

BrightLink[®] for Education

Welcome to the BrightLink community!

We're excited to see investments made in your classroom and the addition of new tools to support your teaching.

Now it's the tough part. If you thought getting the new projector in your classroom was difficult, now you have to figure out how to use it. Yikes!

Collaborate. Inspire. Explore. But how?

We know teacher's have a lot to handle so we want to make sure getting up and running with BrightLink is as painless and quick as possible.

That's where your Welcome Tool Kit comes in handy. Take a few minutes and walk through the different steps to setup and familiarize yourself with the projector, pen and software. Then pop the DVD into your computer for quick access to even more resources.



Have an hour to kill? Check out our ongoing webinars schedule or watch an archived webinar from last month.

How about just 5 minutes? Check out our video bank; and, learn something today in about 5 minutes you can put to good use tomorrow.



Visit epson.com/brightlink. It's your Resource Center for Epson Interactive

What you'll find:

- Webinar descriptions and schedules
- Video tutorials
- Links to free resources
- Ways to help you learn your new tools



Help us help BrightLink teachers out there. Spread the news that by signing up at Epson.com/eduresources we'll make sure you're the first to know about the helpful tools we've been finding and building for you - our interactive users.

Thank you!

The Epson BrightLink Interactive Team

Start Here

Follow the steps on this card to get started with your BrightLink:

- 1 Connect your computer and turn on the projector
- 2 Make sure the software is installed
- 3 Calibrate
 - Using the remote control
- 4 Use the interactive pens
 - Choosing the right tool
- 5 Use PC Free Annotation

BrightLink Interaction

The projector control toolbar lets you control the projector from the screen just as you would using the remote control.



The BrightLink interactive pens turn any wall or table into an interactive area, with or without a computer.

- With a computer, you can use Easy Interactive Tools. This software lets you use the interactive pen as a mouse to annotate, save, and interact with content from your computer.



Command toolbar



Drawing toolbar

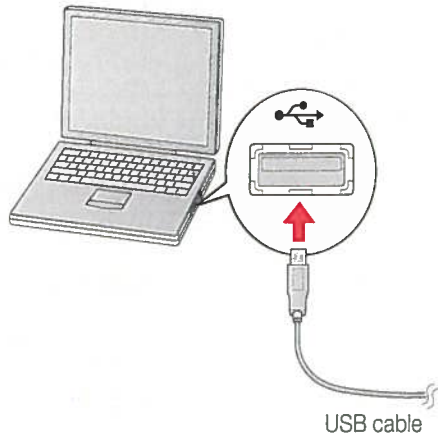
- Without a computer, you can use the toolbar that is built into the projector (PC Free Annotation). This lets you annotate images from a document camera, tablet, DVD player, or other source connected to your projector.

Students and colleagues can connect their own laptops and annotate on the fly using the built-in toolbar, without installing software.

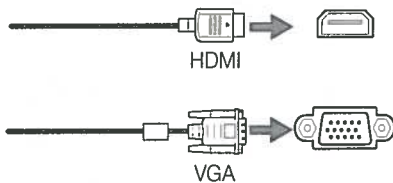


1 Connect Your Computer and Turn on the Projector

- 1 Connect the USB cable from the projector's USB **TypeB** port directly to any available USB port on your computer.



- 2 Connect an HDMI or VGA cable from the projector to your computer.




- 3 Turn on the projector by pressing the blue power button on the remote control.

In Windows®, you may see messages about device drivers or new hardware.

- 4 The default language of the menu system is **English**. To select another language, press the **Menu** button on the remote control. Select **Extended** and press \leftarrow/\rightarrow . Select **Language** and press \leftarrow/\rightarrow . Select your language and press \leftarrow/\rightarrow . Press the **Menu** button to exit the menu system.

- 5 Display an image from your computer. If the image doesn't appear, try one of the following:

- On some Windows laptops, you may need to hold down the **Fn** key on the keyboard and press **F7** or the function key that lets you display on an external monitor. It may have an icon such as , or it may be labelled **CRT/LCD**.
- On a Mac, you may need to open **System Preferences** and select **Displays**. Select the display or **Color LCD** option if necessary, then click the **Arrange** or **Arrangement** tab, and select the **Mirror Displays** check box.
- Try pressing the **Source Search** button on the remote control.

② Make Sure Interactive Software Is Installed

You may already have interactive software on your computer, or you may need to install it. For OSX, you need Easy Interactive Driver and Easy Interactive Tools (or other interactive software). For Windows, you only need Easy Interactive Tools (or other interactive software).

Here's how to find out if the Easy Interactive Tools software is installed on your computer:

If you are using a Mac:

Look for the Easy Interactive Driver and Easy Interactive Tools folders in the Application folder on your hard drive. If you see these folders, the Easy Interactive software is installed.

If you are using Windows:

Windows 8.x

Navigate to the **Apps** screen and select **Easy Interactive Tools**.

All other versions

Select  or **Start > All Programs** or **Programs > EPSON Projector > Easy Interactive Tools Ver. 3**.

If you see Easy Interactive Tools Ver. 3, the software is installed.

If the software is not installed, follow the steps in the next column to install it.

If you need to install the Easy Interactive Tools software

Do one of the following:

- Use the CD that came with the projector, labeled "EPSON Projector Software for Easy Interactive Function"



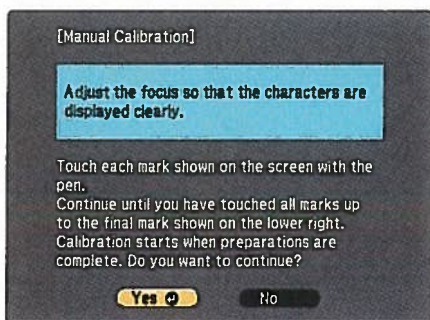
- Download the most up-to-date version from:
epson.com/brightlinkdownloads (U.S.)
epson.ca/brightlinkdownloads (Canada)
global.latin.epson.com/soporte (Latin America; site available in Spanish)

For more information about Easy Interactive Tools, see the online Easy Interactive Tool Tips sheet or the online BrightLink *User's Guide*.

3 Calibrate

Calibration coordinates the position of the pen with the location of your cursor. If the pen position and cursor location don't match, you can try auto calibration, or you can calibrate manually for even greater accuracy. You don't need a computer, and you won't need to calibrate again unless the projector or image is moved, or the image is resized.

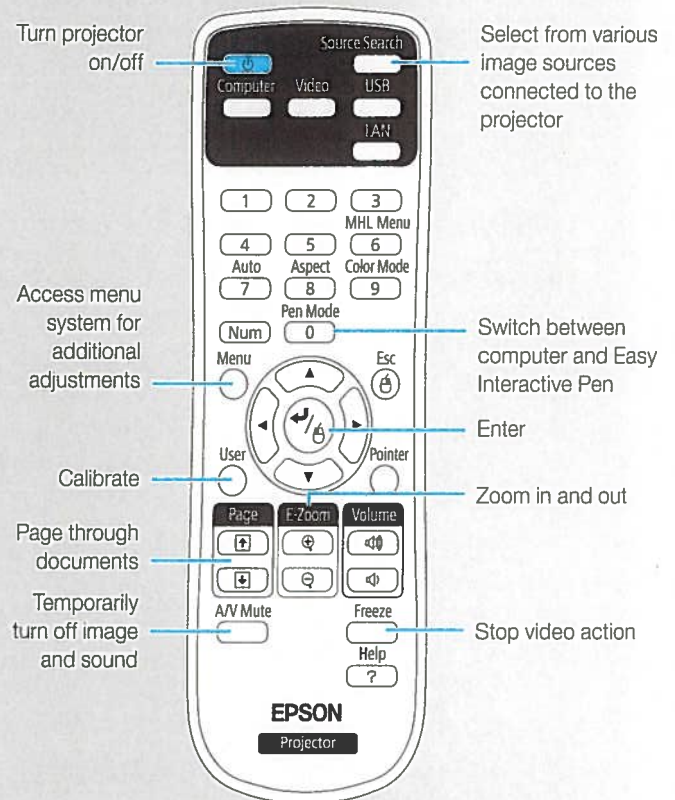
- 1 To start calibration, press the **User** button on the remote control.
- 2 When you see the Auto Calibration screen, do one of the following:
 - Press \swarrow/\ominus to try auto calibration, then wait until calibration is complete.
 - Select **No**, then press \swarrow/\ominus and follow the steps below to calibrate manually.
- 3 Press the **Menu** button on the remote control, select the **Extended** menu, and press \swarrow/\ominus .
- 4 Select the **Easy Interactive Function** setting and press \swarrow/\ominus .
- 5 Select **Manual Calibration**, then press \swarrow/\ominus .
- 6 When you see this screen, press \swarrow/\ominus to select **Yes**.



- 7 Touch the circles on the screen to perform manual calibration.

For more detailed instructions, see the online BrightLink *User's Guide*.

Using the Remote Control

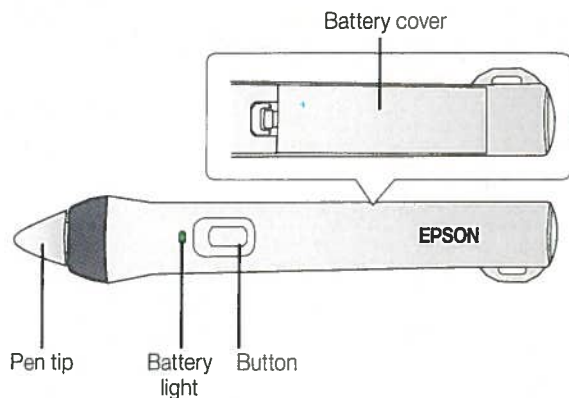


For more information on using the remote control and cool time-saving buttons:

- See the online *BrightLink User's Guide*.
- Go to the training section and watch a video or two at epson.com/brightlinkvideos (U.S.) or epson.ca/brightlinkvideos (Canada).

4 Use the Interactive Pens

Your projector came with 2 pens that have different colored ends, orange (Interactive Pen A) and blue (Interactive Pen B). Make sure one AA battery is installed in each pen.



- To turn on the pen, tap the pen tip or press the button on the side of the pen. The green light comes on briefly. If the battery is low, the light flashes.
- Hold the pen perpendicular to the board, as shown below.



- To left-click, tap on the board.
- To double-click, tap twice.
- To right-click, press the button on the side of the pen.
- To click and drag, tap and drag with the pen.
- To move the cursor, hover over the board without touching it.
- When you are finished using the pen, simply place it in an area away from the projection screen.

Note: The pens turn off automatically after about 20 minutes of inactivity. Tap the pen tip or press the button on the side to turn the pen back on.

Choosing the Right Tool

If you already have annotation software, you can use it with BrightLink. If you are using Microsoft® Office 2003 or later, you can also use the “inking tools” to add handwritten notes to your documents and PowerPoint® presentations.

Here are some tips on choosing among the tools that came with your BrightLink projector:

	Built-In Toolbar	Easy Interactive Tools
Annotate on computer display	•	•
Annotate on white background		•
Annotate on images from document cameras or other sources	•	•
Use both pens simultaneously	•	•
Save annotations		•

Ready to Learn More?

- Sign up for complimentary webinars
- Watch helpful how-to videos
- Find out about cool, free interactive sites

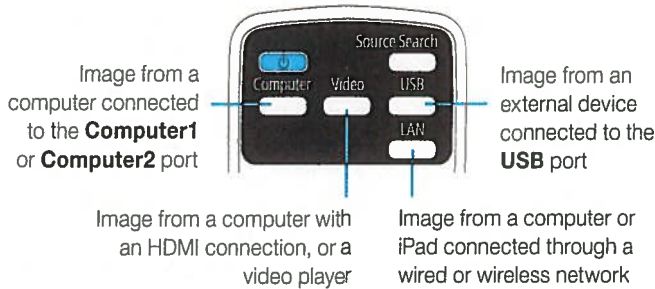


Click the BrightLink Training Resources link on your desktop or go to www.epson.com/eduresources. (U.S. and Canada only)

5 Use PC Free Annotation

The projector's built-in toolbar lets you annotate images from other devices that have been connected to the projector, such as a document camera, tablet, or other source.

- 1 Press one of the source buttons on the remote control to select the source for the image you want to annotate.



- 2 To activate the toolbar, tap the board with the pen. If you don't see the icon, tap the icon and then tap the icon.

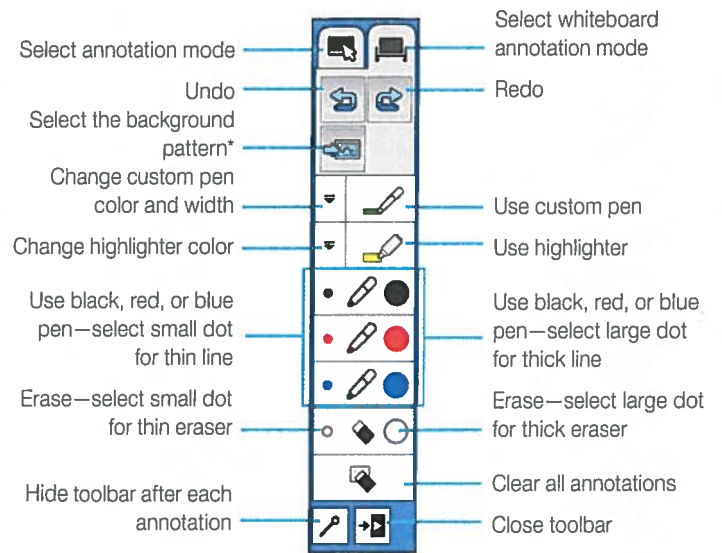
Note: If you only see the icon, you are already in PC Free Annotation mode.

- 3 To close the toolbar, select the icon at the bottom of the toolbar.

Note: Many of the built-in tools are the same as Easy Interactive Tools, but fewer functions are available.

Two different toolbars are available in PC Free Annotation mode, one for annotation mode and one for whiteboard annotation mode.

- Annotation mode displays the built-in toolbar on whatever image is being projected.
- Whiteboard annotation mode lets you project a white or black screen or background pattern, and use the pen to write or draw as you would on a chalkboard or dry erase board.



* In annotation mode, the select background tool does not appear.

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Need help?

The Epson® PrivateLine® service is for you!



All you have to do is call (800) 637-7661. This service is available for the duration of your warranty period.


You may also speak with a projector support specialist by dialing (562) 276-4394 (U.S) or (905) 709-3839 (Canada).

Support hours are 6 AM to 8 PM, Pacific Time, Monday through Friday and 7 AM to 4 PM, Pacific Time, Saturday. Days and hours of support are subject to change without notice. Toll or long distance charges may apply.



Easy Interactive Tool Tips

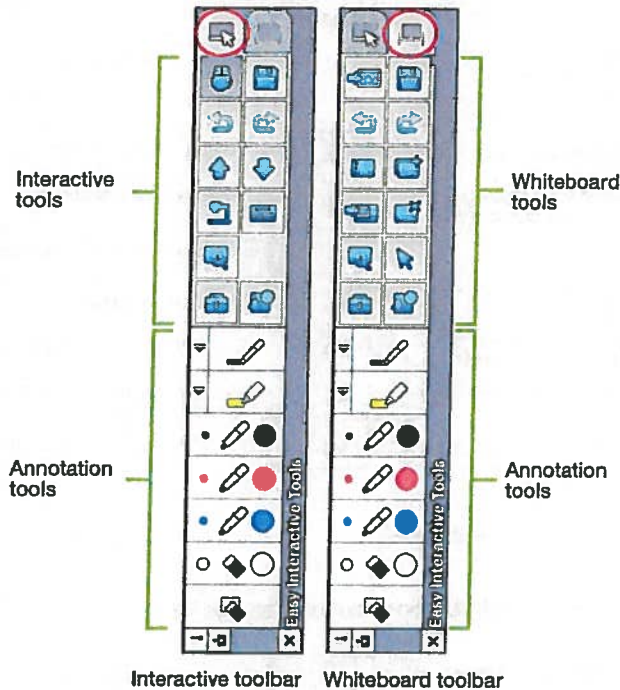
- To start Easy Interactive Tools on your computer, do one of the following:
 - Windows®:** Select  or **Start > All Programs or Programs > EPSON Projector > Easy Interactive Tools**. Or, double-click the  Easy Interactive Tools icon on your desktop.
 - Mac OS X®:** Select **Applications > Easy Interactive Tools > Easy Interactive Tools**.

The Easy Interactive toolbar appears on the projected image, and an  arrow appears on the other side of the image. Two different toolbars are available, one for interactive mode and one for whiteboard mode:

Interactive Mode

In interactive mode, the toolbar appears on the projected image and lets you use the pen as a mouse to open applications, access links, and operate scroll bars, for example.

In this mode, you can also annotate whatever is displayed from your computer or document camera and save or print your pages.








Whiteboard Mode

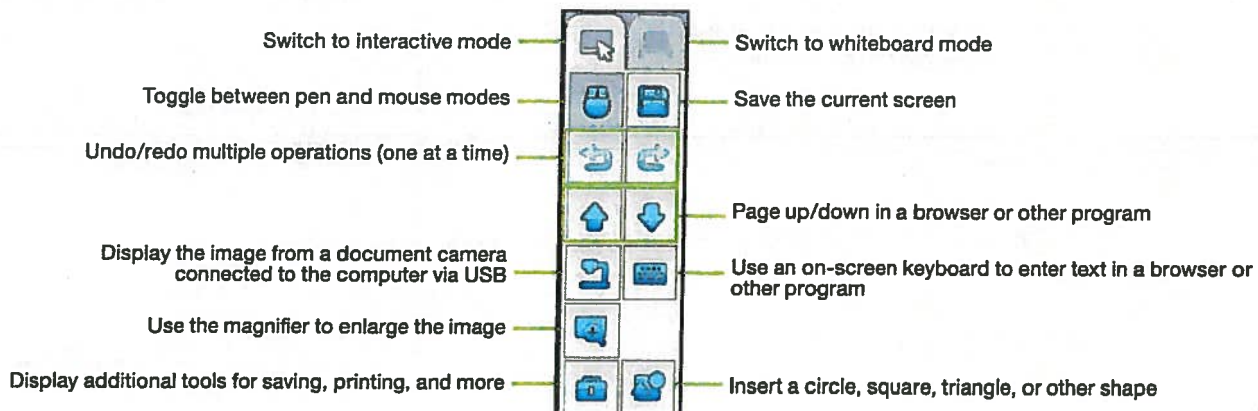
In whiteboard mode, the toolbar appears on a blank surface, background image, or pattern. You can write or draw with the pen, add images, and save or print your pages.

Annotating

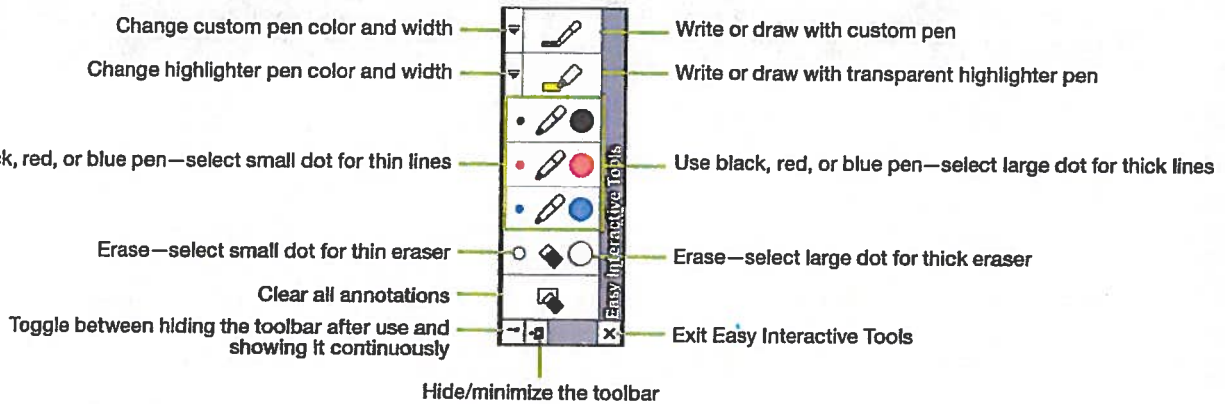
You can use the annotation tools at the bottom of the toolbar in either mode.

- To toggle between modes, select the  Annotation mode icon to display the interactive toolbar, or the  Whiteboard mode icon to display the whiteboard toolbar.
- To exit Easy Interactive Tools, select the  Exit icon in the lower right corner of the toolbar. You can also minimize the toolbar by selecting the  Close icon, then select the  arrow to redisplay the toolbar.

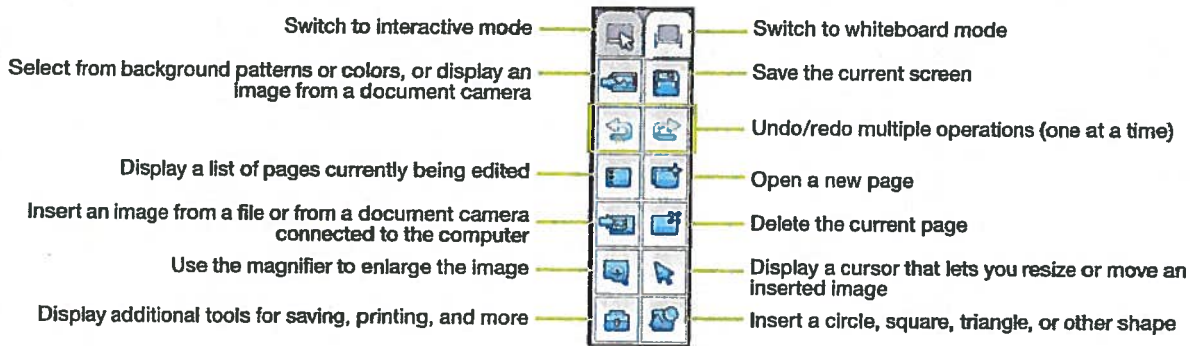
Tools for Interactive Mode



Tools for Annotation

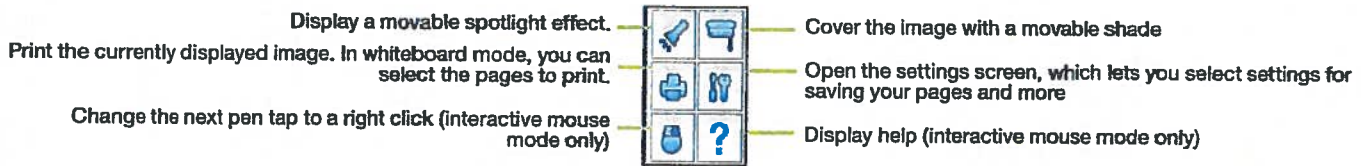




Tools for Whiteboard Mode

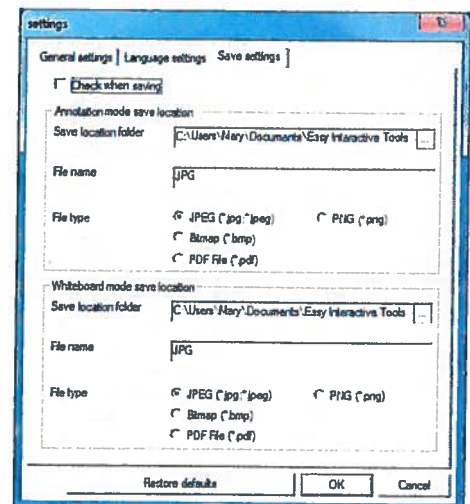


Tools for Saving, Printing, and More

To display the tools shown below, select the  **Other tools** icon on the toolbar.




- 1 To save your screen or pages as .jpg files in your **Documents > Easy Interactive Tools** folder, simply select the  **Save** tool. Easy Interactive Tools names your file automatically based on the date and time.
- 2 To select other locations and formats for saving, select the  **Settings** tool, then select the **Save settings** tab, as shown on the right.
- 3 Select the location, file name, and file type for saving pages. You can save all your pages as one PDF file.
- 4 If you want to select different settings each time you save, select the **Check when saving** checkbox.
- 5 Select **OK** to close the Settings window.




TeamBoard Draw Tips

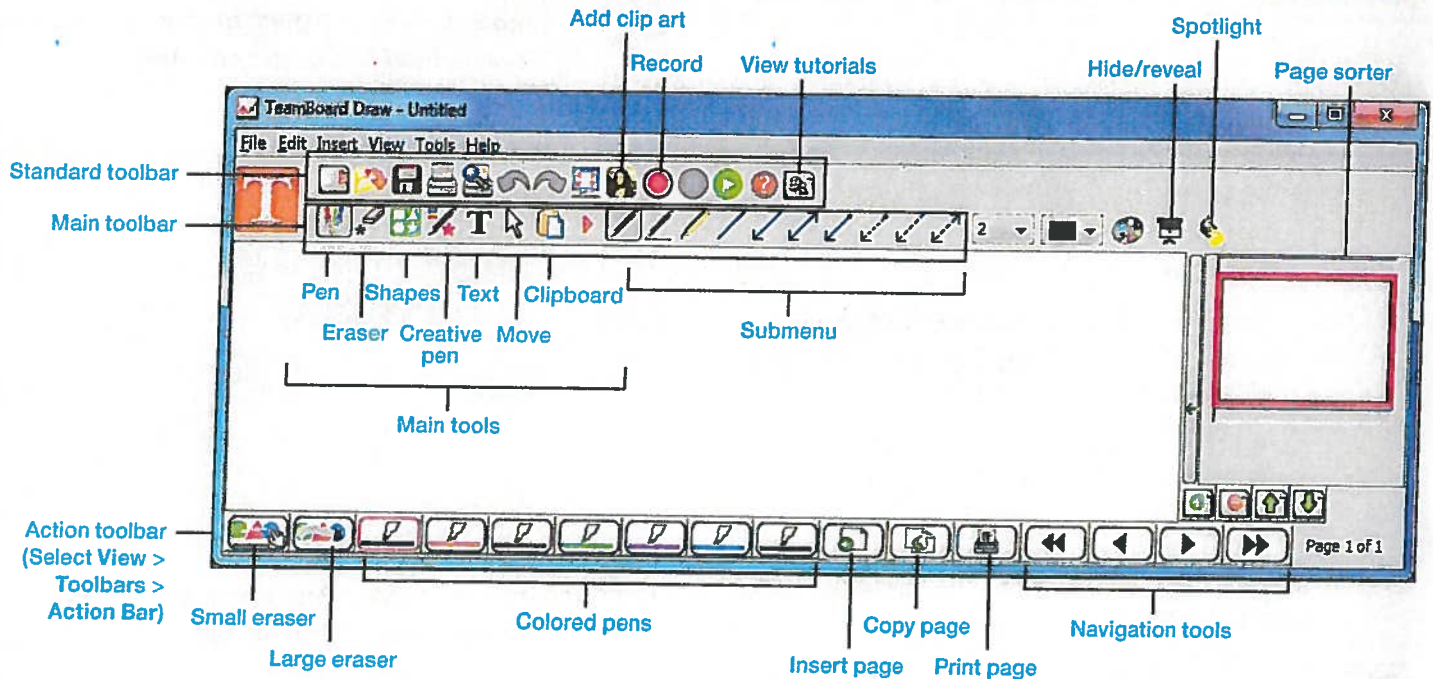
1

To start TeamBoard, do one of the following:

- **Windows®:** Select  or **Start > All Programs or Programs > Teamboard > Draw.**

Or, right-click the  **TeamBoard Draw** icon in your system tray (lower right corner of your screen) and select **TeamBoard Draw.**

- **Mac OS X®:** Open the Applications folder and select  **Draw.**



The Main toolbar has 7 key tools. Each tool has its own submenu on the right side (after the  red arrow).

2

Move your mouse or interactive pen over any of the tool icons to see a definition.

Pen tools



Shape tools



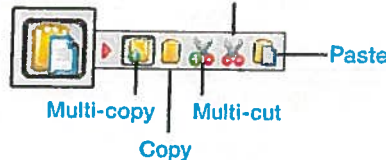
Creative pen tools



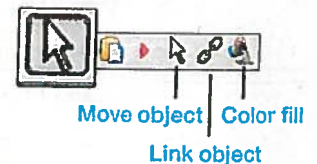
Eraser tools



Clipboard tools



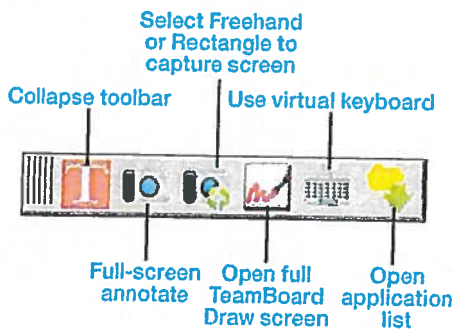
Move tools



Text tools



Using the Annotation Toolbar



1 To access the floating annotation toolbar or dashboard, do one of the following:

- **Windows:** Select or **Start > All Programs** or **Programs > Teamboard > Annotation**.

Or, right-click the **TeamBoard Draw** icon in your system tray (lower-right corner of your screen) and select **Annotation**.

- **Mac OS X:** Select the **TeamboardAnnotate** icon on your screen.

2 To take a full-screen snapshot for annotation, select the camera icon. The following toolbar appears:



You can use all of the TeamBoard tools to draw or annotate on a web page or anything else on your computer.

3 To save your annotations and return to your desktop, select the icon on the right end of the toolbar.

4 To save annotated images in TeamBoard, open the **File** menu and select one of the following:

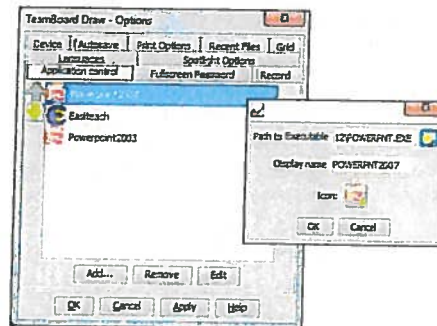
- **Save as** (to save in .tmb file format)
- **Export** (to save in .jpg, .ppt, .bmp, .pdf, .html, .tif, .png, or .iwb file formats)

After you export a .ppt file, you can open it in PowerPoint®. First you need to associate PowerPoint with TeamBoard by following the steps in the next column.

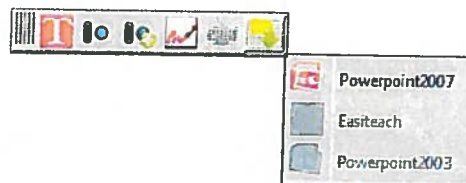
Presenting and Annotating in PowerPoint

First, you need to associate PowerPoint with TeamBoard.

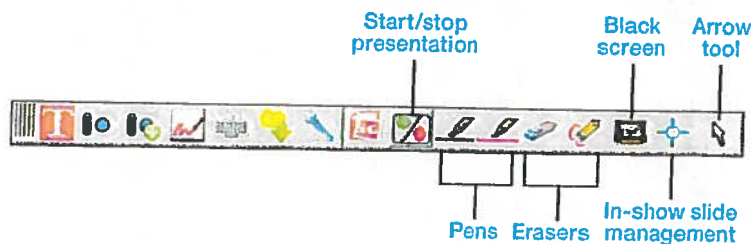
- 1** Open the **Tools** menu and select **Options**.
- 2** Select the **Application Control** tab, then select the **Add** button.
- 3** Locate and select **POWERPNT.EXE** in your Program Files\Microsoft Office folder.
- 4** Select **OK**, then select **OK** again to close the Options window.



Once you have associated PowerPoint, you can open it from the TeamBoard annotation toolbar:



Additional tools appear on the toolbar as shown below:



You can open your PowerPoint file and annotate it using the TeamBoard tools. When you are finished, select **Keep** to save your "ink annotations" with the PowerPoint file. This is great for sharing meeting notes.

