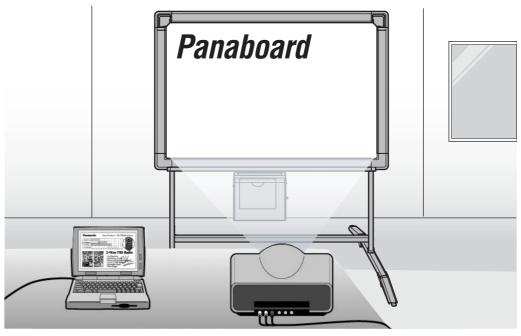
# **Panasonic**®

# **Operating Instructions**

With Installation Manual (for qualified service personnel)

**Electronic Board** (Interactive Panaboard)

Model No. **UB-8325** 



Stand is optional.

- To assemble this unit, please refer to the Installation manual on page 83 through 99.
- Before operating this unit, please read these instructions completely and keep them carefully for future reference.
- Because of the nature of the print film, all the printed text will remain on the film.
- This unit is designed for installation by a qualified servicing dealer.
   Installation performed by non-authorized individuals could cause safety-related problems with the operation of this equipment.

#### For U.S.A. only:

• To locate the closest authorized dealer in your area, please call 1-800-449-8989.

Thank you for purchasing the Panasonic Electronic Board.

For optimum performance and safety, please read these instructions carefully.

sories — — — — — — — — — — — — — — — — — — —
Q'ty
• Batteries (LR03 "AAA") 6
• Power cord
• USB cable [5 m (16' 5 3/8")]
• A4 (Letter*1) size copy paper 20
Software CD-ROM
Operating Instructions
Wall-mounting template
• Warranty card* <sup>2</sup>

- \* The markers for interactive (small) are used while inserted in the pen holder.

  In this manual, the pen holder with a marker for interactive (small) is called the Electronic Pen.

  The Electronic Pen and the Electronic Eraser are used with the interactive function.
- \* The stand and wall-mounting kit are optional. By way of example, this manual describes an Electronic Board which is used with the stand.

#### Things you should keep a record of

# Attach your sales receipt here For your future reference Date of purchase: Serial number:

#### Warning about saving data

When the system storage device or any of its optional storage device is adversely effected by operational errors, static electricity, electrical noise, vibration, dust or when the power has been cut off due to malfunction, repair or inadvertently, the memory contents may be lost or changed. Before operating the system, make a point of reading the precautionary notes in the Operating Instructions and the help information, and observe them during operation.

#### Please observe carefully the following precaution:

Dealer's name and address:

•Make absolutely sure that all important data is saved by back-up or the original is saved.

The manufacturer hereby declares that it cannot be held accountable for any loss or change in any data stored on floppy disks, hard disks, optical disks, or other memory devices.

<sup>\*1</sup> Letter size is for U.S.A. and Canada models.

<sup>\*2</sup> for U.S.A. model only.

<sup>\*</sup> The markers (big) and the eraser are used for other than the interactive function.

## **Federal Communications Commission Requirements**

Note: This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

**FCC Warning:** To assure continued FCC compliance, the user must use only the provided power supply cord. Also, any unauthorized changes or modifications to this equipment would void the user's authority to operate this device.

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- All trademarks referred to in this manual are property of their respective companies.

The information given in this Operating Instructions is subject to change without notice.

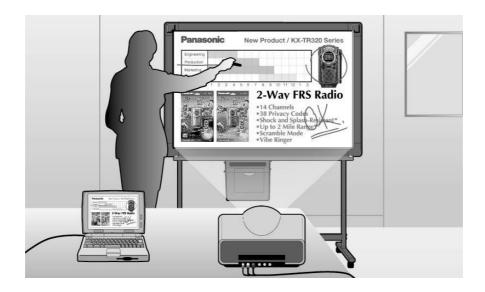
### **Features**

The UB-8325 is equipped with two interactive functions; Projector mode and Whiteboard mode, in addition to a regular electronic board that utilizes plain paper. It is possible to use this unit as follows.

#### **■ Electronic Board Functions**

- Allows copying up to 9 copies per screen
- Allows printing in 2 level contrast (Normal / Dark)
- Allows printing of 2-screens at the time by compressing them into a single sheet of paper

#### **■** Projector Mode (Interactive Function)



Connect the Interactive Panaboard to a computer that is connected to a projector and use the projector to project the image onto the Interactive Panaboard.

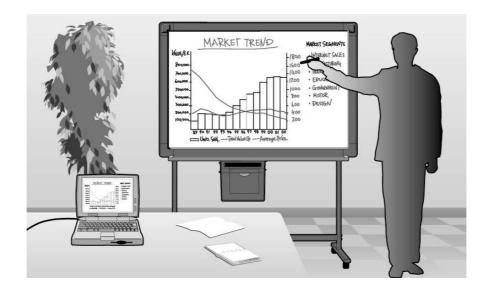
This is called the Projector mode.

In this mode, the following operations are possible:

- Operating the computer using the Electronic Pen with its cap on as a mouse
- Drawing handwritten lines or erasing it using the Electronic Pen or Electronic Eraser with its cap on in the projected image
- Saving the projected image to an image file and printing the projected image
- Recording the operations of drawing and erasing handwritten lines, playing back and editing the recorded operations later

In Projector mode, the projected computer image on the screen of the Interactive Panaboard can be operated by using the Electronic Pen as a mouse. You can execute the application and electronically write or erase notes. The electronically handwritten or partially erased computer image can be stored into an image file. This will help make your presentation more impressive to the attendants.

#### **■** Whiteboard Mode (Interactive Function)



By connecting the Interactive Panaboard to a computer, the information written on the Interactive Panaboard is displayed on the computer in real-time.

This is called the Whiteboard mode.

In this mode, the following operations are possible:

- The information written on the Interactive Panaboard using the Electronic Pen with its cap off will be displayed on the computer screen at the same time.
- The information erased using the Electronic Eraser will be erased in the computer as well.
- You can save drawings and notes into a file which can later be printed.
- Allows the user to record the information being written or erased in a file that can be played back as a movie and it can be edited if needed.

#### **■** Computer Interfacing

Panasonic Document Management System (hereafter referred to as Panasonic-DMS) has the following functions. About the Panasonic-DMS, refer to the Document Management System operating instructions in the CD-ROM.

- Panasonic-DMS uses the TWAIN driver to scan monochrome images drawn on the UB-8325.
- Panasonic-DMS has a capability of managing documents (image files).
- The printer driver allows the printer of the UB-8325 to print documents from a computer.

# **Table of Contents**

Page

Defere	Vall	Cto	-4
Before	TOU	Sta	пц

<ul><li>For Your Safety</li><li>For Users</li><li>For users in the United Kingdom only</li></ul>	 	 8
Precautions		
Part Names and Functions  • Control Panel	 	 16

# Using

Installing the Thermal Transfer Film	. 18
Loading Copy Paper	.19
Making Copies	
Replacing the Thermal Transfer Film	. 22
Paper Jams	. 23
Setting the Electronic Pen and Eraser  • Setting the Electronic Pen  • Setting the Electronic Eraser  • Replacing the Eraser Cloth	25 26
Installing Drivers and Software.  System Requirements  Contents of CD-ROM.  Installing Drivers / Interactive Panaboard Software.  Installing the Panasonic-DMS Software.  Removing Drivers / Interactive Panaboard Software.  Removing the Panasonic-DMS Software.	27 28 30 31
Using the Panaboard in Projector Mode  • Precautions When Using a Projector  • Starting the Interactive Panaboard Software  • Pop-up Menu Configuration  • Basic Operation in Projector Mode  • Using the Desktop Drawing Tool	32 33 34 37
Using the Panaboard in Whiteboard Mode	49 49
Using the View Window or Whiteboard Window	53 57

	Using the Panasonic-DMS       72         • Scanning       72         • Panaboard Operation Panel       73         • Printing       74
Help	
	Daily Care and Maintenance75• Cleaning the Screen and the Unit75• Caring for the Eraser75• Cleaning the Printer Head, Platen Roller and Pick-up Roller75• Replacing the Batteries in the Electronic Pen and the Electronic Eraser77• Replacing the Cloth of the Electronic Eraser77
	Troubleshooting
	Specifications       81         • Optional and Separately Available Items       82
Installation	
	Installation Manual

# **For Your Safety**

To prevent severe injury and loss of life, read this section carefully before using the unit to ensure proper and safe operation of your unit.

**CLASS 1 LED PRODUCT** 

The following graphic symbols are used in this Operating Instructions manual.



Denotes a potential hazard that could result in serious injury or death.



Denotes hazards that could result in minor injury or damage to the unit.





These symbols are used to alert operators to a specific operating procedure that must not be performed.







These symbols are used to alert operators to a specific operating procedure that must be emphasized in order to operate the unit safely.

#### For Users



#### **Power and Ground Connection**



The power source voltage of this unit is listed on the nameplate. Only plug the unit into an AC outlet with the proper voltage. If you use a cord with an unspecified current rating, the unit or plug may emit smoke or become hot to the touch.



When you operate this product, the power outlet should be near the product and easily accessible.



To ensure safe operation the power cord supplied must be inserted into a standard three-prong AC outlet which is effectively grounded (earthed) through the normal wiring.



The fact that the equipment operates satisfactorily does not imply that the power point is grounded (earthed) and that the installation is completely safe. For your safety, if in any doubt about the effective grounding (earthing) of the power point, consult a qualified electrician.



If the plug cannot be inserted into the AC outlet, contact a licensed electrician to replace the AC outlet with a properly grounded (earthed) one.



Do not defeat the purpose of the grounding (earthing) plug (ex. do not use a conversion plug).



Plug the power cord firmly into an AC outlet. Otherwise, it can cause fire or electric shock



Do not pull, bend, rest objects on, or chafe the power cord and plug. Damage to the power cord or plug can cause fire or electric shock.



Do not attempt to repair the power cord or plug. If the power cord or plug is damaged or frayed, contact an authorized service representative for a replacement.



Ensure that the plug connection is free of dust. In a damp environment, a contaminated connector can draw a significant amount of current that can generate heat and eventually cause fire if left unattended over an extended period of time.



Never touch the plug with wet hands. Danger of electric shock exists.



Stop operation immediately if your unit emits smoke, excessive heat, abnormal smell or unusual noise. These conditions can cause fire or electric shock. Immediately turn the unit off and unplug the power cord, and contact your dealer for service.



When disconnecting the unit, grasp the plug instead of the cord. Pulling on a cord forcibly can damage it and cause fire or electric shock.



The unit should be used only with the power cord that is supplied by the manufacturer.

•(220–240 V equipment)

A certified power supply cord has to be used with this equipment. The relevant national installation and/or equipment regulations shall be considered. A certified power supply cord is not lighter than ordinary polyvinyl chloride flexible cord according to IEC 60227 (designation H05VV-F 3G 1.0 mm²).

#### Installation and Relocation



To prevent fire or shock hazard, do not expose this unit to rain or any type of moisture.

#### **Operating Safeguards**



If metal fragments or water gets into the unit, turn the unit off and unplug the unit immediately. Contact your dealer for service. Operating the contaminated unit can cause fire or electric shock.



Never open or remove unit covers that are screwed with screws unless specifically instructed in the "Operating Instructions". A high-voltage component can cause electric shock.



Do not alter the unit or modify any parts. Alteration or modification can cause fire or electric shock.



Keep the marker's cap or battery out of reach of children to prevent swallowing.

#### **Battery**



Be sure to use the specified type of batteries only. Using incorrect type of batteries can burn or leak.



Ensure that batteries are installed with correct polarity. Incorrectly installed batteries can burst or leak, resulting in spillage or injuries.



Be sure to take out batteries worn away from the unit. The battery worn away can leak.



Be sure that a battery should not be charged, shorted, heated, broken or thrown into fire. Using wrong can leak generate heat or burst.



#### **Power**



When the unit is not used over an extended period of time, switch it Off and unplug it. If an unused unit is left connected to a power source for a long period, degraded insulation may cause electric shock, current leakage or fire.

#### Installation and Relocation



Do not position the unit in a location where it is unstable.



Do not place the unit in a hot humid or dusty environment.

Prolonged exposure to these adverse conditions may cause fire or electric shock.



When moving the unit, be sure to unplug the power cord from the AC outlet. If the unit is moved with the power cord attached, it can cause damage to the cord which could result in fire or electric shock.

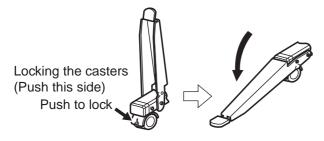
#### For Your Safety



Do not install the unit except by a qualified service personnel.



After installing or moving the electronic board, lock the casters and set the fall-prevention extension legs.



#### **Operating Safeguards**



If the unit is fallen down or damaged, turn the unit off and unplug the power cord. Otherwise, it may cause fire or electric shock.



Do not put drinks, other liquids or heavy items on the tray or screen. Accidental spillage of liquid into the unit may cause severe damage. If this occurs, turn the unit off, unplug the power cord and contact your dealer for service.



Do not lean against the screen or on the cover (lower), even if the electronic board is mounted on the wall.

#### **Battery**



When the unit is not used over an extended period of time, take the batteries out of the unit. Otherwise, the batteries may leak. Do not use the leaked batteries.

# For users in the United Kingdom only

#### **Safety Information**

This appliance is supplied with a moulded three pin mains plug for your safety and convenience.

A 5 amp. fuse is fitted in this plug. Should the fuse need to be replaced please ensure that the replacement fuse has a rating of 5 amps. and that it is approved by ASTA or BSI to BS1362. Check for the ASTA mark or the BSI mark on the body of the fuse. If the plug contains a removable fuse cover you must ensure that it is refitted when the fuse is replaced. If you lose the fuse cover the plug must not be used until a replacement cover is obtained. A replacement fuse cover can be purchased from your local Panasonic Dealer.

If the fitted moulded plug is unsuitable for the socket outlet in your home then the fuse should be removed and the plug cut off and disposed of safely.

There is a danger of severe electrical shock if the cut off plug is inserted into any 13 amp. socket.

If a new plug is to be fitted please observe the wiring code as shown below. If in any doubt please consult a qualified electrician.

**WARNING:** This appliance must be earthed. **IMPORTANT:** The wires in this mains lead are coloured in accordance with the following code.

Green-and-Yellow: Earth
Blue: Neutral
Brown: Live

As the colours of the wire in the mains lead of this appliance may not correspond with the coloured markings identifying the terminals in your plug, proceed as follows.

The wire which is coloured Green-and-Yellow must be connected to the terminal in the plug which is marked with the letter E or by the Earth symbol  $\bot$  or coloured Green or Green-and-Yellow.

The wire which is coloured Blue must be connected to the terminal in the plug which is marked with the letter N or coloured Black.

The wire which is coloured Brown must be connected to the terminal in the plug which is marked with the letter L or coloured Red.

#### How to replace the fuse:



Open the fuse compartment with a screwdriver and replace the fuse.

### **Precautions**

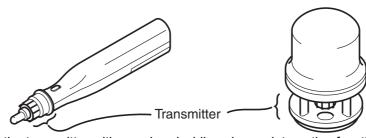
#### Installation • Do not install the unit where it may be exposed to direct sunlight, near heating equipment, or near air-conditioning vents as this may cause stretching and/or discoloration of the screen. Do not install the unit in strong sunlight or strong lighting. Proper copying may become impossible. • Do not install the unit in locations where the temperature may change suddenly as this may disable the unit's ability to make copies. Screen Film • Make thick and dark lines inside the copying area. 25 mm (1") Note that any writing inside the shaded area (on right) cannot be copied. • Do not allow writing to remain on the screen for an 35 mm Copying area extended period of time as it will become harder to (1 3/8") (13/8")• Do not erase with an overly dirty eraser (see page 75). 25 mm (1") Periodically wipe the screen film gently with a water-dampened cloth that has been thoroughly wrung. (See page 75.) • Use a commercially available white board cleaner for hard-to-erase stains. (SANFORD® EXPO® white board cleaner etc.) • Do not touch the screen, write with markers, or erase while the screen is moving as this may result in damage to the unit. • Do not attach chart paper to the screen film for copying as this may result in damage to the unit. Markers. • Use only the included or designated markers, erasers and thermal transfer film. (See page Erasers and Use of accessories other than those included or designated (such as oil-based **Thermal** markers) may damage the screen or result in hard-to-erase markings. **Transfer Film** • Copy quality increases with the thickness of the drawn line. To ensure quality copies, please use the markers (big). • The markers for interactive (small) draw thin lines. The quality of the copies may be reduced when these markers are used. • Do not store the thermal transfer film in a location subject to extreme changes in temperature (such as near air conditioning or heating equipment) as this may cause condensation on the thermal transfer film and result in poor print quality and/or paper jams. Store markers horizontally as vertical storage may stop the ink from coming out. • The length of one roll of designated thermal transfer film (Replacement film: UG-6001) is approximately 50 meters (164 ft.). One roll of thermal transfer film can make approximately 150 sheets of copies. Note that the total number of copies may differ depending on the operating conditions. Also note that the length of the thermal transfer film supplied with the unit is shorter than the replacement film roll and is only approximately 10 meters (32.8 ft.). **Power Cord** • When moving the unit, disconnect the power cord from the electrical power socket and from the printer's power connector, and disconnect the USB cable from the printer's USB and USB connector and a computer. Then coil them for transportation as stepping on the power cord Cable and USB cable or having them catch on something during movement may result in damage to the cord and cable. • If you connect the electronic board to a USB hub, it is not guaranteed to work. • Do not connect two or more Panasonic electronic boards to a computer. It may cause the computer operation to become unstable.

#### **Precautions**

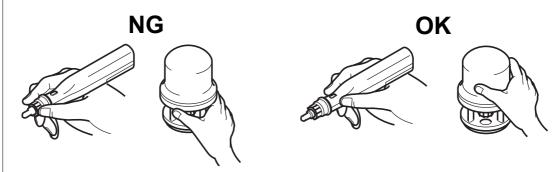
#### Replacing the Thermal Transfer Film

- Dispose of the used thermal transfer film in a trash receptacle for burnable trash.
- A negative of the copied image will remain on the thermal transfer film. (To protect the security of your information, we recommend cutting up the used thermal transfer film with scissors or shredder before disposing of it.)

#### Electronic Pen and Electronic Eraser



 Do not cover the transmitter with your hand while using an interactive function as this may cause the position of the Electronic Pen or the Electronic Eraser not to be normally detected.



- Press down firmly with the point of the Electronic Pen or the eraser cloth of the Electronic Eraser on the screen film until you hear a buzzing sound, and then move it slowly.
   However, do not press down the point of the Electronic Pen too much strongly as this may make a dent in the screen back panel.
- Do not use two or more the Electronic Pens or the Electronic Eraser at the same time as this
  may cause the position of the Electronic Pen or the Electronic Eraser not to be normally
  detected.
- For precise positioning, keep the Electronic Pen and Electronic Eraser perpendicularly to the screen during use.
- Since ultrasonic is used to detect the position of the Electronic Pen and Electronic Eraser when they are being used, you may hear a buzzing sound, but this is not harmful to the human body or peripheral hardware. It will also not result in an electric shock.

#### **Battery**

If batteries are used improperly, batteries may leak, causing corrosion of the unit, or they may burst. To prevent this, always follow the precautions given below.

- Always remove batteries from the Electronic Pen and Electronic Eraser if they are not to be used for an extended period of time.
- Use the same type of batteries. Do not mix different types.
- Do not mix old and new batteries.
- Always insert batteries with their polarity properly oriented as indicated on the Electronic Pen or Electronic Eraser.
- If the Electronic Pen or Electronic Eraser ceases to function because batteries have run out, remove them immediately and dispose of them according to local regulations.

  Leaving drained batteries in the Electronic Pen or Electronic Eraser may result in leakage.
- Do not disassemble batteries or place them in a fire.
- Do not short batteries.
- Alkaline batteries cannot be recharged. Never attempt to recharge alkaline batteries.

#### For Brasil



Após o uso as pilhas / baterias contidas neste produto poderão ser dispostas em lixo doméstico.

For Taiwan (台灣)



廢電池請回收

#### **Projector**

• Light from the projector may enter the eye when using a projector to project images for the purpose of making presentations and so on. Be very careful as direct projector light may hurt the eyes.

### **CD-ROM**

To prevent the CD-ROMs from accidental damages:

Do not touch or write on the surface of the disc.





Do not leave the disc out of the protective case.





Do not leave the disc in direct sunlight or near heat sources.



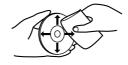


Do not place heavy objects on the disc case or drop the case.

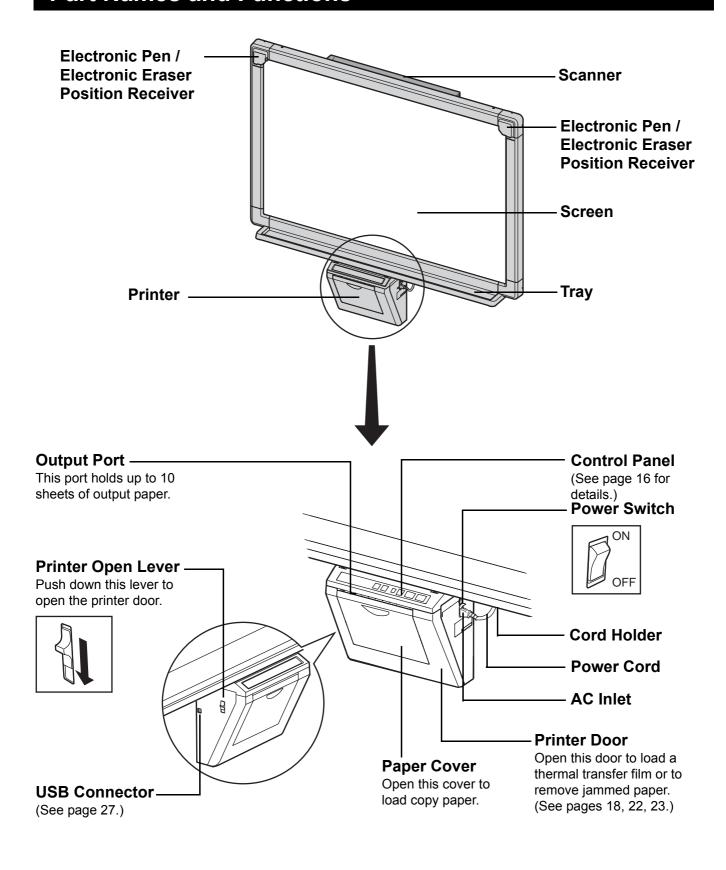




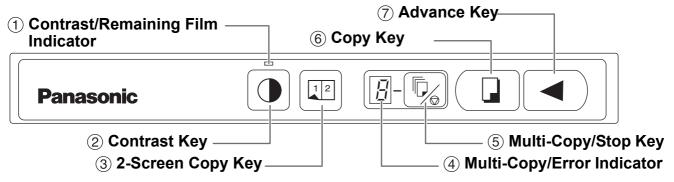
To clean the disc, hold the disc by its edges and wipe it from the center to the edges with a dry, soft cloth.



# **Part Names and Functions**



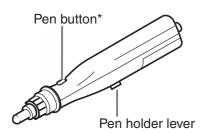
### **Control Panel**



Panel	Name	Description
	① Contrast/ Remaining Film Indicator	This lamp indicator notifies the user when the time to replace the thermal transfer film is approaching (estimated) and of the printing contrast used during copying.  Indicator off:  Indicator on:  Indicator flashing*:  Almost time to replace the thermal transfer film  (Note that only about 15 more sheets may be copied when this indicator starts flashing.)  Replacement film (UG-6001) is separately available from the dealer where you purchased your unit.  * The flashing indicator will go out after the power is turned off, or the printer has been opened and closed. (When copying is performed, this indicator will begin flashing again.)
	② Contrast Key	Each time this key is pressed, the unit will alternate between normal and dark contrast modes (Normal/Dark).
12	③ 2-Screen Copy Key	This key causes the front and back of the screen to be copied on a single sheet of paper.
8	4 Multi-Copy/ Error Indicator	This indicator displays the number of copies to be made. The display changes each time the Multi-Copy/Stop Key is pressed. Example: $1 \rightarrow 2 \rightarrow \cdots \rightarrow 9 \rightarrow 1 \rightarrow \cdots$ When an error occurred, a flashing symbol will appear on this display to indicate the error status. (See page 80.)
<b>\(\bar{\bar{\bar{\bar{\bar{\bar{\bar{</b>	⑤ Multi-Copy/ Stop Key	<ul> <li>When making multiple copies, press this key until the desired number of copies is displayed on the Multi-Copy/Error Indicator.</li> <li>This key can also be pressed to stop copying while executing multiple copies.</li> <li>The display changes as shown below each time the screen is copied. After reaching 0, the display will reset to 1.</li> <li>Example for multiple copies:</li> <li>5 → 4 → 3 → 2 → 1 → 0 → 1 (Number is counted down.)</li> </ul>
	6 Copy Key	This key causes the screen to be copied.
	Advance     Key	Pressing this key advances the screen from right to left.

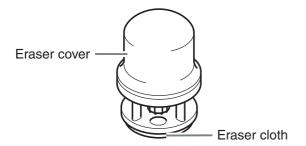
### **Electronic Pen and Eraser**

#### **■** Electronic Pen (see page 25)



\* When using the projector mode to operate the computer screen on the Interactive Panaboard screen and operating the pen while holding down the pen button achieves the same function as pressing the right mouse button.

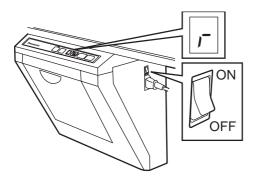
#### ■ Electronic Eraser (see page 26)



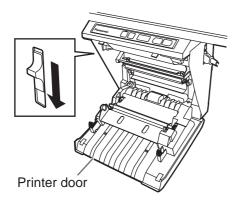
# Installing the Thermal Transfer Film

Install the thermal transfer film in the printer.

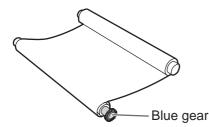
- ✓ Set the power switch to on (I).
  - •" ¬" will flash on the Multi-Copy/Error Indicator when the thermal transfer film has run out.
  - The screen will move to home position and stop.



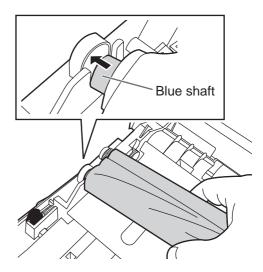
**2** Push down the printer open lever and open the printer door.



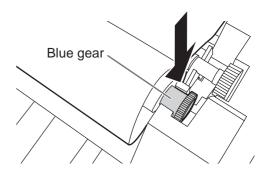
- Install the thermal transfer film.
  - 1) Set the thermal transfer film, with the blue gear in front, on the right.



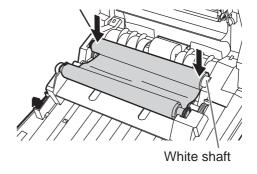
2) Insert the blue shaft into the front left hole.



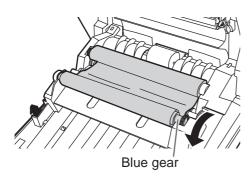
3) Place the blue gear on the front right groove.



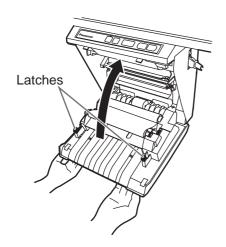
4) Place the white shaft on both sides of the back grooves.



- Tighten the film, then close the printer door.
  - 1) Rotate the blue gear in the direction of the arrow to take up the slack on the film.



- If a slack remains, perform step 3-2) through 4-1) again.
- 2) Securely close the printer door by using both hands until a click is heard.
  - " ¬" flashing on the Multi-Copy/Error Indicator will go out.



#### **Note**

- If " ¬ " is still flashing after closing the printer door, make sure that the thermal transfer film has been installed properly and tightened.
- The printer door should be closed to make copies properly. Confirm both latches are locked.

# **Loading Copy Paper**

It is possible to load up to 40 sheets of A4 (Letter\*) size copy paper [assuming a paper weight of 80 g/m² (20 lb.)].

Note that only A4 (Letter\*) size paper may be used. When the unit is first used or when " ¬" " flashes on the Multi-Copy/Error Indicator to indicate that the unit is out of paper, load copy paper as described below.

\* Letter size is for U.S.A. and Canada models.

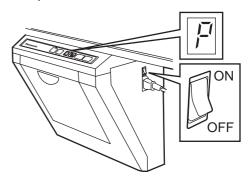
#### **Notes on Loading Copy Paper**

Follow the guidelines below to ensure smooth and accurate printing by the unit.

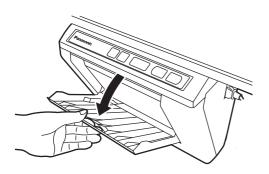
- Only use A4 (Letter) size copy paper having a weight of 60 g/m² (16 lb.) to 90 g/m² (24 lb.) as the copy paper for this unit.
- Do not simultaneously load paper of varying type and thickness as this may result in paper jams.
- Before adding copy paper, be sure to remove all the copy paper remaining inside the unit's paper cover. (Note that copy paper will slightly resist being removed, but may be pulled out without problems.)
   After removing the copy paper, stack the removed paper together with the new paper, fan it thoroughly, square it and reload.

# DO NOT USE THE FOLLOWING TYPES OF PAPER

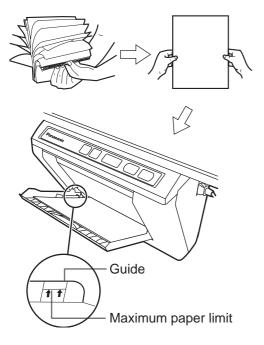
- Extremely smooth or glossy paper
- Coated paper
- Thermal paper
- Paper that is printed on one side
- Wrinkled paper, creased paper, etc.
  - Set the power switch to on ( I ).
    - " \( \bar{P} \) " will flash on the Multi-Copy/Error Indicator when copy paper has run out.
    - The screen will move to home position and stop.



**2** Pull the paper cover forward as shown in the figure.



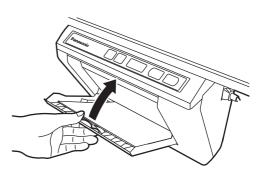
To prevent paper jams such as those caused by multiple sheets feeding at once, fan the paper thoroughly, square it, align it with the guide inside, and insert as far as it will go.



#### Note

- Only use A4 (Letter\*) size copying paper having a weight of 60 g/m² (16 lb.) to 90 g/m² (24 lb.) as the copy paper for this unit.
   \* Letter size is for U.S.A and Canada models.
- Do not stack more copy paper in the unit than the maximum paper limit indicated by the guide (see the above figure) as this may result in paper jams. [Note that the unit can hold about 40 sheets of paper having a weight of 80 g/m² (20 lb.).]

Close the paper cover until a click is heard.



#### **Note**

- Close the paper cover, or the unit will not work properly.
- The paper cover should be closed to make copies properly. Confirm the both latches are locked.

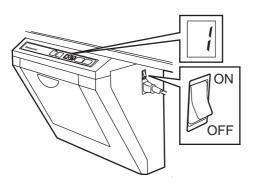
# **Making Copies**

This section describes how to copy text and illustrations drawn on the screen.

1

Set the power switch to on ( I ).

- " / " will light on the Multi-Copy/Error Indicator to indicate that the unit is ready to copy.
- The screen will move to home position and stop.



**2** P

Press the (Copy Key).

- Text and illustrations on the screen will be copied and copies emerge from the output port.
- The output port can hold up to 10 sheets of copy paper. (Note that exceeding the output port's capacity may result in paper jams.)
- For details on making multiple copies and so on, refer to "Copy Types and Procedures" on this page.



#### **Note**

- Do not use paper that has been copied on one side by this printer as copy paper in this unit or in any other copiers or printers as this may result in dirty rollers, degradation of printing quality, paper jams, and streaks and smudges on output paper.
- Copy quality increases with the thickness of the drawn line. To ensure quality copies, please use the markers (big).
- •The markers for interactive (small) draw thin lines. The quality of the copies may be reduced when these markers are used.
- Do not write on the back side of the output paper from this unit. The printed ink may be transferred underneath the paper.
- Text or images in shades of yellow will not copy.

### **Copy Types and Procedures**

#### [A] Copying the front of the screen

1) Press 🔲.

#### [B] Copying the back of the screen

- 1) Press to move the screen to be copied to the front.
- 2) Press 🛄.

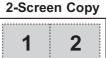
#### [C] Making multiple copies (up to 9)

- 1) Select the number of copies (1 to 9) by pressing as necessary.
- 2) Press 🔲.
- Press (%) to stop copying in mid-operation.

#### [D] Making 2-screen copies

Copying the front and back of the screen on a single sheet of paper

1) Press 🕮.



Front

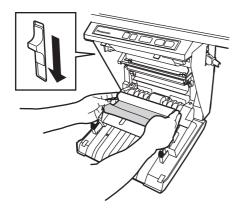
**Back** 

# **Replacing the Thermal Transfer Film**

The unit is capable of producing about 15 more copies when the Contrast/Remaining Film Indicator begins to flash. The unit has run out of thermal transfer film and can no longer make copies when the Multi-Copy/Error Indicator flashes " ¬ ". Separately available replacement film (UG-6001) may be purchased from the dealer where you purchased the unit. Thermal transfer film is replaced as follows.

# Notes on Replacing Thermal Transfer Film

- Only use the designated product (UG-6001) from Panasonic as the replacement film. (Note that using another type of replacement film may result in degraded printing quality or damage to the unit.)
- Thermal transfer film is disposable. Dispose of used thermal transfer film as "burnable" or "nonrecyclable" rubbish.
- A negative of the copied image will remain on the thermal transfer film. To protect the security of your information, we recommend cutting up the used thermal transfer film with scissors or shredder before disposing of it.
  - Push down the printer open lever to open the printer door, and remove the used film.



Refer to steps 3 and 4 in the section of "Installing the Thermal Transfer Film" on page 18.

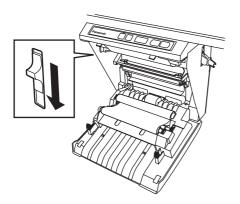
#### **Note**

- If " ¬ " is still flashing after closing the printer door, make sure that the thermal transfer film has been installed properly and tightened.
- The printer door should be closed to make copies properly. Confirm both latches are locked.

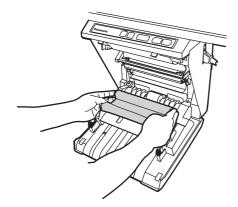
# **Paper Jams**

Remove paper jams by the following procedure when copy paper does not come out of the output port or when "", "flashes on the Multi-Copy/Error Indicator.

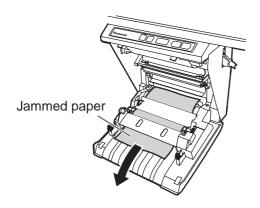
Push down the printer open lever to open the printer door.



**2** Remove the thermal transfer film with both hands.



Remove the jammed paper.



4

Install the thermal transfer film.

- Refer to steps 3 and 4 in the section of "Installing the Thermal Transfer Film" on page 18.
- " J " flashing on the Multi-Copy/Error Indicator will go out.

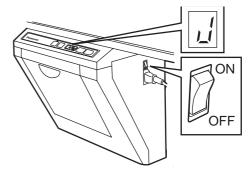
#### **Note**

- If " ¬" is still flashing after closing the printer door, make sure that the thermal transfer film has been installed properly and tightened.
- The printer door should be closed to make copies properly. Confirm both latches are locked.

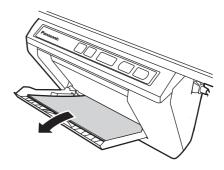
If the flashing "  $\sqcup$ " does not go out after the foregoing procedure has been performed; this may indicate that the paper feeder is not functioning properly. Reload the copy paper by following the steps given below.

1 1

Turn the power off.



2 Open the paper cover and remove all the copy paper remaining inside the unit's paper cover.

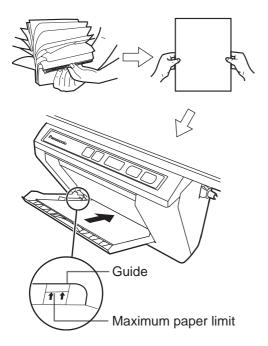


#### <u>Note</u>

• The copy paper will slightly resist being removed, but may be pulled out without problems.

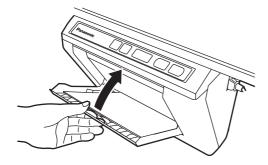
#### **Paper Jams**

To prevent paper jams such as those caused by multiple sheets feeding at once, fan the paper thoroughly, square it, align it with the guide inside, and insert as far as it will go.



#### **Note**

- Do not stack more copy paper in the unit than the maximum paper limit indicated by the guide (see figure) as this may result in paper jams. [Note that the unit can hold about 40 sheets of paper having a weight of 80 g/m² (20 lb.).]
- Close the paper cover until a click is heard.

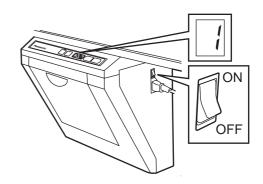


#### Note

- Close the paper cover, or the unit will not work properly.
- The paper cover should be closed to make copies properly. Confirm the both latches are locked.

Turn the power on.

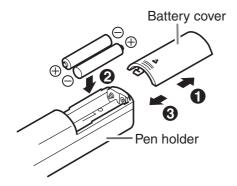
- " ;" will light on the Multi-Copy/Error Indicator to indicate that the unit is ready to copy.
- The screen will move to home position and stop.



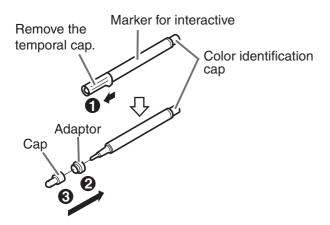
# **Setting the Electronic Pen and Eraser**

### **Setting the Electronic Pen**

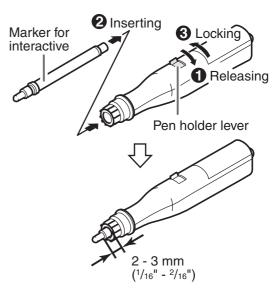
- Remove the battery cover on the pen holder, insert the batteries as shown in the figure, and re-attach the battery cover.
  - Always use "LR03 (AAA size)" (alkaline) batteries and be sure that their polarity is properly oriented.
  - Do not mix old and new, different type batteries when replacing batteries.



- 2 Remove the temporal cap, and set the cap and adaptor to the marker for interactive.
  - Securely push the adaptor into the marker for interactive as far as it will go.
  - Do not remove the color identification cap on the back end of the marker.



- Rotate the pen holder lever to the release position, insert the marker for interactive, and then return the pen holder lever to the lock position.
  - Lock the pen holder lever while inserting the marker all the way into the pen holder until you hear a buzzing sound.
     Detection of the marker color may not work well unless the marker is inserted fully into the pen holder.
  - Do not set the marker near the Interactive Panaboard while using the interactive function as this may appear unnecessary streaks not written on the computer screen.

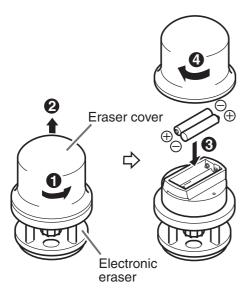


#### Note

- Press down firmly with the point of the Electronic Pen on the screen film until you hear a buzzing sound.
- For precise positioning, keep the Electronic Pen perpendicularly to the screen during use. Inclined pen angle will cause the shift of position.

### **Setting the Electronic Eraser**

- Remove the eraser cover, insert the batteries as shown in the figure, and re-attach the eraser cover.
- Always use "LR03 (AAA size)" (alkaline) batteries and be sure that their polarity is properly oriented.
- Do not mix old and new, different type batteries when replacing batteries.

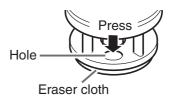


#### Note

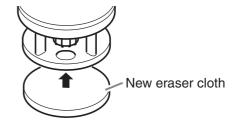
 Press down firmly with the eraser cloth of the Electronic Eraser on the screen film until you hear a buzzing sound.

### **Replacing the Eraser Cloth**

Remove the eraser cloth by pushing through the hole in the Electronic Eraser.



**2** Attach a new eraser cloth by pressing around the edge.



# Installing Drivers and Software

Drivers and software must be installed in your computer to use the interactive function, printer and TWAIN driver.

For the information of the interactive function and Panasonic-DMS, refer to "Features" on page 4.

#### **System Requirements**

Computer	IBM PC/AT or compatible machine with a CD-ROM drive
CPU	Pentium® II or higher processor
Interface	USB 2.0 or USB 1.1*1
os	Windows® 98*2 / Windows Me*3 / Windows 2000*4 / Windows XP*5
Memory	64 MB or more (Windows 98 / Windows Me) 128 MB or more (Windows 2000) 256 MB or more (Windows XP)
HD	At least 100 MB free space (except saving space for data files)

- \*1 This electronic board does not function with Hi-Speed USB 2.0. Even if using a computer equipped with Hi-Speed USB 2.0, this electronic board functions with Full Speed USB 2.0.
- \*2 Microsoft® Windows® 98 operating system (hereafter Windows 98)
- \*3 Microsoft® Windows® Millennium Edition operating system (hereafter Windows Me)
- \*4 Microsoft® Windows® 2000 operating system (hereafter Windows 2000)
- \*5 Microsoft® Windows® XP operating system (hereafter Windows XP)

#### **Contents of CD-ROM**

The provided CD-ROM includes the following.

- USB driver
- Printer driver
   The printer driver allows the printer to print documents from your computer.
- TWAIN driver
- Panasonic-DMS software
   Panasonic Document Management System
   (Panasonic-DMS) uses the TWAIN driver to scan images drawn on the screen. The Panasonic-DMS has a capability of managing documents (image files).
- Interactive Panaboard Software
   In order to use the interactive functions, it is necessary to install the Interactive Panaboard Software. The software cannot be used with the TWAIN driver.
- Panasonic-DMS manual
- Interactive Panaboard operating instructions

# Notes when connecting the electronic board to a computer

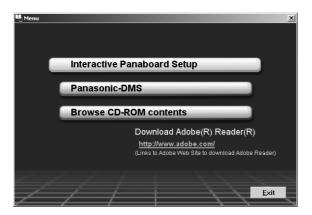
- First install the USB, printer and TWAIN driver to your computer, then connect the electronic board to the computer (refer to "Installing Drivers / Interactive Panaboard Software").
- If you connect the electronic board to a USB hub, it is not guaranteed to work.
- Do not connect two or more Panasonic electronic boards to a computer. It may cause the computer operation to become unstable.
- Use the USB cable provided with the unit.

# Installing Drivers / Interactive Panaboard Software

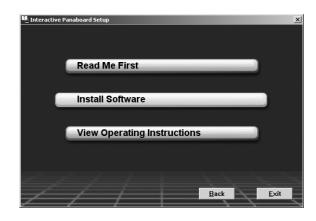
The USB, printer, TWAIN driver and Interactive Panaboard Software are installed in your computer by following procedures.

#### **Note**

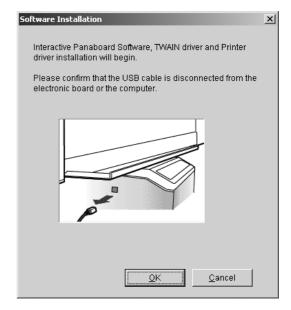
- Do not yet connect a USB cable to the electronic board.
- Power on your computer and start Windows\*1.
  - Log on as an administrator for Windows 2000 or Windows XP.
  - \*1 Microsoft® Windows® operating system (hereafter Windows)
- Insert the CD-ROM into the CD-ROM drive. The Setup window appears automatically.
  - Depending on the operating system or the settings that you are using, the Setup window may not appear automatically.
     In such a case, execute "Menu.exe" in the CD-ROM from the Explorer.
- When "Welcome" window appears, click [Next].
- 4 Click [Interactive Panaboard Setup].
  - To install the Panasonic-DMS software, click **[Panasonic-DMS]** (see page 30).
  - To read the operating instructions in the provided CD-ROM, the Adobe Reader or Acrobat Reader must be installed in your computer. It can be downloaded from the Adobe's Web site if Internet is available.



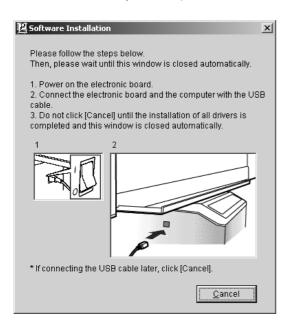
5 Click [Install Software].



- **6** Read "End-User License Agreement" carefully and click **[Yes]**.
- When the following window appears, check that the electronic board is not connected to your computer and click [OK].
  - If the USB cable is connected to the electronic board, remove it and click **[OK]**.
  - For Windows 98 or Windows Me, a floppy disk or CD-ROM for installing the operating system may be required.
  - If the screen prompts to restart Windows, restart Windows.



**8** When the following window appears after files are copied, power the electronic board on, and connect the USB cable provided from the electronic board to your computer.



- **9** Follow the on-screen instructions if the wizard windows appear.
  - If the wizard window is displayed to select the file (##.inf) for the printer driver in Windows XP, select "windows\inf\oem##.inf".
  - If the wizard window is displayed to connect to the Windows Update in Windows XP SP2, select **[No]**.
  - If the warning window is displayed in Windows 2000 / Windows XP, select [Yes] or [Continue Anyway] to continue the installation.
  - The new hardware wizard windows may be displayed several times depending on the operating system.
  - For Windows 98 or Windows Me, a floppy disk or CD-ROM for installing the operating system may be required.
- 10 When the installation is completed, click [OK].
  - Interactive Panaboard group is registered in the Panasonic of the Programs menu.
  - The following is installed in the **Interactive Panaboard** group.
  - Interactive Panaboard (application)
  - Interactive Panaboard Help
  - Interactive Panaboard Uninstall
  - Operating Instructions

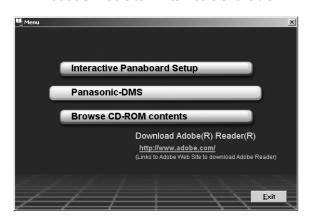
#### **Note**

•If the electronic board is powered on with connecting the USB cable when the installation is completed and **[Exit]** is clicked in the setup window, the Interactive Panaboard Software is automatically started in Windows 2000 / Windows XP. (For the detailed information, refer to "Starting the Interactive Panaboard Software" on page 33.)

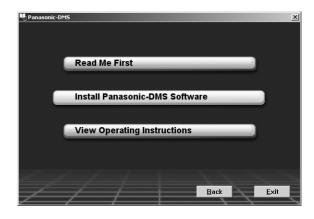
# Installing the Panasonic-DMS Software

When Panasonic-DMS is already installed, leave it (do not uninstall it) and install the new software in the same folder to overwrite it.

- 1 Power on your computer and start Windows.
  - Log on as an administrator for Windows 2000 or Windows XP.
- Insert the CD-ROM into the CD-ROM drive. The Setup window appears automatically.
  - Depending on the operating system or the settings that you are using, the Setup window may not appear automatically.
     In such a case, double-click "Menu.exe" in the CD-ROM from the Explorer.
- When "Welcome" window appears, click [Next].
- 4 Click [Panasonic-DMS].
  - To install the USB, printer, TWAIN driver and Panasonic Interactive Software, click [Interactive Panaboard Setup] (see page 28).
  - To read the operating instructions in the provided CD-ROM, the Adobe Reader or Acrobat Reader must be installed in your computer. It can be downloaded from the Adobe's Web site if Internet is available.



**5** Click [Install Panasonic-DMS Software].



- 6 Click [Install].
  - To install the Panasonic-DMS Manual, check the [Operating Instructions] check box.



- 7 Read "End-User License Agreement" carefully and click [Yes].
- Follow the on-screen instructions when messages appear.
- **9** When the setup process is completed, restart Windows.
  - About the Panasonic-DMS, refer to the Document Management System operating instructions in the CD-ROM.

### Removing Drivers / Interactive Panaboard Software

If you need to remove the USB driver, printer driver, TWAIN driver and Interactive Panaboard Software, perform the following steps.

- 1 Power on your computer and start Windows.
  - Log on as an administrator for Windows 2000 or Windows XP.
- 2 Click [Start], and then click Control Panel in Settings.
  - For Windows XP, click [start], and then click Control Panel.
- 3 Double-click Add / Remove Programs icon (Windows XP: Add or Remove Programs) in the Control Panel.
- 4 Select Panaboard UB-8 Software in the Add / Remove Programs list, and click [Add / Remove].
- **5** Follows the instructions on the screen.
- **6** After uninstalling, restart your computer.

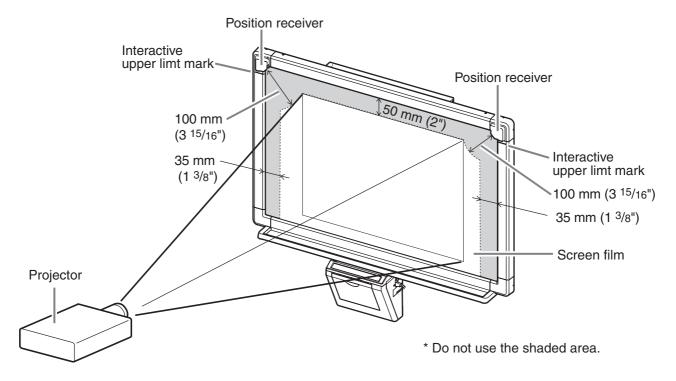
### Removing the Panasonic-DMS Software

If you need to remove the Panasonic-DMS software, perform the following steps.

- 1 Power on your computer and start Windows.
  - Log on as an administrator for Windows 2000 or Windows XP.
- Click [Start], move the pointer to Programs— Panasonic—Panasonic Document Management System—Uninstall. (For Windows XP, All Programs instead of Programs.)
- **3** Click **[OK]**.
- **4** After uninstalling, restart your computer.

# **Using the Panaboard in Projector Mode**

### **Precautions When Using a Projector**



- When using a projector to project images, be sure to display the image so that it is centered left-to-right on the Interactive Panaboard screen and with at least a 50 mm (2") gap between the top of the image and the screen border. Note that the Electronic Pen does not always operate properly when within 50 mm (2") of the top of the screen, 100 mm (3 15/16") of the position receiver and 35 mm (1 3/8") from the both sides of the screen.
- Since the Electronic Pen position may shift if the image on the screen is trapezoid, adjust the projector so that the image on the screen is rectangular.
- When projecting an image on the Interactive Panaboard using a projector, the image on the screen may become difficult to see depending on the viewing angle and position due to reflected projector light. If this happens, adjust the location of the projector or change your viewing position.
- When using a projector to project a computer screen, be sure to use optimum resolution settings for the projector and the computer. The image may be difficult to see if optimum settings are not used. Fine lines in the image on the Interactive Panaboard screen may appear broken particularly if the projector resolution is lower than the computer resolution.
- When using a projector to project images, the Electronic Pen position may shift if the projection position shifts due to the following causes. If this happens, it becomes necessary to perform calibration to reposition the projected image on the screen. (For details on calibration, see page 33.)
  - When the installed location of the projector is changed.
  - When the position of the Interactive Panaboard is changed.
  - When the projection area and position has changed due to using a projector function such as zoom.
  - When the display resolution of the projector or computer has changed.
  - Note that the position of an Interactive Panaboard attached to a stand may shift if it is struck carelessly. Always make sure the stand's casters are locked in place.
- Light from the projector may enter the eye when using a projector to project images for the purpose of making presentations and so on. Be very careful as direct projector light may hurt the eyes.

# Starting the Interactive Panaboard Software

1 2 3

Turn on the Interactive Panaboard.

Turn on your computer and start up Windows.

For Windows 2000 / Windows XP
Connect the USB cable provided from the electronic board to the computer.

• The Interactive Panaboard Software is automatically started.

For Windows 98 / Windows Me
Click [Start] and select Programs Panasonic - Interactive Panaboard Interactive Panaboard

• The window appears to show the Interactive Panaboard is detected.

#### **Note**

- If the Panaboard Operation Panel is displayed using the Panasonic-DMS, the Panasonic Interactive Software cannot be started. Close the Panaboard Operation Panel and start it. Refer to page 72.
- To change the setting so the Interactive Panaboard Software is not started automatically when connecting the USB cable, perfrom the following.
- (1) Connect the USB cable provided from the electronic board to the computer.
- (2) Click [Start] and select Settings Control Panel, then double-click
  Scanners and Cameras icon.
  (For Windows XP, click [start] and select
  Control Panel)
- (3) Double-click **Panaboard-UB8 USB Device Driver** icon and click the **Disable device events** check box in the **Events**tab. Click **[OK]**.

To start the Interactive Panaboard Software, click [Start] and select Programs - Panasonic - Interactive Panaboard - Interactive Panaboard. (For Windows® XP, All Programs instead of Programs)

# 4 Click [OK].

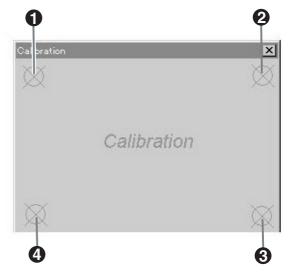
The Select Mode window appears.

- 5 Click **Projector** icon and click **[OK]**.
  - The calibration start screen is displayed.
  - If the Interactive Panaboard and projector are fixed not to move, then the calibration has been performed, it enables to skip the following calibration step by checking the Use the last Calibration setting check box.

If the Desktop resolution is different from the setting when the calibration was executed before, Interactive Panaboard Software will not function properly. In that case, calibrate from the pop-up menu of the Taskbar. (See page 34.)



To calibrate the position of the computer screen, press the center of each corner for about two seconds in the following order with the Electronic Pen.



- When a position ended correctly, then the next position starts automatically.
- When the calibration ended correctly, the message is displayed to notify it.

#### **Using the Panaboard in Projector Mode**

 When the calibration is completed and the Projector mode become active, the icon
 will be registered in the Taskbar and the Desktop
 Drawing Tool will appear automatically.



[Desktop Drawing Tool]

#### **Note**

• If the Interactive Panaboard is not detected, the following notification window appears.



In this case, check the status of the Interactive Panaboard and confirm that the USB cable is connected. For details on the settings of the communications port, refer to "Setting the Communication Port" on page 35.

- •If the Interactive Panaboard Software is used without connecting the Interactive Panaboard, click [Offline] in the notification window. In the off-line state, a file recorded in Projector mode can be played back and edited.
- The tool tip text displayed when the mouse is located over the icon in the Taskbar allows you to determine the current mode.
- Projector mode: "Interactive Panaboard (Projector)"
- Whiteboard mode: "Interactive Panaboard (Whiteboard)"

# ■ Exiting the Interactive Panaboard Software

Right-click the icon in the Taskbar and click **Exit** in the pop-up menu.

### **Pop-up Menu Configuration**

Right-click the icon in the Taskbar to display the pop-up menu.

Following operations are possible in the pop-up menu.

Select Mode...: (see page 35)

Switches the mode; Projector mode or

Whiteboard mode.

Calibrate: (see page 33)

Executes the calibration.

Tool: (see page 40)

Draw:

Displays the Desktop Drawing Tool (see page 40)

On-Screen Keyboard:

Displays the On-Screen Keyboard (see page 43).

View Window:

Displays the View Window (see page 39).

Settings:

#### Communication Port...:

Sets the communication port (see page 35).

#### Adjustment...:

Adjusts the position of the Electronic Pen or Electronic Eraser to improve the shifted position (see page 36).

Options...:

Sets the option of the Interactive Panaboard Software (see page 36).

Help Topics...:

Displays the help of the Interactive Panaboard Software.

About...:

Displays the Interactive Panaboard Software version information.

Exit:

Exits the Interactive Panaboard Software.

#### **■** Switching the Mode

You can freely switch the Projector mode and the Whiteboard mode while the Interactive Panaboard Software is running.

- Right-click the icon in the Taskbar and click **Select Mode...** in the pop-up menu. In addition, you can double-click the icon in the Taskbar.
  - The Select Mode window appears.
- 2 Click **Projector** or **Whiteboard** icon, and then click **[OK]**.



#### **Note**

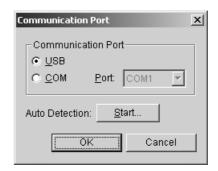
- When switching to the Projector mode, the calibration screen will not be displayed automatically after calibration ended correctly once. Calibrate if necessary.
- When switching to the Whiteboard mode, the Whiteboard window will be displayed.

#### **■** Setting the Communication Port

Specifies the communication port to communicate with the Interactive Panaboard.

- Right-click the icon in the Taskbar and click **Settings Communication Port...** in the pop-up menu.
  - The Communication Port window appears.

2 Click [Start...] of the Auto Detection to detect the communication port connected with the Interactive Panaboard automatically.



3 Click [OK].

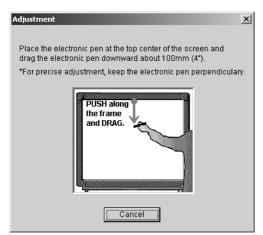
#### **Note**

 The COM Port can be selected for older models of the Interactive Panaboard without USB port.

#### ■ Adjusting the Shifted Position

The Electronic Pen or Electronic Eraser position may largely shift by the using environment. In this case, adjust the position according to the following procedures to improve the shifted position.

- 1 Right-click the icon in the Taskbar and click Settings Adjustment... in the pop-up menu.
  - The Adjustment window appears.
- Place the Electronic Pen at the center of the Interactive Panaboard screen and drag slowly the Electronic Pen downward about 100mm (4").
  - When the adjustment is finished, the adjustment end message will be displayed in the Adjustment window and [Cancel] will be changed into [OK].



3 Click [OK].

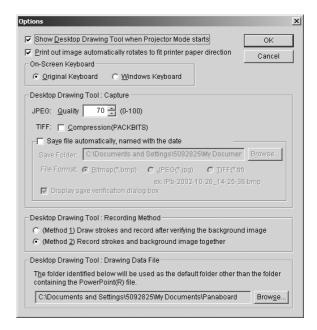
#### **Note**

- For precise adjusting, keep the Electronic Pen perpendicularly to the Interactive Panaboard screen during the adjustment. Inclined pen angle will cause the shift of position.
- To cancel the adjustment, click [Cancel] by a mouse of the computer.

#### **■** Setting Options

Specifies the option of the Interactive Panaboard Software.

- 1 Right-click the icon in the Taskbar and click Settings Options... in the pop-up menu.
  - The Options window appears.
- **2** The following options can be set.



Show Desktop Drawing Tool when Projector Mode starts:

The Desktop Drawing Tool is automatically displayed after the Projector mode starts by checking the check box.

Print out image automatically rotates to fit printer paper direction:

The printing image automatically rotates to fit the direction of paper set in the printer of the Interactive Panaboard by checking the check box.

Original Keyboard:

The original keyboard of the Interactive Panaboard Software is used as the virtual keyboard. (See page 43.)

Windows Keyboard:

The On-Screen Keyboard provided with Windows is used as the virtual keyboard. (See page 43.)

\*The Windows Keyboard can be used only with Windows Me, Windows 2000 or Windows XP.

#### • JPEG:

Sets the quality level when exporting a page as a JPEG format image file. The larger number will get higher quality for the image file than small number when exporting. However, the file size will be large.

#### • TIFF:

When exporting a page as a TIFF format, an image file is compressed by checking the **Compression (PACKBITS)** check box.

Save file automatically, named with the date:

The image file will be saved automatically as a file named with the date of capture by checking the check box.

#### •Save Folder:

Sets the default folder when saving image files.

#### • File Format:

Sets the default format when saving image files

- Display save verification dialog box:
   Displays a dialog box to verify the image file name by checking the check box.
- (Method 1) Draw strokes and record after verifying the background image:
   After the background image is decided, drawing with the marker and eraser are recorded as an IPB document.
- (Method 2) Record strokes and background image together:
   Records the background image as an IPB document at the same time as drawing with the marker and eraser.
- Desktop Drawing Tool: Drawing Data File: Specifies the folder to save the drawing data if drawing data files for PowerPoint®\*1 Slide Show is saved other than the folder of the PowerPoint file.
- \*1 Microsoft® PowerPoint® presentation graphics program (hereafter PowerPoint)

## 3 Click [OK].

# **Basic Operation in Projector Mode**

This section explains the basic operations when using the Interactive Panaboard Software in Projector mode. We recommend trying the operations in accordance with the following steps to help you completely understand the operations in Projector mode.

 For any explanations on the operations of the Projector mode, the Electronic Pen will be referred to as "Mouse" and the projected computer screen on the Interactive Panaboard will be referred to as "Desktop".

## Step1: Using the Electronic Pen as a mouse

To start the Interactive Panaboard Software, see page 33.

- If the Desktop Drawing Tool is not displayed, right-click the icon in the Taskbar and click **Tool Draw** to display the Desktop Drawing Tool.
- **2** To use the Electronic Pen as a mouse, click 

  ☐ (Arrow) in the Desktop Drawing Tool.
  - In Projector mode, use the Electronic Pen with its cap on.

Operations of "click" and "drag" are as follows. **Single click**:

Press the projected screen with the tip of the Electronic Pen.

#### Double-click:

Double-click is executed by performing two quick clicks at the same position with the tip of the Electronic Pen.

#### Drag:

While pressing the desired image with the tip of the Electronic Pen, drag the image to its new position.

#### Right-click:

While pressing the button of the Electronic Pen, press the projected screen with the tip of the Electronic Pen and release. (Do not release the button of the Electronic Pen before all of these operations are finished.)

For more details about the Desktop Drawing Tools, refer to "Using the Desktop Drawing Tool" on page 40.

## **Note**

- If you move the projector or Interactive Panaboard, the position of the computer screen projected onto the Interactive Panaboard screen will be moved. This will result in out of position of the Electronic Pen. If this happens, you will need to calibrate the unit again by executing **Calibrate** in the popup menu from the Toolbar.
- In the Projector mode, use the Electronic Pen with its cap on.
- Do not cover the position receiver with your hand as this may cause interactive function to stop functioning.
- Press down firmly with the point of the Electronic Pen on the screen film until you hear a buzzing sound.
- For precise positioning, keep the Electronic Pen perpendicularly to the Interactive Panaboard screen during use. Inclined pen angle will cause the shift of position.
- If double-click does not work properly, confirm that the same position is accurately clicked twice. When the position is different, it is not recognized a double-click. Or, try different timing of depressing and releasing of the Electronic Pen. This operation is also depending on the setting of the double-click speed in "Mouse" of the Windows "Control Panel".

## Step 2: Drawing and erasing lines on the Desktop

- 1 Click either (Black, Red, Blue or Green Marker) in the Desktop Drawing Tool to draw handwritten lines.
  - The shape of the mouse cursor changes to .
- Position the mouse pointer where you want to draw a handwritten line on the Desktop and drag the Mouse.
- Click (Eraser) in the Desktop Drawing Tool to erase the handwritten line.
  - The shape of the mouse cursor changes to .
- 4 Drag the Mouse to the area on the Desktop to be erased.

- The width and color of the markers and the size of the eraser can be changed. (See page 41.)
- To disappear the Desktop Drawing Tool, select a marker or eraser and press the projected screen with the Electronic Pen while pressing the pen button.
  To display the Desktop Drawing Tool again, locate the Electronic Pen at the desired place on the projected screen and press the projected screen with the Electronic Pen while pressing the pen button.
- The Desktop (projected image) can be printed by pressing the (Copy Key) on the Interactive Panaboard.

## Step 3: Recording image and lines data on the Desktop

Data of lines drawn or erased on the Desktop using the Desktop Drawing Tool can be recorded in Interactive Panaboard format files (extension ".ipb", referred to as IPB documents).

There are two methods to record drawings. To select the recording method, refer to "Setting Options" on page 36.

The following is (Method 2) Record strokes and background image together. For more details on recording methods, refer to "Recording Drawing Data in IPB Document" on page 47.

- 1 Draw lines with markers 🐚 and 🖉 eraser.
- 2 Click (REC Start) in the Desktop Drawing Tool.
  - The image to be recorded will be displayed in a window.
- 3 Click [Record] or [Record & Erase drawings] to record the drawings.
  - Clicking [Record] will record the drawings and leave them.
  - Clicking [Record & Erase drawings] will record the drawings and erase them.
  - Clicking [Cancel] will cancel recording.
- 4 Click (REC Stop) in the Desktop Drawing
  - The Save As window appears.
- 5 Enter the name of the folder where you want to save the file.
  - The extension of the file is ".ipb".
- 6 Click [Save].

## **Note**

- Do not change the Desktop resolution while recording data. If changed, the Desktop image will not be displayed properly when it is displayed in the View window.
- To record more than one page, refer to "Recording Drawing Data in IPB Document" on page 47.

## Step 4: Displaying the recorded data with View window

Desktop background data and drawings stored using the Desktop Drawing Tool can be displayed in the View window as well as browsed, played back and edited.

- If the View window is not displayed, right-click the icon in the Taskbar and click **Tool View Window** to display the View window.
- 2 Click Open... in the File menu.
  - •The Open window appears.
- 3 Enter the folder to look in and the file name you want to open.
  - The file has an ".ipb" extension.
- 4 Click [Open].

## Note:

- Many different operations can be executed in the displayed IPB document.
- Saving the IPB document in another file format. (See page 57.)
- Switching a page of the IPB document. (See page 61.)
- Editing a page of the IPB document. (See page 61.)
- Playing back the IPB document. (See page 63.)
- Recognizing Handwriting in the IPB document. (See page 64.)
- Printing the IPB document. (See page 66.)

# **Using the Desktop Drawing Tool**



The Desktop Drawing Tool is a tool for drawing, erasing, recording, etc. on the Desktop.

Right-click the icon in the Taskbar and click **Tool** - **Draw** in the pop-up menu. The Desktop Drawing Tool will appear and check mark is placed next to the **Draw** menu. Clicking **Draw** again will delete the check mark and disappear the Desktop Drawing Tool. The Desktop Drawing Tool is always displayed at the front of the Desktop. From this Desktop Drawing Tool, the tools can be selected for drawing or erasing lines.

The data drawn on the Desktop can be stored into the IPB document together with the desktop image. They can be displayed or edited by the View window. Desktop Drawing Tool consists of the following tools.

Tool	Description
□ Arrow	Uses the Electronic Pen as the mouse
Black Marker	By dragging the mouse, black line can be drawn.
Red Marker	By dragging the mouse, red line can be drawn.
Blue Marker	By dragging the mouse, blue line can be drawn.
Green Marker	By dragging the mouse, green line can be drawn.
Eraser	By dragging the mouse, lines can be erased.
Undo	Restores the drawing lines line by line.
Redo	Cancels the undo.
Setting	Changes the width, color of the markers and size of the eraser.
All Clear	Clears all drawn lines.
Capture	Takes the Desktop image as an image file.
Print	Prints out the Desktop image.

Tool	Description
On-Screen Keyboard (Handwriting Tablet)	Displays the On-Screen Keyboard / Handwriting Tablet or clears its display.
PowerPoint Slide Show	Plays or quits the PowerPoint Slide Show.
Next	Performs the same operation as "Next" in a PowerPoint Slide Show.
Previous	Performs the same operation as "Previous" in a PowerPoint Slide Show.
White Background	Changes the background of the Desktop to the whiteboard. Clicking once again will release the Whiteboard status.
Refresh	All of the drawn lines on the Desktop are refreshed.
REC Start	Recording of drawings is started or the first page is recorded depending on the recording method.
REC Stop	Stops recording and stores the recording data.
Page No.	Displays the page number which is being recorded. The initial number is (0). When the (REC Start) icon is clicked, it is changed to (1), and following pages will be numbered accordingly.
New Page or REC Page	Saves the current page and starts recording process for the next page. or Records the second or subsequent page.
Shrinking	Shrinks the Desktop Drawing Tool.
Expansion	Expands the Desktop Drawing Tool.

### **Note**

- When the Desktop Drawing Tool is closed, the drawings are erased.
- Mr (Next) and (Previous) are only displayed when the PowerPoint Slide Show is running.

## **■** Drawing or Erasing Lines

For the instructions, refer to "Step 2: Drawing and erasing lines on the Desktop" on page 38.

## **Note**

- The width, color of the markers and the size of the eraser can be changed. (See page 41.)
- Handwritten lines drawn on the Desktop may be hidden or shifted when an application or a window is operated. If this occurs, click
   (Refresh) to display the Desktop.

## ■ Refreshing Drawings on the Desktop

Drawings on the Desktop may be hidden or shifted when an application or a window is operated. If this occurs, refresh the Desktop.

Click (Refresh) in the Desktop Drawing Tool.

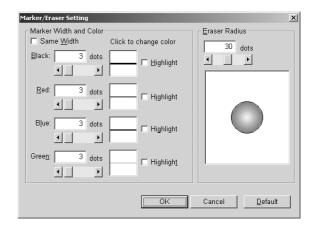
## ■ Erasing All Drawings on the Desktop

- Click (All Clear) in the Desktop Drawing Tool.
  - A verification window appears.
- 2 Click [OK] to clear all.

## ■ Changing Marker / Eraser Settings

It enables to change the width, color of the markers and the size of the eraser used in the Desktop Drawing Tool. These settings are effective until being changed.

- Click (Setting) in the Desktop Drawing Tool.
  - The Marker / Eraser Setting window appears.
- **2** Change the width or color of markers, or size of the eraser.



#### Same Width:

Width of all color markers can be set to the same width of the black marker by checking the check box.

#### • Black / Red / Blue / Green:

Width (1 - 30 dots) or color of each marker can be set.

#### To change the width,

- Type the number of width.
- Click the right or left arrow of the scroll bar.
- Drag the scroll bar to the right or left.

#### To change the color.

Click the color of marker. Click the desired color from the **Basic colors** palette in the Color window.

## **Using the Panaboard in Projector Mode**

#### • Highlight:

The line becomes transparency by clicking it so the background can be seen.

#### • Eraser Radius:

The size of the eraser can be set from 1 to 60 dots.

To change the size,

- Type the number of size.
- Click the right or left arrow of the scroll bar.
- Drag the scroll bar to the right or left.

## 3 Click [OK].

 A window appears to confirm whether the setting is also reflected to the lines that have been already drawn.

## 4 Click [All Strokes] or [New Strokes].

#### All Strokes:

All lines are redrawn with the new setting.

#### • New Strokes:

The setting is only reflected for subsequently drawn lines.

## **Note**

- When the marker color is changed, the color will be displayed on the bottom-right of the marker tool in the Desktop Drawing Tool, but the marker tool color will not change.
- If the background is dark and the drawn lines are hard to see when marker is highlighted, remove the check mark of the Highlight check box. When the line crosses with one of the different color, the cross point will become dark.

## ■ Changing the Desktop to the Whiteboard

Allows you to make the background of the Desktop white.

- 1 Click [ (White Background) in the Desktop Drawing Tool.
  - Clicking (White Background) again returns the background to the original.

## ■ Saving Desktop as an Image File

Allows you to save the background image of the Desktop and handwritten lines that were drawn on the Desktop as an image file.

There are two ways to save files; saving a file after entering the file name or automatically saving a file with the saving date as its file name. For more details on file saving methods and settings for file format, refer to "Setting Options" on page 36.

### [A] Saving files by entering file names

- Click (Capture) in the Desktop Drawing Tool.
  - The Save As window appears.
- 2 Enter the folder where you want to save the file, the file name and the file type.
  - The following file formats can be selected for the File type.
     Bitmap Files (\*.bmp), TIFF Files (\*.tif) or JPEG Files (\*.ipg)

## 3 Click [Save].

• In the Save As window, if an existing TIFF file is selected, another window will be displayed to confirm overwriting it or adding the file to it. Selecting "Yes" will add the image to the end of the existing file as a multi-page TIFF. Selecting "No" will delete the existing image and save as a single page TIFF file.

## [B] Saving files automatically, named with the date

If the **Save file automatically, named with date** is enabled in the Options setting, files will be automatically saved. (Refer to "Setting Options" on page 36.)

- Click (Capture) in the Desktop Drawing Tool.
  - The save verification window appears.
- **2** Click **[OK]**.
  - If **Do not show this message again** check box is clicked, the save verification window does not appear when saving a file. To display it again, refer to "Setting Options" on page 36.

## ■ Printing an Image of the Desktop

Allows you to print the background image of the Desktop and handwritten lines that were drawn on the Desktop.

- 1 Click (Print) in the Desktop Drawing Tool.
  - The Print window appears.
- 2 Set the Printer and Number of copies.
- **3** Click **[OK]**.
  - The Printing window appears.
  - To stop the printing, click **[Cancel]** in the Printing window.

## ■ Using the On-Screen Keyboard

On-Screen Keyboard is a tool which the user can use to input data: it is a virtual keyboard on the computer screen which has been projected onto the Interactive Panaboard screen. It can also be used with the handwriting tablet to recognize handwriting text. The On-Screen Keyboard provided with Windows can also be used instead of the original keyboard. (Refer to "Setting Options" on page 36.)

### [A] Inputting characters

- Click (On-Screen Keyboard (Handwriting Tablet)) in the Desktop Drawing Tool.
  - If the Handwriting Tablet appears, click icon on the Handwriting Tablet to change to the On-Screen Keyboard. Selecting Standard Keyboard or Enhanced Keyboard from the Keyboard menu of the Handwriting Tablet is also available to change to the On-Screen Keyboard.
- 2 Activate the target application window for input. Align the text cursor with the input field.
- 3 Click the characters on the On-Screen Keyboard.
  - The title of the target application for input currently is displayed as the On-Screen Keyboard title.

## [B] Using the Handwriting Tablet

- 1 Click (On-Screen Keyboard (Handwriting Tablet)) in the Desktop Drawing Tool.
  - If the On-Screen Keyboard appears, click
     icon on the On-Screen Keyboard to
     change to the Handwriting Tablet. Selecting
     Handwriting Tablet from the Keyboard
     menu of the On-Screen Keyboard is also
     available to change to the Handwriting
     Tablet.
- Activate the target application window for input. Align the text cursor with the input field.

- 3 Draw text in the Handwriting Tablet using the Electronic Pen.
  - The handwriting will be recognized and displayed on the upper-left of the Handwriting Tablet.



- 4 Click [send] of the Handwriting Tablet.
  - The recognized text is entered into the application.
  - The recognized text can be cleared by clicking [clear] before clicking [send].

## **Note**

- English or German handwriting is the only language that can be recognized.
   Handwriting recognition for German will be available only when German is selected in "Regional Setting" of the Windows "Control Panel".
- Words that are possibly misspelled will be displayed with wavy underlining. To Correct words that might be misspelled, right-click on the word and select from the list of alternatives. However, in some cases, no alternatives will be displayed.
- It is possible to enter the text directly into the target application even if **[send]** is not clicked. This setting can be performed by selecting **Handwriting Tablet** from the **Settings** menu. (Refer to "[G] Setting the Handwriting Tablet" on page 45.) However, spell check cannot be used in this case.

## [C] Selecting the style

On the **Keyboard** menu, select one of the following.

- Enhanced Keyboard:
- A keyboard with a numeric keypad appears.
- •Standard Keyboard:
- A keyboard without a numeric keypad appears.
- Handwriting Tablet:

Displays the entry tablet for handwriting recognition.



Standard Keyboard

## [D] Selecting the layout

- 1 On the **Keyboard** menu, select one of the following.
  - •101 keyboard:

The U.S. standard keyboard appears.

•102 keyboard:

The general-purpose keyboard appears.

## Note

 If the data which has actually been input does not match the characters displayed on the On-Screen Keyboard, ensure that the input locale settings match. The input locale can be set using "Input Locale" in "Keyboard" of the Windows "Control Panel".

## [E] Always displaying the keyboard at the top of the screen

- Click **Always On Top** on the **Settings** menu, and place a check mark next to the menu.
  - If the On-Screen Keyboard is not to be displayed continuously kept at the top of the screen, click Always On Top on the Settings menu to remove the check mark.

### [F] Changing the keyboard size

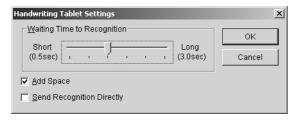
1 Click the desired On-Screen Keyboard size from **Resize** in the **Settings** menu.

### **Note**

- Alternatively, the size of the On-Screen Keyboard can be changed by dragging one of the edges of the On-Screen Keyboard window.
- The aspect ratio of the On-Screen Keyboard is fixed.
- The width of the window size ranges from one-half to double the **Middle** size.
- The keyboard size in Standard Keyboard mode or Enhanced Keyboard mode cannot be changed by dragging the upper or lower borders.
- The tablet size in Handwriting Tablet mode cannot be changed by dragging the upper border.

## [G] Setting the Handwriting Tablet

- 1 Click Handwriting Tablet... in the Settings menu.
  - The Handwriting Tablet Settings window appears.
- **2** The following items can be set.



Waiting Time to Recognition:

Sets the standby time after handwritten input until recognition is started.

Add Space:

Specifies whether or not to add a space after the recognized text.

Send Recognition Directly:

Checking the check mark directly send the recognized text to the target application even if **[send]** is not clicked in the On-Screen Keyboard window.

**3** Click **[OK]**.

## ■ Controlling a PowerPoint Slide Show

A PowerPoint Slide Show can be run using the Desktop Drawing Tool. Drawing data is recorded for each slide, so the drawing data will always be displayed for the corresponding slide. Drawing data can be saved in a file, which enables reuse with the next time presentation.

To use the PowerPoint Slide Show features, PowerPoint® 97 or later must be installed on the computer.

The drawing data for slides is used by the Desktop Drawing Tool. It is not PowerPoint data.

### [A] Running a slide show

- Click (PowerPoint Slide Show) in the Desktop Drawing Tool.
  - The Open window appears.
- 2 Enter the file path and file name of the PowerPoint file that runs the Slide Show.
  - The file name extension is ".ppt".
- 3 Click [Open].
  - PowerPoint will be launched and the Slide Show will automatically run.

- Clicking (PowerPoint Slide Show) when the PowerPoint file is open will automatically run the Slide Show of the open file without displaying the Open window. This will be the Slide Show controlled.
- To control a Slide Show that PowerPoint is running, click (PowerPoint Slide Show).

## **Using the Panaboard in Projector Mode**

### [B] Switching slides in the slide show

The Desktop Drawing Tool displays (Next) and (Previous) buttons when a Slide Show is running.

- Click (Next) or (Previous) in the Desktop Drawing Tool.
  - There is no need to momentarily change to (Arrow) to switch slides when selecting the Marker or Eraser tool.
  - These perform the same operation as "Next" and "Previous" in a PowerPoint Slide Show.

## **Note**

## [C] Quitting the slide show

- Click (PowerPoint Slide Show) in the Desktop Drawing Tool when the Slide Show is running.
  - The PowerPoint Slide Show will be stopped.

## Note

• If the Slide Show is reached the end by clicking (Next), the Desktop Drawing Tool will automatically sense the end of the Slide Show and stop without clicking (PowerPoint Slide Show).

## ■ Saving the Drawing Data for Slides

When the Desktop Drawing Tool is exited, the confirmation window will be displayed whether to save the data drawn with markers or eraser. If the drawing data is saved through this window, it will be named with the same name as the PowerPoint file (with the file extension ".ips"). By default, it will be saved to the same folder as the PowerPoint file. If the file cannot be saved to this folder, it will be saved to the folder set in "Options". (Refer to "Setting Options" on page 36.)

### **Note**

 The drawing data is saved in a proprietary format as a drawing data file with the file extension ".ips".

## ■ Using the Saved Drawings with Slides

When (PowerPoint Slide Show) is clicked, if there is a drawing data file in the same folder with the PowerPoint file or in the folder specified in "Options" with the same name as the PowerPoint file (refer to "Setting Options" on page 36), a window will be displayed to confirm whether to use the file. If the file is chosen for use, the data will be loaded and displayed with the slides.

### **Note**

 If a drawing data file that was saved is no longer needed, delete it using Windows Explorer or a similar means.

## ■ Recording Drawing Data in IPB Document

Allows you to create an IPB document to record the drawing on the Interactive Panaboard.

There are two ways to record. To select it, refer to "Setting Options" on page 36.

# [A] Recording by using "(Method 1) Draw strokes and record after verifying the background image"

- 1 Click (REC Start) in the Desktop Drawing Tool.
  - The image of the Desktop will be displayed in a window.
- 2 Click [OK] to store the data as the background image of the 1st page.
  - If there are drawn lines on the desktop, a verification window appears to confirm whether to erase drawings.
     To erase the drawn lines, click [Yes].
     To leave the drawn lines, click [No].
- 3 Draw lines using (Black, Red, Blue or Green Marker) or (Eraser) in the Desktop Drawing Tool.
- 4 Click (New Page) to add a page.
  If no pages will be added, advance to step 11.
  - The recording image will be displayed in a window.
- **5** Click **[OK]** to record the recording image.
  - A verification window appears to confirm whether to erase the drawings.
- 6 Click [Yes] to erase the drawings. Or, click [No] to leave the drawings.
- Switch the Desktop to the desired background.

- 8 Click (REC Start) to restart the recording of a new page.
  - The image of the Desktop will be displayed in a window.
- **9** Click **[OK]** to store the data as the background image of a new page.
  - All of the Desktop Drawing Tool icons will become active.
- **10** To add multiple pages, repeat steps 3 to 9.
- 11 Click (REC Stop) in the Desktop Drawing
  - The recording image will be displayed in a window.
- 12 Click [OK] to record the recording image.
  - The Save As window appears.
- Enter the folder where you want to save the file and the file name.
  - The extension of the file is ".ipb".
- 14 Click [Save].

## [B] Recording by using "(Method 2) Record strokes and background image together"

- Switch the Desktop to the desired background. Draw lines using (Black, Red, Blue or Green Marker) or the Desktop Drawing Tool.
- 2 Click (REC Start) in the Desktop Drawing Tool.
  - The image to be recorded for the current page will be displayed in a window.
- To record, click [Record] or [Record & Erase drawings].
  - Clicking [Record] will record the drawings and leave it.
  - Clicking [Record & Erase drawings] will record the drawings and erase it.
  - Clicking [Cancel] will cancel recording.
- It is needed to add multiple pages, draw lines and click (REC Page) instead of (REC Start), then click [Record] or [Record & Erase drawings].

## **Using the Panaboard in Projector Mode**

- **5** Click (REC Stop) in the Desktop Drawing Tool.
  - The Save As window appears.
- **6** Enter the folder where you want to save the file and the file name.
  - The extension of the file is ".ipb".
- 7 Click [Save].

## **Note**

- Do not change the Desktop resolution while recording data using method 1 or method 2.
   If changed, the Desktop image will not be displayed properly in the View window.
- While using method 1 to record data, page numbers can be verified by 1 (Page No.) in the Desktop Drawing Tool. Before starting to record data, the data value is "0" and will change to "1" when (REC Start) is clicked. The value will then count up for each page break. When switching the computer screen being projected onto the screen of the Interactive Panaboard during a meeting, begin drawing after adding (New Page) and recording the background image of the new page.
- While using method 2 to record data, the number of pages can be verified by [1] (Page No.) in the Desktop Drawing Tool. Before starting to record data, the data value is "0" and it will change to "1" when [REC Start) is clicked. The value will then count up each time the [GREC Page] is clicked.
- A maximum of 50 pages can be stored.

## ■ Switching the Desktop Drawing Tool Display

The Desktop Drawing Tool can be displayed in three sizes.

- Standard Display:
  - Shows all buttons.
- Marker Display:

Shows only the buttons used for drawing and erasing handwritten lines. The buttons for saving image files or recording IPB documents are not showed.

• Compact Display:

Use the Compact Display when the Desktop Drawing Tool covers up too much of the image behind it. It keeps the part that is hidden to a minimum.

Switching among their views can be done by clicking the (Shrinking) or (Expansion) buttons.

#### **Standard Display**

#### **Marker Display**





#### **Compact Display**



- Tools cannot be changed in the Compact Display view.
- To disappear the Desktop Drawing Tool, select a marker or eraser and press the projected screen with the Electronic Pen while pressing the pen button. To display the Desktop Drawing Tool again, locate the Electronic Pen at the desired place on the projected screen and press the projected screen with the Electronic Pen while pressing the pen button.

# **Using the Panaboard in Whiteboard Mode**

# Starting the Interactive Panaboard Software

1 2 3

Turn on the Interactive Panaboard.

Turn on your computer and start up Windows.

For Windows 2000 / Windows XP
Connect the USB cable provided from the electronic board to the computer.

• The Interactive Panaboard Software is automatically started.

For Windows 98 / Windows Me
Click [Start] and select Programs Panasonic - Interactive Panaboard Interactive Panaboard.

• The window appears to show the Interactive Panaboard is detected.

### **Note**

- If the Panaboard Operation Panel is displayed using the Panasonic-DMS, the Panasonic Interactive Software cannot be started. Close the Panaboard Operation Panel and start it. Refer to page 72.
- To change the setting so the Interactive Panaboard Software is not started automatically when connecting the USB cable, perfrom the following.
- (1) Connect the USB cable provided from the electronic board to the computer.
- (2) Click [Start] and select Settings Control Panel, then double-click
  Scanners and Cameras icon.
  (For Windows XP, click [start] and select
  Control Panel)
- (3) Double-click **Panaboard-UB8 USB Device Driver** icon and click the **Disable device events** check box in the **Events**tab. Click **[OK]**.

To start the Interactive Panaboard Software, click [Start] and select Programs -

Panasonic - Interactive Panaboard - Interactive Panaboard.

(For Windows® XP, **All Programs** instead of **Programs**)

## 4

Click [OK].

The Select Mode window appears.

5 Click the Whiteboard icon and click [OK].

•The Whiteboard Window appears and the icon is registered in the Taskbar.

#### **Note**

- If the Interactive Panaboard is not detected, the notification window appears. In this case, check the status of the Interactive Panaboard and confirm that the USB cable is connected. For details on the settings of the communications port, refer to "Setting the Communication Port" on page 35.
- If the Interactive Panaboard Software is used without connecting the Interactive Panaboard, click [Offline] in the notification window. In the off-line state, a file recorded in the Whiteboard mode can be played back and edited.
- The tool tip text displayed when the mouse is located over the icon in the Taskbar allows you to determine the current mode.
- Whiteboard mode: "Interactive Panaboard (Whiteboard)"
- Projector mode: "Interactive Panaboard (Projector)"

## ■ Exiting the Interactive Panaboard Software

Right-click the icon in the Taskbar and click **Exit** in the pop-up menu.

## **Pop-up Menu Configuration**

Right-click the icon in the Taskbar to display the pop-up menu.

Following operations are possible in the pop-up menu.

Select Mode...: (see page 35)

Allows you to switch between modes (Projector mode / Whiteboard mode).

#### Open / Close Whiteboard Window:

Allows you to open or close the Whiteboard window by selecting this menu. This menu is alternately changed to open or close every selecting.

#### Settings:

**Communication Port...**: (see page 35) Sets the communication port.

Adjustment...: (see page 36)

Adjusts the position of the Electronic Pen or the Electronic Eraser to improve the shifted position.

Options...: (see page 36)

## **Using the Panaboard in Whiteboard Mode**

Print out image automatically rotates to fit printer paper direction setting is only related to the Whiteboard mode.

#### Help Topics...:

Displays the help of the Interactive Panaboard Software.

#### About...:

Displays the Interactive Panaboard Software version information.

#### Exit:

Exits the Interactive Panaboard Software.

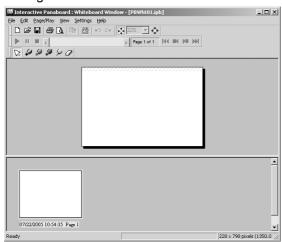
# **Basic Operation in Whiteboard Mode**

This section explains the basic operations when using the Interactive Panaboard Software in the Whiteboard mode. We recommend trying the operations in accordance with the following steps to help you completely understand the operations in the Whiteboard mode.

# Step 1: Drawing and erasing handwritten lines on the Interactive Panaboard screen

To start the Interactive Panaboard Software, see page 49.

- If the Whiteboard window is not displayed, right-click the icon in the Taskbar and click **Open Whiteboard Window**.
- Remove the cap of the Electronic Pen and draw on the Interactive Panaboard screen using the Electronic Pen.

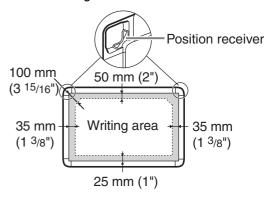


 The position on the screen where you are drawing will be reproduced on the page in the Whiteboard window on the computer in real-time.

- 3 Erase handwritten lines drawn on the Interactive Panaboard screen using the Electronic Eraser.
  - Portions erased on the screen will also be erased on the page in the Whiteboard window.
  - These drawing and erasing operations are recorded automatically.

#### **Note**

• The following shows the writing area in the Whiteboard mode. Do not write the shaded area on the figure.

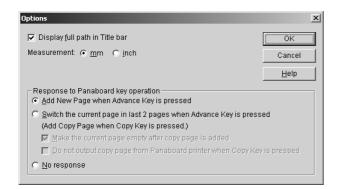


- Do not cover the position receiver with your hand as this may cause interactive function to stop functioning.
- Press down firmly with the point of the Electronic Pen or the eraser on the screen film until you hear a buzzing sound.
- Do not perform the following action near (less than 1m) the Interactive Panaboard while using the Whiteboard mode as this may display unnecessary streaks not written in the Whiteboard window.
  - Exchanging markers for interactive (small) of the Electronic Pen
- Setting or removing a marker cap of the Electronic Pen
- Pushing the point of the Electronic Pen
- When exchanging markers for interactive (small) of the Electronic Pen, lock the pen holder lever while fully inserting the marker into the pen holder until you hear a buzzing sound. Detection of the marker color may not work well unless the marker is inserted fully into the pen holder. (Refer to "Setting the Electronic Pen" on page 25.)

## Step 2: Adding a new page by pressing the Advance Key

Add New Page when Advance Key is pressed is selected in the Options window, a new page is added to an IPB document when the (Advance Key) on the Interactive Panaboard is pressed. This method is recommended in the case the screen is fed every time one topic is finished in only one side of the screen.

- 1 Click Options... in the Settings menu.
  - The Options window appears.
- 2 Enable Add New Page when Advance Key is pressed. (This is the default setting.)



**3** Click **[OK]**.

Draw lines and press (Advance Key) on the Interactive Panaboard.

- The screen is fed and a new page is automatically added as the last page of the IPB document.
- Wipe the drawings clearly if something had been drawn on the screen.
- **6** Repeat steps 4 5 if needed.

## Note:

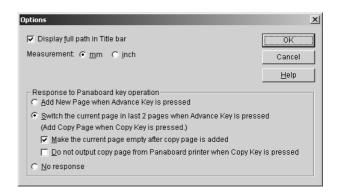
- New pages can be added until the total pages are reached to 50 pages.
- The screen can be printed by pressing the
   (Copy Key) on the Interactive
   Panaboard.

## Step 3: Switching the page by pressing the Advance Key

Switch the current page in last 2 pages when Advance Key is pressed is selected in the Options window, the screen is fed and the corresponding page is selected in the IPB document every pressing the (Advance Key). This method is recommended in the case a conference is continued using both screens while changing the screen (front and back).

For the detailed information, refer to "[G] Options setting" on page 70.

- 1 Click Options... in the Settings menu.
- The Options window appears.
- 2 Enable Switch the current page in last 2 pages when Advance Key is pressed.
  - The copy function of the Interactive Panaboard is changed to copy (backup) the editing page of the IPB document.



- 3 Click [OK].
  - A new page is added and total page of the IPB document becomes 2 pages.
  - If the saved IPB document more than 2 pages is opened, the previous one of the last page is selected.
- 4 Draw lines and press (Copy Key) on the Interactive Panaboard to copy (backup) the selected page.
  - The copied page is added to the left of the last 2 pages in the IPB document.

## **Using the Panaboard in Whiteboard Mode**

- Press (Advance Key) on the Interactive Panaboard.
  - The screen is fed and the last page of the IPB document is selected.
- **6** Draw lines and press (Advance Key) on the Interactive Panaboard to return to the other side screen if needed.
  - The screen is fed and the previous one of the last page of the IPB document is selected.
- 7 Continue the conference while changing the screen by pressing ◀ (Advance Key).

## Step 4: Saving the drawing data in a file

All drawing and erasing operations in the Whiteboard window are automatically recorded. And if the data is saved in the Interactive Panaboard format file (extension ".ipb", referred to as IPB documents), the details of meetings with the Panaboard can be played back and edited later.

- 1 Click Save As... in the File menu.
  - The Save As window appears.
- 2 Enter the folder where you want to save the file and the file name.
  - The extension of the file is ".ipb".
- 3 Click [Save].

## Step 5: Opening the saved data

The saved data can be displayed in the Whiteboard window as well as browsed, played back and edited.

If the Whiteboard window is not displayed, right-click the icon in the Taskbar and click **Open** Whiteboard Window.

- Click **Open...** in the **File** menu.
  - The Open window appears.
- 2 Enter the folder to look in and the file name you want to open.
  - The file has an ".ipb" extension.
- 3 Click [Open].

- Many different operations can be executed in the displayed IPB document.
- Saving the IPB document in another file format. (See page 57.)
- Switching a page of the IPB document. (See page 61.)
- Editing a page of the IPB document. (See page 61.)
- Playing back the IPB document. (See page 63.)
- Recognizing Handwriting in the IPB document. (See page 64.)
- Printing the IPB document. (See page 66.)

# **Using the View Window** or Whiteboard Window

# **About View Window / Whiteboard Window**

## **■ View Window in Projector Mode**

Desktop background data and data of handwritten lines recorded using the Desktop Drawing Tool can be displayed in the View window as well as browsed, reproduced and edited.

In the View window, displaying and editing IPB documents which are recorded by the Desktop Drawing Tool are possible. It can also be used for handwriting recognition for output as text.

To display the View window, see page 39.

## ■ Whiteboard Window in Whiteboard Mode

Whiteboard window is a function to reproduce the lines drawn using the Electronic Pen and the Electronic Eraser on the Interactive Panaboard to the computer screen.

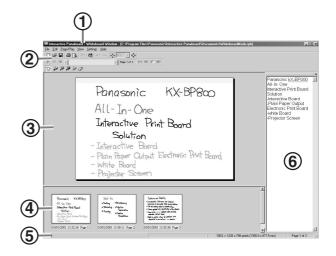
Recorded image data can be saved as an IPB document so that you can see the file later.

The following functions are available;

- Adds lines with marker.
- Erases unnecessary lines with eraser.
- Copies entire page or partial image to other general image formats such as Bitmap, JPEG, TIFF and these images can be transferred to other application software.
- Provides handwriting recognition for output as text.

To open the Whiteboard window, see page 49.

## ■ View Window / Whiteboard Window



#### 1. Title bar:

Indicates the currently opened file name of the IPB document.

#### 2. Toolbar:

Toolbar has buttons which most frequently used functions are formed as icon. It consists of Main Toolbar, Page / Play Toolbar and Marker / Eraser Toolbar. Each tool bar can be moved to any location by dragging.

#### 3. Main view:

The selected thumbnail page is displayed in the Main view by clicking the thumbnail. You can draw, erase lines or copy a part of page on the IPB document.

#### 4. Thumbnail view:

The thumbnail image of all pages of the IPB document can be displayed.

At the bottom of each thumbnail, the last modified date is displayed.

The thumbnail corresponding to the main view is framed.

#### 5. Status bar:

Indicates the information of the IPB document. Replay mode:

Indicates if it is in the replaying or not.

Image size:

Indicates the page size when it is 100% display ratio.

Page number:

Indicates the total number of pages and the page being displayed.

#### 6. Text Editor:

Receives the data handwriting that has been recognized. Enables editing of the text.

# ■ Difference between the View Window and the Whiteboard Window

The View window (Projector mode) and the Whiteboard window (Whiteboard mode) are windows which function to display and edit IPB documents. Basically, they both have identical functions. However, the Whiteboard window has some functions the View window does not have as follows.

For more detailed information, refer to "Managing IPB Documents" on page 57.

#### System of units:

- The View window displays IPB documents which record the drawing on the Interactive Panaboard screen projecting the computer screen.
   Consequently, the size is represented by dots.
- In the Whiteboard window the drawing on the Interactive Panaboard screen using the Electronic Pen and Electronic Eraser is virtually displayed in a computer window. Consequently, units of length are standard. You can choose between units in millimeters or inches.

#### New in the File menu:

- The View window is used to display and edit IPB documents created by the Desktop Drawing Tool. Consequently, the **New** menu does not exist.
- Closes the IPB document currently displayed in the Whiteboard window and displays a new IPB document.

#### Add New Page in the Edit menu:

- The View window is used to display and edit IPB documents created by the Desktop Drawing Tool. Consequently, the Add New Page menu does not exist.
- Adds a new page (blank page) next to the last page of the IPB document in the Whiteboard window.

#### Add Copy Page in the Edit menu:

- The View window is used to display and edit IPB documents created by the Desktop Drawing Tool. Consequently, the Add Copy Page menu does not exist.
- Adds a copy of the page next to the last page of the IPB document in the Whiteboard window.

## **■** Menu Configuration

Following menus can be used in the View window or the Whiteboard window.

\* denotes the function of Whiteboard window only.

Menu	Description
[File] menu	•
New *	Closes the IPB document and creates a new IPB document. (See page 57.)
	Opens an IPB document. (See page 57.)
Save	Saves the IPB document. (See page 57.)
Save As	Saves the IPB document with new file name. (See page 57.)
Print Preview	Enables to check the layout before printing. (See page 66.)
Print	Prints the IPB document. (See page 66.)
Export	(See page 57.)
Image	Outputs the page as the image file (Bitmap, JPEG, TIFF).
HTML	Outputs the page as the HTML file.
Close View window	Closes the View window. (View window only)
Close Whiteboard window *	Closes the Whiteboard window.
[Edit] menu	
<b>☑</b> Undo	Restores drawing backward line by line. (See page 62.)
ra Redo	Cancels the undo. (See page 62.)
<b>□</b> Copy	Copies the selected area in the page to the clipboard. (See page 62.)
Select All	Selects entire page. (See page 62.)
Add New Page *	Adds a new page next to the last page. (See page 62.)

## **Using the View Window or Whiteboard Window**

	Menu	Description
A	Add Copy Page *	Adds copied page next to the last page. (See page 62.)
	Delete Current Page	Deletes the displayed page. (See page 62.)
	landwriting Recognition	Converts handwriting letters to texts. (See page 64.)
[Edit	] menu (When ed	diting using the Text Editor)
m l	Jndo	Restores the state before the last text action. (See page 64.)
C≇ F	Redo	Cancel the undo. (See page 64.)
(	Cut	Removes the selected text and copies it to the clipboard. (See page 65.)
<b>a</b> C	Сору	Copies the selected text to the clipboard. (See page 65.)
	Copy All Pages	Copies the text of all pages to the clipboard. (See page 65.)
F	Paste	Applies the text in the clipboard. (See page 65.)
	Delete	Deletes the selected text. (See page 65.)
S	Select All	Selects all the text of a page. (See page 65.)
[Pag	e / Play] menu	
<b>▶</b> S	Start	Starts the replay. (See page 63.)
II F	ause	Pauses the replay. (See page 63.)
<b>S</b>	Stop	Stops the replay. (See page 63.)
F	Playback Option	(See page 67.)
	All Pages	Plays back all pages.
	Selected Page	Plays back selected page.
	Loop Playback	Plays back continuously.
K	So to First Page	Displays the first page. (See page 61.)
	Go to Previous Page	Displays the previous page. (See page 61.)
	So to Next Page	Displays the next page. (See page 61.)
<b>M</b>	So to Last Page	Displays the last page. (See page 61.)
(	Go to Page	Displays the specified page. (See page 61.)

Menu	Description
[View] menu	•
Zoom	(See page 60.)
Fit Window	Displays the current page to fit window. (See page 60.)
200%	Displays the current page by 200% of its original size.
150%	Displays the current page by 150% of its original size.
100%	Displays the current page by 100% of its original size.
75%	Displays the current page by 75% of its original size.
50%	Displays the current page by 50% of its original size.
25%	Displays the current page by 25% of its original size.
10%	Displays the current page by 10% of its original size.
Full Screen	Uses the entire display area of your monitor to display the current page. (See page 60.)
Main Toolbar	Displays or closes the Main Toolbar. (See page 56.)
Page / Play	Displays or closes the Page / Play Toolbar. (See page 56.)
Markers / Eraser	Displays or closes the Markers / Eraser Toolbar. (See page 56.)
Status Bar	Displays or closes the Status Bar.
Text Editor	Displays or closes the Text Editor.
[Settings] menu	<del>,</del>
Information	Stores the information of the meeting. (See page 66.)
Play	Changes the setting of playback. (See page 67.)
Markers and Eraser	Changes the color and size of the marker, and size of the eraser. (See page 67.)
Export Image	Sets the quality of JPEG or compression of TIFF etc. (See page 68.)

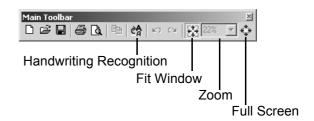
## **Using the View Window or Whiteboard Window**

Menu	Description	
File	Changes the default folder to save an IPB document or interval timing when performing the automatic back up. (See page 69.)	
Spell Check	Sets the setting for spellcheck of the Text Editor. (See page 70.)	
Options	Sets the length unit mm or inch and the display method of a file name in the title bar. (See page 70.)	
[Help] menu		
Help Topics	Displays the help information.	
About	Displays the version of the Interactive Panaboard Software.	

#### **■** Tool Bars

Following menus can be used in View window or Whiteboard window.

• Main Toolbar



- \* There is only the [1] (New icon) in the Whiteboard window.
- Page / Play Toolbar



• Markers / Eraser Toolbar



To display a Toolbar, click the **View** menu and then click the Toolbar you want to display (any one of **Main**, **Page / Play**, **Markers / Eraser**).

If the Toolbar is already displayed, there is a check mark next to that Toolbar.

To turn off the Toolbar, click **View** menu and remove the check mark from the Toolbar you want to hide.

## **Note**

• The Toolbars can be dragged and moved to any location on the screen.

## **Managing IPB Documents**

## ■ Creating an IPB Document (Whiteboard window only)

In Whiteboard mode, creating a new IPB document is needed to record work performed on the Interactive Panaboard.

- 1 Click **New** in the **File** menu.
  - When the IPB document currently being edited is changed, a window will display asking you to confirm the save.

## **Note**

 When the Whiteboard window is displayed, an IPB document is automatically created and a new page is displayed in the main view.

## ■ Opening an IPB Document

- 1 Click Open... in the File menu.
  - The Open window appears.
- 2 Enter the folder to look in and the file name you want to open.
  - The file has an ".ipb" extension.
- 3 Click [Open].

#### **Note**

- To open a recently opened file, click the file name you want to open in the File menu.
   Eight recently opened IPB documents will be displayed in the File menu.
- The IPB documents can also be opened by double-clicking the file icon in the file system.
   View window or Whiteboard window is automatically switched depending on the file created in Projector or Whiteboard mode.
- If it is needed to create an automatic save file for when a power failure or other incident occurs, check the Create Recovery File check box in the File Settings window (Settings File...) in advance.

  When opening the recovery file, select All Files in the Files of type box to display the recovery file with an ".ip~" extension.

## ■ Saving the IPB document

1 Click **Save** in the **File** menu.

## Note

 To save a currently open IPB document with a different name, click Save As... in the File menu.

## ■ Saving the IPB Document in another File Format

Exporting images allows you to save files in another file format to use it in other applications. This makes it possible to easily distribute the contents of meetings stored in the IPB document to users who do not have the Interactive Panaboard Software.

An IPB document can be saved as an image file or HTML file as follows.

## **Using the View Window or Whiteboard Window**

### [A] Saving as an image file

- 1 Click Image... of Export in the File menu.
  - The Export Image window appears.
- 2 Specify the pages to be exported and image size.



- To save all the pages, select **All # Pages**. (#: total number of pages)
- To specify the page range, click **Pages** and then enter the page range.
- Clicking [Setup...] will allow you to set image size, JPEG file quality and TIFF file compression.
- 3 Click [OK].
  - The Save As window appears.
- Enter the folder where you want to save the file, the file name and the file type.
  - The following file formats can be selected for the Save as type.
     Bitmap Files (\*.bmp), JPEG Files (\*.jpg) or TIFF Files (\*.tif)
  - When specifying TIFF to save multiple pages, Multiple Page or Single Page can be selected.

## 5 Click [Save].

- If Single Page is selected when saving multiple pages as TIFF files, the number of files created will correspond to the number of pages. A two-digit extension will be added after the file name (such as "01", "02", "03", etc.) to match the page number.
- When saving as a multi-page TIFF file, if an existing TIFF file is selected, another window will be displayed to confirm overwriting it or adding the file to it. Selecting "Yes" will add the image to the end of the existing file as a multi-page TIFF. Selecting "No" will delete the existing image and save as a multi-page TIFF file.
- When saving a single page with an existing TIFF file name, another window will be displayed to confirm overwriting it or adding the file to it. Selecting "Yes" will add the image to the end of the existing file as a multi-page TIFF. Selecting "No" will delete the existing image and save as a single-page TIFF file.
- Settings such as size and compression when saving the IPB document as an image file are managed in **Export Image...** in the **Settings** menu. (Refer to "[D] Setting an image file when exporting or copying by dragging and dropping" on page 68.)

## [B] Saving as an HTML file

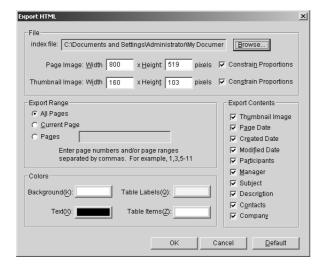
You can save the IPB document as an HTML file per page.

In addition, meeting information can also be output at the same time to that index page.

Setting multiple pages and saving the IPB document as an HTML file will create an index file, linked HTML pages and images.

Using this method will allow the contents of meetings recorded in the IPB documents to easily provide to people using a Web browser.

- 1 Click HTML... of Export in the File menu.
  - The Export HTML window appears.
- Click [Browse...] and specify the folder where the IPB document will be saved as a HTML file.



- 3 Set the page range.
  - Selecting All Pages will output all the pages of the displayed IPB document to the HTML files
  - Selecting Current Page will output only the page displayed in the main view to the HTML file.
  - Selecting Pages will output the specified page or the specified page range to the HTML file. Enter a comma to separate the page numbers or a hyphen to connect the first page number and the last page number.

4 If necessary, change the other export settings shown below and click [OK].

#### [File] group

#### • Page Image:

Changes the width and height of the image of the exported page in pixel. Checking the **Constrain Proportions** check box will preserve the ratio of the width and height of the page even if the dimensions of the exported page are changed.

#### Thumbnail Image:

Changes the width and height of the thumbnail image of the exported page in pixel. Checking the **Constrain Proportions** check box will preserve the ratio of the width and height of the page even if the dimensions of the exported page are changed.

#### [Colors] group

Clicking the rectangular colored portion will display the Color window. Click the color from the Basic colors.

#### • Background:

Selects the color of the background of the HTML file.

#### Text:

Selects the color of the text used in the HTML file.

#### • Table Labels:

Selects the background color of the labels of the tables in the HTML file.

#### Table Items:

Selects the background color of the items of the tables in the HTML file.

#### [Export Contents] group

The following is added to the index page of the exported HTML file by checking each check box.

#### • Thumbnail Image:

Adds a thumbnail image of the page.

#### • Page Date:

Displays the date and time the page was created.

#### • Created Date:

Displays the date and time the IPB document was created.

#### • Modified Date:

Displays the date and time updated last to the IPB document.

Participants / Manager / Subject /
 Description / Contacts / Company:
 Displays the information specified in the
 Information... in the Settings menu.

### **Note**

- It is recommend to save HTML files in an empty folder where another HTML files are not stored. If you attempt to save a file in an already existing folder, a message will be displayed asking you to confirm whether or not to overwrite the already existing HTML file.
- When exporting multiple pages to HTML files, an index file "index.html" and HTML files named after the page numbers (for example, n pages) "page 01.html, page 02.html, page 03.html, --- page 0n.html" are created. Images displayed in the HTML files named after the page numbers "page 01.jpg, page 02.jpg, page 03.jpg, --- page 0n.jpg" are also created. If the Thumbnail Image check box is checked, thumbnail images displayed in the HTML files named after the page numbers "small 01.jpg, small 02.jpg, small 03.jpg, --- small 0n.jpg" are also created.

## **■** Changing the Display Method

#### [A] Displaying expanded / reduced page

You can expand the page and display a portion of the page larger or reduce the page and display the entire page.

1

Position the cursor over **Zoom** in the **View** menu and click the percentage (%) you want to display.

#### Note

 You can also enter a numeric value into Zoom box in the Main Toolbar to change the display percentage. The percentage can be set in units of 1%.

## [B] Displaying entire page inside the main view

1

Click **Fit Window** of the **Zoom** in the **View** menu.

## [C] Displaying page as large as possible

To display the page on the screen as large as possible, switch to full screen display mode. In this mode the Toolbar is displayed as a free toolbar.

1

Click Full Screen in the View menu.

 To exit full screen display mode and return to the original display mode, right-click the mouse and click Full Screen in the pop-up menu.

### **Note**

• To hide the Toolbar in full screen display, right-click the mouse and click the Toolbar you want to hide in the pop-up menu and remove the check mark. In addition, to display the Toolbar, click the Toolbar you want to display in the pop-up menu to place the check mark.

## ■ Switching a Page of the IPB Document

### [A] Displaying first page

1 Click Go to First Page in the Page / Play menu.

### [B] Displaying previous page

1 Click Go to Previous Page in the Page / Play menu.

### [C] Displaying next page

1 Click Go to Next Page in the Page / Play

### [D] Displaying last page

1 Click Go to Last Page in the Page / Play menu.

## [E] Specifying a page number to display

- 1 Click Go to Page... in the Page / Play menu.
  - The Go to Page window appears.
- 2 Enter the page number you want to display in Go to Page.



**3** Click **[OK]**.

### **Note**

 To quickly display a page, click the thumbnail display of the page you want to display in thumbnail view.

## ■ Editing a page of the IPB document

You can edit pages displayed in the main view in the View window or Whiteboard windows as follows.

- You can use the marker or eraser for additions and modifications.
- You can add a page. (Whiteboard window only)
- You can delete a page.
- You can select portions or entire page and save the contents in the clipboard or copy to other applications.

### [A] Drawing and erasing lines on a page

- 1 Display the page where you want to draw or erase handwritten lines in main view.
- To draw handwritten lines, click either (Black Marker, Red Marker, Blue Marker or Green Marker) in the Markers / Eraser Toolbar.
  - The shape of the mouse cursor changes to



- Position the mouse where you want to draw a handwritten line on the page and drag the mouse.
- To erase handwritten lines, click (Eraser) in the Markers / Eraser Toolbar.
  - The shape of the mouse cursor changes to
- **5** Drag the mouse to the area on the page you want to erase.

- •To return to the state before the changes, click **Undo** in the **Edit** menu.
- The width and color of the markers and the size of the eraser can be changed. (See page 67.)

## **Using the View Window or Whiteboard Window**

#### [B] Undoing

You can restore the drawing using the marker or eraser to their original state, stroke by stroke.

- Click **Undo** in the **Edit** menu.
  - To return to the previous state, click Undo again.

## **Note**

- To cancel the operation that was undone, click **Redo** in the **Edit** menu.
- The Undo / Redo can be used over and over. However, if the page changes, the Undo / Redo will be reset.

## [C] Adding a new page to the IPB document (Whiteboard window only)

In Whiteboard mode, a new page can be added next to the last page of the IPB document.
When advancing the screen of the Interactive Panaboard during a meeting, add a new page.

- 1 Click Add New Page in the Edit menu.
  - A new page will be added next to the last page of the IPB document and the display is switched to that page.

## **Note**

• A maximum of 50 pages can be recorded.

## [D] Adding the Copied page to the IPB document (Whiteboard window only)

In the Whiteboard mode, the copy of the page currently displayed in main view can be added next to the last page of the IPB document.

Use this to leave the current contents on the screen before adding new changes.

- 1 Click Add Copy Page in the Edit menu.
  - The copy of the currently displayed page will be added next to the last page of the IPB document and the display is switched to that page.
  - A maximum of 50 pages can be recorded.

### [E] Deleting currently displayed page

- 1 Display the page you want to delete in the main view.
- 2 Click Delete Current Page in the Edit menu.
  - A window will be displayed asking you to confirm the delete.
- 3 Click [OK] to delete.
  - Use caution because deleted pages cannot be recovered to their original state by **Undo** in the **Edit** menu.

## [F] Copying selected page range to clipboard

- Click (Arrow) in the Markers / Eraser Toolbar and drag the mouse to select the portion of the page you want to copy.
  - To select the entire page, click **Select All** in the **Edit** menu.
  - The selected area will be displayed in reverse.
- 2 Click Copy in the Edit menu.

- To cancel the selection, click outside of the selected area.
- The Image copied to the clipboard can be pasted in other applications.
- The Image copied to the clipboard becomes BMP image.

## [G] Copying selected page range to other application

You can copy data to other applications by dragging and dropping the selected page area. To perform this operation, the application copied to must support OLE (Object Linking and Embedding).

- 1 Open the file where the data will be copied to and adjust the position of the application window such that the page to be copied and the file to be copied are displayed in the screen.
- Click [3] (Arrow) in the Markers / Eraser Toolbar and drag the mouse to select the portion of the page you want to copy.
  - To select the entire page, click **Select All** in the **Edit** menu.
  - The selected area will be displayed in reverse.
- 3 Drag the selected area to the copy destination of the other application.

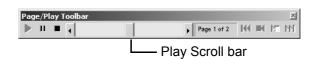
### **Note**

- To cancel the selection, click outside of the selected area.
- The file formats to be dragged and dropped can be set by Export Image... in the Settings menu.

## ■ Playing back the IPB document

The operations of drawing and erasing lines on each page are automatically recorded in stroke units and the drawing can be played back and confirmed later.

- 1 Click All Pages or Selected Page of the Playback Option in the Page / Play menu.
  - The check mark is placed next to the activated menu.
- 2 Click (Start) in the Page / Play Toolbar.



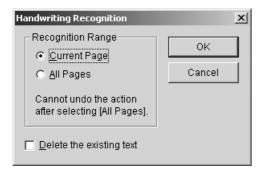
- In the case of All Pages playback, the playback will start from the original state of the first page. In the case of Selected Page playback, the displayed page contents will return to their original state and the playback will start.
- To stop the playback in the middle, click (Pause) in the **Page / Play Toolbar**. To restart the playback in the middle, click (Start) in the **Page / Play Toolbar**.
- While stopping temporarily, you can move the Play Scroll bar in the Page / Play Toolbar to playback manually.
- To end the playback in the middle, click (Stop) in the Page / Play Toolbar.
- Playback is completed when the Play Scroll bar reaches the far right end and stops.

- You can click the arrows at the right and left of the Play Scroll bar or drag the Play Scroll bar to the right or left to playback the drawing.
- While playing back, you cannot use the marker and eraser in the Markers / Eraser Toolbar. In addition, in Whiteboard mode drawing on the screen of the Interactive Panaboard will not be reproduced either.
- You can change the playback conditions such as the playback interval, playback page and the playback loop. (See page 67.) You can also change the settings of the playback page and the playback loop from Playback Option in the Page / Play menu.

## ■ Recognizing Handwriting in the IPB document

### [A] Recognizing Handwriting

- Click can icon or Handwriting Recognition... in the Edit menu.
  - The Handwriting Recognition window appears.
- 2 Select the Recognition Range and click [OK].
  - The recognition results will be output as text to the Text Editor.



#### Current Page:

Drawing in the selected page is converted to text.

#### All Pages:

Drawings in all pages are converted to texts. The recognition result of the selected page can be displayed in the Text Editor by selecting the page.

## **Note**

- If Delete the existing text check box is checked, the existing text will be deleted before the recognition results are output.
- English or German handwriting is the only language that can be recognized.
   Handwriting recognition for German will be available only when German is selected in "Regional Setting" of the Windows "Control Panel".
- To specify a text for recognition using the mouse, click [3] (Arrow) in the Markers/ Eraser Toolbar, drag so the rectangle encloses around the drawing for recognition in the Main view, and click the Handwriting Recognition... menu.
- When the text cursor is aligned with the recognized text, the original drawing will be indicated with dotted lines.

- The recognized text can be selected by clicking the dotted line of the original drawing with ☑ (Arrow) in the Markers/Eraser Toolbar.
- Cutting or deleting the recognized text dissociates it from the handwritten lines.
- When All Pages are recognized, selecting Undo from the Edit menu cannot restore the file to the previous state.

## [B] Replacing Possibly Misspelled Words with Alternatives

- Click inside the Text Editor window.
- Right-click on a word that might be misspelled.
  - A pop-up menu will display alternatives.
- **3** Select the alternative word from the menu.
  - The text will be replaced with the menu selection.

### **Note**

- To specify displaying possibly misspelled words, click Spell Check... in the Settings menu. (See page 70.)
- A maximum of five alternatives will be displayed.
- No alternatives will be displayed in the popup menu when there are no alternatives.
- Alternatives will only displayed for text recognized using the handwriting recognition function.

## [C] Undoing Actions

1 Click inside the Text Editor window.

2 Click **Undo** in the **Edit** menu.

## <u>Note</u>

- To cancel the Undo, click Redo in the Edit menu.
- Undo / Redo can be performed up to 100 times, but the counter is reset if another page is selected.

### [D] Copying Text

1 2

Click inside the Text Editor window.

Select the target text by dragging it.

Click Copy in the Edit menu.

- The text will be copied to the clipboard.
- Selected text can be removed and copied to the clipboard by clicking Cut in the Edit menu.

## **Note**

• Text copied to the clipboard can be pasted into other applications.

## [E] Copying text from All Pages to the clipboard

1

Click inside the Text Editor window.

Click Copy All Pages in the Edit menu.

• The text in all pages will be copied to the clipboard.

## **Note**

• Text copied to the clipboard can be pasted into other applications.

## [F] Pasting text

1

Click inside the Text Editor window.

**2** M

Move the text cursor to the point of insertion.

Click Paste in the Edit menu.

• The clipboard text will be inserted to the point of insertion.

### [G] Deleting text

1

Click inside the Text Editor window.

2

Select the target text by dragging it.

Click **Delete** in the **Edit** menu.

• The text will be deleted.

## **Note**

• When recognized text is deleted, the relation between the original drawing and the recognized text is cancelled. (See page 64.)

## [H] Selecting all text on a page

1

Click inside the Text Editor window.

Click Select All in the Edit menu.

• All text in the current page will be selected.

## **Note**

 To cancel the selection, click inside the Text Editor window.

### ■ Print the IPB document

## [A] Confirming print image of the IPB document before printing

- 1 Click **Print Preview** in the **File** menu.
  - The window is switched to the Print Preview screen.
- 2 Click [Close] to exit the Print Preview and return the display mode to the original state.

## **Note**

 The screen image printed is called the Print Preview. In the Print Preview you can display print images of multiple page at a time. You can also expand or reduce the size of the page displayed in the screen.

## [B] Printing currently displayed IPB document

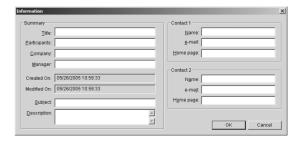
- 1 Click **Print...** in the **File** menu.
  - The Print window appears.
- 2 Set the Printer, Print range and Number of copies.
- 3 Click [OK].
  - The Printing window appears.
  - To stop the printing, click **[Cancel]** in the Printing window.

## ■ Settings

### [A] Setting the meeting information

Allows you to record the meeting information of the IPB document; titles, subjects and descriptions, etc. The information can be output with page images when exporting the IPB documents to HTML files.

- 1 Click **Information...** in the **Settings** menu.
  - The Information window appears.
- 2 Enter necessary information as follows, and then click [OK].



#### Summary

Enter a summary of the recorded meeting here.

- Title / Participants / Company / Manager / Subject / Description:

Enter each item of the meeting.

- Created On:

Automatically displays the date and time the IPB document was created.

- Modified On:

Automatically displays the date and time the IPB document was updated finally.

#### Contact

Enter information to contact individuals for questions concerning the meeting here.

#### - Name:

Enter the names of the person in charge of the meeting.

- e-mail:

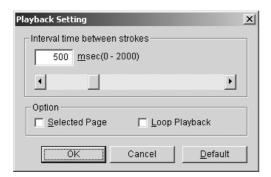
Enter the e-mail address of the person in charge of the meeting.

- Home page:

Enter the home page of the person in charge of the meeting.

## [B] Setting conditions when playing back the IPB document

- Click Play... in the Settings menu.
  - The Playback Setting window appears.
- 2 Enter an interval for playing back the stroke in the Interval time between strokes.
  - You can click the arrows at the right and left of the scroll bar or drag the scroll bar to the right or left to set a desired interval.



#### Selected Page:

Without check mark:

The first page through the last page are played back.

With check mark:

Only currently selected page is played back.

#### • Loop Playback:

Without check mark:

Page(s) is played back once depending on the Selected Page setting.

With check mark:

Page(s) is played back repeatedly depending on the Selected Page setting.

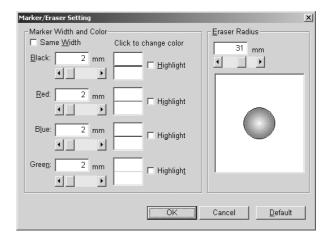
## **Note**

- The playback interval can be set in a range of 0 - 2 seconds in 1 msec (millisecond = 1 / 1000 second) units.
- The Selected Page and Loop Playback settings can be also changed from Playback Option in the Page / Play menu.

## [C] Setting the marker width, color or the eraser size

Change the width and color of the markers and the size of the eraser used in the View window or the Whiteboard window. The marker width and color can be changed for four marker colors.

- Click Markers and Eraser... in the Settings menu.
  - The Marker / Eraser Setting window appears.
- **2** Change the width or color of markers, or width of the eraser.



#### Same Width:

Width of all color markers can be set to the same width of the black marker by checking the check box.

#### • Black / Red / Blue / Green:

Width [1 - 30 dots (View window) / 0.1 - 25.4 mm (Whiteboard window)] or color of each marker can be set.

To change the width,

- Type the number of width.
- Click the right or left arrow of the scroll bar.
- Drag the scroll bar to the right or left.

#### To change the color,

Click the color of marker. Click the desired color from the Basic color palette in the Color window.

#### • Highlight:

The line becomes transparency by clicking it so the background can be seen.

## **Using the View Window or Whiteboard Window**

#### Eraser Radius:

The size of the eraser can be set from 1 to 60 dots (View window) or 0.1 - 50.8 mm (Whiteboard window).

#### To change the size,

- Type the number of size.
- Click the right or left arrow of the scroll bar.
- Drag the scroll bar to the right or left.

## 3 Click [OK].

• A window will appear where you can select whether or not to apply the new settings to handwritten lines drawn up to now.

## 4 Click [All Strokes] or [New Strokes].

 Clicking [Yes] will redraw the lines drawn up to that point using the new settings. Clicking [No] will only reflect the new settings for any subsequently drawn lines.

### **Note**

- The unit of the marker width and the eraser size is dots in the View window and millimeters or inches in the Whiteboard window.
- When the marker color is changed, the color will be displayed on the bottom-right of the Desktop Drawing Tool marker icon, but the marker tool color will not change.
- If the background is dark and the drawn lines are hard to see when marker is highlighted, remove the check mark of the **Highlight** check box. When the line crosses with one of the different color, the cross point will become dark.
- These settings are effective until being changed.

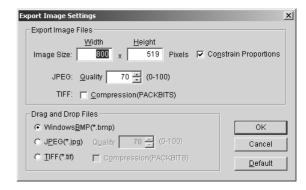
## [D] Setting an image file when exporting or copying by dragging and dropping

It allows you to set the size when exporting a page to an image file and the file format to create when copying data to other applications by dragging and dropping a selected page area.

## 1 Click Export Image... in the Settings menu.

The Export Image Settings window appears.

**2** Specify the export image setting.



#### • [Export Image Files] group

#### - Image Size:

To change the size when saving a page as an image file, enter a desired width and height. Check the **Constrain Proportions** check box when setting the aspect ratio of the page to an identical value.

#### - JPEG:

To set the quality level when exporting a page as a JPEG format image file. The larger number will get higher quality for the image file than small number when exporting. However, the file size will be large.

#### - TIFF:

To perform compression when exporting a page as a TIFF format image file, check the **Compression (PACKBITS)** check box.

#### • [Drag and Drop Files] group

Sets the file format to create when copying data to other applications by dragging and dropping a selected page area.

The following file formats can be selected. Windows BMP (\*.bmp), JPEG (\*.jpg) or TIFF (\*.tif)

- If JPEG is selected, you can enter a quality level in **Quality**.
- If TIFF is selected, you can compress an image file by checking the Compression (PACKBITS) check box.

## 3 Click [OK].

### **Note**

 The default of the width is 800 dots and the Constrain Proportions check box is checked. The height will be different depending on the size of the Panaboard screen and the screen resolution of the computer where the projector is projecting the image.

## [E] Setting a work folder and the recovery file

Allows you to set the default folder when saving an IPB document.

If it is set to automatically create a recovery file, previously saved IPB documents can be recovered when a power failure or other incident occurs.

- 1 Click File... in the Settings menu.
  - The File Settings window appears.
- 2 Specify the file folder setting.



#### • Save Default Folder:

Sets the path of the folder you want to display as a default when saving a new IPB document.

#### Create Recovery File:

To create a recovery file, check the check box.

#### - Recovery File Folder:

To save the recovery file at the same folder as the original file, check the **Same folder** as original file check box. Otherwise, set the directory to save the recovery file.

- Save automatically every # minutes:
   To automatically save the recovery file, enter an interval time within a range of 1 120 minutes.
- 3 Click [OK].

## **Using the View Window or Whiteboard Window**

## [F] Spell check setting for recognized handwriting

Set the spell check for recognized handwriting.

- 1 Click Spell Check... in the Settings menu.
  - The Spell Check Setting window appears.
- 2 Specify the spell check setting.
  - When checking the check box, possibly misspelled words are displayed with wavy underlining.



3 Click [OK].

### **Note**

 Only texts that is recognized using the handwriting recognition function can be checked the spelling.

#### [G] Options setting

Allows you to set the display method of the file name in the Title bar, the display unit system and the Control Panel key setting of the Interactive Panaboard in Whiteboard mode.

- 1 Click **Options...** in the **Settings** menu.
  - The Options window appears.
- **2** Specify the option setting.



• Display full path in Title bar:

To display the full path of the currently opened file in the title bar of the View window or the Whiteboard window, check the check box.

• Measurement:

Selects the length unit of the Whiteboard window.

 Add New Page when Advance Key is pressed:

A new page is added to the IPB document in Whiteboard mode when the (Advance Key) on the Interactive Panaboard is pressed.

 Switch the current page in last 2 pages when Advance Key is pressed:

The screen is fed and the corresponding page is selected in the IPB document in Whiteboard mode every pressing the (Advance Key) on the Interactive Panaboard. It enables to copy (backup) the selected page of the IPB document by pressing the (Copy Key) on the Interactive Panaboard.

#### Make the current page empty after copy page is added:

With check mark (default setting):

The selected page of the IPB document is copied and the selecting page is automatically erased as a new page (blank page) by pressing the (Copy Key). When selecting this option, be sure to wipe to clear the Interactive Panaboard screen after pressing the (Copy Key). Without check mark:

The selected page of the IPB document is copied by pressing the (Copy Key) and the page is left as is.

#### Do not output copy page from Panaboard printer when Copy Key is pressed.:

With check mark:

The selected page of the IPB document is not printed when the (Copy Key) is pressed.

Without check mark (default setting):
The selected page of the IPB document is printed when the (Copy Key) is pressed.

#### • No response:

An IPB document it not influenced even if the (Advance Key) on the Interactive Panaboard is pressed.

## 3 Click [OK].

- The computer screen will be projected onto the screen of the Interactive Panaboard in Projector mode and because there is no physical size, the display unit system is only in pixels (dots) and cannot be changed.
- The length unit millimeter or inch is used as unit to represent the page size on the status bar, pen width and eraser size.

## **Using the Panasonic-DMS**

## **Scanning**

You can scan images on the screen to your computer by operating Panasonic-DMS.

- Click [Start], move the pointer to Programs— Panasonic—Panasonic Document Management System—Document Manager. (For Windows XP, All Programs instead of Programs.)
  - The Panasonic-DMS software runs.
- 2 Click the File menu, then click Select Source....
- 3 Select Panaboard UB-8 USB TWAIN Driver and click [Select].
- 4 Click the File menu, then click Acquire Image..., or click the (scanner) icon on the Toolbar.
  - The Panaboard Operation Panel appears.



## **Note**

- If the Panasonic Interactive Software is started, the Panaboard Operation Panel cannot be displayed. Close the Panasonic Interactive Software and start it.
- When the Panaboard Operation Panel is not displayed, check the USB cable connection or the condition of the electronic board.

- 5 Click the (Scan) button or the (2-Screen Scan) button.
  - Scanning starts and the scanned image will be displayed on the screen of the computer. It is also possible to start scanning using the (Copy Key) or (2-Screen Copy Key) on the electronic board.
- 6 Click [Close] on the Panaboard Operation Panel to finish scanning.
  - About the Document Manager, refer to the Document Management System operating instructions in the CD-ROM.

#### Note

 Dragging the Panaboard Operation Panel using the mouse or activating other software programs during scanning may cause scanning troubles.

### **Panaboard Operation Panel**

It is possible to perform the same operations as with the electronic board control panel (page 16) from the following Panaboard Operation buttons.

#### **Note**

• While the Panaboard Operation Panel is displayed, the (Copy Key) and (2-Screen Copy Key) on the electronic board control panel are used for scanning images into the computer.

Panel	Name	Description		
	Contrast/ Remaining Film Indicator	This lamp indicator notifies the user when the time to replace the thermal transfer film is approaching (estimated) and of the contrast used during scanning or copying.  Indicator off: Indicator on: Indicator flashing*:  Almost time to replace the thermal transfer film (Note that only about 15 more sheets may be copied when this indicator starts flashing.)  Replacement film (UG-6001) is separately available from the dealer where you purchased your unit.  * The flashing indicator will go out after the power is turned off, or the printer has been opened and closed. (When copying is performed, this indicator will begin flashing again.)		
•	Contrast Button	Each time this button is pressed, the unit will alternate between normal and dark contrast modes (Normal/Dark).		
12	2-Screen Scan Button	This button scans the front and back of the screen on a single page.		
8	Multi-Copy/ Error Indicator	This indicator displays the number of copies to be made. The display changes each time the Multi-Copy/Stop Button is pressed. Example: $1 \rightarrow 2 \rightarrow \cdots \rightarrow 9 \rightarrow 1 \rightarrow \cdots$ When an error occurs, a flashing symbol will appear in this display to indicate the error status. (See page 80.)		
<b>\(\overline{\bar{b}_\overline}\)</b>	Multi-Copy/Stop Button	<ul> <li>When making multiple copies, press this button until the desired number of copies is displayed on the Multi-Copy/Error Indicator. This button can also be pressed to stop copying while executing multiple copies.</li> <li>The display changes as shown below each time the screen is copied. After reaching 0, the display will reset to 1.</li> <li>Example: 5 → 4 → 3 → 2 → 1 → 0 → 1 (Number is counted down.)</li> <li>* If scanning, the setting 1 to 9 for the number of copies is ignored.</li> </ul>		
P	Scan Button	This button scans the screen.		
	Advance Button	Clicking this button advances the screen from right to left.		
12	2-Screen Copy Button	This button causes the front and back of the screen to be copied on a single sheet of paper.		

#### **Using the Panasonic-DMS**

Panel	Name	Description	
	Copy Button	This button causes the screen to be copied.	
		The status box displays the status of the TWAIN driver and the electronic board.	
Stand by	Status Box	Stand by: The electronic board is stand by. Both of the Panaboard Operation Panel and the electronic board control panel are operational.  Rotating: The electronic board is rotating the screen. Copying: The electronic board is copying the screen.  Scanning: The electronic board is now scanning the images on the screen.  Converting: Indicates that the image data is being converted so that the computer will be able to display the scanned data.  Busy: The electronic board is processing jobs.  Error: An error has occurred with the electronic board.	
About	About Button	Click to display information about the TWAIN driver.	
Close	Close Button	Click to close the Panaboard Operation Panel.	

#### **Printing**

To print documents from the computer to the printer, select the Print menu of the application software and select the printer name set when installing.

The standard printer name is "Panaboard-UB8 USB Printer (A4/Letter \*)".

\* A4 or Letter changes with the models.

#### **Note**

- The Multi-Copy/Error Indicator flashes when printing.

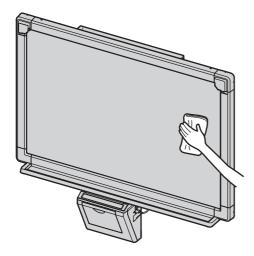
  After printing, all the panel keys are disabled until the Multi-Copy/Error Indicator lights.
- You cannot stop printing after printing starts. Do not attempt to stop printing.
- Do not turn off the power of the electronic board or unplug the USB cable before printing finishes. It may cause the computer operation to become unstable.
- A maximum 9 copies are available.
- The output port can hold up to 10 sheets of copied paper. (Note that exceeding the output port's capacity may result in paper jams.)
- The Contrast Key is not effective for adjusting the contrast of print.
- When printing almost black pages continuously uniform color density and light line streaks may appear. In such a case, try again after waiting a while.
- When the unit falls in abnormal condition during printing, printing jobs (jobs in the spooler) may be lost. In such a case, print again.

### Daily Care and Maintenance

Always turn off the power switch and unplug the power plug when cleaning outside and inside the unit.

#### **Cleaning the Screen and the Unit**

Gently wipe the screen film and unit with a waterdampened cloth that has been thoroughly wrung.



#### **Note**

- Use a commercially available white board cleaner for hard-to-erase stains.
   (SANFORD® EXPO® white board cleaner etc.)
- If you accidentally write on the screen with an oil-based marker, wipe with a small amount of ethyl alcohol.
- Do not use thinner, benzine or cleaners containing abrasives as this may result in discoloration.
- Do not wipe the screen film with a dry cloth as this may generate a static charge.

### **Caring for the Eraser**

When the erasing surface of the eraser becomes dirty, hold down the sheet under the top sheet with your finger and peel off the dirty sheet (white or gray sheet) by pulling in the direction of the arrow.



#### **Note**

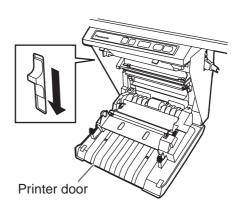
- •Be sure to peel off only one sheet; white or gray sheet of the eraser.
- When the eraser becomes thin, make sure that the corners of the eraser do not strike the screen during erasing as this may damage the screen.

# Cleaning the Printer Head, Platen Roller and Pick-up Roller

If black streaks appear on the copy, clean the printer head and the platen roller.

If paper jams occur frequently, clean the pick-up roller.

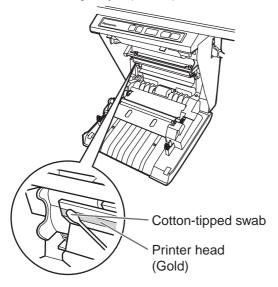
Push down the printer open lever and open the printer door.



2

#### Clean the Printer Head

Dampen the tip of a cotton-tipped swab in ethyl alcohol and gently wipe the printer head.



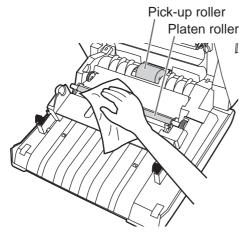
#### **Note**

 Never touch the printer head or the surrounding area with your hands as this may disable copying.

3

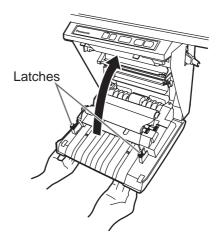
# Clean the Platen Roller and the Pick-up Roller

Remove the thermal transfer film with both hands and carefully wipe any dirt or stains off the platen roller and pick-up roller.



- For details on removing the thermal transfer film, see page 22.
- Dampen a soft cloth with neutral kitchen cleaner diluted in water, wring the cloth thoroughly, and wipe the entire surface of the rollers while rotating them. If this does not remove all dirt, wipe with a cloth dampened with ethyl alcohol.

Install the thermal transfer film in its original position and close the printer door.



- For details on installing the thermal transfer film, see pages 18.
- Close the printer door firmly until a click is heard.

#### **Note**

- If " ¬ " is still flashing after closing the printer door, make sure that the thermal transfer film has been installed properly and tightened.
- The printer door should be closed to make copies properly. Confirm both latches are locked.

# Replacing the Batteries in the Electronic Pen and the Electronic Eraser

As the lifetime of the batteries in the Electronic Pen or the Electronic Eraser comes near to the end, the message "Low Battery" appears on the computer screen to which the electronic board is connected using interactive functions. When this message appears, get new batteries ready and replace the old ones as soon as possible.

When replacing batteries, remove the old batteries and replace according to step 1 under "Setting the Electronic Pen" on page 25 in the case of the Electronic Pen or according to "Setting the Electronic Eraser" on page 26 in the case of the Electronic Eraser. Continued use of low batteries may result in a shifting of position or malfunction.

#### For Brasil



Após o uso as pilhas / baterias contidas neste produto poderão ser dispostas em lixo doméstico.

For Taiwan (台灣)



廢電池請回收

# Replacing the Cloth of the Electronic Eraser

If the cloth of the Electronic Eraser becomes dirty with erased markings, replace with a new eraser cloth according to "Replacing the Eraser Cloth" on page 26.

# **Troubleshooting**

Treat problems according to the information given in the table below. If problems still persist, call your dealer for service.

Symptom	Care and Remedy	See Page
Power switch is on but the indicator is off.	Check that the power plug is securely plugged in. (If the indicator still does not light, turn the power off and on again.)	_
	The unit is out of copy paper or thermal transfer film. (The Error Indicator flashes " 戶" or " ⊢".)  → Insert copy paper or replace the thermal transfer film.	
	The printer door is open. (The Error Indicator flashes " ♂ ".)  → Close the printer door firmly until a click is heard.	
Copied copy paper will not come out.	The paper cover is open.  → Close the paper cover firmly until a click is heard.	20
	Paper is jammed in the printer. (The Error Indicator flashes " 」 ".)  → Open the printer door and remove the jammed paper.	23
	<ul> <li>The platen roller and pick-up roller are dirty.</li> <li>→ Open the printer door and wipe the platen roller and the pick-up roller to clean them.</li> </ul>	75
	The markers for interactive (small) are used.  → Use the markers (big).	I
Nothing is printed on the paper or copies are faint or blurred.	The writing on the screen is too thin or light.  → Make thicker, darker lines or change to a new marker.	_
	The printer door is slightly open.  → Close the printer door firmly until a click is heard.	19
Black streaks or blank (unprinted)	<ul> <li>The printer head or platen roller is dirty.</li> <li>→ Open the printer door and clean any dirt off the printer head and platen roller.</li> </ul>	75
spots appear on the copy (copy paper is dirty).	The thermal transfer film is wrinkled because it was set in place without removing excess slack.  → Rewind the used portion of the thermal transfer film to remove the excess slack, then reattach it.	18
A black or white horizontal line appears, or the page prints in black or blank.	The unit is in strong sunlight or strong lighting.  → Change the direction of the screen or block the light.	-
The screen does not advance when the Copy, Advance or Reverse Key is pressed.	Static electricity was generated when the screen film was wiped.  Turn off the power and slowly move the screen by hand.	-
Contrast/Remaining Film Indicator flashes.	The time to replace the thermal transfer film is approaching. (Only about 15 more sheets may be copied.)  → Prepare a new replacement film (UG-6001).	22
When connecting a USB cable after installing the driver, the warning message is displayed to require the Panaboard UB-8 Driver Disk.	The necessary file is not found in Windows 98.  → Click the location's box and select the pass  "UB-8\UsbDrv\Win98-Me" in the pull down menu.	-

The software installed before is deleted from the Programs menu or cannot be used after installing the Panasonic-DMS.	After the existing Panasonic-DMS software is uninstalled, the new Panasonic-DMS is installed.  → Install the new Panasonic-DMS again as follows.  1. Uninstall the current Panasonic-DMS.  2. Install the old Panasonic-DMS.  3. Install the new Panasonic-DMS in the same folder with the old one.	30-31
Panasonic Document Management System menu is remained in the Programs menu even if Panasonic-DMS is uninstalled.	The old Panasonic-DMS is not uninstalled if the old version of the Panasonic-DMS has been installed before installing the new one.  → Uninstall the old Panasonic-DMS from the Add / Remove Programs of the Control Panel. (Refer to "Removing the Panasonic-DMS Software" on page 31 and remove Panasonic-DMS instead of Panaboard UB-8 Software.)	31
The USB driver or printer driver does not work properly immediately after the installation of the software.	The Panaboard has not been registered in [Control Panel]— [Scanners and Cameras] and [Printers].  → Uninstall the software (refer to "Removing Drivers / Interactive Panaboard Software" on page 31) and install the software again (refer to "Installing Drivers / Interactive Panaboard Software" on page 28).	28 31
	Check that the electronic board is in the condition that enables operation or that the USB cable is connected properly.	_
The computer does not recognize	The electronic board is connected via a USB hub.  → Do not connect via a USB hub.	_
the electronic board.	When the interactive function is used, communication port setting is not appropriate.  → Change communication port setting according to "Setting the Communication Port" on page 35.	35
The Electronic Pen position may shift when the Projector mode is used.	The projection position shifts.  → Calibrate to reposition the projected image on the screen.	33
Data written on the electronic board may disappear from the electronic board screen and the computer screen or its position may shift when the interactive function is used.	<ul> <li>Use the Electronic Pen inclined at an angle.</li> <li>Direct sunlight or strong light is striking the screen.</li> <li>A remote controller is being aimed at the receiver on the electronic board.</li> <li>The side of the electronic board is placed near the wall, or the top of the electronic board is placed near the ceiling.</li> <li>The electronic board is placed near the vents of an air conditioner.</li> <li>The receiver of the electronic board is blocked by a hand or other object.</li> <li>The transmitter of the Electronic Pen or the Electronic Eraser is covered with your hand.</li> <li>Two or more the Electronic Pens or the Electronic Eraser are used at the same time.</li> <li>If the position shifts for reasons other than the above, adjust the position according to "Adjusting the Shifted Position" on page 36.</li> </ul>	_
Unnecessary streaks not written are displayed on the computer screen when the interactive function is used.	Do not do the followings near the electronic board while using the interactive function.  • Exchanging markers for interactive (small) of the Electronic Pen  • Setting or removing a marker cap of the Electronic Pen  • Pushing the point of the Electronic Pen	-

### **Troubleshooting**

Detection of the marker color of the Electronic Pen does not work well when the Whiteboard mode	The marker for interactive (small) is not securely set.  → Rotate the pen holder lever to the release position, and then return the pen holder lever to the lock position while inserting the marker until you hear a buzzing sound.	
of the interactive function is used.	The proprietary marker for interactive (small) is not set into the pen holder.  → Use the proprietary markers for interactive (small).	82
The message "Low Battery" appears on the computer screen.	Replace batteries of the Electronic Pen or the Electronic Eraser which have "Low Battery" message displayed.	25 77

### **Meanings of Error Codes**

The following table describes the meaning of each of the symbols which may flash in the Multi-Copy/Error Indicator.

Indication	Cause	Remedy	See Page
(Error)	Data transfer error	Connect the USB cable securely.	25
(Screen)	The screen will not move.	Turn off the power and slowly move the screen by hand.	_
(door)	The printer door is not closed securely.	Close the printer door securely.	19
(Jam)	Paper jam	Open the printer door and remove the jammed paper.	23
(ribbon)	The thermal transfer film is slack, has run out or is not installed.	Remove the slack from the thermal transfer film, replace or install the thermal transfer film.	18 22
(Paper)	Out of paper	Load copy paper.	19
(Scanner Failure)	The scanner or screen is in strong sunlight or strong lighting.	Change the direction of the screen or block the light.	_

If other indications appear, call your dealer.

# **Specifications**

	Model No.	UB-8325		
General	Power supply	Refer to the name plate on the printer		
	Power consumption (Operational)	Refer to the name plate on the printer		
	External dimensions (Height × Width × Depth, without stand)	1,388 mm $\times$ 1,550 mm $\times$ 264 mm (4'6 $^{21}$ /32" $\times$ 5'1 $^{1}$ /32" $\times$ 10' $^{13}$ /32")		
	Mass (without stand)	34.0 kg (75 lbs.)		
	Ambient operating conditions	Interactive Function Temperature: 15–30°C (59–86°F) Humidity: 30–80% RH Other than Interactive Function Temperature: 10–35°C (50–95°F) Humidity: 30–80% RH		
	Ambient storage conditions	Temperature: -20–60°C (-4–140°F) Humidity: 15–80% RH		
	Writing implements	Dry erase felt-tipped markers (black, red, blue and green *) * The green marker is only for the interactive function.		
	PC interface	Full Speed USB 2.0 *  *This electronic board does not function with Hi-Speed USB 2.0.		
Input Block	Panel dimensions (Height × Width)	900 mm × 1,400 mm (2' 11 <sup>7</sup> / <sub>16</sub> " × 4' 7 <sup>1</sup> / <sub>8</sub> " ) [1664 mm (65 <sup>1</sup> / <sub>2</sub> ") diagonal]		
	Panel surfaces	2 screens		
	Panel advance system	Endless scroll type		
	Copying area (Height × Width)	850 mm × 1,330 mm (2' 9 <sup>15</sup> / <sub>32</sub> " × 4' 4 <sup>3</sup> / <sub>8</sub> ")		
	Scanning system	Image sensors		
	Scanning resolution (Height × Width)	A4: 1.6 x 1.7 dots/mm (40 x 43 dots/inch) Letter: 1.7 x 1.6 dots/mm (43 x 40 dots/inch)		
Output	Printing system	Fusion thermal transfer type		
Block	Printing resolution	8 dots/mm (203 dots/inch)		
	Copy paper	Standard or recycled paper [60 – 90 g/m² (16 - 24 lb.)]		
	Copy paper size	A4 / Letter*1		
	Copy color	Black		
	Contrast adjustment	Two levels: Normal/Dark		
	2-screen compressed copying	Yes		
	Time required for copying	15 s/sheet		
	Continuous copies	1 to 9 sheets		
	Paper empty indication	Yes		

### **Specifications**

Effective Area (Height x Width)	Projector mode: 850 x 1,330 mm (2'9 <sup>15</sup> / <sub>32</sub> " × 4'4 <sup>3</sup> / <sub>8</sub> ")  * The position cannot be detected within 50 mm (2") of the upper screen border.  Whiteboard mode: 825 x 1,330 mm (2'8 <sup>15</sup> / <sub>32</sub> " × 4'4 <sup>3</sup> / <sub>8</sub> ")  * The whiteboard cannot not be written on within 50 mm (2") of the upper screen border and 25 mm (1") of the lower screen border.  * It is not always possible to normally detect the position within 100 mm (3 <sup>15</sup> / <sub>16</sub> ") of the position receiver and 35 mm (1 <sup>3</sup> / <sub>8</sub> ") from the both sides of the screen.
Battery for Electronic Pen or Electronic Eraser	LR03 (AAA size) x 2 *Alkaline battery
Battery Longevity for Electronic Pen or Electronic Eraser	48 hours [Continuously at 25°C (77°F)]  * When using Panasonic "LR03 (AAA size)" alkaline batteries.
	(Height x Width)  Battery for Electronic Pen or Electronic Eraser  Battery Longevity for Electronic Pen

### **Optional and Separately Available Items**

Option	Stand: KX-BP065			
	Wall-mounting kit	: KX-B063		
Separately Available Items	Separately Available Items  Replacement film: Markers (big):  Erasers:		UG-6001 (Set of 2 rolls [50 m (164')]) KX-B031 (set of 10 black markers), KX-B032 (set of 10 red markers), KX-B033 (set of 10 blue markers) KX-B042 (set of 6 erasers) KX-B035 (contains one black, one red, and one blue markers and one eraser)	
	For Interactive	Pen holde Electronic Marker (si Eraser clo (for Electr	Eraser: mall) set:	KX-BP038 KX-BP048 KX-BP0385 (contains one black, one red, one blue and one green markers) KX-BP0481 (set of 10 cloths)

<sup>\*1</sup>Letter size is for U.S.A. and Canada models.

- The markers (big) and the eraser are used for other than the interactive function.
- The markers for interactive (small) are used while inserted in the pen holder.

  The Electronic Pen [a marker for interactive (small) inserted in the pen holder] and the Electronic Eraser are used with the interactive function.

# **Installation Manual**

(for qualified service personnel)

## **Table of Contents**

р	age
For Your Safety	
Assembling the Electronic Board	85 85
Assembly  Electronic Board Operations Check  Interactive Operations Check	89
Repacking	91
Assembling the Optional Stand (KX-BP065)	92
Optional Wall-mounting Kit (KX-B063)	96 97

Before installing this set, please read this manual completely.

**CLASS 1 LED PRODUCT** 

## For Your Safety

To prevent severe injury and loss of life, read this section carefully before using the unit to ensure proper and safe operation of your unit.

The following graphic symbols are used in this Installation Manual.



Denotes a potential hazard that could result in serious injury or death.



Denotes hazards that could result in minor injury or damage to the unit.



This symbol is used to alert operators to a specific operating procedure that must not be performed.





These symbols are used to alert operators to a specific operating procedure that must be emphasized in order to operate the unit safely.

#### **Notice**

# **!** WARNING



Safety check must be done by qualified service personnel after installing this option.



Be sure to disconnect the power cord while installing the unit. Otherwise, it may cause electric shock or injury.



Be sure to use the specified parts for the installation. Otherwise, it may cause fire, electric shock or injury.



Notes in the operating instructions or notes of labels on the cabinet, chassis or parts should be observed.

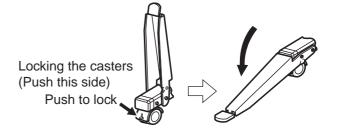
# **!**CAUTION



Do not install the unit except by a qualified service personnel.



After installing or moving the electronic board, lock the casters and set the fall-prevention extension legs.



0

If the unit is hung on a wall, confirm the wall must be capable of supporting at least the following weight.

1,005 N [103 kgf (227 lbs.)]



Do not attach the electronic board to mortared walls. Accidental electric leakage from the wall-mounting fixture bolts to metal laths or wire laths can cause heat, smoke or a fire.



Confirm the bolts of the unit are certainly caught by the wall-mounting fixtures by pulling the unit after hanging the unit on the wall-mounting fixtures if the unit is mounted on a wall.



Be sure to put on a glove to avoid electric shock or injury.

# **Assembling the Electronic Board**

### ■ Accessories for assembling

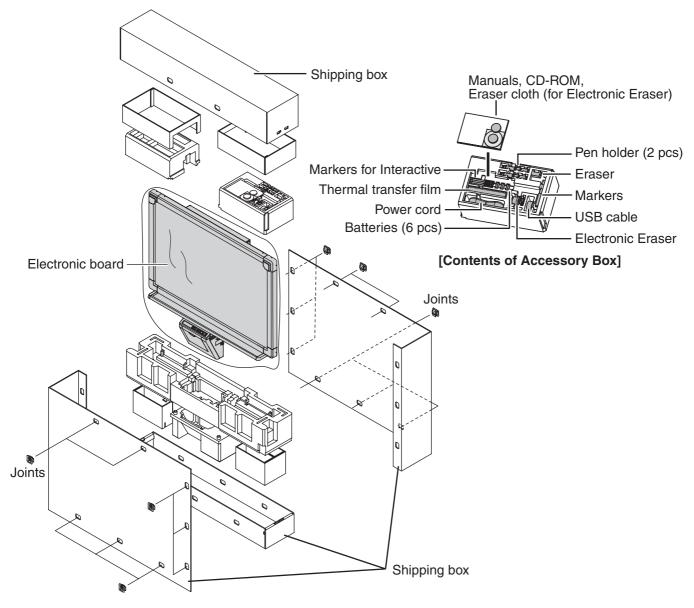
The package includes the parts for setting up the electronic board shown below. Make sure that all of these parts are included in the package before proceeding.

No.	Part Name	Illustration	Q'ty	Remarks
1	Power cord		1	
2	Wall-mounting template		1	For wall-mounting

#### **■** Assembly

- Assemble the optional stand or wall-mounting kit.
  - If you are using a stand, refer to page 92.
  - If you are using a wall-mounting kit, refer to page 96.
- **?** Remove the electronic board from the shipping box.

Remove the joints, then remove the electronic board from the shipping box.



#### Caution

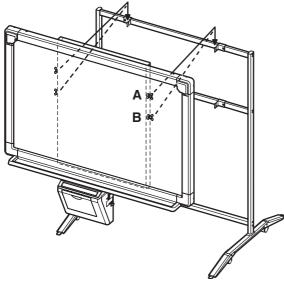
- Do not touch the screen film surface, as this may damage it.
- The shipping box, cushioning material, and other packing material will be necessary if you ever need to repackage the electronic board, so do not throw them away.

#### 3 Install the electronic board.

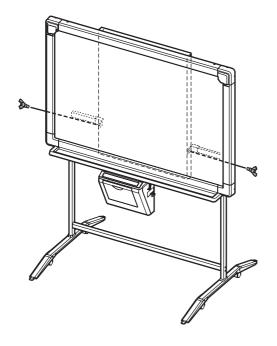
Install the electronic board using the stand (option) or wall-mounting kit (option).

#### ■ Using the stand (option)

1) Hang the electronic board on the optional stand.

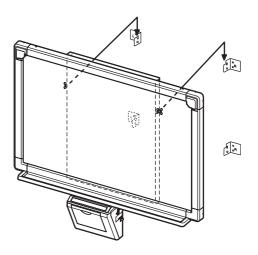


- The electronic board can be mounted 200 mm (7 <sup>7</sup>/<sub>8</sub>") higher than hang position A by hanging it with the wing bolts B.
- 2) Secure the stand fixture to the electronic board using the two wing-bolts [M5 x 12 mm (15/32")] provided with the **stand (option)**.

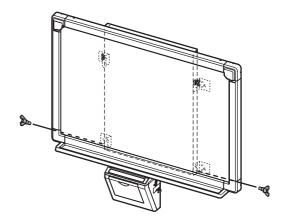


#### ■ Using the wall-mounting kit (option)

1) Hang the electronic board on the optional wall-mounting fixtures.



 Secure the wall-mounting fixture to the electronic board using the two wing-bolts [M5 x 12 mm (15/32")] provided with the wallmounting kit (option).



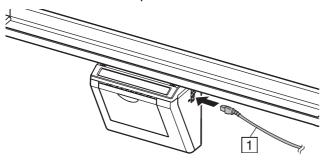
#### Caution

- When mounting the electronic board, avoid banging it. Such impact may break the internal light or cause other damage.
- After mounting the electronic board, gradually apply weight to it to make sure that the wall is strong enough to support it.

#### **Assembling the Electronic Board**

#### ▲ Connect the power cord.

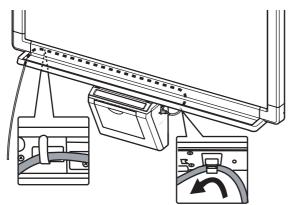
1) Securely fit the supplied power cord into the AC inlet on the printer unit.



 Fasten the power cord through the center cable holder, as well as the left or right cable holder depending on the location of the AC outlet (see below).

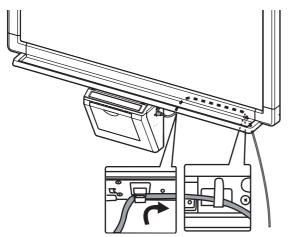
#### Left Location

When fastening through the left cable holder, fasten the power cord through the cable holders as shown below:



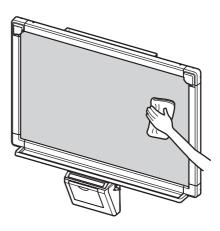
#### Right Location

When fastening through the right cable holder, fasten the power cord through the cable holders as shown below:



#### **5** Wipe the screen film surface.

Soak a soft cloth with water, wring well, and wipe the screen film surface.



#### Caution

- Do not wipe the screen film surface with paint thinner, benzene, or cleaners that contain abrasives. Doing so may cause discoloration.
- Do not wipe the screen film surface with a dry cloth. Doing so may create static electricity.

#### 6 Check operations.

Refer to "Electronic Board Operations Check" on page 89.

# **Electronic Board Operations Check**

After assembling the electronic board, perform the procedures presented in the following table to make sure it functions properly.

(If not)  Check position 4 on page 4 on page 2  Open the printer door and attach the "p" flashes.  (Normal	operation) ower cord. (See step ge 88.) operation) nermal transfer film.
2 Open the printer door and attach the accessory thermal transfer film, then (If not)  Check p 4 on pag  """ flashes. (Normal  (If not)  Check the control of the printer door and attach the accessory thermal transfer film, then (If not)	ower cord. (See step ge 88.) operation)
2 Open the printer door and attach the accessory thermal transfer film, then (If not) 4 on page (Normal India) (Normal India) (If not) Check the content of	ge 88.) operation)
accessory thermal transfer film, then (If not) Check the	·
\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	nermal transfer film.
Installing Thermal Transfer Film     procedure (refer to the Operating     Instructions on page 18)	
	operation)
ordinary A4 (Letter) test paper, then close the paper cover.  • Loading Copy Paper procedure (refer to the Operating Instructions on page 19)  (If not)  Check co	opy paper.
4 Open the printer door. "d" flashes. (Normal	operation)
(If not) *1	
5 Close the printer door. "/" lights up. (Normal	operation)
(If not) *1	
6 Press . Screen is fed. (Normal	operation)
The screen film surface is not fed smoothly.	
There are strange noises.	
made.	operation)
a large filling the entire  Three copies are not made. *1	
copyable area of the screen film surface.  The entire readable area is not printed.	
•Copyable area (refer to the There are strange noises or paper	
Operating Instructions on page jams during the copying process.	
11) ② Press twice. ③ Press .	
film surface. Write letters, etc. with indicator light is turned on and one copy is made.	operation)
the marker.  2 Press once.  The Contrast/Remaining Film indicator light is not turned on.	
③ Press 🖫.	
There are strange markings on the copy sheet (e.g., stripes or lines).	
9 Press once. The Contrast/Remaining Film indicator light is turned off. (Normal	operation)
(If not) *1	

### **Electronic Board Operations Check**

Step		Points to Check			
		Symptom	Solutions		
10	Press 🖫.	Two screens are copied properly.	(Normal operation)		
		(If not)	*1		

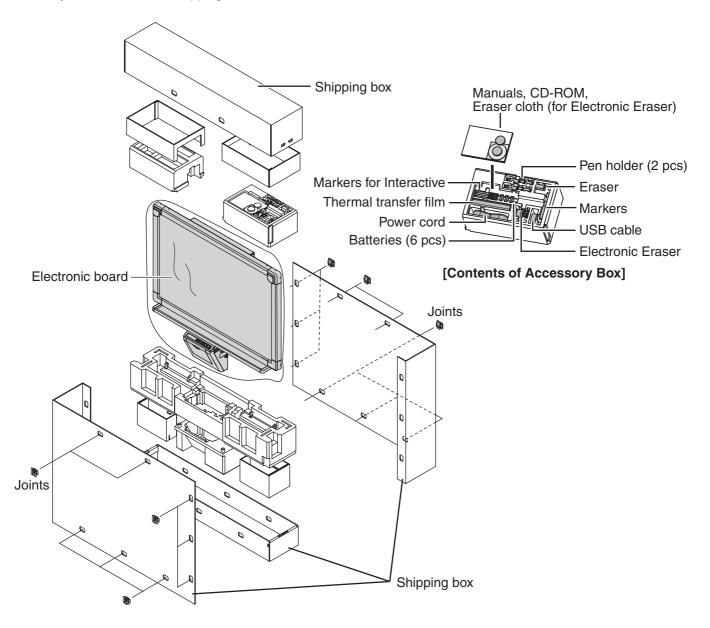
<sup>\*1</sup> Contact the store or dealer from which the unit was purchased.

#### **■** Interactive Operations Check

- Install the software on the computer and connect the supplied USB cable according to "Installing Drivers / Interactive Panaboard Software" on page 28.
- **2** Check that the interactive function operates.
  - If the Electronic Pen position shifts, adjust the position according to the instructions on page 36.

# Repacking

Perform Assembly Steps 2 through 4 on pages 86 - 88 in reverse to repack the electronic board and accessories. Use the joints to fasten the shipping box.



#### Caution

• Do not touch the screen film surface, as this may damage it.

# **Assembling the Optional Stand (KX-BP065)**

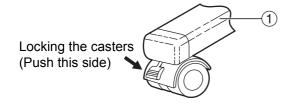
#### ■ Accessories

The package box for the optional stand includes the parts noted below; please confirm that all parts are present before beginning installation

No.	Part name	Illustration	Q'ty	No.	Part name	Illustration	Q'ty
1)	Stand base		2	9	Wing bolt	M5 x 12 mm ( <sup>15</sup> / <sub>32</sub> ")	6
2	Pipe		2	10	Support bracket		2
3	Cover		2	11)	Fall-preven- tion extension leg		4
4	Side bar (A)		2	12	Screw	M6 x 60 mm (2 <sup>3</sup> /s")	4
(5)	Side bar (B)		1	13	Nut		4
6	Screw	M8 x 45 mm (1 <sup>25</sup> / <sub>32</sub> ")	12	14)	Wrench	*1	1
7	Fixture (left)		2	15)	Wing bolt (Not use*²)	M4 x 8 mm ( <sup>5</sup> / <sub>16</sub> ")	8
8	Fixture (right)		2	16	Screen holder bracket (Not use*2)	0.0	4

<sup>\*1</sup> The accessory wrench is required to fasten or loosen the screws ⑥, ⑫; please store it carefully for future use.

#### •Before assembly, be sure to lock the casters.





Releasing the lock

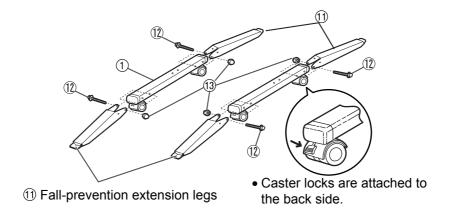
<sup>\*2</sup> These are used for other models.

#### **■** Assembly

#### Assembling the stand

#### ■ Assembling the fall-prevention extension legs

The fall-prevention extension legs increase the safety of the electronic board.

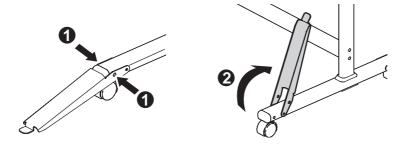


### Caution

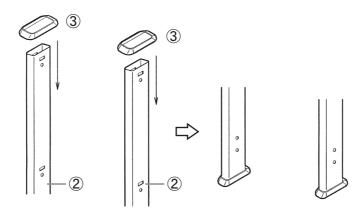
- Install and always set the fall-prevention legs when using the stand.
- When tightening the screw ②, hold the nut ③ with pliers.

#### **Note**

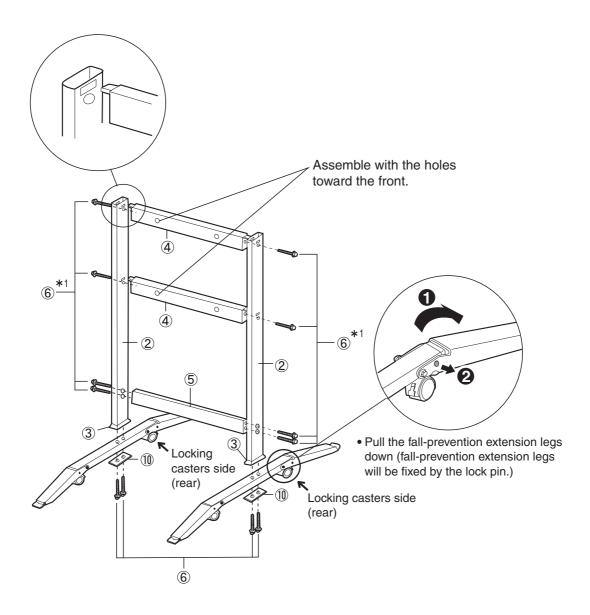
• When folding back the fall-prevention extension legs, release the lock as follows.



■ Inserting the covers ③ to the pipes ②



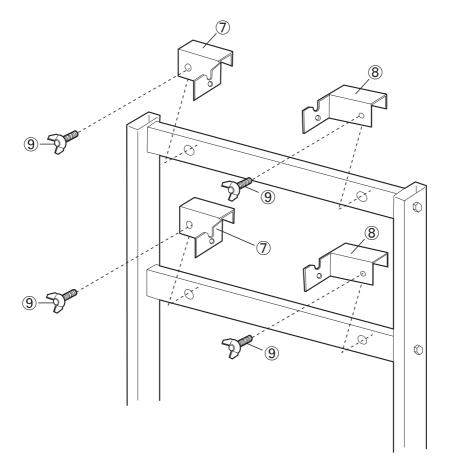
#### ■ Assembling the stand



#### **Note**

 $<sup>^{*1}</sup>$  Do not tighten the screw  $\ \ \,$   $\ \ \,$  too much. This may deform the pipes.

 $\begin{tabular}{lll} \bf 2 & Attach the fixtures & $ ? $ & with the four wing-bolts. \end{tabular}$ 



Assemble and install the electronic board. Refer to step 3 on page 87.

## **Optional Wall-mounting Kit (KX-B063)**

Before attempting installation of this wall-mounting kit, we strongly recommend consulting with the building manager, engineer, or architect. The installer needs to know the type of construction used for the wall intended for this installation and the location of wall studs. Selection of hardware is critical for safe wall-mounting, and depends on the nature of wall construction. Installation should not occur until this consultation takes place.

#### Caution

• Do not attach the electronic board to mortared walls. Accidental electric leakage from the wall-mounting fixture bolts to metal laths or wire laths can cause heat, smoke or a fire.

#### 1. Tools required:

A minimum of eight (8) pieces of appropriate wall-support hardware (molley, toggle, etc.)

NOTE: THIS HARDWARE MUST BE LOCALLY PROCURED, IT IS NOT INCLUDED IN THE KIT.

Drill (and drill bit of correct size) for hardware installation

Screw driver (Both phillips (+) and slotted (-) will be required.)

Tape measure

Tape or thumb-tacks (2 pcs)

Bubble type level

#### 2. Pre-requisites

- 1. Before installation, make sure that the wall intended for installation is capable of supporting flush-mounted.
  - UB-8325 is 103 kgf (227 lbs.).
- 2. The position of the intended installation is of adequate size for the selected Panaboard. UB-8325 is 1,516 mm (H)  $\times$  1,550 mm (W) [5'(H)  $\times$  5'2" (W)].
- 3. An outlet is within 3 m (9' 10<sup>1</sup>/<sub>8</sub>"), and not located behind the Panaboard.

#### Accessories

The package box for the optional wall-mounting kit includes the parts noted below; please confirm that all parts are present before beginning installation. Eight screws for mounting the fixtures on the wall are not provided. Please purchase the appropriate wall-mounting hardware (sold in stores). Refer to page 98.

No.	Part name	Illustration	Q'ty	No.	Part name	Illustration	Q'ty
1)	Wall-mounting fixture L		2	4	Screw (Not use*)	M4 x 16 mm ( <sup>20</sup> / <sub>32</sub> ")	4
2	Wall-mounting fixture R	O R	2	(5)	Wall-mounting template	<b>+ + + + +</b>	1
3	Wing bolt	M5 x 12 mm (15/32") (For mounting of the electronic board)	2	9	(Not use*)	Use the wall- mounting template provided with UB-8325.	·

<sup>\*</sup>These are used for other models.

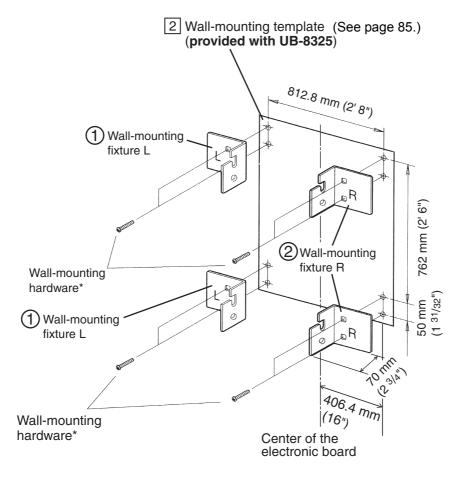
#### **■** Wall-mounting procedure

**◆** Confirm that the wall is strong enough to support the weight of the electronic board.

#### Caution

The wall must be capable of supporting at least 1,005 N [103 kgf (227 lbs.)] for UB-8325.

- 7 Tape the Wall-mounting template on the wall.
  - •Do not use the template included in the wall-mounting kit (KX-B063), but rather the one included with the electronic board (UB-8325).
  - •When taping the template on the wall, make sure it is level.
- 1) Drill holes in the wall for the wall-mounting fixtures (8 holes total).
  - •Holes on the wall-mounting fixture are 7 mm (1/4") in diameter.
  - 2) After removing the wall-mounting template, attach the wall-mounting fixtures with the appropriate wall-mounting hardware (two screws in each fixture).



- \* This hardware must be locally procured, it is not included in the kit.
- Refer to the section "Attaching the wall-mounting fixtures" (page 98) for drilling in the wall and attaching the mounting fixtures.
- Refer to step 3 on page 87 for mounting the electronic board.

#### **Optional Wall-mounting Kit (KX-B063)**

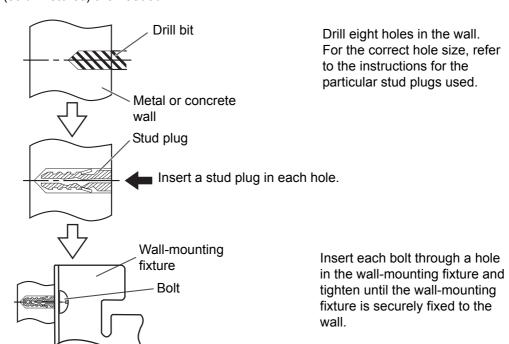
#### ■ Attaching the wall-mounting fixtures

The electronic board must be mounted with the method most suited to the material of the wall. Three methods are presented here.

(Other options may be available in your area.)

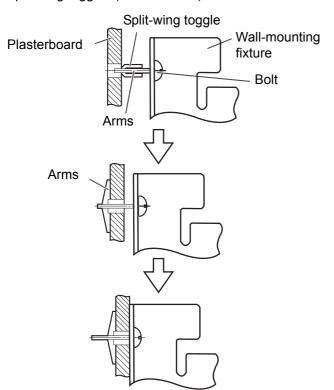
#### Attaching to metal or concrete walls

Stud plugs (sold in stores) are needed.



#### Attaching to plasterboard walls

Split-wing toggles (sold in stores) are needed.



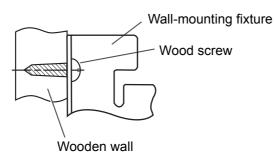
Insert each bolt through a hole in the wall-mounting fixture and into the hole in the wall beneath so that the arms of the splitwing toggle are horizontal. For the correct hole size, refer to the instructions for the particular split-wing toggles used.

After the arms expand, pull the wall-mounting fixture out until the arms of the split-wing toggle grip firmly into the wall.

Tighten each bolt until the wallmounting fixture is securely fixed to the wall.

#### Attaching to wooden walls

Use wood screws (sold in stores).



For the correct hole size, refer to the instructions for the particular wood screws used.

#### Information on Disposal for Users of Waste Electrical & Electronic Equipment (private households)



This symbol on the products and/or accompanying documents means that used electrical and electronic products should not be mixed with general household waste.

For proper treatment, recovery and recycling, please take these products to designated collection points, where they will be accepted on a free of charge basis. Alternatively, in some countries you may be able to return your products to your local retailer upon the purchase of an equivalent new product.

Disposing of this product correctly will help to save valuable resources and prevent any potential negative effects on human health and the environment which could otherwise arise from inappropriate waste handling.

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#### **Panasonic Digital Document Company, Unit of Panasonic Corporation of North America**

Two Panasonic Way, Secaucus, New Jersey 07094

#### Panasonic Canada Inc.

5770 Ambler Drive, Mississauga, Ontario, L4W 2T3

#### Panasonic Business Systems U.K. A Division of Panasonic U.K. Ltd.

Willoughby Road, Bracknell, Berkshire, RG12 8FP

#### **Panasonic Marketing Europe GmbH**

Hagenauer Strasse 43 65203 Wiesbaden, Germany

#### Matsushita Electric Industrial Co., Ltd.

http://www.panasonic.co.jp/global/



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