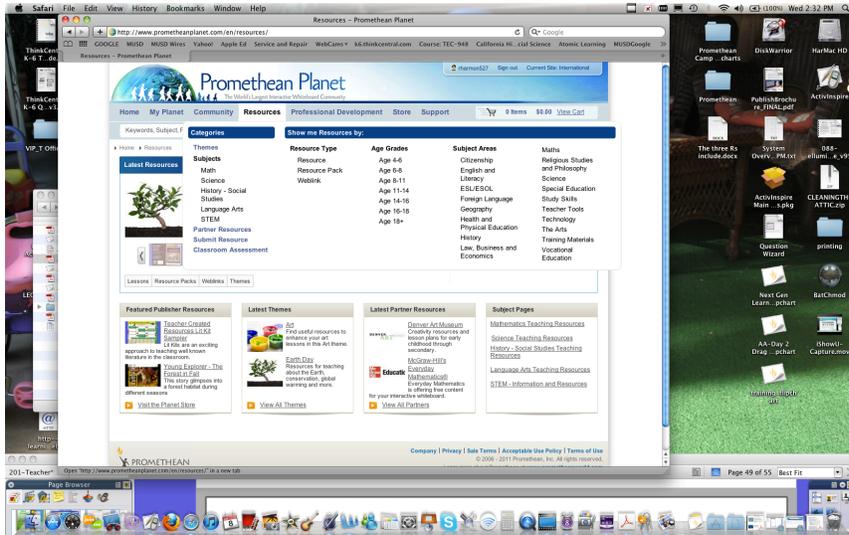
7. Add a time limit if required and click 'Done'. The question and possible answers are added to the flipchart as editable text objects.

8. Notice the 'Start/Stop Flipchart Vote' button is now highlighted green. Click on this button to start the voting session. The results are displayed after the vote.

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Promethean Planet

Free Resources



Free Training



 Free Course: ActivBoard 500 Pro Learn best practices for creating engaging and interactive teaching and learning opportunities for all.	 Free Course: Introduction to ActivInspire This free course covers the basic skills needed to create a simple, interactive flipchart.
 Free Course: Learner Response System for ActivInspire Course covers ActVote, ActExpression and ActEngage.	 Free Course: Promethean ActiOffice Take advantage of this free step-by-step training for Promethean ActiOffice, and learn how all about this Microsoft® Powerpoint™ plug-in.