WHITEBOARD MODE

Use to create SHARP Pen Software files, which can be emailed, printed, saved to PDF, PNG, JPEG, BMP, and sent via Sharp Display Connect™

OVERLAY MODE

Works like a transparency. Use SHARP Pen Software to write, draw, and insert objects over any screen you have open in Windows. You may open and save multiple overlays, capture screenshots of each page, and save, send via email, and print as PDF or images.

BOTTOM BAR ICONS

PUSH PIN

"Pin " to keep bottom bar attached to your screen. "Unpin" to hide the bottom bar. Reveal bottom bar by tapping Square Menu.

PAGES ICON

Tap once to view first few pages. Tap second time to view all pages. Tap third time to exit.

SETTINGS

Tap to enter settings for SHARP Pen Software (e.g. Switch between 3-ButtonPen and StandardPen)

EXPAND/RESTORE SCREEN

Expand window to fit entire screen or restore to smaller size.

EXIT

ExitPen Software.

MINIMIZE

Minimize Whiteboard or Overlay Mode.

NAVIGATION WINDOW

Reposition display sheet or enlarge sheet size. (Size reduction not available.)

OVERLAY MODE

Switch between Overlay Mode and Whiteboard Mode. Also, use this to add another Whiteboard file.
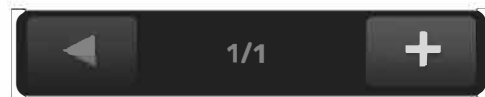
SEARCH BAR

Type or write words to find typed and handwritten characters within the SHARP Pen Software file.
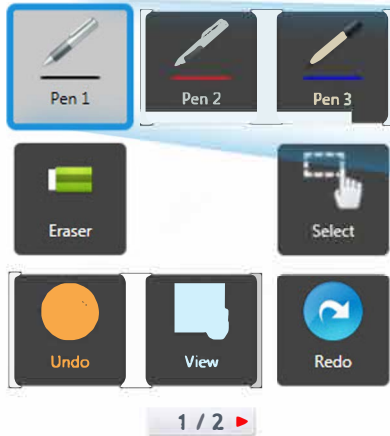
CHANGE PAGES

Tap left icon to switch to previous page, tap right icon to go to next page.
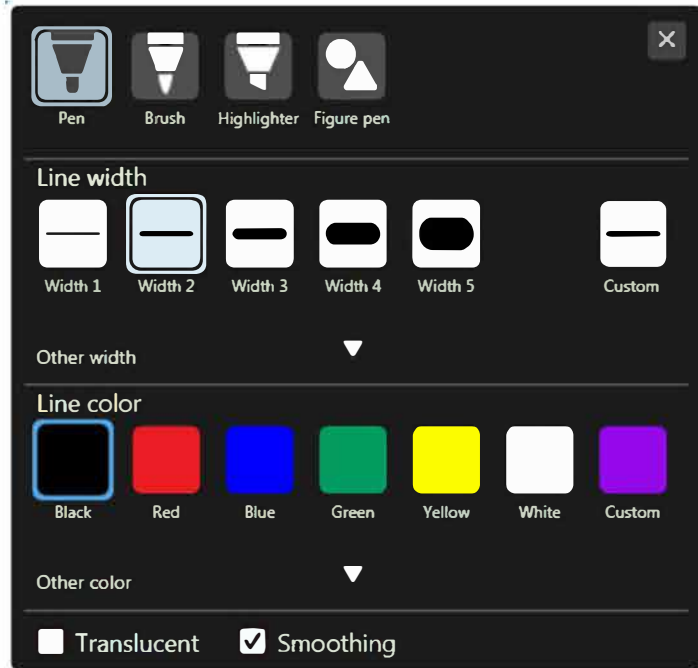
ADD PAGES

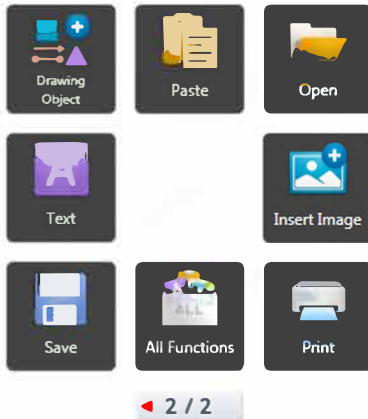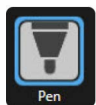Tap plus sign icon to add new pages to SHARP Pen Software file.

PAGE 1

Pen 1 · **Pen 2** · **Pen 3**

Eraser · **Select**

Undo · **View** · **Redo**

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PAGE 2

Drawing Object · **Paste** · **Open**

Text · **Insert Image**

Save · **All Functions** · **Print**

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PEN 1, PEN 2, PEN 3

Write, draw lines, draw shapes using Pen, Brush, Marker, and Figure Pen.

Pen 1

Pen · **Brush** · **Highlighter** · **Figure pen**

Line width
Width 1 · Width 2 · Width 3 · Width 4 · Width 5 · Custom

Other width ▼

Line color
Black · Red · Blue · Green · Yellow · White · Custom

Other color ▼

☐ Translucent ☑ Smoothing

PEN TYPES

Pen — Best for writing and freehand drawing.

Brush — When used with 3-Button Touch Pen, width varies based on pressure applied.

Marker — Writes like a highlighter. Automatically smooths lines and only writes in translucent.
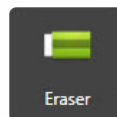
Figure pen — Detects shapes drawn by hand and automatically converts them to shapes. (Some drawn shapes may not be formed and will remain hand-drawn.)

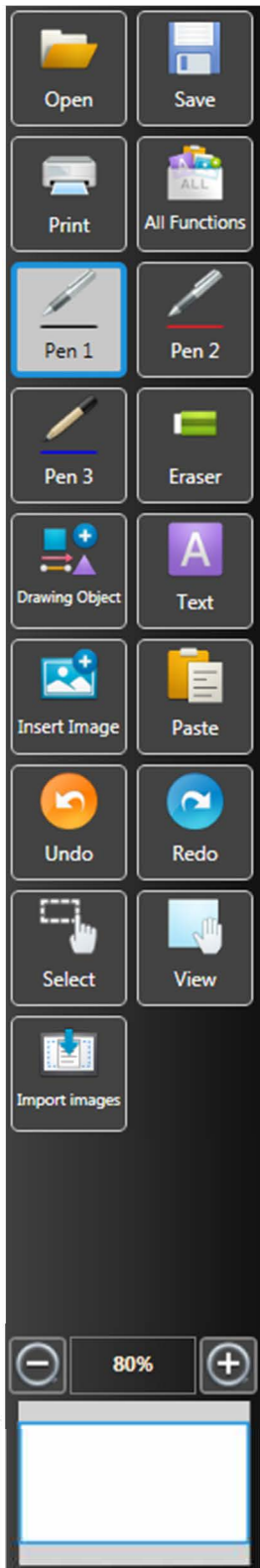## SELECTION TOOL

Use rectangle or lasso to select object(s).

ERASER

Eraser — Erase drawn lines and words. Does not erase shapes or typed words. **Tap Eraser icon twice to find Clear Sheet icon:**
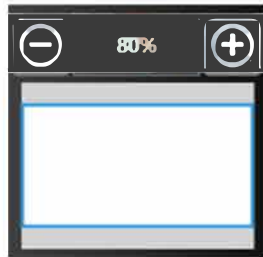
Clear Sheet — Clear current sheet.

3 Ways to Erase
1. Use Eraser Tool with Finger or Touch Pen.
2. Use foam eraser.
3. Place entire palm on board and move side to side to erase.

CLASSIC MENU

Locks into left or right of screen.
Open Settings to set images to large or small.

PAN WINDOW

Shows thumbnail of displayed sheet.
Use to enlarge view or more page.

FLOATING MENU

Minimize to save space on-screen.

Switch between vertical and horizontal mode.

SHARP

SEND EMAIL

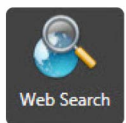Email SHARP Pen Software file as a PDF to preset email addresses.

ZOOM IN SELECTION

Selected area will enlarge in new window on screen.

ZOOM IN

Cursor will act like magnifying glass over selection.

WEB SEARCH

Search the web for typed or handwritten word(s).

ALL FUNCTIONS

View all available functions in Pen Software.

UNDO

Cancel the immediately preceding action.
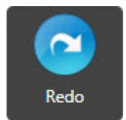
REDO

Redo the last undone operation.

VIEW

Enlarge the view of the whiteboard, change the display position, change pages.

SPOTLIGHT

Highlight a part of the screen and hide the rest.

SCREEN SHADE

Hide the overall screen. Can be moved to show part of the screen.
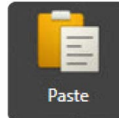
SHEET SETUP

Whiteboard Mode – Change color or background settings. Overlay Mode — Capture desktop image background.
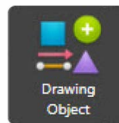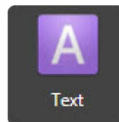
DRAWING OBJECT

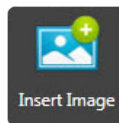Draw preset shapes - customize line shape, line color, fill color, make translucent.

PASTE

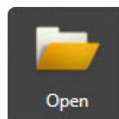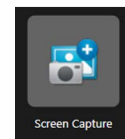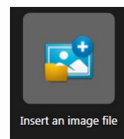Paste shape or object.

TEXT

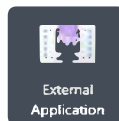Insert text - Type text using custom fonts, colors, styles, etc.

INSERT IMAGE

Insert image file (BMP, JPEG, PNG) or screen capture.

OPEN

1. Open new sheet
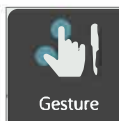2. Open data as new file
3. Add data as newly added sheet

EXTERNAL APPLICATION

Preset applications to launch from this icon. From Bottom Bar go to Settings>Other>External Application Settings
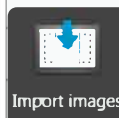
SAVE AS

1. A new SHARP Pen Software 3.0 file
2. Save to the same SHARP Pen Software file
3. Save as a PDF
4. Save as an Image (BMP, JPEG, PNG)
5. Send by Sharp Display Connect

GESTURE

Switch between Dual-touch Gesture and Simultaneous Drawing with Multiple Fingers.

IMPORT IMAGES

Paste an image imported from a TWAIN device.

SHARP