

# **iBANNOTATE** Quick start Manual



## Table of contents

А.	Download and install	3
-	Step by step i3ANNOTATE account validation	4
В.	Validating after installation	4
C.	How to use i3ANNOTATE	6
ł	Running i3ANNOTATE	6
	3ANNOTATE tools	
i	3ANNOTATE Settings	11
(	Closing i3ANNOTATE	12
D.	Troubleshooting	12

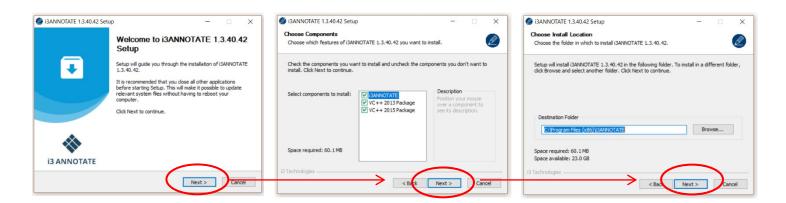
# How to use i3ANNOTATE?

## A. Download and install

1. Go to <u>http://www.i3-meeting.com/products/software/i3annotate</u> and download the software. i3ANNOTATE is free for users with a valid i3 cloud software account and holders of an i3 hardware serial number or software license key.



2. Run the file. Your computer will ask permission to make changes on your computer. Click yes and follow the steps in the installation wizard.



3. During the i3ANNOTATE installation, you will be prompted to validate your license. Please enter a hardware serial number, a software license key or associating an eligible i3LEARNHUB or i3MEETINGHUB account to i3ANNOTATE (see insert: "Step by step i3ANNOTATE account validation")

You can also skip this step and validate later (see "Validating after installation".)

Next, select 'Install' to install the application on your computer.

	Stan by stan i2 ANNOTATE assount validation
License the application Enter purchased license or associat licensed i3 account to i3Annotate	Step by step i3ANNOTATE account validation In the setup screen, enter
Enter License Key Cr If you don't have a license key, you may associate licensed i3 account as well Enter i3 Account Credentials Enter Email Enter Email Enter Password	<ul> <li>the email and password which correspond to your i3LEARNHUB or i3MEETINGHUB account</li> <li>OR</li> <li>the serial number of your touch enabled i3 hardware solution</li> </ul>
I3 Technologies	<ul> <li>OR         <ul> <li>the license key you have received upon purchasing the application</li> <li>and select 'Validate'.</li> </ul> </li> </ul>

4. Once the software has been installed, i3ANNOTATE will be ready to use. You can choose to run the software, and to install shortcuts of i3LEARNHUB and i3MEETINGHUB on your desktop. Click on "Finish" to close the setup. Alternatively, you can start i3ANNOTATE from the start menu like any other program.

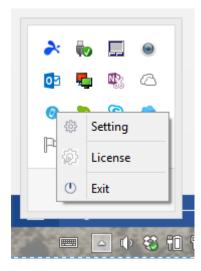
I3ANNOTATE 1.3.40.42 Setu	× 🗆 – 🗆 q
	Completing i3ANNOTATE 1.3.40.42 Setup
•	i3ANNOTATE 1.3.40.42 has been installed on your computer.
	Click Finish to close Setup.
	Run i3ANNOTATE 1.3.40.42
	Install i3LEARNHUB shortcut on desktop
	Install i3LMEETINGHUB shortcut on desktop
i3 ANNOTATE	
	< Back Finish Cancel

## B. Validating after installation

We recommend activating your i3ANNOTATE license immediately during the installation process. However, in case you don't have your credentials, serial number or key at hand, you can choose to skip the validation and use i3ANNOTATE during a one-time 5-day grace period.

Follow the instructions below to activate your license after installation. You can deactivate and reactivate your license at any time if you use i3ANNOTATE on more than one device. Please note: hardware serial numbers and i3LEARNHUB/i3MEETINHUB credentials will only activate one concurrent license. For multiuser licenses, please contact your reseller.





 Click on the taskbar tray arrow and right click the i3ANNOTATE icon 
 In the context menu, choose 'License

3) In the License activation menu, enter your i3 touch hardware serial number or software key (left) or your i3LEARNHUB or i3MEETINGHUB credentials (right) and click validate.

i3Annotate 1.3.40.11	_		×
License Activation			
License key, Hardware Serial Number <<	Authenticate with I3LH a	accoun	ts

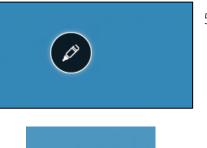
4) A confirmation screen will be shown. If you need to deactivate your license for use on another device, you can do it in this screen.

i3Annotate 1.3.40.41	×	
License Activation		
* Your Product was successfully licensed & validate on this machine		
* The License for the Product is valid indefinitely.		
* You may temprorally Deactivate the product and reactivate will any valid license.		
Deactivate Cancel		



## C. How to use i3ANNOTATE

## Running i3ANNOTATE



5. When you open your computer you will see the floating i3ANNOTATE menu in the top right corner. If you don't see the floating menu, you can open it by clicking the taskbar tray icon <sup>20</sup>.



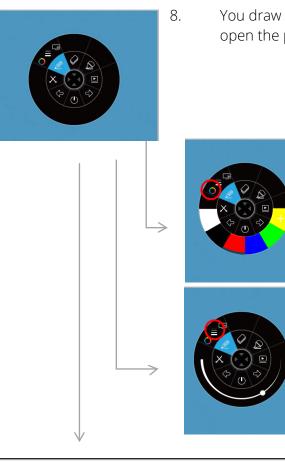
Click on the pen icon and the i3ANNOTATE menu will expand.
 8 buttons appear and the pen icon in the center disappears.



7. If you don't want to use i3ANNOTATE, click/press in the center and the menu will collapse.

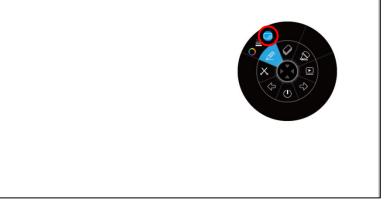


#### i3ANNOTATE tools



You draw over any desktop window using the pen. When you open the pen section you see 3 options.

- A. Choose the color of your pen.
- B. Choose the width of your pen.

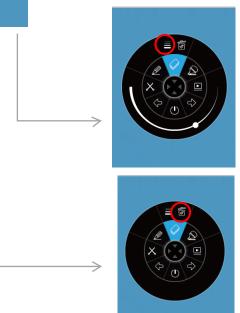


C. If desired, insert a white canvas to draw and write on. Click the button again to make the white background disappear (your notes will stay).





9. i3ANNOTATE has an eraser. When you click/press on it, you have 2 options.



A. Choose the size of the eraser.

B. Click/press on the bin to clear all notes.



). i3ANNOTATE has a marker. This marker has the same options as the pen. Choose your settings for the marker and mark over any window or your desktop.





W 6 🗉 🗙 W  $\mathbf{k}$ T 635 🖪 🗊 🗙 No. 🕫 💽 💽 w, 9 Т, RNHUB 📑 🧔 😫 💌 💽 😪

11.

രി

6

×

×

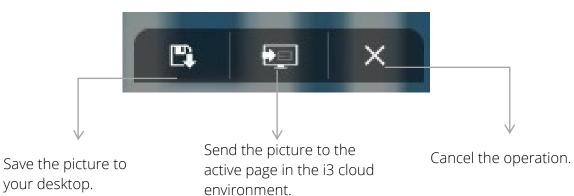
When you click/press on the scissors, you have 3 options.

A. Make a freeform snippet.

B. Make a rectangular
snippet. A standard sized
box will appear. You can
adjust the size and
position by dragging. Your
starting point must be
outside of the box

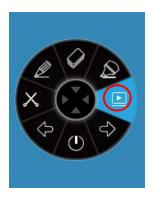
C. Take a full screen screenshot.

After cropping the snippet, you will have 3 options.





12. You can Control PowerPoint and other desktop apps using i3ANNOTATE: go to the next page or the previous page using the arrow buttons.



13. The Play button action depends on your preferred settings. You have 3 options that you can set for this button. Go to your taskbar tray and right click/press on the i3ANNOTATE icon <sup>(2)</sup>. Click/press on "Setting".



#### i3ANNOTATE Settings

	Setting C C F N C C C C C C C C C C C C C C C C	10:25 22/09/2016
	Please define what you wou	Id like the play button to do:
	Play PowerPoint Presentation	
	Open I3LEARNHUB	
	Open IJMEETINGHUB	
		Ok Grrod
🙆 i3Annotate		×
Play button Screen capture		
Please defi	ne what you would like the second secon	<b>he play button to do:</b> When you click on the play button, your active PowerPoint presentation will start. You can use these 2 options afterwards (see * below).
<ul> <li>Open I3LEARNHUB</li> <li>Open I3MEETINGHUB</li> </ul>	$\rightarrow$	Click the play button to start i3LEARNHUB in a new browser window.
		Click the play button to start i3MEETINGHUB in a new browser window. <b>Ok Cancel</b>

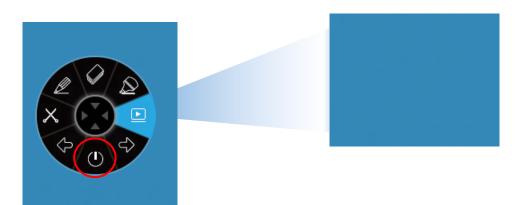


You can draw in the PowerPoint. You can choose later whether or not to save your notes to the slide deck.

Leave the PowerPoint presentation.

### Closing i3ANNOTATE

Click the close button to close the floating menu. The i3ANNOTATE floating menu will disappear from your screen, but the app will keep running in the background and can be called from your i3 cloud software using the  $\boxed{0}$  button.



## D. Troubleshooting

i3ANNOTATE Version

If you're unsure which i3ANNOTATE version you're using, go to your taskbar tray and right click on the i3ANNOTATE icon <sup>(2)</sup>. Then click on "License". You will see the version number at the top of the window.

