EasyBoard Quick Guide

March 24, 2020

Edito Co., Ltd.

1. Introduction

"EasyBoard" is a simple, easy-to-use Android whiteboard app for WCD. It has the following features:

- Pen, highlighter and eraser tools
- 3 colors for pen and highlighters
- 4 widths for pen, highlighter and eraser
- Switchable, movable toolbar
- Next page / previous page
- View Page List
- Insert or add a new page
- Delete a page / undo delete page
- Clear whiteboard and start a new one
- Close whiteboard app

2. Installing EasyBoard APK file

EasyBoard can be installed to WCD by user's choice. To install it, follow the instructions below:

a. Open a web browser on your PC or Mac and go to https://www.edito.biz/wcd web site.

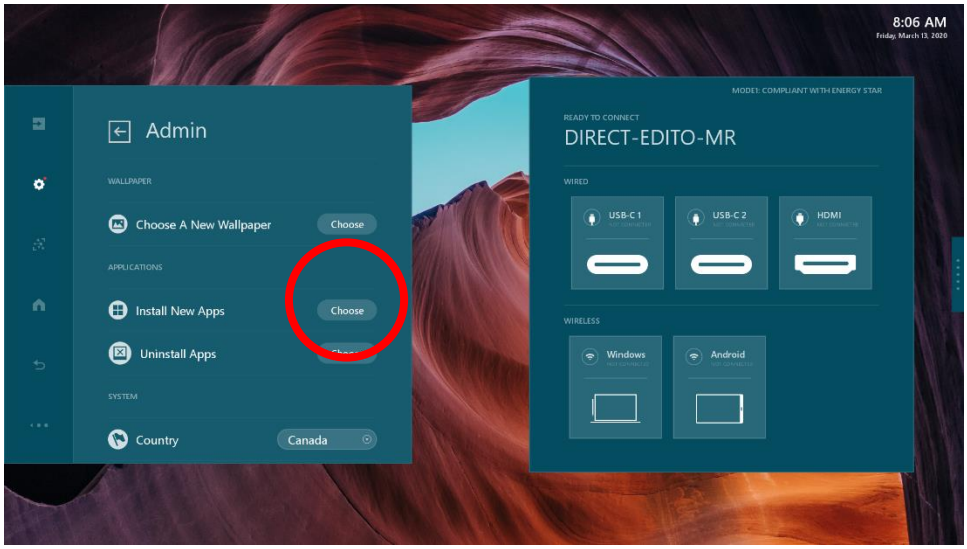
b. Download EasyBoard_WCD_v1.2.7.apk to your PC or Mac

c. Copy the downloaded APK file to USB thumb drive.

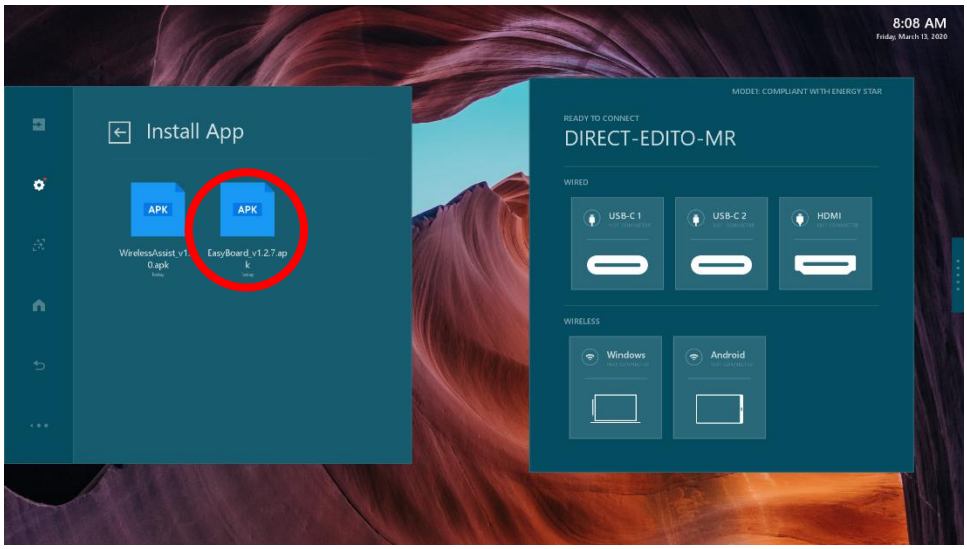
d. Plug the USB thumb drive to the **Storage Expansion** port at the side panel of the WCD.

e. Open the Admin Setting.

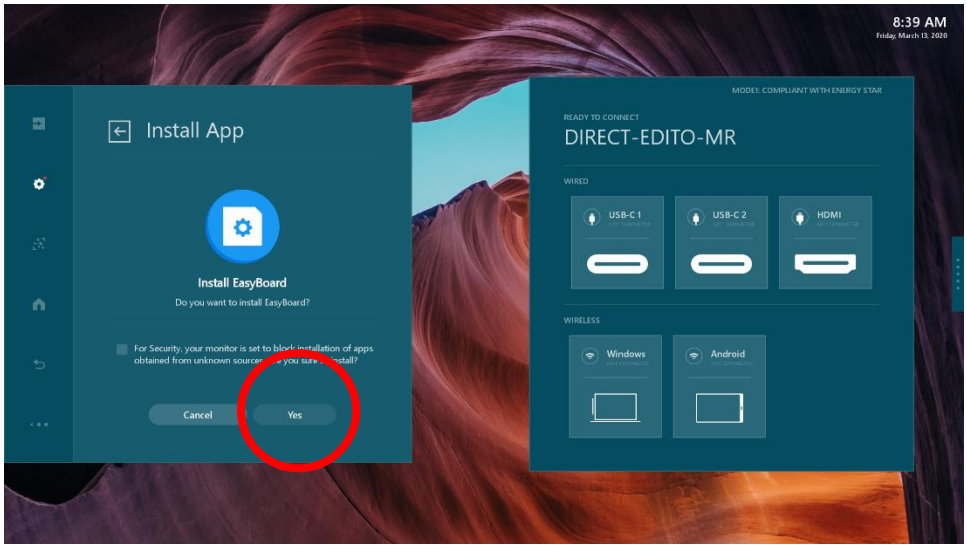
f. Locate and tap the <Install New Apps> button.



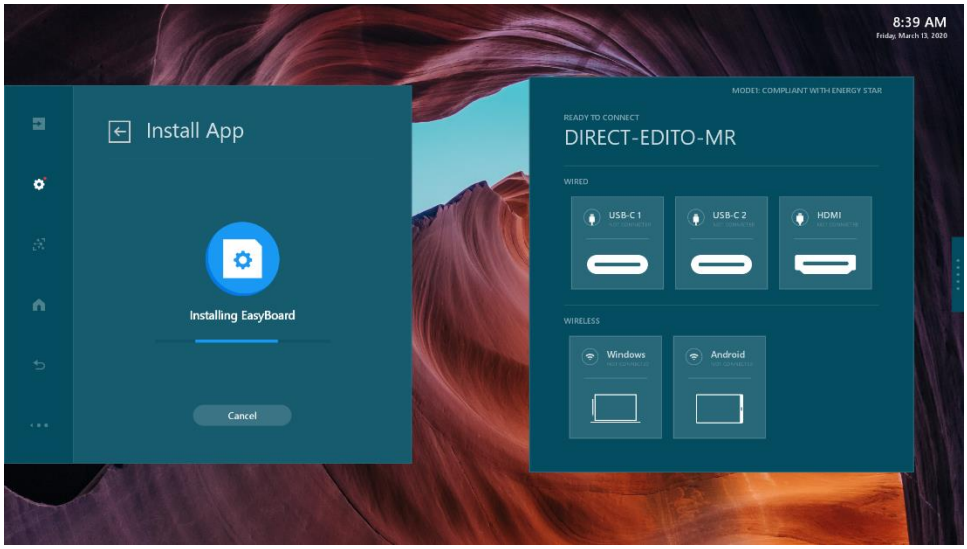
g. Select “EasyBoard” APK from the Install App list.



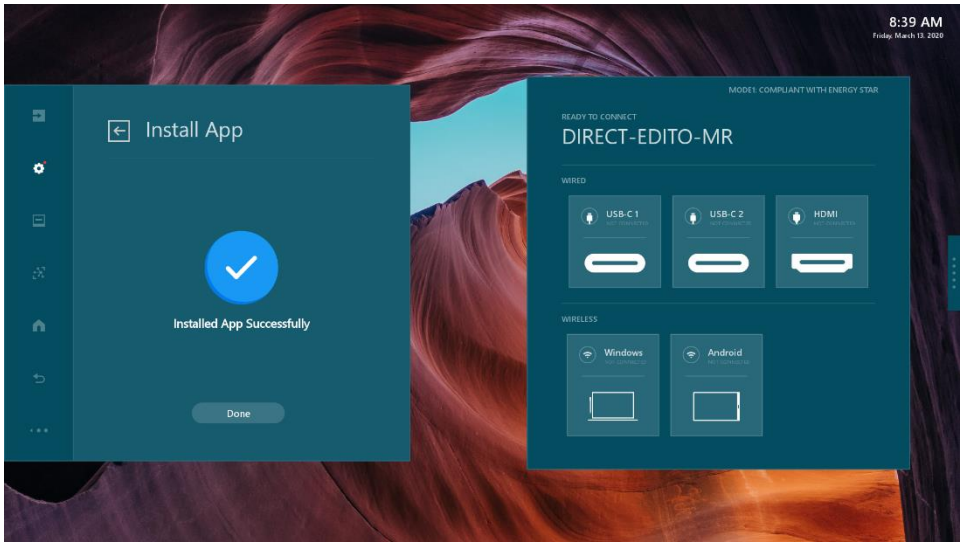
h. WCD will ask if you want to install Wireless Assist app. Tap “Yes”.



i. The app will begin installing.

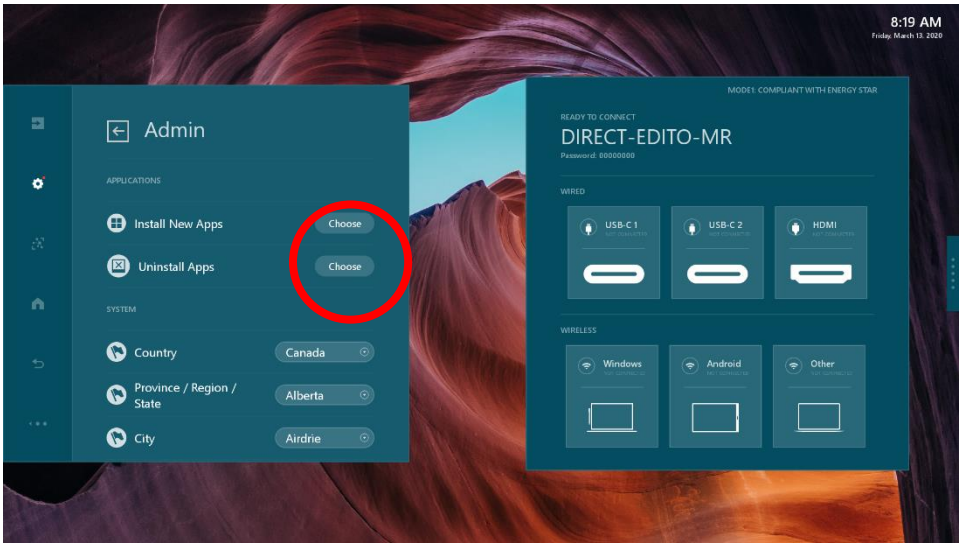


j. The app installed successfully.

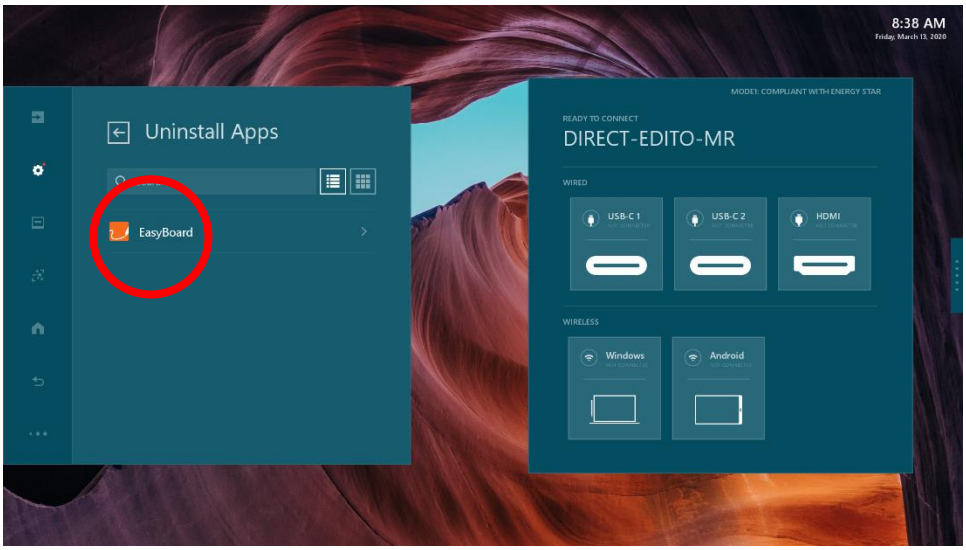


3. Uninstalling EasyBoard

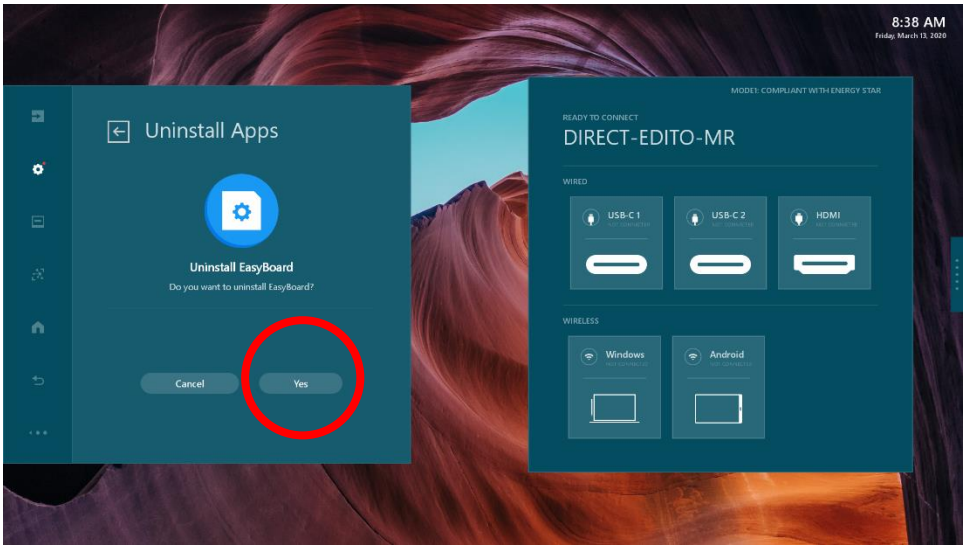
Open Admin Settings and tap <Uninstall Apps> button.



From the list of the apps to uninstall, select “EasyBoard”.



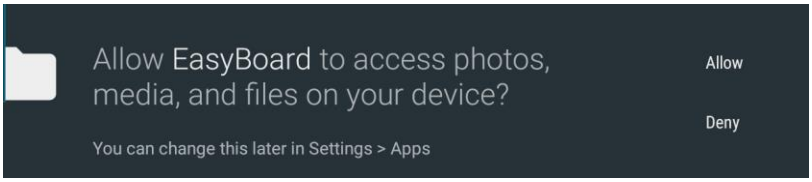
In the next screen, select “Yes”.



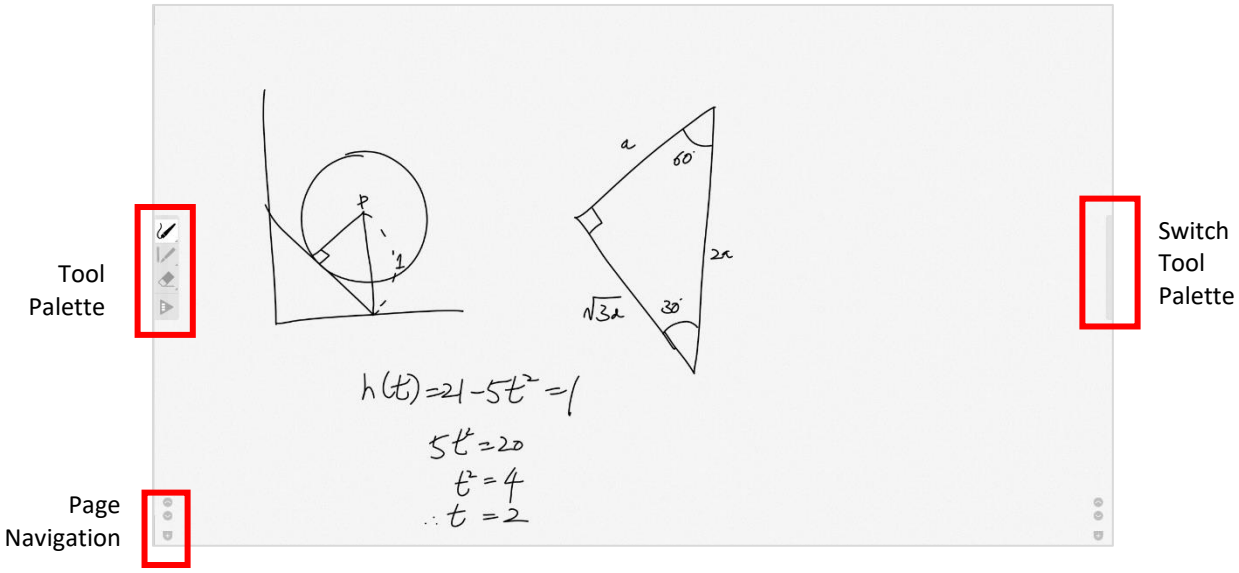
4. Running and using EasyBoard

Once the EasyBoard app is installed, tap on the EasyBoard button on the Action Panel to launch the app.

When you launch the EasyBoard app for the first time, you will be asked to grant permission. Tap “Allow” to grant access.

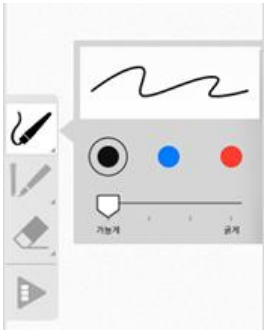


EasyBoard User Inferface.

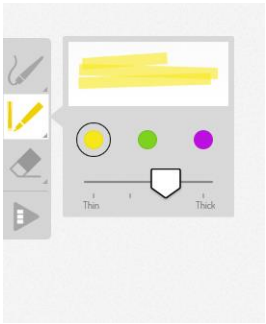


a. Tool Palette

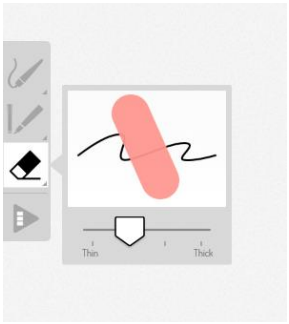
You can choose Pen, Highlighter or Eraser tool from the Tool Palette. Pen and Highlighter provide three colors and four strokes thickness each.



Pen tool



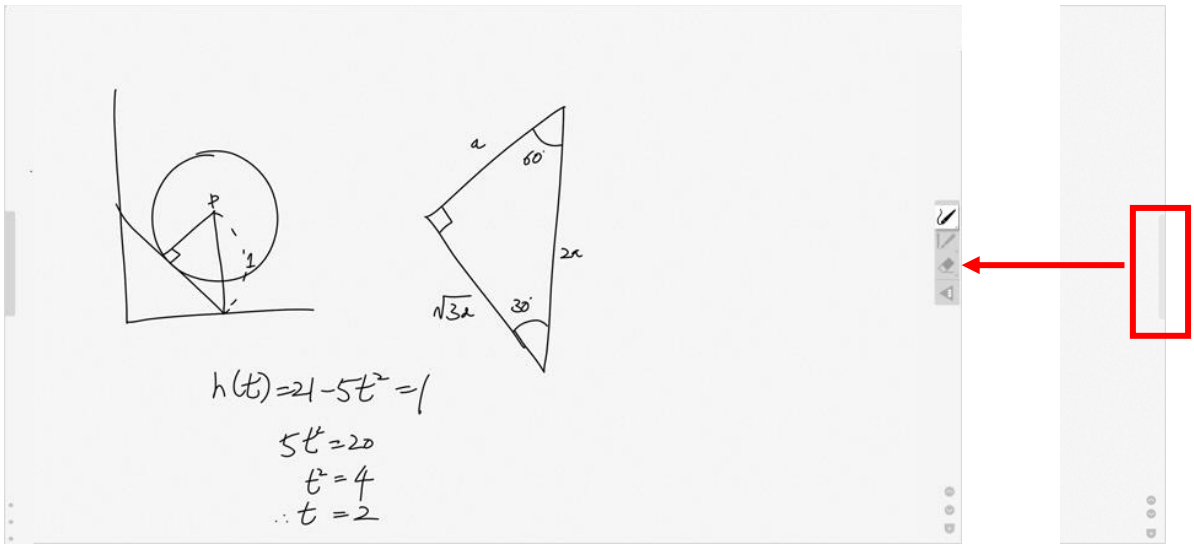
Highlighter tool



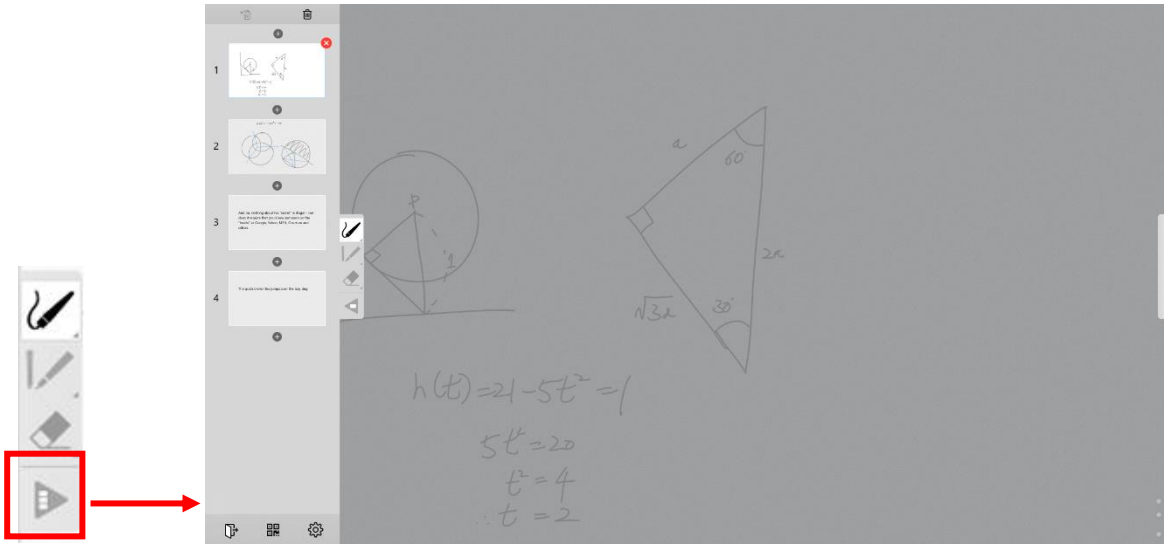
Eraser tool

b. Switch Tool Palette

You can change the position of the Tool Palette by swiping the handle at the edge of the screen to the left or to the right.

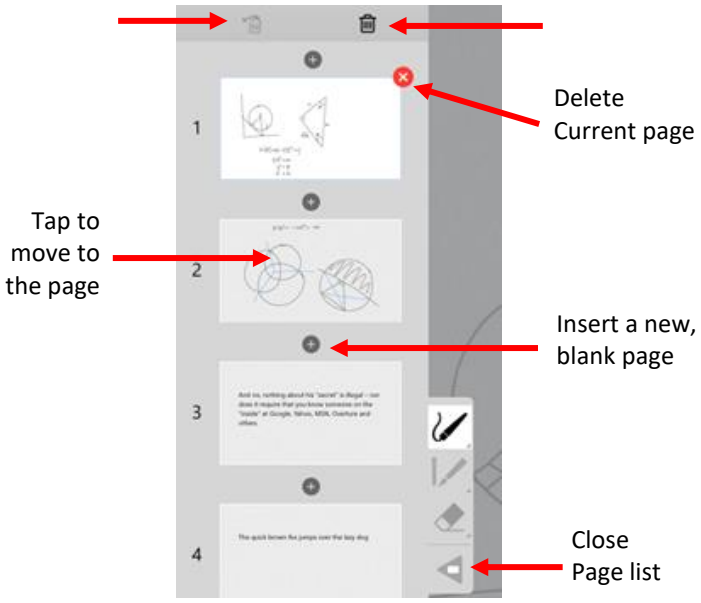


c. Page List

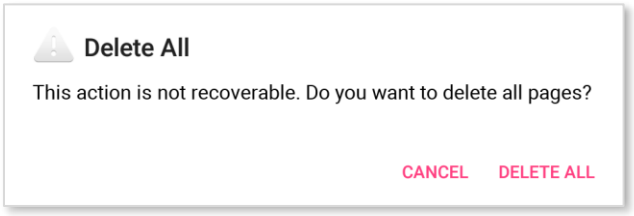


Undelete page

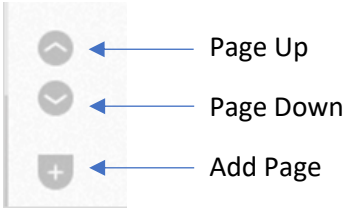
Delete All pages



- Tap the page thumbnail to move to the page
- Tap Delete ( ) icon at top right corner of current page thumbnail to delete the page
- Tap Undelete ( ) icon to get back the last deleted page
- Tap Add Page ( ) icon to insert a new blank page at the position
- Tap Delete All ( ) icon to delete all the pages. Confirmation message to inform this action is unrecoverable.



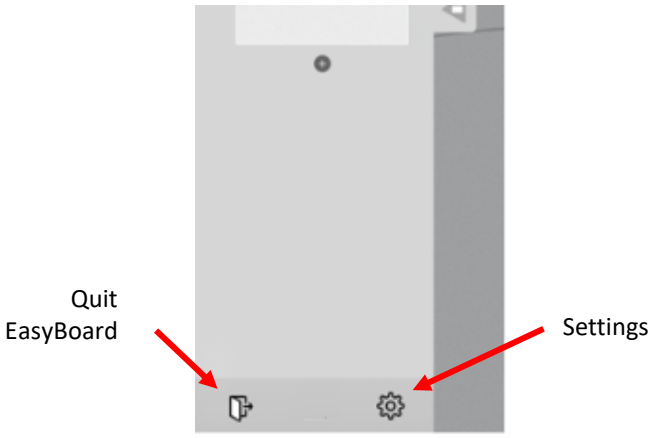
d. Page Navigation



Use the Page Navigation icons to go to Previous page or Next page.

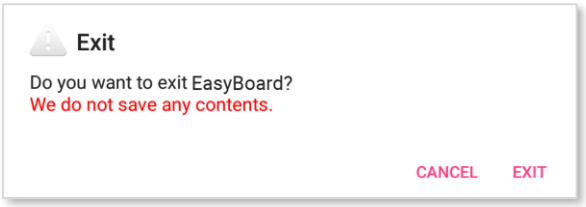
Tap the Add Page icon to add a new blank page. The new page is inserted after the currently displayed page.

5. Exiting Easyboard and saving the contents



a. Quit EasyBoard

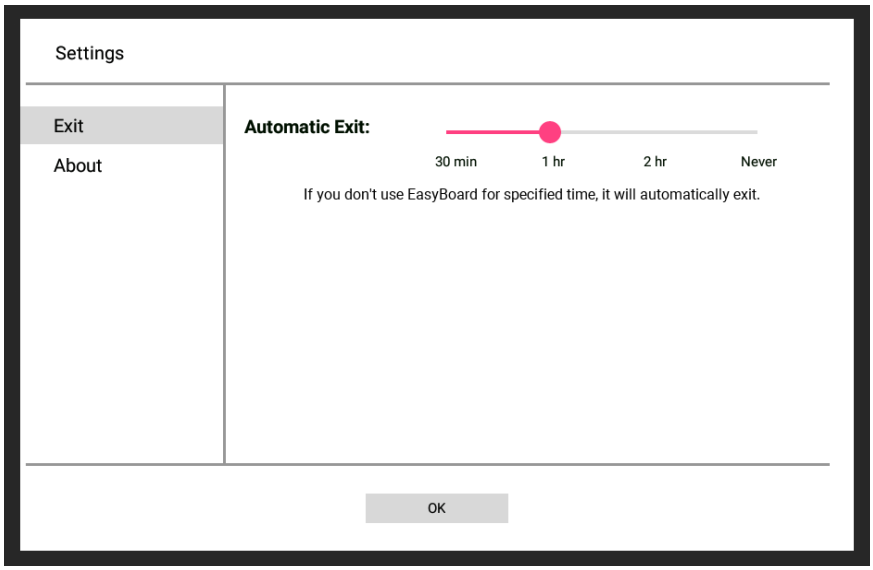
Close EasyBoard and exit to Home screen. Note Easy Board does not have save function, once you quit EasyBoard, all contents will be lost.



To capture the content, users can use their phone or camera to take pictures of the EasyBoard.

b. Settings

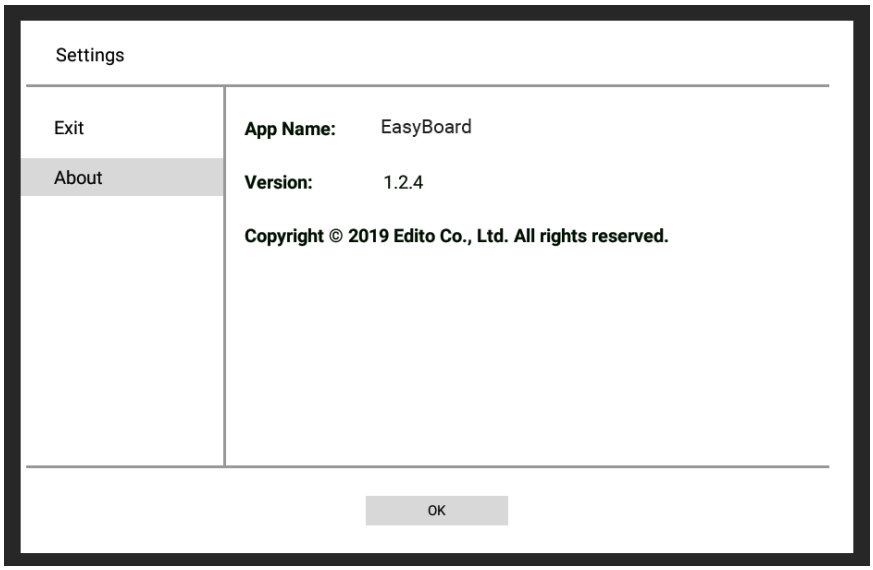
The Exit tab allows you to set timeout for EasyBoard.



Warning!

After inactivity for the specified time, the application will automatically exit and all contents will be lost. This feature prevents the risk of contents from being exposed when users forget to exit EasyBoard and leave the meeting room. To disable this function, set the timeout to “Never”.

The About tab shows app version and other information.



Copyright © 2019 Edito Co., Ltd.