



















1.		New Page – Create a new page for annotations. Existing annotations will be saved as previous page. You can then use Previous Page/Next Page buttons to navigate between them.
2.		Save Screenshot – save current screenshot of the desktop (with the annotations) as a PNG, JPEG, Bitmap or GIF file. If you have a crop region defined, this will only save the area inside the crop region.
3.		Previous Page – Turn to the previous page.
4.		Next Page – turn to the next page.
5.		Pen – Switch to writing mode. Note – you can click on the down arrow or right mouse click anywhere on the screen in writing mode to bring up a popup menu to select a different pen colour and thickness.
6.		Highlighter – Switch to highlighting mode. Note – you can click on the down arrow or right mouse click anywhere on the screen in highlighting mode to bring up a popup menu to select a different highlighter colour.
7.		Text – Switch to text mode. When in this mode, click on your desired text location to display a text input dialog. While the dialog is active, you may click anywhere to reposition the current text. Click OK to finalize the text. Note – you can click on the down arrow or right mouse click anywhere on the screen in writing mode to bring up a popup menu to select a different font colour and size.

8.		Eraser – Switch to erasing mode. Note – you can click on the down arrow or right mouse click anywhere on the screen in writing mode to bring up a popup menu to select a different eraser thickness.
9.		Mouse Mode – Switch to mouse mode. When in this mode you can click on and control other applications as per normal.
10.		Whiteboard – toggle between the Windows Desktop and Whiteboard. Note -you can click on the down arrow to choose between whiteboard and blackboard.
11.		Clear/Delete Page – Clear all of the annotations on the current page. Note – you can click on the down arrow to delete the current page.
12.		Record – Start the recording. You will be prompted to key the filename and the directory that you would like to save your recording to. Record your annotations and whenever that is shown on the desktop. Video format WMV.
13.		Crop – Select a region on the screen to record or capture.
14.		Page Number – Indicates the current page number / total number of pages.
15.		Stop – Stop the current recording.
16.		Pause – Pause the current recording.
17.		Resume – Resume the current recording.
18.		Web Camera – Turn on/off the web camera. You can change the size of the camera window by right-clicking on it and choose one of the three sizes from the pop up menu.