



## How to send SMART Notebook Files to Your SMART Board with IQ Technology

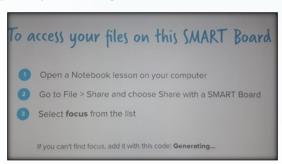
- 1. One time only, you must be in the room with your computer and the SMART Board to set up this feature.
- 2. Make sure your SMART board is in the IQ mode. This is the default mode for your SMART Board.
- 3. Make sure your computer is on and that SMART Notebook is displayed. You must be connected to the Net.
- 4. On the SMART Board, swipe up from the bottom and click on the player which is second from the left in this graphic.



5. At the left of the Player screen you will see an icon that looks like a SMART Phone (middle icon). Click on this icon.



6. You should see a screen like the one to the right. My SMART Board is named Focus. Yours will have its own name. Follow these instructions. Every time your board generates a code it will be different.



7. When you share your file it will be sent to the library in the IQ mode of the SMART Board. At the left of your screen, click on the nine small squares and your library will open.



8. Files will appear with the names you have given them. If you choose Name at the top of the screen, they will be in alphabetical order. If you choose date, they will appear in the order of the date they were saved. Click on a file to have it open on your SMART Board.



