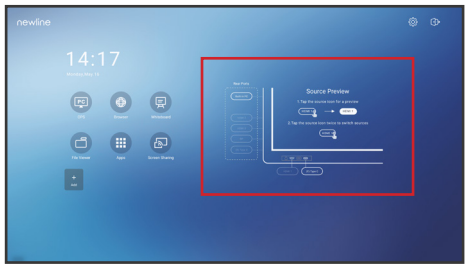
newline | Q Series Cheat Sheet

Turning On the Display

1. Press the Power button on the bottom right side of the display.
2. The button will change color from red to blue once the display is powered on.

Switching Sources

1. Any device currently connected to the display will light up in white in the Source Preview window on the home screen.
2. Tap the icon of the Source you want to switch to.

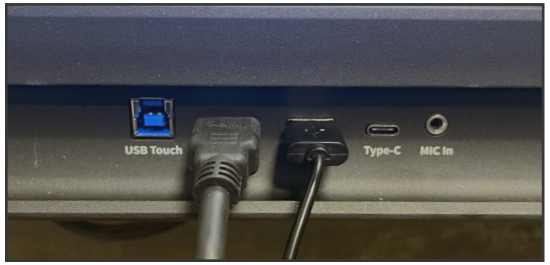


3. The Source Preview window will show a preview of what is currently on the screen of that connected device.
4. Tap the icon of the Source a second time or tap the Preview window and you will be taken to that source.
5. Plugging your device into the front ports will automatically bring up the device on screen.

Connecting a Computer

Connecting a Computer with USB & HDMI

1. You will need an HDMI cable and a USB cable to connect a computer.
2. Plug in one end of the HDMI cable into one of the HDMI ports.
3. Plug in one end of the USB cable into the matching port.
4. Take the other end of the HDMI port and plug it into the HDMI port on your computer.
5. Take the other end of the USB port and plug it into the USB port on your computer.
6. Once both cables have been plugged into the display and the computer, the matching port should turn white on the Source Preview on the Home Screen.



Connecting a Computer with USB-C

1. You will need a USB Type-C cable to connect a computer.
2. Plug in one end of the USB-C cable into the front USB-C port.
3. Take the other end of the USB-C port and plug it into the USB-C port on your computer.
4. Once both cables have been plugged into the display and the computer, the matching port should turn white on the Source Preview on the Home Screen.

newline | Q Series Cheat Sheet

Using the Home Page Shortcuts

Quick Access Toolbar

The Quick Access Toolbar can be accessed by tapping the white circle on either the left or right side of the screen. To minimize the Quick Access Toolbar, tap the button again.

OPS/Sources Shortcut
Takes you to the on-board computer (OPS). Tap and hold to pull up additional icons that can take you to the Sources menu, letting you easily switch between available sources.

Home Shortcut
Takes you to the main Home Screen.

Annotation Shortcut
Brings up whiteboarding options on top of whatever is on the current screen. Tap a second time to save a screenshot.

Whiteboard Shortcut
Takes you to the whiteboarding screen, letting you draw and takes notes instantly.

Quick Access Menu Button
Tap to open the Quick Access Menu. Tap again to minimize the menu.

Apps Shortcut
Takes you to a list of all the apps available on the panel.

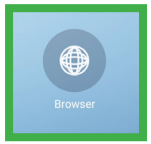
Source Preview Shortcut
Shows which sources are connected to the display.

Running Apps Shortcut
Pulls up all apps currently running on the panel.

Back Shortcut
Goes back one screen or to the previous app. Can also be used to exit an app.

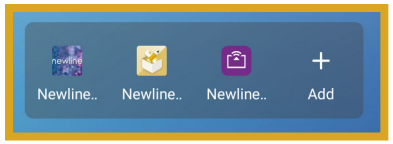
Source Preview
Tap the name of a connected source, and a preview of that source will appear in the window. Tap the preview and go straight to that source.

OPS
Takes you to the internal PC (OPS), if there is one connected to the display.



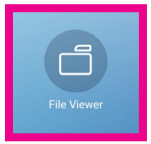
Browser
Pulls up a web browser if the display is connected to the Internet.

Whiteboard
Takes you to the built-in whiteboard.

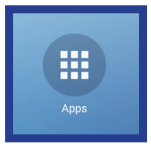


Shortcuts Menu Menu that can be customized with apps of your choice.

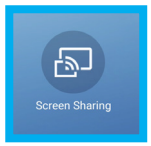
Add Lets you customize and add icons to the Home Page for easy access to your favorite apps and sources.



File Viewer
Lets you access and preview your files on local and cloud storage systems.



Apps
Lists all of the available apps you can access and use on the screen.



Screen Sharing
Takes you to the Newline Cast wireless screen sharing app.

Internet Settings
Pulls up the Ethernet settings menu.

End Session
Ends the session and takes you back to the Start Screen.

Settings
Adjust the panel settings.