

The logo for Touchboards, featuring the word "Touchboards" in a bold, sans-serif font. The letters "T", "o", "c", "h", "b", "o", "a", "r", "d", "s" are each contained within a colored square: "T" is yellow, "o" is blue, "c" is blue, "h" is blue, "b" is orange, "o" is orange, "a" is orange, "r" is orange, "d" is orange, and "s" is orange. The squares are arranged in a row, with the "o"s and "b" overlapping.

Touchboards

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The background of the page features a blue horizontal band with a white dashed line pattern, resembling a film strip. On the left side, there are white silhouettes of three people walking: a woman in the foreground, a man in the middle ground, and another woman in the background. The main title "StarBoard" is centered in the white band.

StarBoard

StarBoard Software 8.0 User's Guide

◆ Introduction

Welcome to Hitachi Software StarBoard Software 8.0. StarBoard is a large-screen monitor for PCs and visual equipment, that also serves as an interactive whiteboard which can be written on directly or controlled through a PC.

◆ About this Guide

The StarBoard Software 8.0 User's Guide is a tutorial for StarBoard Software 8.0, which is a utility program for StarBoard.

This Guide describes general usage procedures.

For information about installation, see the StarBoard Software Installation Guide. For more information about StarBoard Software's functions, see the StarBoard Software 8.0 Online Help.

For information on how to operate StarBoard, see the included User's Guide.

◆ System Requirements

The minimum system requirements for using StarBoard Software are:

- **CPU:** Pentium II 300 MHz or faster (Pentium III 800 MHz recommended)
 - **Free hard drive space:** 300 MB or more
 - **RAM:** 128 MB or more (256 MB recommended)
 - **Display colors:** High Color (16 bit) or more
 - **Operating system (OS):** Windows 2000/XP/Vista
 - **Software required:** Internet Explorer 6.0/7.0, PowerPoint 2000/2002/2003/2007, DirectX 9.0c
 - **CD-ROM or DVD drive**
 - **Other:** Video card that includes hardware overlay (when using video function)
- Pentium 4 1.8 GHz or more and RAM 512 MB or more are required for movie or network feature.

StarBoard Software functions and procedures are described in this Guide with reference to a computer running Windows XP (Service Pack 2).

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Table of Contents

Chapter 1	StarBoard BASIC	
	StarBoard Software Welcome screen	3
	StarBoard Software Toolbar	4
	Writing Text on StarBoard.....	5
Chapter 2	POWERFUL PRESENTATION	7
Chapter 3	DYNAMIC INTERACTIVE WHITEBOARD	10
Chapter 4	MOVIE – ACTION AND REACTION	14
Chapter 5	Useful functions in StarBoard Software.....	16
	◆ Document Packager	16
	◆ User profile	18
Chapter 6	Index	20

StarBoard Software Welcome screen

Whether you want to show a slideshow, use the interactive whiteboard, play a movie, or have a teleconference, everything in StarBoard starts from the welcome screen.

Four Task Menus

1 Main
2 Saved Data
3 Favourites
4 Settings
5 Help
6 PC operations
7 Background
8 Exit

P.7
Select file
 To open files such as Microsoft Office documents (Word, Excel, PowerPoint) and image or movie files.

Teleconference
 To hold a teleconference. (Not described in this Guide.)

P.14
External Video device
 To display movie clips on StarBoard when DV is connected to your computer.

P.10
Interactive whiteboard
 To use whiteboard functions. You can choose from a wide range of templates in the library and colourful pen types.

Check connection

Tool Menu

1 Main

Returns to the main menu (this screen) from other screens, such as the Saved Data.

2 Saved Data

Displays a list of data (meeting notes or lecture notes) created with StarBoard Software.

Owner	Last Updated	Title
Rebot	2004-05-23 05:29	Presentation

3 Favourites

Displays a list of files archived in advance as documents.

Name	Type
Presentation	File Folder

4 Settings

Displays StarBoard Software settings menu. [Settings] contains the following three submenus.

- Pen Settings
 - Calibration (see page 19)
 - Options
- [Options] allows you to configure preferences. See the online help for more information on changing settings.

5 Help

Displays Online Help. See the online help for information on more advanced usage and useful functions of StarBoard Software.

6 PC Operations

Switches to your computer's desktop screen. The computer can be controlled directly from StarBoard.

7 Background

Changes the background image for the main menu (this screen).

8 Exit

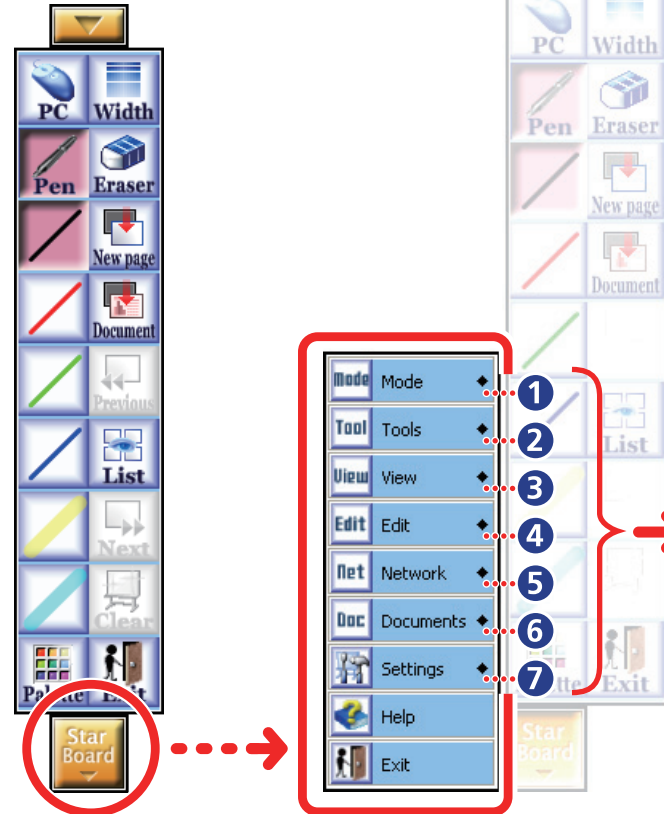
Exits StarBoard Software.

StarBoard Software Toolbar

You can perform all actions on StarBoard using the toolbar.

Toolbar

(Default setting for the whiteboard mode)



Frequently used items can be added on the toolbar. A useful approach is to set up the required tools (red pen, templates, etc.) prior to your presentation or a teleconference.

This diagram details seven menu categories, each with a list of items:

- 1 Mode:** PC Screen, Video Input, TWAIN, Accessories, Print, Recently Used Items.
- 2 Tool:** Pen, Intelli-Pen, Pointer-Pen, Eraser, Clear, Colour Palette, Line Width, Object Properties, Objects, Clip Art, Flash, Multi Input Pad.
- 3 View:** Next Page, Page List, Previous Page, Navigation, Cover/Uncover Sheet, Topic List, Grid, Page Properties, Scroll, Refresh, Toggle Full Screen.
- 4 Edit:** Undo, Redo, Select, Multiple Select, Select All, Copy, Cut, Delete, Paste, Paste in MS-Office Document, Group, Ungroup, Open Link, Edit Text, Align, Stack Order.
- 5 Network:** Conference, Synchronous, Presenter, Member list, Change layout.
- 6 Document:** New Blank Page, Templates..., Document..., Capture, Saved Data, Favourites, Attachments, Save.
- 7 Settings:** Option Settings, User Profile, StarBoard, Tool Indicator, Mouse Click, Text Input.

A red box labeled "Drag & Drop" points to the "Recently Used Items" icon in the Mode menu.

When you touch StarBoard button, the menu appears.

When you touch the menu, a submenu appears.



To add frequently used icons, drag and drop them onto the toolbar from the menu or submenus. It is useful to register [Recently used item] on the toolbar when the same function is to be executed repeatedly.



To delete a previously added icon, drag and drop it off the toolbar.

* The actual tool bar may differ in some areas.

Writing Text on StarBoard

Three StarBoard pens

StarBoard has three different pens.



Pen

This pen can be used just like an ordinary pen. You can choose the desired colour and line width.



Pointer-pen

The Pointer-pen works as a laser pointer during your presentations and movies. you can draw free lines on the screen like the pen. A line disappears when another line is drawn. Therefore the Pointer-pen is suited for temporary writing, and to put marks where you want viewers to focus on.



Intelli-pen

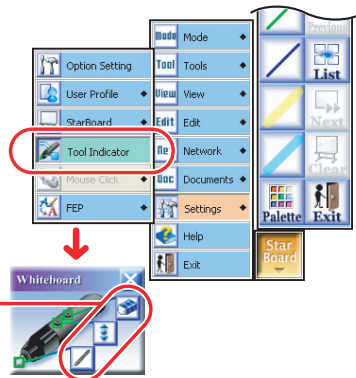
The Intelli-pen can also be used to draw free lines. In addition, shapes such as circles and squares are automatically adjusted. The Intelli-pen includes intelligent functions such screen scrolling and handling objects. See the online help for more information on using this pen.

Tool Indicator

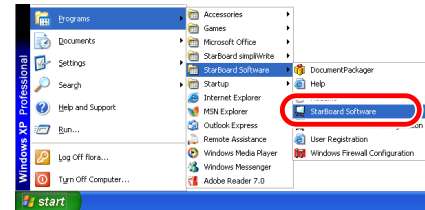
Three icons in the [Tool Indicator] screen show you the current setting of the pen point and the two buttons on your electronic pen.

You can change them to other items in the tool menu of StarBoard toolbar, if necessary.

(When using an F-type board, the Hovering tool can be set for the side buttons.)



1 Starting StarBoard Software



Select [Start] > [(All) Programs] > [StarBoard Software], then click [StarBoard Software].

2 Select [Interactive whiteboard]



Touch [Interactive whiteboard] on the StarBoard main menu.

3 Open the whiteboard screen and display the StarBoard toolbar

Clicking this part minimizes/maximizes the toolbar.



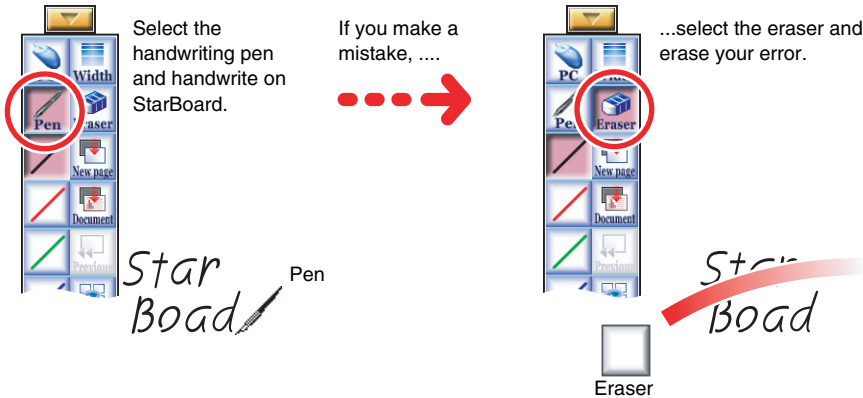
Clicking this part displays the tool menu.

See page 4 for more information on the tool menu.



4 Writing text with the handwriting pen

Select [Pen] to enter text.



Select the handwriting pen and handwrite on StarBoard.

If you make a mistake,

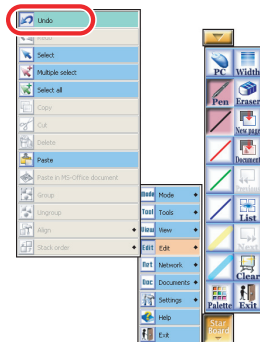
...select the eraser and erase your error.

To erase everything you have written, select Clear.



HINT!

Select [Edit] > [Undo] to restore the immediately previous work state.

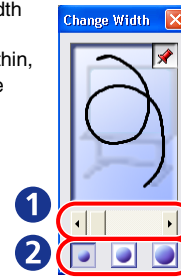


5 Changing pen colour and line width

These pen colour and width settings will also apply the next time the program is started.

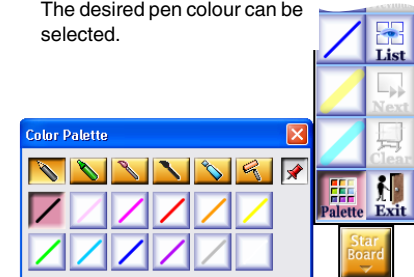
[Change Width]

- 1 You can adjust line width with the slide bar.
- 2 Three different width (thin, medium, and thick) are available.



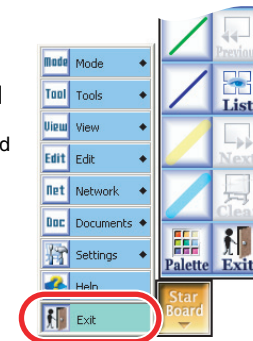
[Pen Palette]

The desired pen colour can be selected.



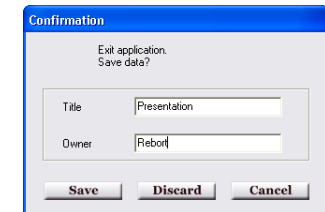
6 Saving Data and Closing file

Select [Exit]. When the [Save confirmation] dialog box appears, if you touch [Discard], the whiteboard will close and the main menu will be displayed again.



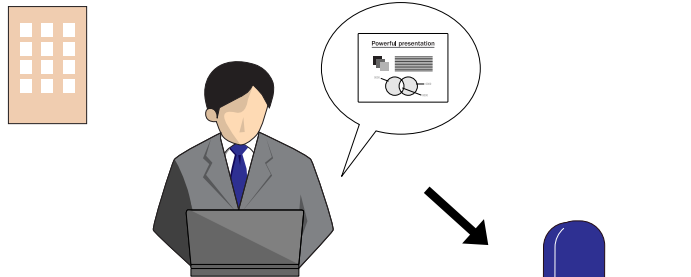
HINT!

Once a data is saved by selecting [Save], you can open it from [Saved Data] on the main menu.

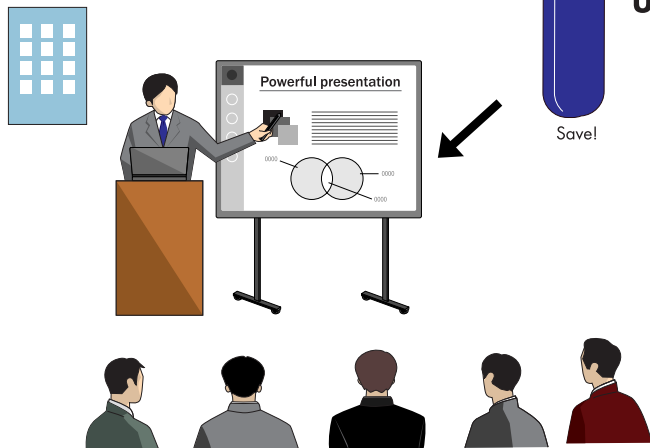


Thomas Hitachi, who works at the branch office, is scheduled to give a presentation at a new business conference to be held at the main office. Thomas first created a PowerPoint file on his computer at the branch office, and saved the file to a USB memory device. In the main office presentation room, he will use a computer which is used exclusively with StarBoard.

Branch

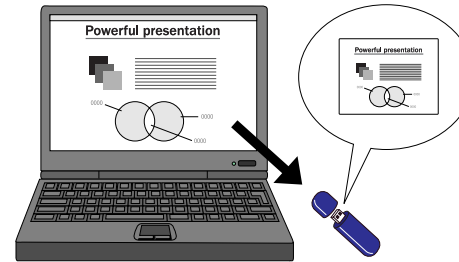


Head Office



1 Saving a PowerPoint file to a USB memory device

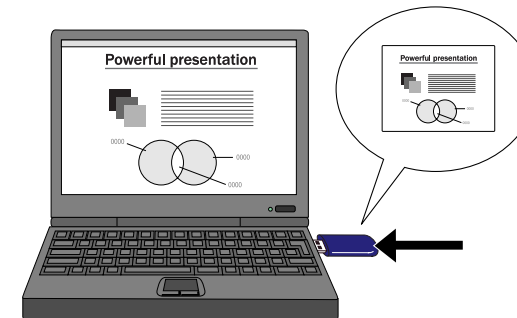
Save a PowerPoint file containing a slideshow to a USB memory device.



HINT!
A USB memory device is a recording device which is connected to USB port on the computer. Once the device is inserted in a USB port, it is indicated as "Removable disk" in "My Computer". Now data can be saved to it just as you would save data to a floppy disk.

Now it's Thomas's turn to give his presentation.

2 Connecting a USB memory device to a StarBoard dedicated computer



3 Starting StarBoard Software

Select [Select File] from the main menu.

A [Annotation on] dialog box is displayed, prompting you to select the file type.



HINT!

When the USB memory device is connected to the computer, a dialog box appears with the following message: "Would you open a file in the USB memory?". Select [Yes] to display a list of files and folders saved on the USB memory device on the Windows Explorer screen.

4 Select [PowerPoint slide-show]

Open [Removable disk] from the file selection screen and select the file saved in step 1.



5 Starting the slideshow

The title slide of PowerPoint file is displayed on the screen.

When a PowerPoint file is opened, icons on the toolbar automatically changes to a combination suitable for PowerPoint slideshows.



6 Controlling slides through the toolbar

Touch [Next Page] to advance through the slides.



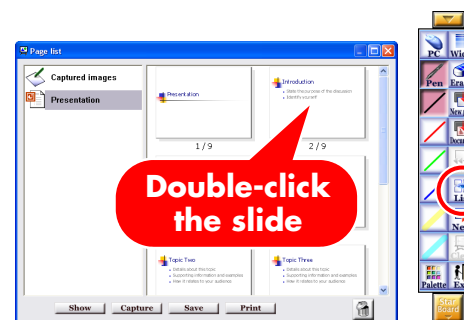
HINT!

The [Spotlight] function (see page 19) can be used to enhance your presentations.

Thomas has returned to an earlier slide in order to show previous articles again.

7 Opening a desired slide from the page list

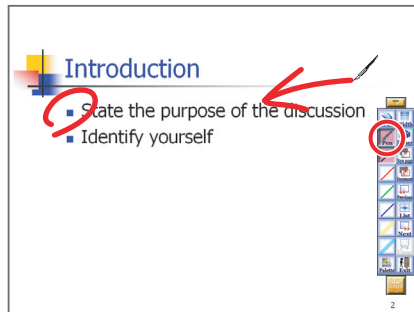
Select ([View] >) [Page List] from the StarBoard toolbar to display a list of PowerPoint slides. Now you can select the desired slide and easily move between slides.



Thomas has written some text on a slide in order to supplement his presentation.

8 Writing text on a slide

You can write text or draw shapes directly on a slide, just as you would write on a whiteboard.



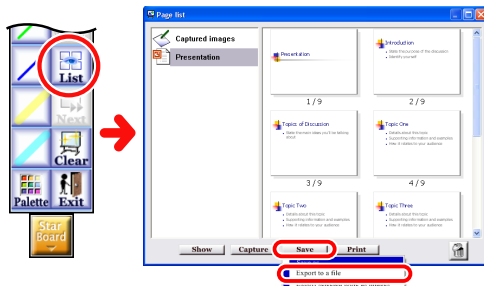
HINT!

To check the pen settings, touch [Tool Indicator] on the StarBoard toolbar (see page 5). This allows you to check and change the pen tip and button settings.

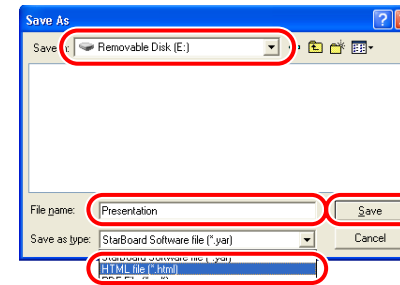
Now let's try saving a slideshow with notes created during the presentation.

9 Ending a presentation

Now save the notes and slides, which were written on during the presentation, as an html file on the removable disk.

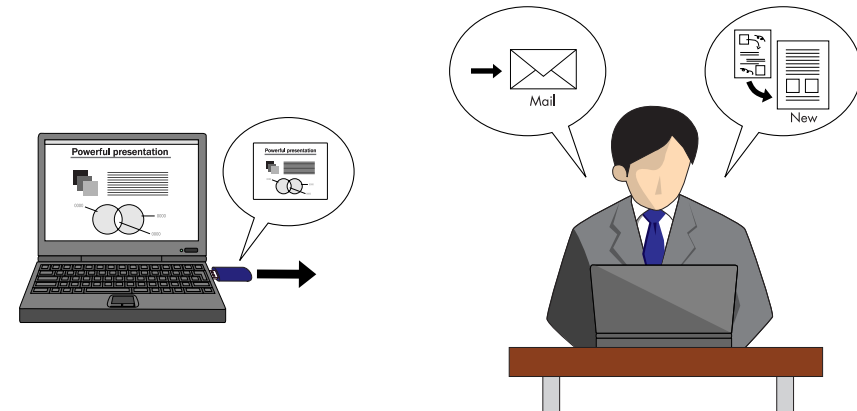


Touch [Page List]. Select [Save] > [Export to a file] from the [Page list] screen.

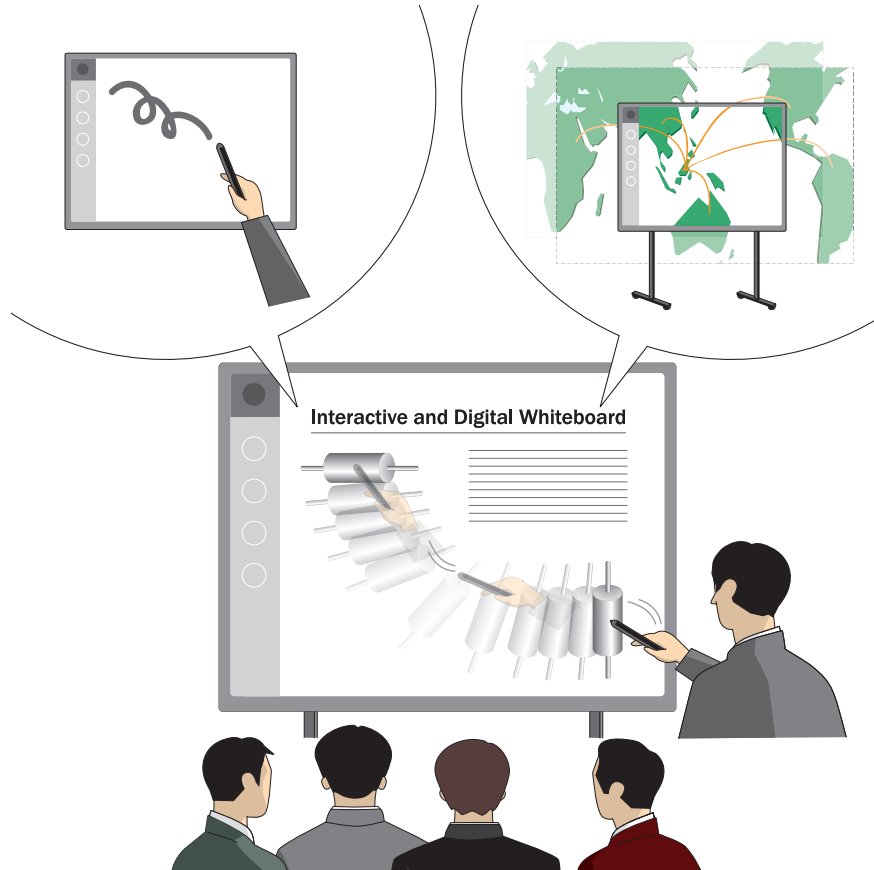


The [Save As] screen is displayed. Make sure [Save in] is set to the removable drive, then change [Save as type] to html and touch [Save]. Select [Exit] from the StarBoard toolbar.

To create a report at a later time, remember to save the notes or other data in the presentation to the USB memory device, and take the device with you.



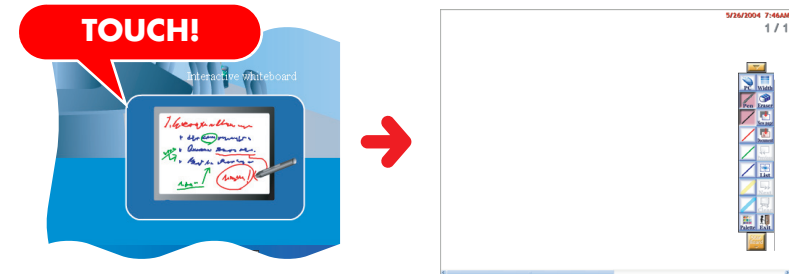
X John Hitachi is the project leader for a new product. He has decided to assemble the project team members and hold a sales strategy meeting on the new product.



1

Start StarBoard Software

Select [Interactive whiteboard] from the main menu. A new blank page appears on the screen.



John has written the meeting agenda on StarBoard.

2

Write text with the pen

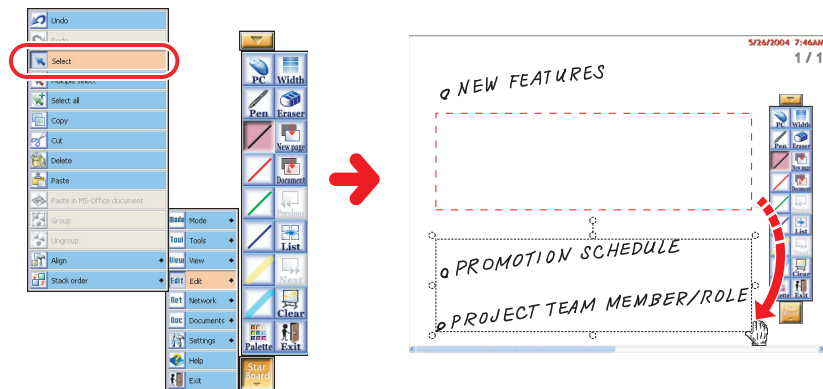
See page 5 for information on how to use the pen.



John has moved some previously written text in order to write down the various opinions of the project team members. Then, John has moved the items starting with item 2 to a blank area.

3 Moving text

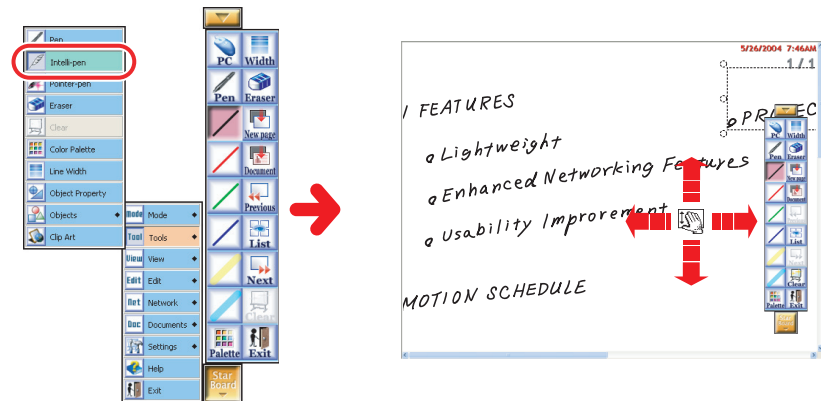
Select [Edit] > [Select] from the StarBoard toolbar. The pen changes to an arrow shape. When it touches text that has been input, the text can be moved.



Next, the project team discussed the schedule. There was no more blank area on the screen, so John scrolled the screen.

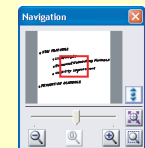
4 Screen scrolling

Select [Tools] > [Intelli-pen] from the StarBoard toolbar. When the Intelli-pen is left idle for some length of time while touching StarBoard, the pen shape changes to a hand shape. The board scrolls as the cursor moves.



HINT!

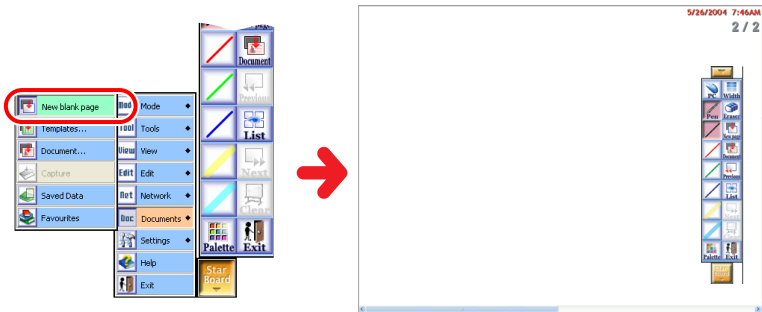
- The screen can be scrolled by selecting [View] > [Scroll] from the StarBoard toolbar.
- The range of the currently displayed sheet changes when [View] > [Navigation] is selected from the StarBoard toolbar. In addition, it is possible to move to any area by touching it.
- Intelli-pen has a number of other useful functions besides scrolling. See the StarBoard Software online help for details.



John has opened a new blank page and placed clipart on it.

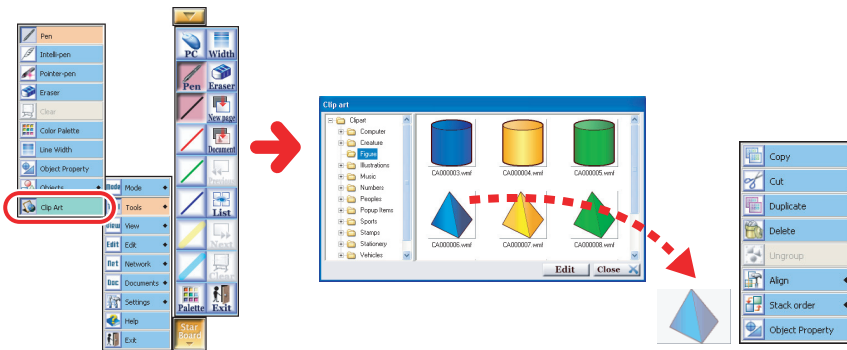
5 Adding a blank page

Select [Documents] > [New blank page] from the StarBoard toolbar. A new blank page will be added.



6 Adding cliparts

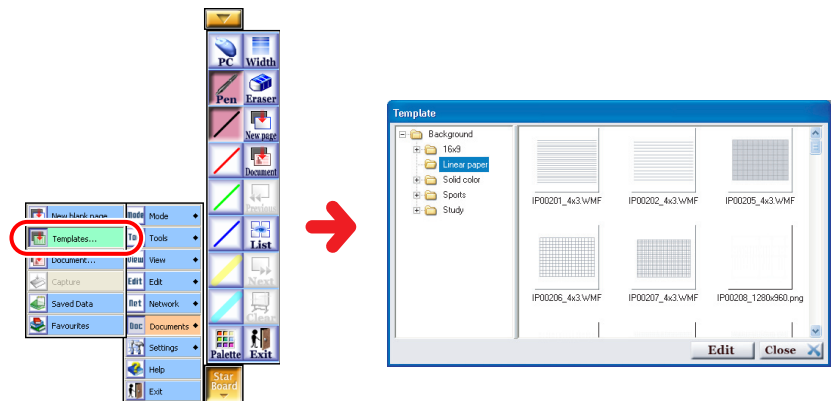
Select [Tools] > [Clip Art] from the StarBoard toolbar. The [Clipart palette] screen is displayed. When a clipart has been selected, you can move the pen to place the clipart on the blank page. Select [Select], then touch the clipart with the electronic pen. After the pointer changes to a hand shape, you can move the clipart. When you touch the **Menu** shown next to the clipart, a pulldown menu appears. You can select items such as "Delete" from the menu.



Now the team will discuss the future schedule. John has added a linear paper template and written the plans for each team member on it.

7 Adding a template

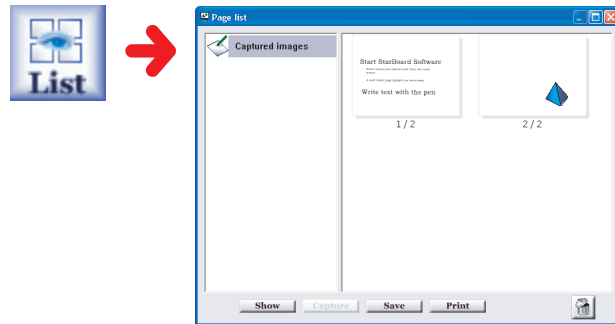
Select [Documents] > [Templates...] from the StarBoard toolbar. The [Add Template] screen is displayed-. Touch [Linear paper] to display various linear paper templates.



After the meeting, John went back to the first page and reviewed the discussion with his colleagues.

8 Page list

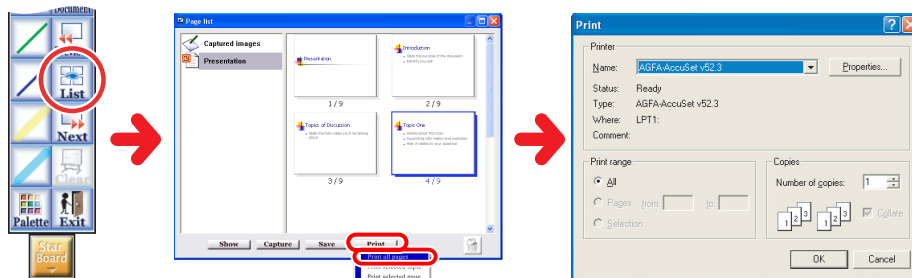
Select [Page List] from the StarBoard toolbar.



John has printed out what he wrote on StarBoard, and distributed it as a document to all of the meeting participants.

9 Screen printing

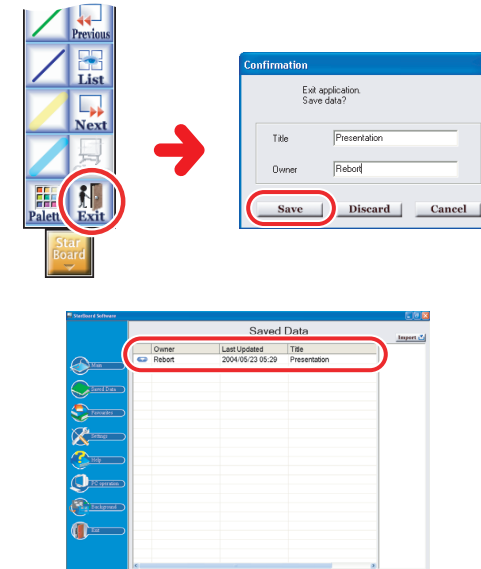
Select [Page list] from the StarBoard toolbar. Touch [Print] on the [Page list] screen, then select [Print all pages]. The printed pages are output from the printer connected to the computer with StarBoard Software installed.



In addition, John saved the notes from today's meeting as a file for the next meeting.

10 Saving data

Select [Exit] from the StarBoard toolbar. The save confirmation dialog box is displayed. Enter a [Title] and [Owner] for the data, then touch [Save]. To open the saved file, display the data list on the main menu, and select the data name from the list.



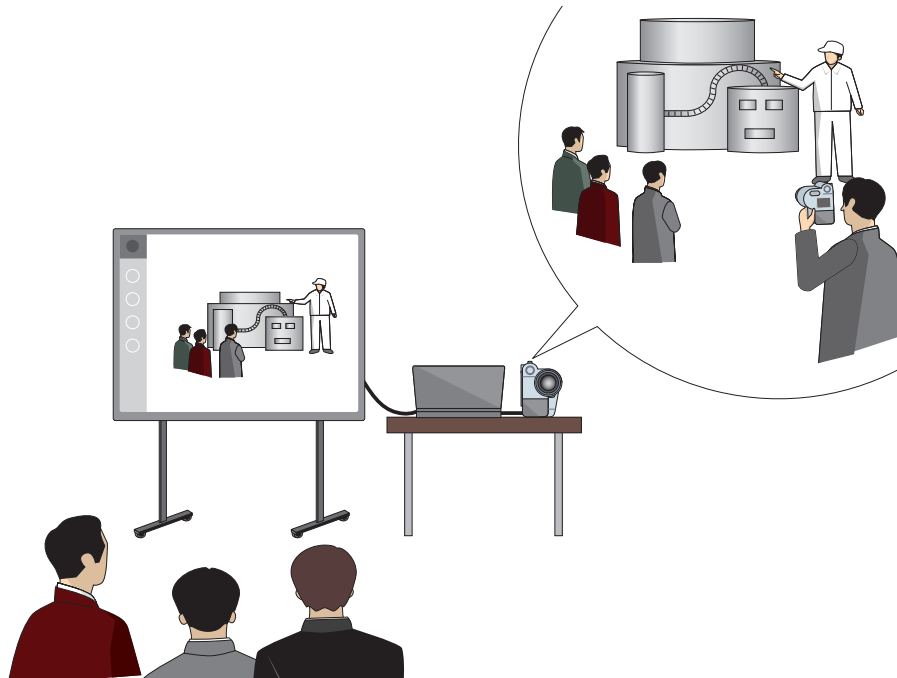
HINT!

Saved data can also be opened from [Saved Data] on the toolbar.

Robert Hitachi has just returned from an observation trip abroad. Now he will play the digital video which he shot while on his trip. Digital movies can be played on StarBoard.

Checkpoint

- An interface is required for inputting external video to the computer connected to StarBoard (USB, IEEE1394, video capture card, etc.).
- Hardware overlay is activated by combining an external video input device with a video card.



1 Connect the digital video to the computer.

See the manual included with the external device you are connecting for information on how to connect the external device.

HINT!

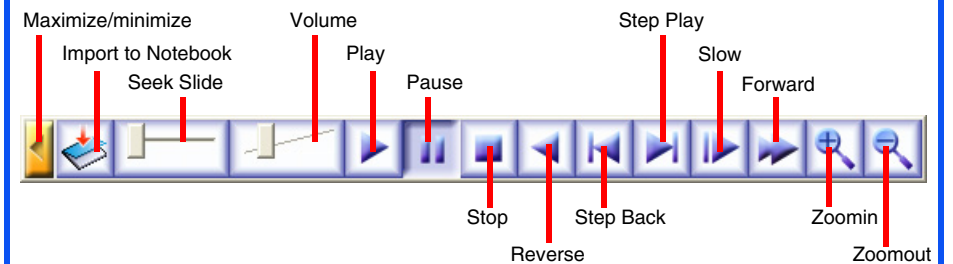
You can also open the movie file to the computer. Select [Select File] > [Movie file], and then open the desired movie file.

2 Start StarBoard Software

Select [External Video device] from the main menu. If multiple external devices are connected, the [Select video device] screen is displayed. Select the digital video, then touch [Video Input].



Video controller (names and functions)



3 Playing video

In addition to the StarBoard toolbar, a video controller appears on the screen. Touch the [Play] button on the video controller. The video is displayed on StarBoard.



One of Robert's colleagues asks him to replay the current scene.

4 Controlling the video

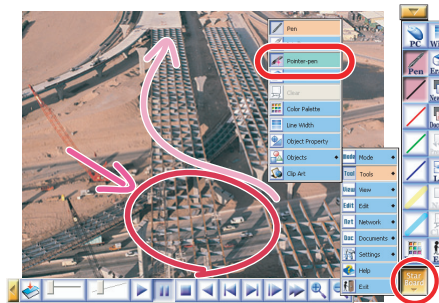
Pause the movie, then touch [Reverse]. Once the video winds back to the desired scene, touch [Slow].



Robert pauses the movie and adds explanatory text to it.


5 Writing text and drawing shapes on video

Select [Tools] > [Pointer-pen] from the StarBoard toolbar.



It is useful to add the Pointer-pen to the toolbar in advance.

After something is drawn or written with the Pointer-pen, it is automatically erased the next time the pen is used to draw or write. This function is very useful for indicating areas you want to temporarily emphasize during an explanation.

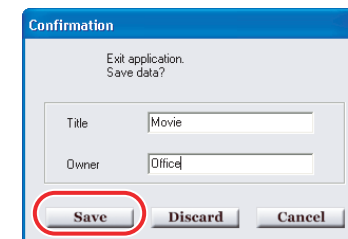
To later save the text or drawings written over a video image, touch  Import to Notebook.

The video has now finished.

6 Ending a video

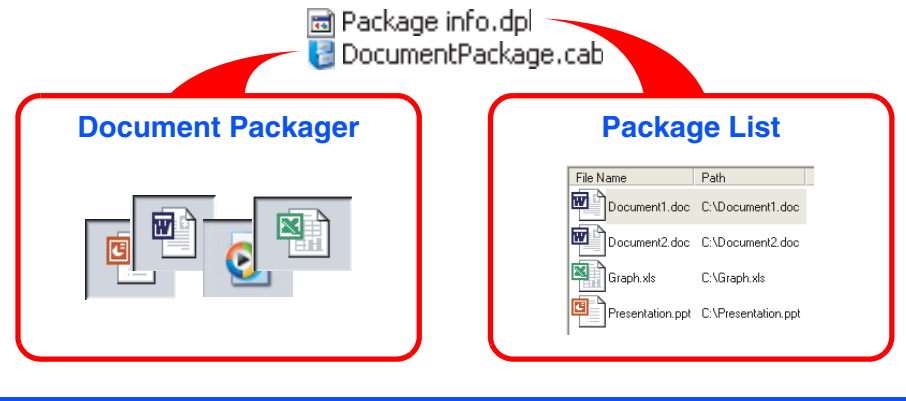
Select [Exit] from the StarBoard toolbar.

A dialog box appears, asking you if you want to save your data. To save them, enter a title and owner name, then touch [Save]. If you select [Discard], everything you wrote on the screen while the movie was playing will be lost (see page 13).



Document Packager

You've probably had the experience - wondering where you saved a file, or being unable to find a file you prepared right before an important presentation or meeting. With Document Packager, you can archive multiple files, located in different places on your computer or network, as a single file. Document Packager lets you reliably and quickly save, move, and open the files you need.

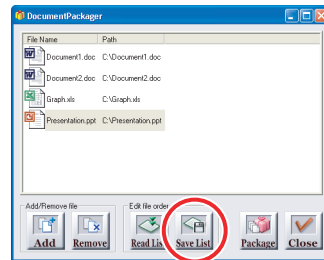


Starting Document Packager

Select [Start] > [(All) Programs] > [StarBoard Software], then click [Document Packager]. The [Document Packager] screen is displayed.

Save a package list

Touch [Save List] on the [Document Packager] screen.



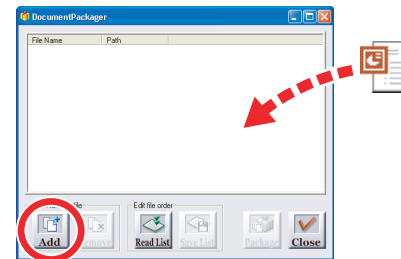
A list of the packaged files is saved.



Package documents

File selection

Drag and drop the desired icons to the Document Packager screen to add them to the list.



Files can also be selected from the Windows Explorer screen.

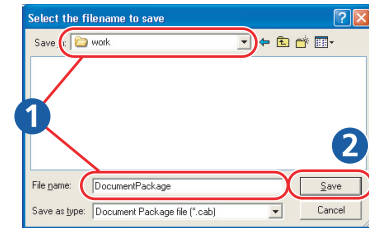
When you click [Add], the [Open file] screen is displayed. Select the files to be packaged, then click the [Open] button.

A list of packaged files is saved in the package list. The package list can be updated to change the package files it contains. Actions such as adding and replacing files are also easy to perform using a mouse.

Packaging files

After selecting all the files to be packaged, click [Package].

- 1 Specify the location where the package is to be saved, and its file name.
- 2 When you click [Save], the file packaging process is executed.



After the packaging process ends, the [Exit] dialog box appears.

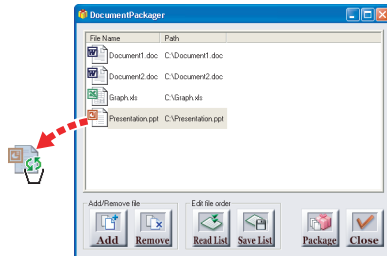


The packaged files are saved as compressed files in cab format.

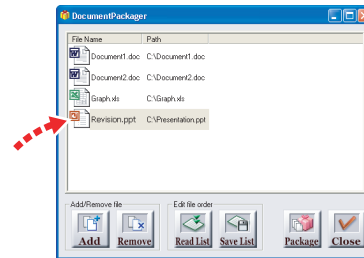


Updating packaged files

Open a package list file. To remove files from the list, drag and drop them away from the Document Packager screen.



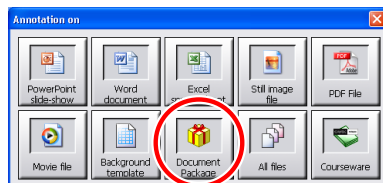
New files can be added by dragging and dropping them onto the Document Packager screen.



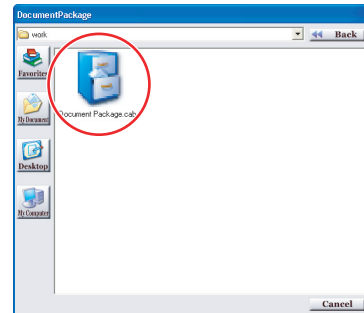
Click [Save list] to overwrite and save the package list from [Edit File Order]. Then, click [Package] to overwrite and save the most recent version of the package file.

Opening a package file

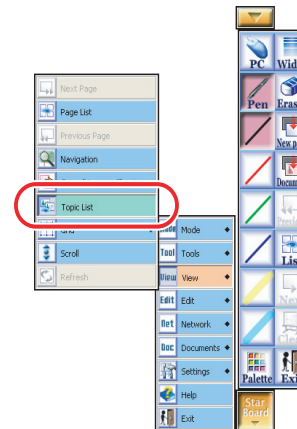
Save a packaged file to your StarBoard computer. (Or connect a USB memory device containing a packaged file to your computer.) In StarBoard Software, select [Select File], then touch [Document Package].



Touch the desired file.



Select [View] > [Topic List] from the StarBoard toolbar. A list of the currently opened files will be displayed.



Touch the desired file name on the [Topic list] to open in the foreground.



Installing Document Packager on your computer

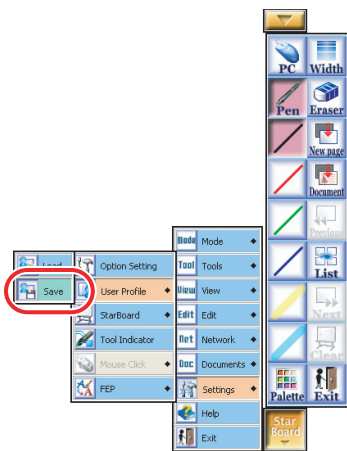
The Document Packager program is licensed for distribution only to StarBoard users. The Document Packager program file (DocumentPackager.exe) is located in the folder where the StarBoard Software program is installed. To install the program, simply copy DocumentPackager.exe and save it to any location on your computer. Double-click the icon for the copied DocumentPackager.exe to start the Document Packager program. Never use the Document Packager program for any other purpose. Please note that any problems by using Document Packager are not covered by warranty.

User profile

User profiles can be used to save user-specific settings such as toolbars. Once you save your user profile, for example, for presentation slideshow, you can quickly load the required toolbar settings.

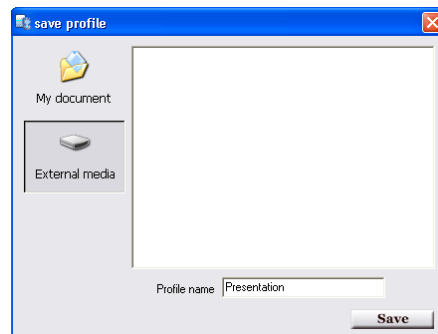
Saving a user profile

Select [Settings] > [User Profile] > [Save] from the StarBoard toolbar.



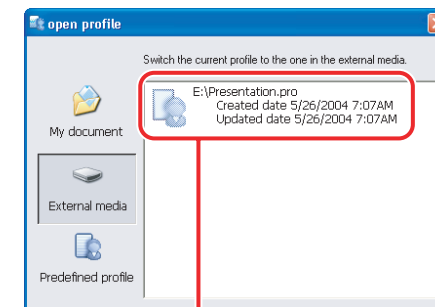
The [save profile] screen is displayed. Select a destination for saving the profile, then confirm the profile name and select [Save].

We recommend you to specify names of your profiles in a way that makes it easy to distinguish the particular purpose or user name.



Loading a user profile

Select [Settings] > [User Profile] > [Load] from the StarBoard toolbar. Select the profile location and specify the profile you want to load. The user profile will be loaded.



User profile

HINT!

It is very useful to create profiles which are customized for particular applications, such as whiteboard use and presentation use. If you save a profile to a USB memory device, then you can load the profile on another computer. This makes it possible to use StarBoard with the same profile settings no matter where you are.

Check the connection with StarBoard

Check connection

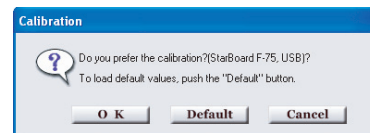
Touch [Check Connection] on the main menu.
Check the connection status between StarBoard and the computer.
The [Check Connection] button appears red when they are not connected correctly. Check the cable connections and other connections.



Is the StarBoard screen display improperly positioned?

Calibration

Select [Settings] > [Calibration] from the main menu.
The [Calibration] dialog box is displayed.



When you touch [OK], the pen positioning screen is displayed.

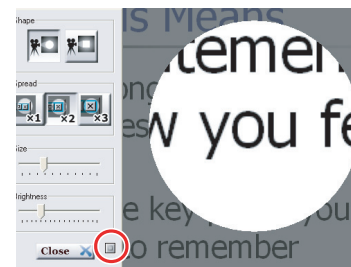
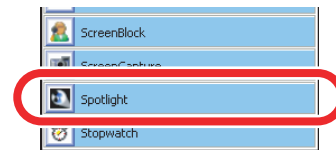


Follow the on-screen messages to touch the standard point (red flashing mark) center with the pen.
After you complete the calibration, touch [OK] to return to the main menu.

Enhance your presentations?

Spotlight

During a PowerPoint file presentation, select [Mode] > [Accessories] > [Spotlight] from the toolbar.
The spotlight is displayed.



When you touch this button, the spotlight settings screen appears.
The settings apply until the next time they are changed. Set them before starting a presentation.
The spotlight position can be moved with the pen.
Touch [Close] to close the spotlight.

Record meeting content?

Screen Record

To record the content of a meeting, choose Toolbar > [Mode] > [Accessories] > [Screen Record]. You can use Screen Record to save the content of a meeting conducted on StarBoard as a movie file. See the online help for more information.



- A**
 Add Template **12**
 Adding a blank page **12**
 Adding cliparts **12**
- B**
 Background **3**
- C**
 Calibration **3, 19**
 Check connection **19**
 Clip Art **12**
- D**
 Document Packager **16**
 Documents **4**
- E**
 Edit **4**
 Exit **3**
 Export to a file **9**
 External Video device **3**
- F**
 Favourites **3**
 file type **8**
 Forward **14**
- H**
 Help **3**
 html **9**
- I**
 IEEE1394 **14**
 Intelli-pen **5, 11**
 Interactive whiteboard **3, 10**
- M**
 Main **3**
 Maximize/minimize **14**
 minimizes/maximizes **5**
 Mode **4**
 Movie file **14**
- N**
 Navigation **11**
- O**
 Online Help **3**
 Options **3**
- P**
 Package **16**
 package list **16**
 Page List **8, 13**
 Pause **14**
 PC Operations **3**
 pen colour and width **6**
 Pen Settings **3**
 Play **14**
 Pointer-pen **5, 15**
 PowerPoint file **7**
 presentation **7**
 Print **13**
- R**
 Recently used item **4**
 Removable disk **7**
- S**
 Save **6, 9**
 Save List **16**
 Saved Data **3**
 Saving data **13**
 Screen printing **13**
 Screen Record **19**
 Screen scrolling **11**
 Scroll **11**
 Seek Slide **14**
 Select File **3, 8**
 Settings **3, 4**
 slideshow **7**
 Software required **1**
 Spotlight **19**
 Starting **5**
 Step Play **14**
 Stop **14**
- T**
 Task Menus **3**
 Teleconference **3**
 Templates... **12**
 Tool Indicator **5**
 Tool Menu **3**
 Toolbar **4**
 Tools **4**
 Topic List **17**
- U**
 USB **14**
 USB memory device **7**
 User profile **18**
- V**
 video capture card **14**
 Video controller **14**
 View **4**
 Volume **14**
- W**
 Welcome screen **3**
- Z**
 Zoomin **14**
 Zoomout **14**



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