

newline



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Newline Getting Started
Guide for Teachers (K-12)
with clickable links.**



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Q Pro Series playlist of
How-to Videos.**



Q ***PRO***
SERIES
QUICK START GUIDE

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Q Pro Series Panel Front Buttons



Power Button
Turns the display on/off.

Volume Button
Adjusts the sound
volume higher or lower.

Brightness Button
Adjusts the brightness of
the screen higher or lower.

Home Button
Takes you to the
Home Screen.

Settings Button
Brings up the settings
menu.

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 white once the display is powered on.



Off

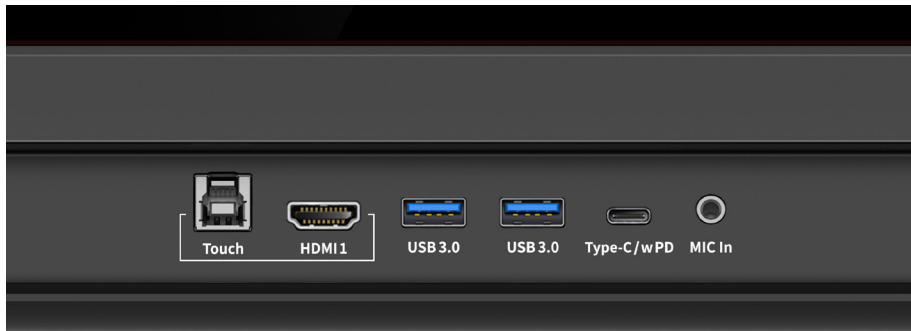


On

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The Front Ports

There are six ports located on the bottom left-hand side of the front of the panel: one USB Touch port, one HDMI port, two USB 3.0 ports, a USB Type-C with 65 watts power delivery port, and a mic-in port.



The Side Ports

The following ports are located on the left side of the panel:

HDMI IN 2.0 x 2

DisplayPort 1.2 x 1

USB Type-B (Touch) x 3

USB Type-C (no PD) x 1

USB 3.0 Type-A x 2

USB 3.0 Type-A to Android x 1,

HDMI OUT 2.0 x 1

RS232 x 1

RJ45 (Gigabit) IN x 1 & OUT x 1

SPDIF x 1

SDM/VGA x 1

Audio Line out x 1

Wi-Fi module slot

OPS Slot

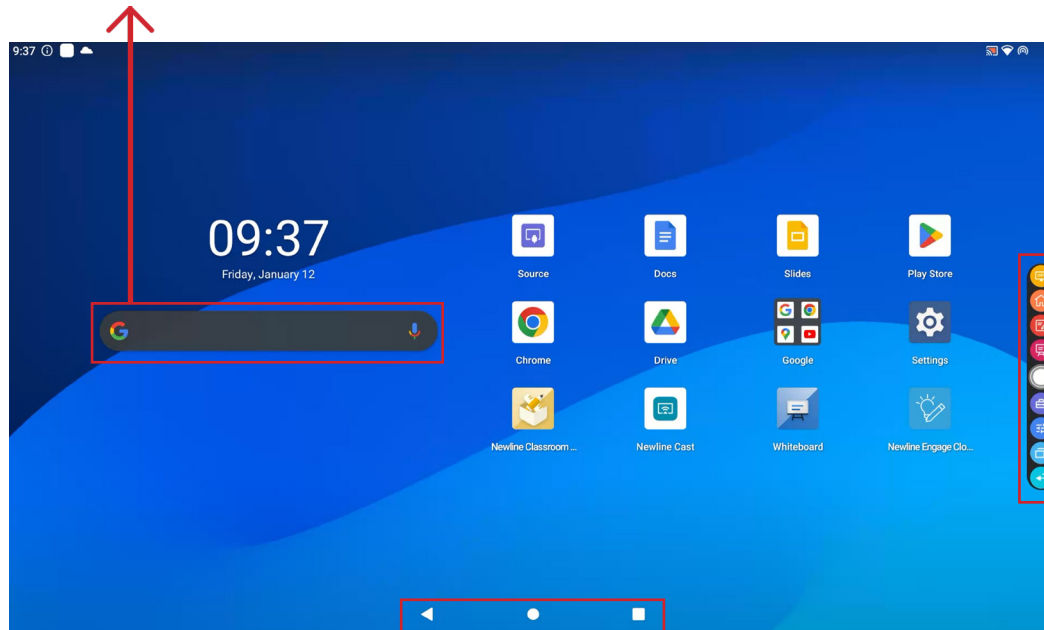


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The Home Screen

Google Search Bar

Search the web and the contents of your panel directly from the homescreen!



Android Toolbar

One the bottom on the panel screen is the Android toolbar. Use this toolbar for the following quick access tools:



Back

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

Home

Takes you to the main Home Screen.

Task Switcher

Pulls up all apps currently running on the panel.

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 white circle 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.

Quick Access Bar

Opens up a menu to quickly access Classroom tools, calendar, calculator, clock, and more.

Sound Settings

Opens up a menu where you can adjust the sound settings.

Running Apps Shortcut

Pulls up all apps currently running on the panel.

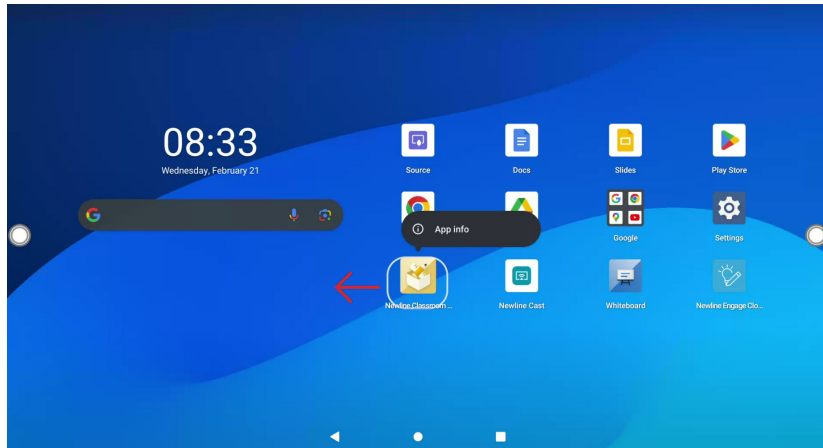
Back Shortcut

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

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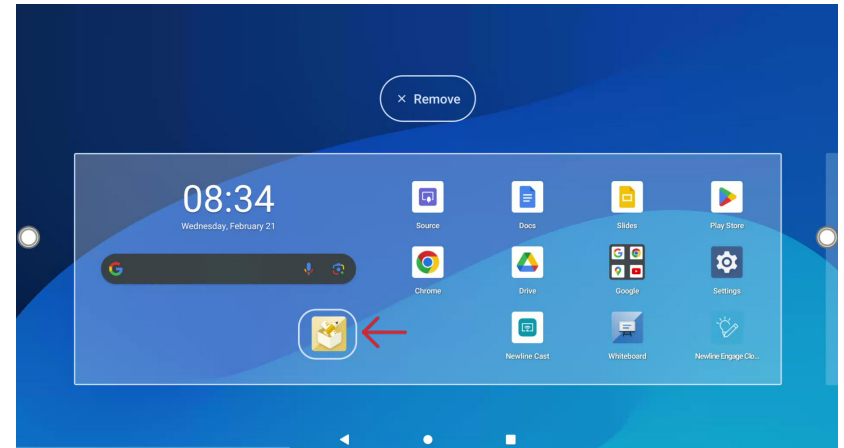
Moving Apps to Customize Home Screen

1. On the home screen, **long press** on any app to move its location. The panel will show you where you can place an app by creating a white rectangle in your desired location.



Bonus Tip:

To create a folder of multiple apps, simply move one app on top of another app. A folder will be created automatically. Long press on the folder to rename the folder.



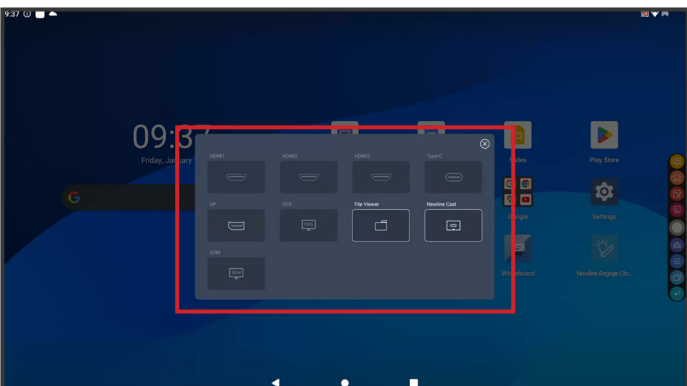
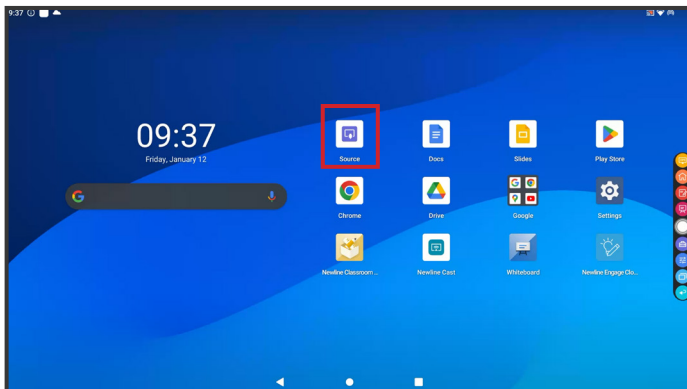
Bonus Tip:

By long pressing, you also have the option to remove the app from the home screen or uninstall the app completely.

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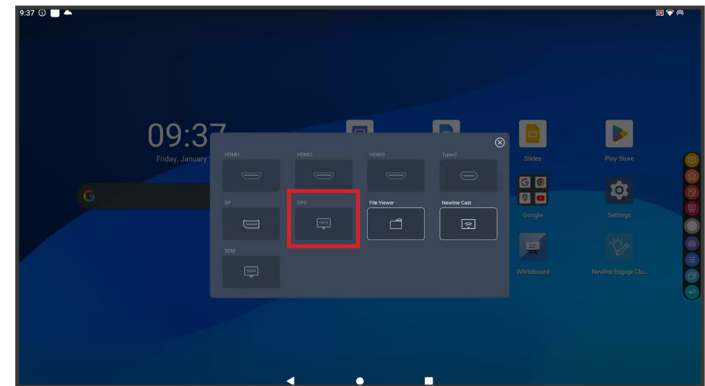
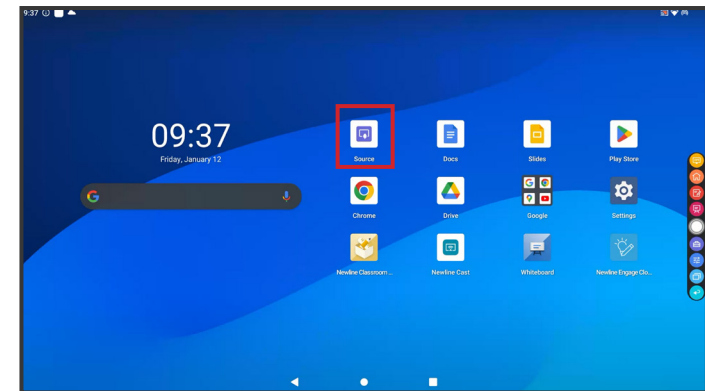
Switching Sources

1. Tap the Source icon on the home screen.
2. Any device currently connected to the display will light up in white in the Source window on the home screen.
3. Tap the icon of the source you want to switch to.
4. Plugging your device into the front ports will automatically bring up the device on screen.



Accessing the Built-In OPS Computer

1. Tap the Source icon on the home screen.
2. In the Source window that pops up, tap on the "OPS" button.
3. You will now be viewing and using the built-in OPS Computer.



Bonus Tip:

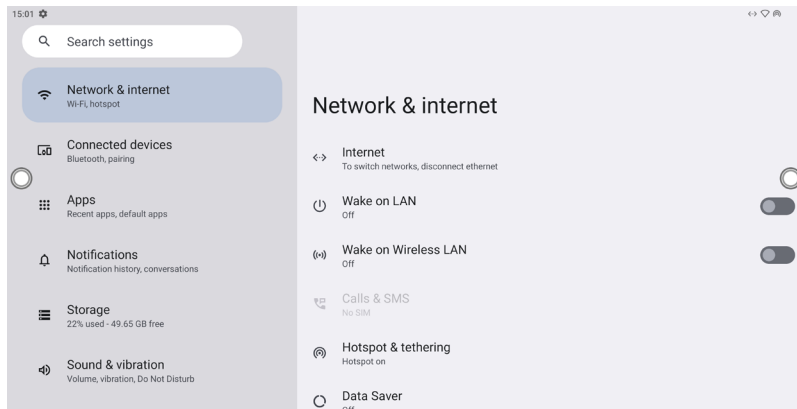
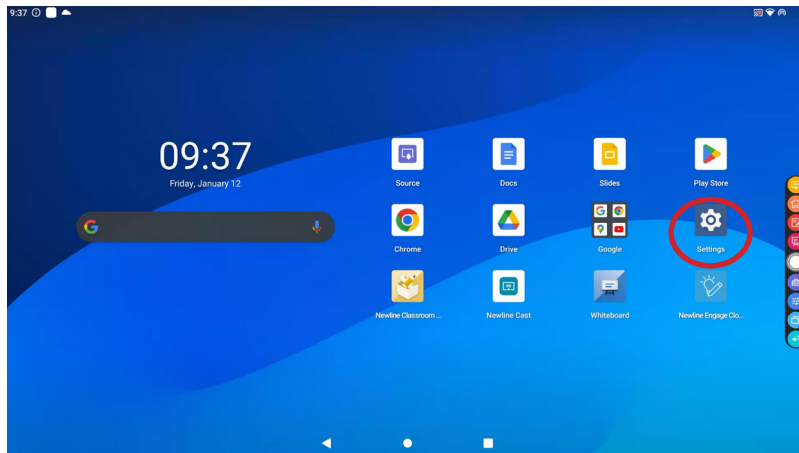
You can also quickly navigate to the OPS using this icon on the floating menu on both sides of the display:



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Changing the Settings

1. From the home screen, select the Settings menu item.
2. From the Settings menu, you can adjust things like the Power settings, Internet Network settings, Date & Time, Wallpapers, and more.

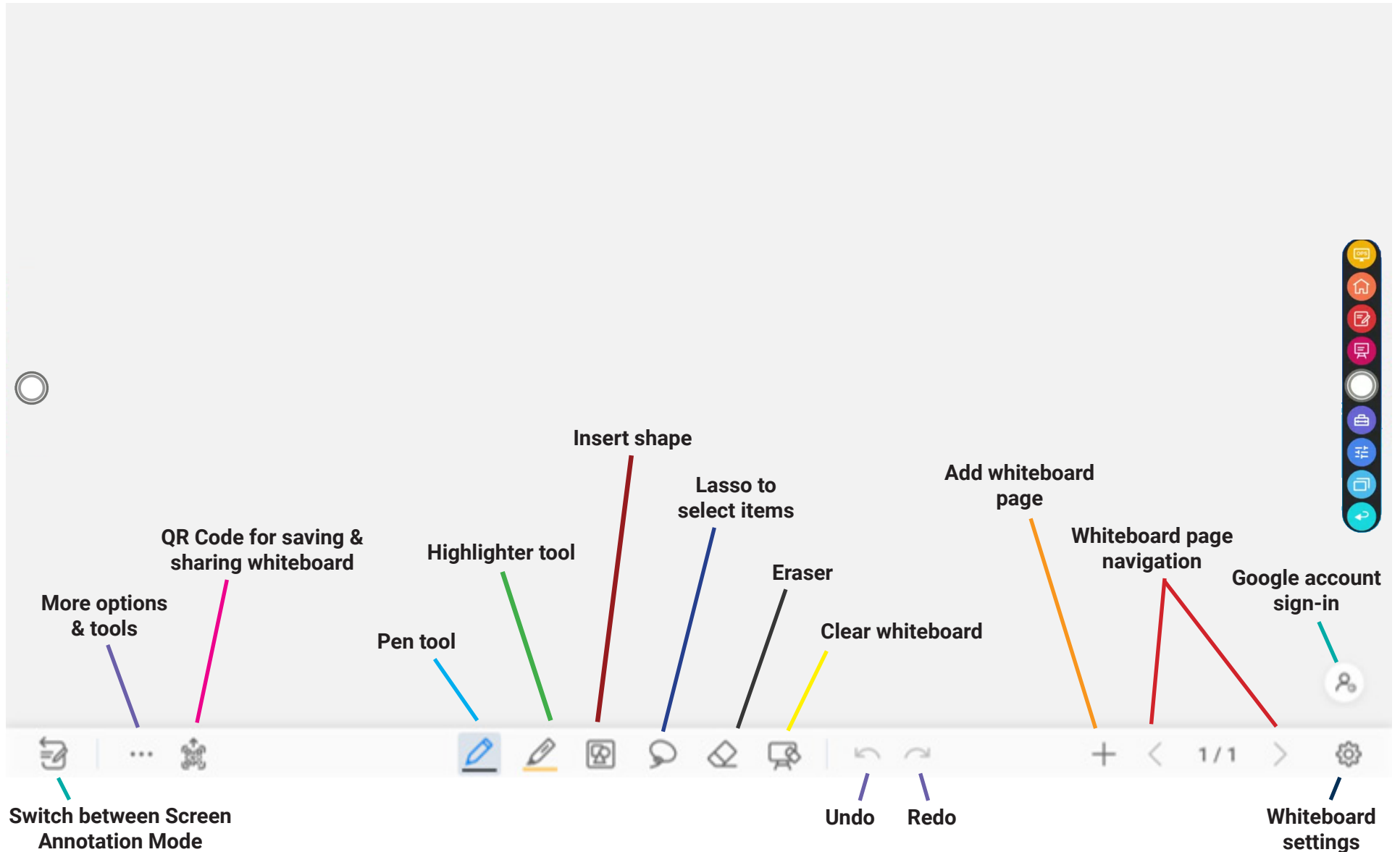


Launching Updates

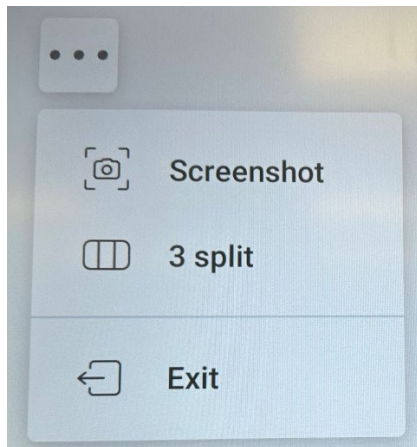
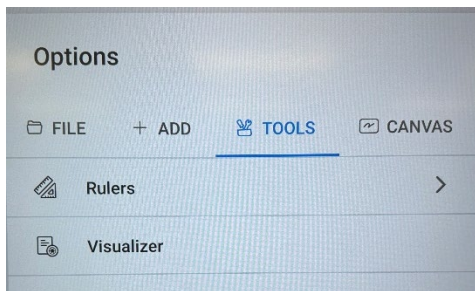
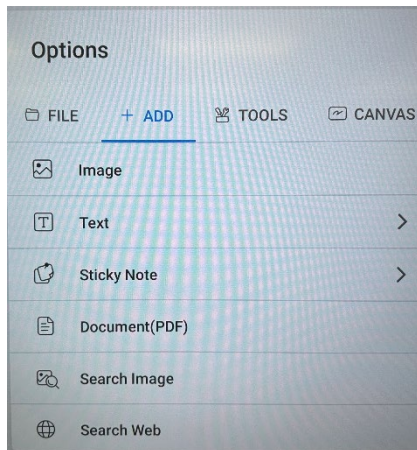
Updates to Firmware and Apps launch automatically “over the air.” A pop-up item will appear on the screen when the update is ready to be downloaded.

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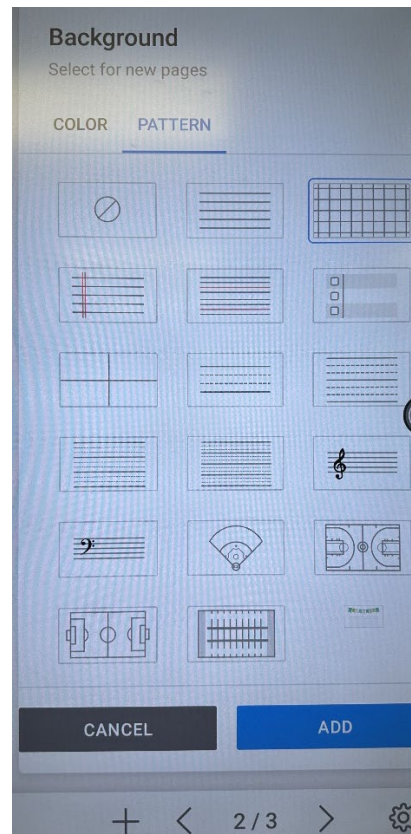
Whiteboard Tools



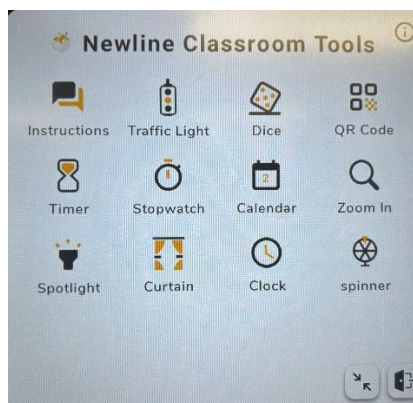
Whiteboard



- ❑ The traditional drawing tools are at the bottom of the screen. You can long press on the drawing and erasing tools to adjust and modify thickness/color.
- ❑ The three dots in the bottom left will bring up all of the options. You can upload images/PDF's, use the sticky notes tools, use the ruler, or use the Canvas button to split their screen. In split screen mode, you can also click the three dots in the top left to expand to a three split as well.
- ❑ The 4 arrows button allows you to pan around the screen, zoom in and out, and move objects
- ❑ In the bottom right, you will see the add page button. Long pressing this button allows you to change the background color or add a patterned background.
- ❑ Clicking the page numbers brings pages up in a grid where you can delete, open, or export pages.

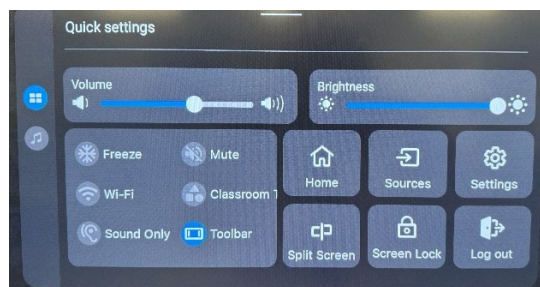


Newline Classroom Tools



- ❑ The Newline Classroom Tools can be added to the board from the Home Screen by clicking the add button beneath the six pack and choosing the app from the app list.
- ❑ The Newline Classroom Tools offer great options that can help with classroom management.
 - In older Newline models, you will need to open the Classroom Tools from the home screen before you go to the computer display or the whiteboard.
 - However, the newer models have it available inside the Hidden Menu.

Hidden Menu



- ❑ Some boards have a menu button on the lower front of the board allowing you to pull up a variety of features such as freeze screen, volume control, and screen brightness.
- ❑ However, older boards do not have a button, and instead you will need to swipe up from the bottom of the screen with two fingers to open the menu options.

Touch Screen Settings on your Teacher Computer

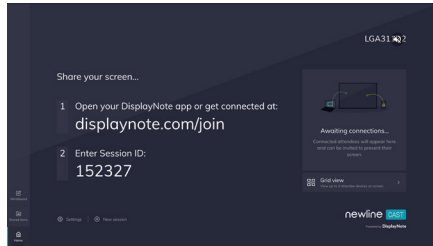
- ❑ If you like to use the Extend Display Mode from your computer instead of Duplicate display mode, then you will need to adjust the calibration settings for your Newline Board on our teacher computer. (You may need your site-tech to complete these steps.)
 - Make sure the Newline is powered on and a usb cord is connected from your computer to the TOUCH usb port associated with the HDMI port in use. (Should be by default)
 - On your teacher computer, type and choose “Control Panel” in the search bar next to the Windows icon
 - Choose “Hardware and Sound”
 - Choose Tablet PC Settings (DO NOT CHOOSE CALIBRATE)
 - Make sure the Display option is set to Newline. Use the drop-down menu under Display Options to select.
 - Choose Setup at the top (DO NOT CHOOSE CALIBRATE)
 - Choose touch input and follow onscreen instructions
- ❑ Please be aware, SMART Notebook files will not have full touch capabilities on a Newline Board.

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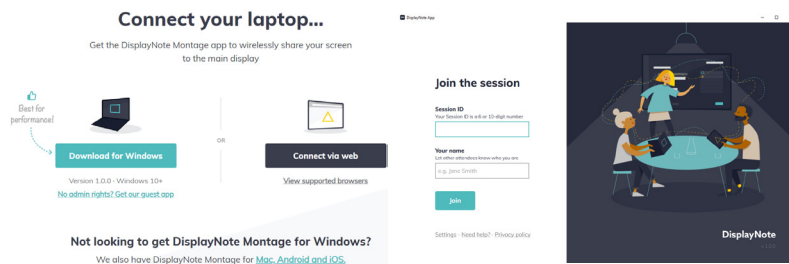
Using Newline Cast

Connecting to Newline Cast Using the DisplayNote Windows App

1. Open the Newline Cast app on your display.



2. Download the DisplayNote Windows App from displaynote.com/join on your computer.
3. Open the DisplayNote app on your laptop.
4. Type in the Session ID you see on the display and your name.
5. Select "Join" once both Session ID and Name are filled in.



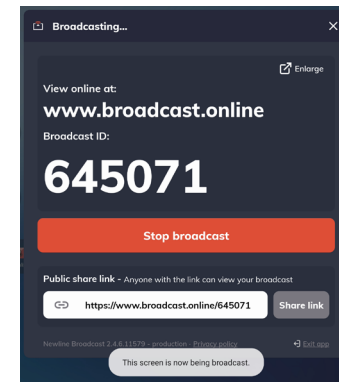
Connecting to Newline Cast from a Web Browser

1. Open the Newline Cast app on your display.
2. Visit www.displaynote.com/join on your laptop and select "Connect via web."
3. Type in the Session ID you see on the display and your name.
4. Select "Join" once both Session ID and Name are filled in.
5. When asked, select whether you want to share your entire screen, or just a specific application window.
6. Click "Share."

Using Newline Broadcast

Share your Panel Screen to Student Devices

1. Turn on the display.
2. Begin a session by opening the Broadcast application and pressing the "Start broadcast" button.
3. Share the public share link with your viewers.
4. Begin your presentation.
5. To end the Broadcast, press the Stop Broadcast button.



Viewing a Broadcast

1. Click the link sent by the broadcast host, or go to [broadcast.online](https://www.broadcast.online), enter the 6-digit Broadcast ID and press Connect.
2. Users can interact with the "Enlarge" option to enlarge the broadcast information. This is designed to help users view the broadcast information from afar.
3. To leave a broadcast, press the Stop button at any time.

**Scan here to see Newline's
"WAYS TO CONNECT" guide.**



Top Issues you might see

Glitching Screen - Refresh Rate

- Go to Display Settings on your Computer
- Scroll down and click Advanced Display Settings.
- Refresh rate should be anything in the 59 Hz range.

Touch does not work in Extended display mode

- This can happen when the HDMI cord gets unplugged or power is lost.
- Your site-tech is the only one who can fix it.
- We recommend that you use "Duplicate Mode" from your computer's Display Settings until your site-tech has time to fix it.

WiFi Connection

- Open settings on the Newline panel and choose the Network tab
- Enable WiFi (This may already be done by default)
- Select MPS_One
- Set the following:
 - EAP Method = PEAP
 - Phase 2 authentication = MSCHAPV2
 - CA certificate = DO NOT VALIDATE (RS/Q series MODELS) or TRUST ON FIRST USE (QA series)
 - Identity = Teacher's computer login
 - Anonymous identity = Blank
 - Password = Computer login password
 - Click connect
 - It is important to remember that the teacher needs to connect using their own credentials.
 - If you have any issues such as will not authenticate. Hold MPS_ONE down and forget network - Try again

Firmware Update

At times, you will see a firmware update notification. Accept the update, wait for the status bar, press the home button and continue what you were doing. The update will finish in the background and when completed it will prompt for a board reset. Do not turn off the board after accepting the download until it is complete.