

FLIPBOX

SOFTWARE SUITE



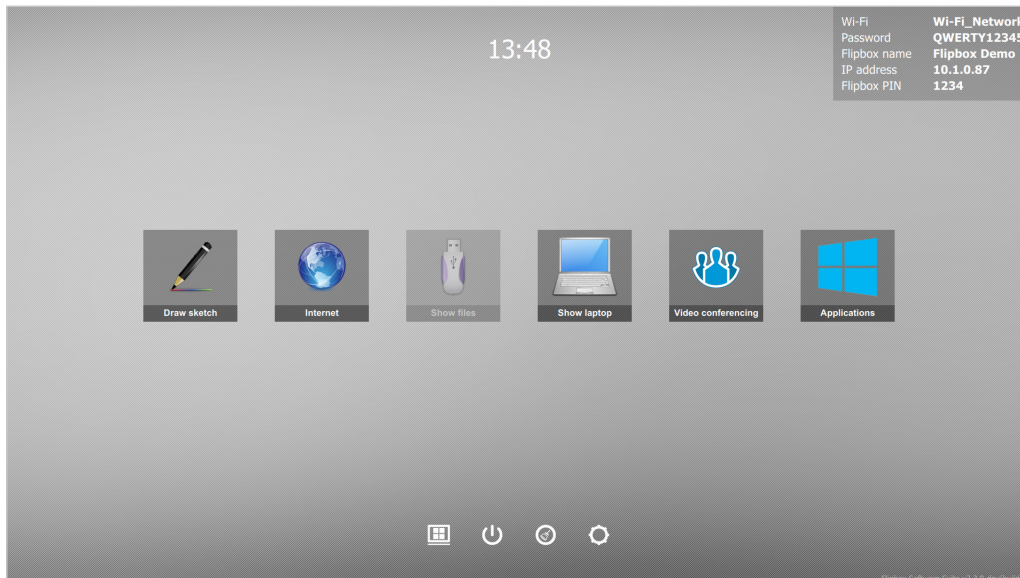
**USER MANUAL
VERSION 2.6.0**

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1. Home Screen

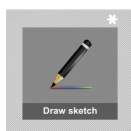
The Flipbox home screen is the main menu of the system that consists of 7 sections: «**Draw sketch**», «**Internet**», «**Show Files**», «**Documents**», «**Show Laptop**», «**Videoconferencing**» and «**Applications**». All navigation between sections is carried out via the Home Screen. In addition to main buttons of sections, the Home Screen displays the watch, «**Desktop**», «**Shutdown**», «**Clear the memory**» and «**Setup**» buttons:



Warning: *If the USB drive was removed from the connector, when accessed for the next time, the drive root will open.*

The «Show files» section is disabled by default. It becomes enabled as soon as a USB drive is connected to the Flipbox.

The «Documents» and «Video conferencing» section is configured by the administrator.



If work was carried out in one of sections, and Clear memory button on Flipbox was not pressed, the asterisk sign (*) is displayed above this section. For sections Draw Sketch, Internet, Show Files and Documents, work can be resumed from the place of interruption. Just press this section's icon and Flipbox will display your last action.



«Desktop» — to switch to Microsoft Windows. To return to Flipbox click «Return to Flipbox»



«Shutdown» — turns off display or computer (depending on settings). Performs memory clear (depending on settings).



«Clear the memory» — removes all temporary data from Flipbox.



«Setup» — starts FlipboxAdmin — Flipbox setup program. A password may be required to access the desktop (depending on settings).

Warning: *In case of Flipbox shut down with a memory stick inserted the message appears “Remove the USB stick before shutting down.”*

Warning: *When clear memory message appears “Data cleaning is in progress. Unsaved data will be lost.” To cancel clearing memory process press “Cancel”, all data will be remain.*

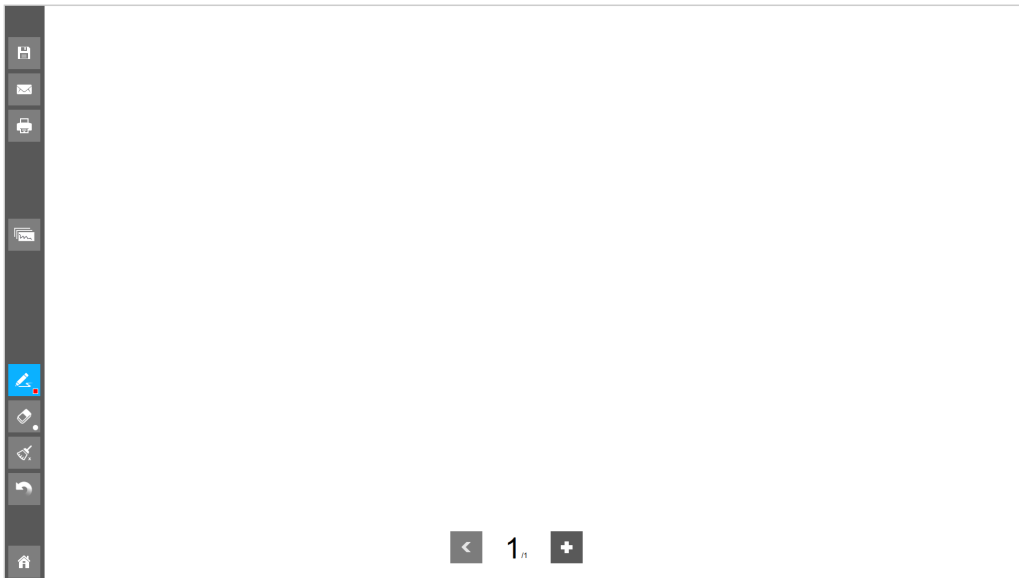
Warning: If «Desktop» and «Setup» buttons are not on the Flipbox Software Suite home screen, it means that the administrator disabled navigation to the Microsoft Windows desktop.

Warning: When «Desktop» and «Setup buttons» are pressed, the password can be requested. Enter it. Press «OK».

2. Draw Sketch

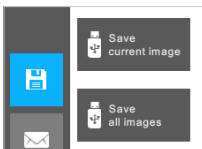


In the «Draw Sketch» section, you can create, edit and save labels.



A Tool Bar is located on the left of the screen. Let us review each tool in detail.

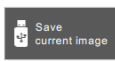
«Save»



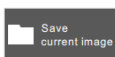
When this button is pressed, a submenu will open to suggest you: to save the current picture only or all the pictures at once.

If you chose to save one current picture only, it will be saved in the *.png format.

If you chose to save all the pictures, you will be asked if you want to save them as a set of images in the *.png format or as a presentation in the *.ppt format.



A USB-drive or folder icon indicates the destination for saving. In the first case, the file(s) is (are) saved in the USB drive root, while in the second case, the path to the saving folder is administrator-defined.



During saving, the screen will show a saving process progress bar. To stop the file saving process, press «Cancel».

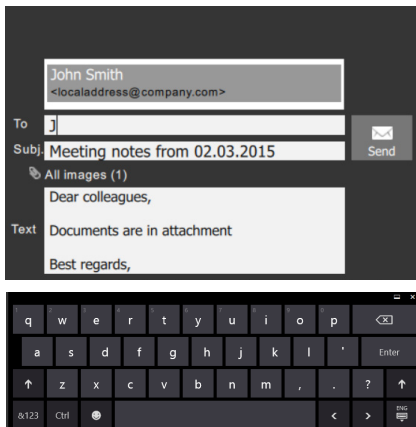
Warning: If Flipbox Software Suite suggested you to save images to the USB drive, but the function is unavailable, it means that the USB drive is either not connected or not defined.

Error: Saving error. Error preparing files.

Solution: It is possible that the USB drive was removed from the connector during saving. If the error persists, contact the administrator to check screen shot saving settings.

«Send by mail»

Using this button, you can send work results to any email address.



When you press it, the system suggests you to choose: to send by mail the current picture only or all the pictures at once. If you choose to send all the pictures, Flipbox will ask whether you want to send sheets as a presentation or as a set of images.

After that, a message sending form will appear with selected files attached.

Specify the recipient(s) in the «To» field. When you are entering data, a contact list complying with entered data will appear above the input field (only if this function configured). To scroll contacts, use upward touch movement through the contact list. Select the recipient required. If the necessary recipient is not there, enter their email. If there are several recipients, specify them with separators: space, comma or semicolon. If required, edit the message text. Press «Send».

When the message is being sent, the screen is showing a progress bar. To stop the message sending process, press «Cancel».

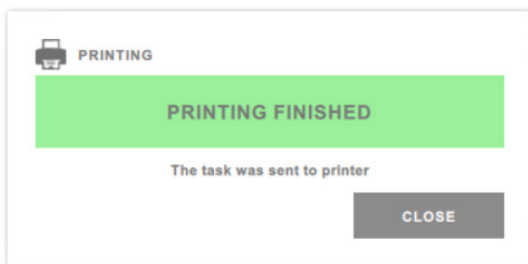
Warning: *If the e-mail was used at least once, it will be automatically added to the contact list. This e-mail will be deleted from the contact list after the «Clear the memory button» is pressed. To add the recipient to the contact list for permanent use, contact the administrator.*

Error: *Sending error. The mail server is unavailable.*

Solution: *Contact the administrator to check mail or Internet settings.*

«Print»

It allows to print work results in black and white on a remote printer.



It allows to print work results in black and white on a remote printer. When you press this button, the system suggests you to choose: to print the current picture only or all the pictures. After that, printing will begin.

Error: *Printing error. The printer is not available.*

Solution: *Contact the administrator to check printer settings.*

Warning: *If the screen specifications and Flipbox settings allow, then the drawing and erasing functions on the sheet can be managed by the size of the touch area to the screen. User selection of the tool (ordered by touched size):*

Pen (stylus) enables drawing function only;

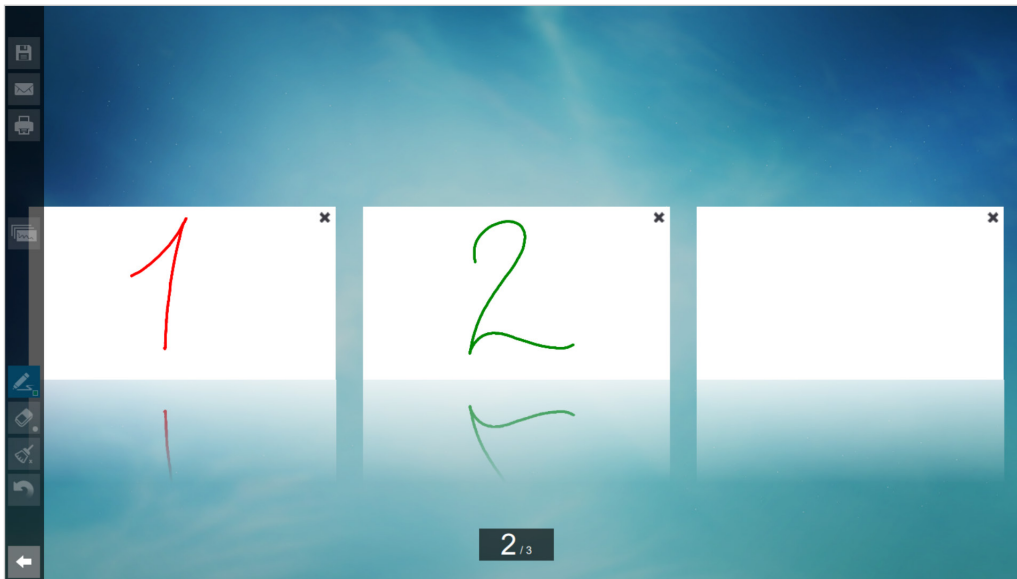
Finger - both draw and erase possible, chosen manually on the toolbar;

Paw (or special object) to work with a larger touch area than a finger, enables erasing only.


If you use the "Draw skech" mode outside the sheet, then the pen (stylus) and finger functions do not differ.

«View Miniatures»

It allows to view all drawn sheets as a band of miniatures. It looks as follows:



While viewing, you can:

- Select any sheet to continue working with it.
Touch the miniature required.
- Remove the sheet.
Click the cross located in the top right corner of the sheet.
- Create a new sheet.
Press the «New sheet» image.
- To exit the «View Miniatures» mode, press  the «Back» button.
You will go to the last active sheet.

«Pencil»

The default pencil color selected is red. After the button is pressed once again, a color palette and a set of pencil thickness diameters will open.

«Eraser»

Allows you to erase some portion of the drawn picture. After the button is pressed once again, a set of eraser thickness diameters will open.

«Delete all»

It removes all the labels on the screen. If any action was made after the «Delete all» button was pressed, to cancel deletion will be not possible.

«Cancel»

It cancels the last action.

«New Sheet»

It adds a new sheet to the end of the presentation. The button is located at the screen bottom.

«Back» and «Forward»

To navigate through sheets «Back» and «Forward» buttons are used.

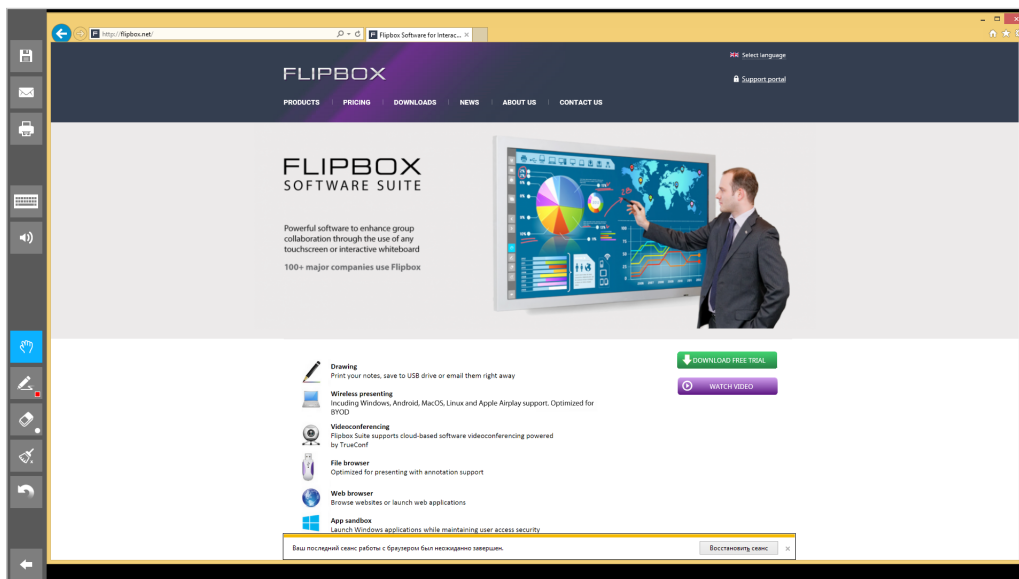
«Home»

It allows you to go to the Flipbox Home Screen.

3. Internet



This section can be used if you want to show certain Internet pages via Flipbox. When you select «Internet» in the Main menu, you go to the Flipbox Internet-browser. Sidebar identical section of the «Draw Sketch».



Warning: If the page fails to get loaded, check the Internet connection or contact the administrator.

 «Save»

It allows you to save the current picture to the USB drive, a folder or to the “Drawing” section (the sheet is added to the end)..

 «Send by mail»

It calls a form to send a file and a message to email, similarly to the «Draw sketch» section.

 «Print»

It allows you to print out the image on the printer pre-installed by the administrator.

 «Keyboard»

Allows you to open the on-screen keyboard.

 «Sound»

Allows you to set the volume. Press the button and move the slider to the required level.



 «Back»

It allows you to return to viewing all the files in the folder.

Warning: If the screen specifications and Flipbox settings allow, then the drawing and erasing functions on the sheet can be managed by the size of the touch area to the screen. The functionality is identical for the section “Show files”.

 «Hand»

It allows you to turn over pages and to zoom using multi-touch gestures (when the distance between touch points increases or decreases, the image becomes zoomed in or out, respectively). Also, you can zoom by double click on the image.

 «Pencil»

The default pencil color selected is red. After the button is pressed once again, a color palette and a set of pencil thickness diameters will open.

 «Eraser»

It allows you to erase some portion of the drawn picture. After the button is pressed once again, a set of eraser thickness diameters will open.

 «Delete all»

It deletes all the comments made over the image.

 «Cancel»

It cancels the last action.

4. Show files



You can use the «Show files» section if you want to show previously prepared files (presentations, images, videos, documents, etc.) on Flipbox Software Suite.

Connect the USB drive. Select the respective section on the Home Screen.

You will see a list of files available on the drive. To open a folder or a file, click on it once. To return to the required place, use the address bar at the top

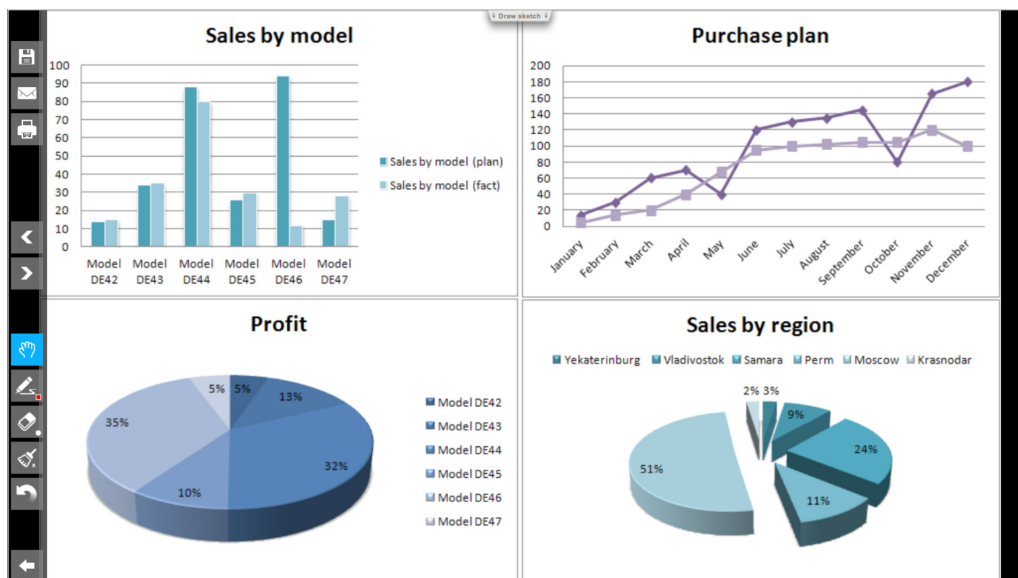


Files that you can open:

- Images jpeg, bmp (excluding 32-bit), png, gif, tiff
- Video 3gp, 3gpp, asf, avi, divx, flv, mkv, mov, mp4, m4v, mp4v, mpv4, mpeg, mpg, mpeg4, rm, rv, vob, wmv
- Office formats doc, docx, ppt, pptx, pdf

4.1. Image Handling

When you select an image file, the picture will be displayed on the entire Flipbox screen.



 «Save»

It allows you to save the current picture to the USB drive, a folder or to the “Drawing” section (the sheet is added to the end)..

 «Print»

It allows you to print out the image on the printer pre-installed by the administrator.

 «Back» and «Forward» buttons

They ensure navigation through pictures in the folder selected.

 «Hand»

It allows you to turn over pages and to zoom using multi-touch gestures (when the distance between touch points increases or decreases, the image becomes zoomed in or out, respectively).

Also, you can zoom by double click on the image.

 «Pencil»

The default pencil color selected is red. After the button is pressed once again, a color palette and a set of pencil thickness diameters will open.

 «Send by mail»

It calls a form to send a file and a message to email, similarly to the «Draw sketch» section.

 «Eraser»

It allows you to erase some portion of the drawn picture. After the button is pressed once again, a set of eraser thickness diameters will open.

 «Delete all»

It deletes all the comments made over the image.

 «Cancel»

It cancels the last action.

 «Back»

It allows you to return to viewing all the files in the folder.

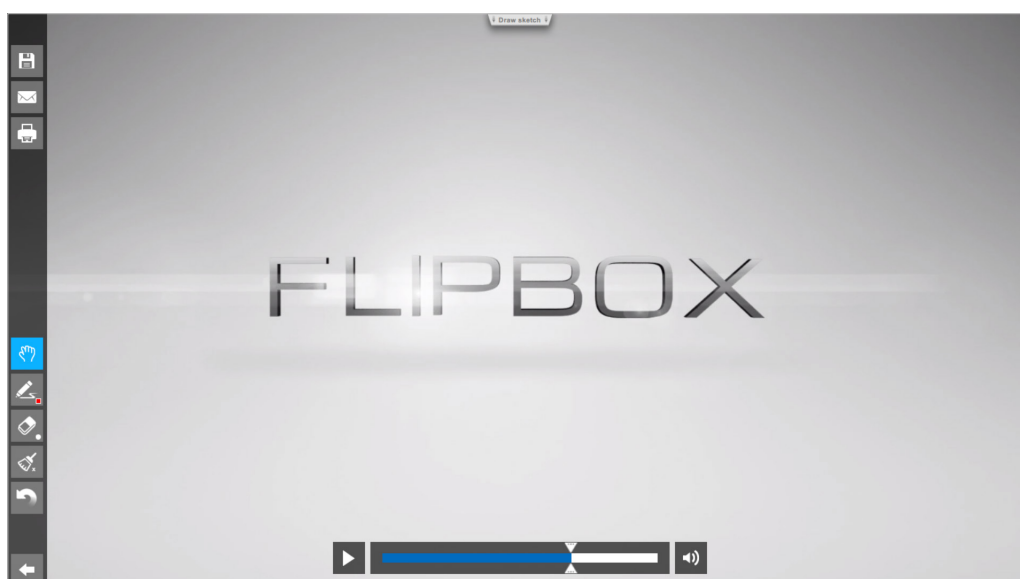
 «UHD»

It enables you to view images in ultra high quality. The button is available if the display and image resolutions comply with requirements.

4.2. Video Files Handling

A video file is played back in the full-screen mode. The tool bar becomes hidden automatically after several seconds of playback. To call the tool bar, touch the screen.

To handle video files, use the tool bar and the videoplayer menu, using which you can control playback, as well as set the volume up and down.



 «Save»

It allows you to save the current shot to the USB drive, a folder or to the "Drawing" section (the sheet is added to the end).

 «Send by mail»

It calls a form to send a file (a single shot in the *.png format) and a message to email, similarly to the «Draw sketch» section.

 «Print»

It enables you to print out the current shot.

 «Hand»

Use double click to show automatically hidden toolbar.

 «Pencil»

It enables you to draw over the video. The video will be stopped automatically as soon as you start drawing. The default pencil color selected is red. After the button is pressed once again, a color palette and a set of pencil thickness diameters will open. Notes are not saved when switching to the next image.

 «Eraser»

It allows you to erase some portion of the

already drawn picture.

 «Delete all»

It deletes all the comments made over the video.

 «Cancel»

It cancels the last action.

 «Sound»

Allows you to set the volume. Press



the button and move the slider to the required level.

Use the menu to control playback. It allows you to start, stop and rewind the video to the required point.

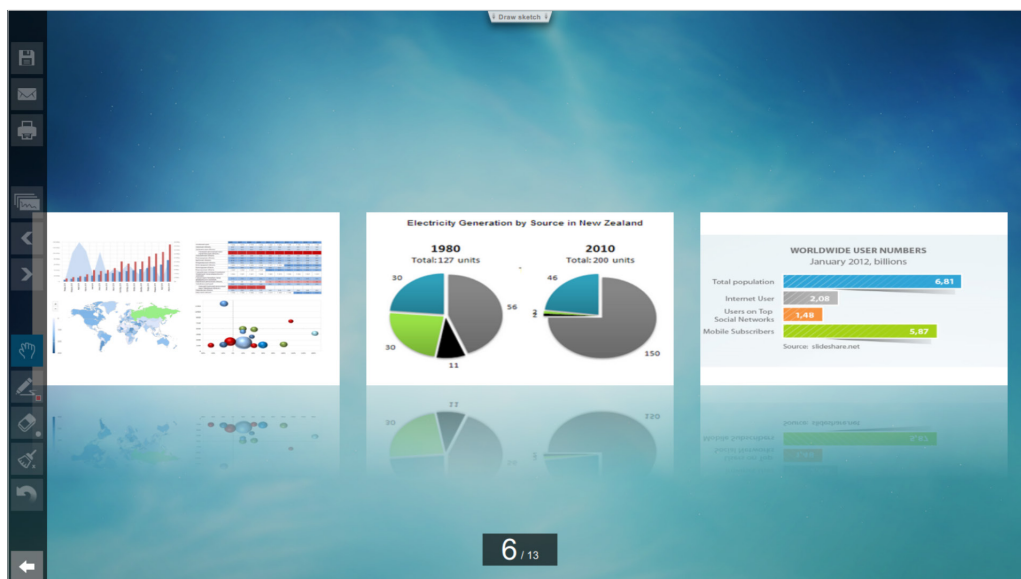
 «Back»

It allows you to return to viewing all the files in the folder.

 «UHD»

It enables you to view videos in ultra high quality. The button is available if the display and video resolutions comply with requirements.

4.3. Presentation Handling






A presentation is handled according to the same principle as a set of images. Besides, all slides can be viewed as a band of miniatures.

Press  the «View Miniatures» button. Miniatures of all the presentation slides will appear on the screen:

If you want to select a slide, touch it — it will display on the screen immediately.

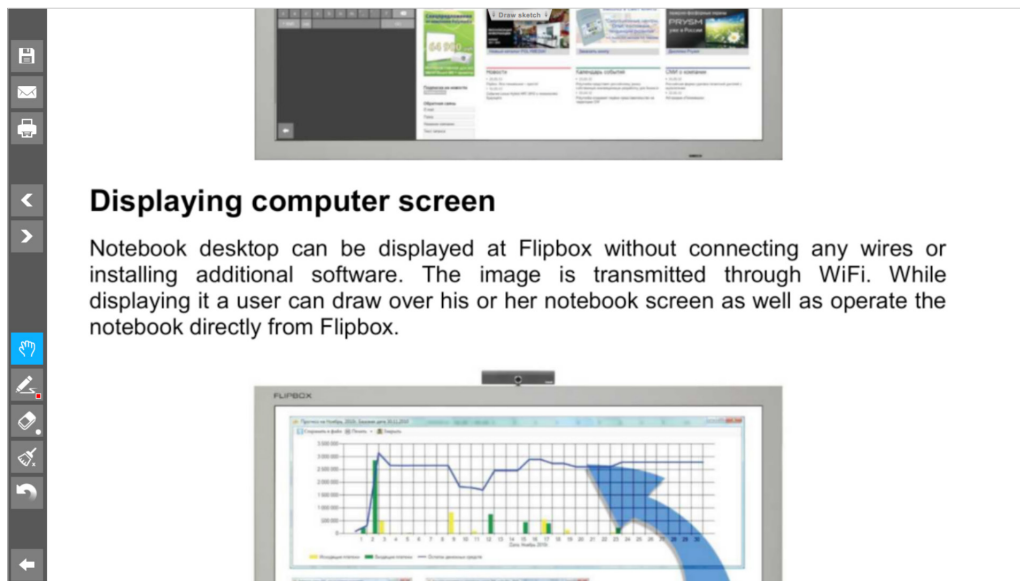
To exit the «View Miniatures» mode, press  the «Back» button.

In the full-screen mode, you can go to the next or previous slide using   «Back» and «Forward» buttons on the side bar.

«Hand»  allows you to open and hide the section menu using a click.

4.4. Text Documents Handling

Flipbox allows files in the *.doc, *.docx and *.pdf formats to be viewed.



«Save»

It allows you to save the document's visible region as images in the *.png format to the USB drive, a folder or to the "Drawing" section (the sheet is added to the end).

«Send by mail»

It calls a form to send a file (the document's visible region in the *.png format) and a message to email, similarly to the Draw Sketch section.

«Print»

It enables you to print out the current page.

«Back» and «Forward» buttons

Turning pages over. It can be done using Right / Left buttons or using gestures.

«Hand»

It enables you to open and hide the section menu using a click. Also, you can

zoom by double click on the image. You can hide/show the tool bar by one click.

«Pencil»

It enables you to draw over the document. The default pencil color selected is red. After the button is pressed once again, a color palette and a set of pencil thickness diameters will open. Notes are not saved when switching to the next page.

«Eraser»

It allows you to erase some portion of the already drawn picture.

«Delete all»

It deletes all the comments made over the document.

«Cancel»

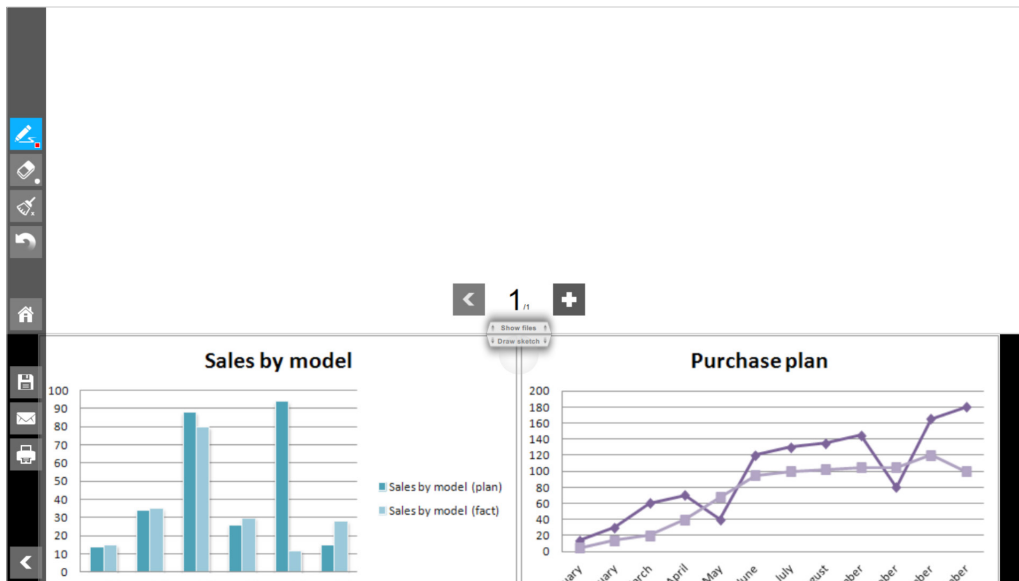
It cancels the last action.

«Back»

It allows you to return to viewing all the files in the folder.

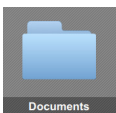
4.5. Quick navigation to Draw Sketch

Please pay attention that there is a «Draw sketch» shortcut at the screen top. If you pull it, you can immediately go to the «Draw sketch» section and back.



Warning: *If the screen specifications and Flipbox settings allow, then the drawing and erasing functions on the sheet can be managed by the size of the touch area to the screen. The functionality is identical for the section "Documents".*

5. Documents



On Flipbox Software Suite, previously prepared files (presentations, images, video, documents, etc.) The operating principle is fully identical to that of the «Show Files» section.

Warning: *If the «Documents» section is not on the home screen, it means that it is not set up. Contact the administrator to make its setup.*

Error: *The content cannot be displayed. Please check Flipbox settings. Possibly, the path to view documents is not correct.*

Solution: *Contact the administrator to check document viewing settings.*

Warning: *If the screen specifications and Flipbox settings allow, then the drawing and erasing functions on the sheet can be managed by the size of the touch area to the screen in the 'Show files'/'Documents' mode.*

User selection of the tool (ordered by touched size):

Pen (stylus) enables drawing function only;

Finger - both draw and erase possible, chosen manually on the toolbar;

Paw (or special object) to work with a larger touch area than a finger, enables erasing only.

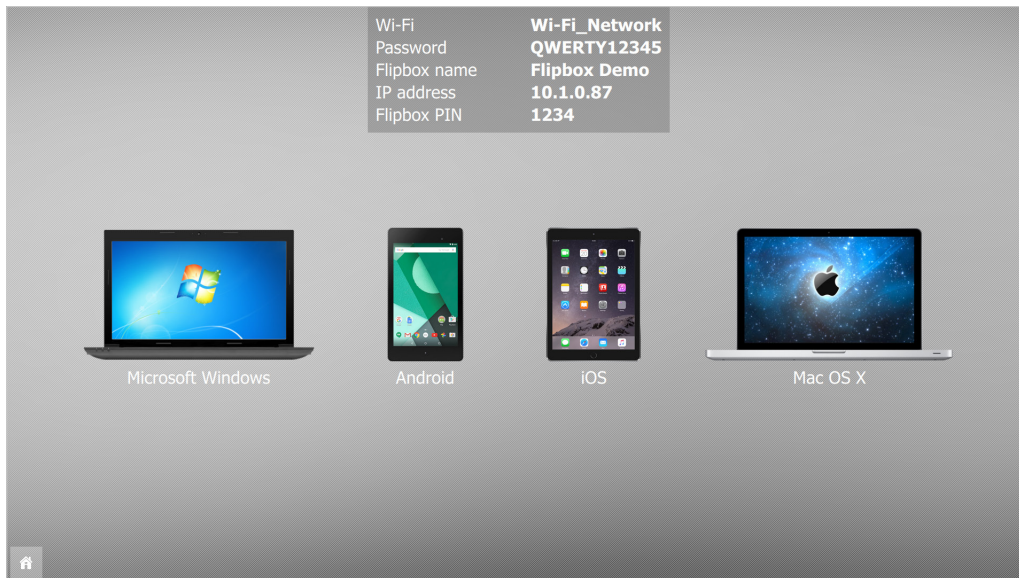
When playing a video, by touching with a pen (stylus) the video automatically stops for drawing..

6. Show Laptop



To show the PC screen, Apple iOS or Android devices on Flipbox, select the Show Laptop section on the home screen.

Select the device to be connected to Flipbox (a PC with the Microsoft Windows, Android, iOS or Apple Mac OS X).



A step by step instruction for the following actions will appear on the screen.

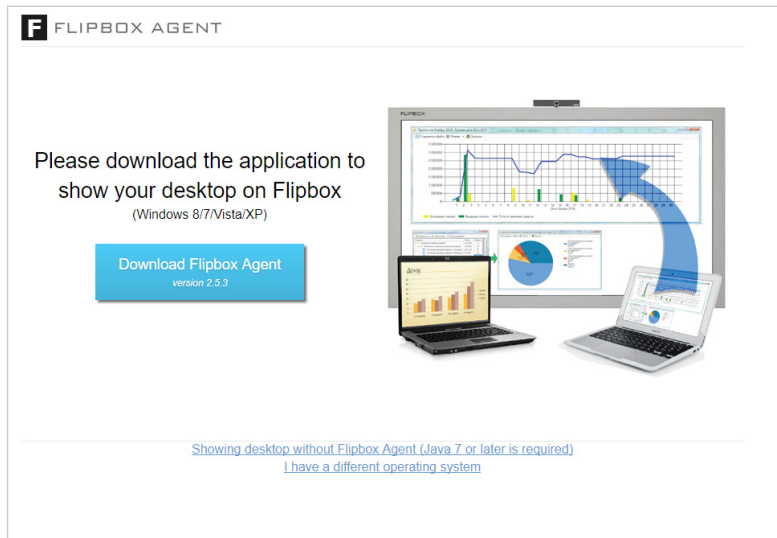
Warning: If iOS and Android devices are unavailable, it means that Flipbox Software Suite is not set up.

6.1. Microsoft Windows

1) Depending on settings, the Flipbox connection method can vary: connection via Wi-Fi or the network cable. Follow instructions.



2) Go to the specified site.



3) Download and start the Flipbox Agent.

4) Select the required Flipbox from the connection list. Its name and IP address are specified at the top of the Flipbox screen.



5) Press the Start the Demonstration button (Connect).

6) Enter the password indicated in the upper part of Flipbox screen or in the connection guideline.

Problem: the necessary Flipbox is not on the connection list.

Solution: make sure that your PC is connected to the same network with Flipbox Software Suite. Press the field «I can't find my Flipbox in the list of connections» on the connection tab in the Flipbox Agent application. Specify the IP-address of your Flipbox and press the Start the Demonstration button.

If connection failed, go to the site mentioned in the instruction on the Flipbox Software Suite screen (step 2). Follow the link at the page bottom – «Showing desktop without Flipbox Agent (Java 7 or later or required)». Press the Start the Demonstration button.

Problem: connection to Flipbox with PIN takes longer than usual.

Solution: upgrade Flipbox Agent to 2.3.0 or later.

6.2. Android

Wi-Fi	Wi-Fi_Network
Password	QWERTY12345
Flipbox name	Flipbox Demo
IP address	10.1.0.87
Flipbox PIN	1234

Device screen sharing
Available for the Android version 5.0.0 or higher

- 1) Connect your device to Wi-Fi network **Wi-Fi_Network** with password **QWERTY12345**
- 2) Swipe down from the top of the screen to open the «Quick Settings» menu
- 3) Go to «Cast»
- 4) Choose **Flipbox Demo**

An alternative solution
(available for the Android version 4.4.0 or higher)

- 1) Download Chromecast, the application to display the device screen



To show images and videos for all Android devices

- 1) Connect your device to Wi-Fi_Network with password QWERTY12345
- 2) Swipe down from the top of the screen to open the «Quick Settings» menu
- 3) Go to «Cast»
- 4) Choose Flipbox Demo

Requirements: available for the Android version 5.0.0 or higher.

Alternative solutions

- 1) Download Chromecast, the application to display the device screen

Requirements: available for the Android version 4.4.0 or higher

This method allows to show images from all Android devices using an additional application.

- 1) Download the application to your Android device by using the link bit.ly/flipbox-android.
- 2) Connect your device to the specified network.
- 3) Start the downloaded application and select the content required.
- 4) Select the required Flipbox Software Suite.

To show images for Samsung and HTC

This method allows you to show images from Samsung and HTC without downloading additional applications.

- 1) Connect your device to the specified network
- 2) Go to the «Gallery» and select the required content
- 3) Click «Change the Player» on the top tool bar
- 4) Select the required Flipbox (its name is indicated in the instruction) and activate the switch

The screen displays a progress bar while loading images.



6.3. iOS

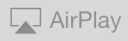
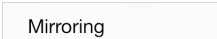
Wi-Fi Password	Wi-Fi_Network
Flipbox name	QWERTY12345
IP address	Flipbox Demo
Flipbox PIN	10.1.0.87
	1234



Requirements:
iPad 2, iPad mini or iPad with Retina display operating system iOS 8.x or later

- 1) Connect your iOS to Wi-Fi network **Wi-Fi_Network** with password **QWERTY12345**
- 2) Swipe up from the bottom edge of the screen to open «Control Center»
- 3) Tap the icon AirPlay
- 4) Choose **Flipbox Demo**, then tap «Mirroring»
- 5) Enter PIN **1234**


To show screen from Apple iOS 8.0

- 1) Connect your device to the specified network
- 2) Call «Control Station» — swipe upward from the very bottom border of the screen
- 3) Press the AirPlay icon 
- 4) Select the required Flipbox and activate the Mirroring switch 


Requirements: iPad 2, iPad mini or iPad with Retina display operating system iOS 8.0 or later.

6.4. Mac OS X

Wi-Fi Password	Wi-Fi_Network
Flipbox name	QWERTY12345
IP address	Flipbox Demo
Flipbox PIN	10.1.0.87
	1234



How to connect Mac OS Mountain Lion 10.10 or later

- 1) Connect your Mac to Wi-Fi network **Wi-Fi_Network** with password **QWERTY12345**
- 2) Click the Airplay icon on the menu bar 
- 3) Choose **Flipbox Demo** from the list of available devices

Connection of Apple Mac OS Mountain Lion 10.10 and later versions

- 1) Depending on settings, the Flipbox connection method can vary: via Wi-Fi or the network cable. Follow instructions.
- 2) Press the AirPlay icon on the top bar of the desktop
- 3) Select the required Flipbox on the pop-up list of available devices

Warning: *If you cannot display the laptop screen using AirPlay, use the browser-based screen displaying method as described below (you need Java).*

Connection of Apple Mac with another Operating System

- 1) Depending on settings, the Flipbox connection method can vary: connection via Wi-Fi or the network cable. Follow instructions.
- 2) Open the site for Flipbox connection — indicate the IP-address of the Flipbox to which you want to connect in the browser address bar (the IP-address is specified at the top of Flipbox instruction).
- 3) Update your system to the Mountain Lion 10.10 version or follow the link «Show the Mac desktop without AirPlay (Java 8 or a later version is required)».

Warning: *do not close the tab until the demonstration is over, otherwise the demonstration will be interrupted.*

Problem: *the browser cannot open the page.*

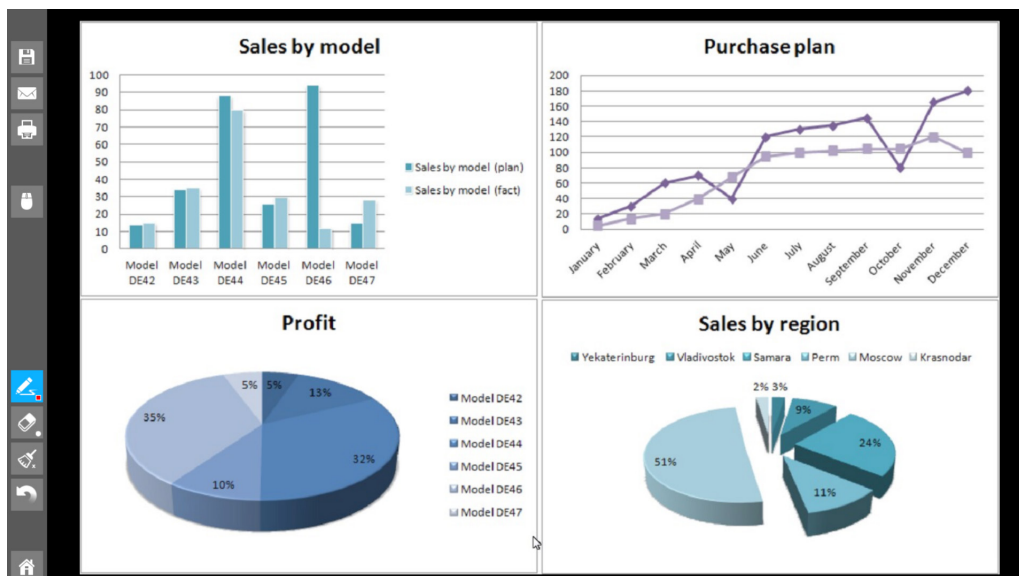
Solution: *make sure that your PC is connected to the same network with the Flipbox. If demonstration has not started, go to the section of the 'Appendix. Java Installation' manual.*

Problem: *a message that tells you to update Java has appeared on the screen.*

Solution: *please update Java.*

6.5. Work during Screen Demonstration

During screen demonstration, the Flipbox is displaying the desktop of the connected PC and the Flipbox side menu. Sidebar identical section of the «Documets».



«Back»

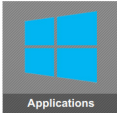
It allows you to go back to a page of the client connection waiting mode.

«Mouse»

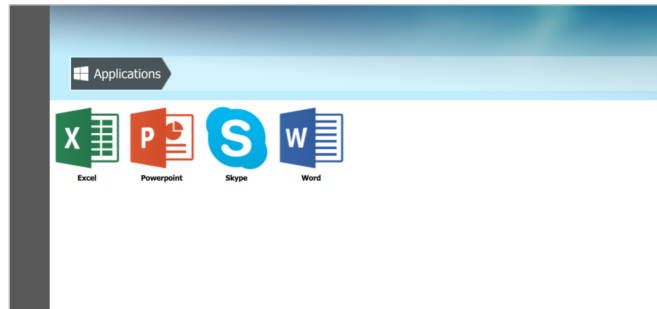
It enables you to control the PC with Microsoft Windows installed.

Warning: *If the screen specifications and Flipbox settings allow, then the drawing and erasing functions on the sheet can be managed by the size of the touch area to the screen. The functionality is identical for the section "Applications".*

7. Applications



In this section, you can find additional applications installed by the administrator.



Let us consider an example of how the «Applications» section works based on MS Office Word. Sidebar identical section of the «Documets».



«Keyboard»

To open/hide the floating keyboard.



«Sound»

If you need to adjust the volume, press the button and drag the slider to the required level.



«Back»

Pressing the button «Back» will shut down the application. If the same application is launched after it was shut down using button «Back», the previous session will be opened. When opening Windows desktop, all the applications launched during Flipbox Software Suite operation will be displayed there.

Warning: *If an application was launched in Windows mode, when opening the same application in Flipbox Software Suite mode, application from Windows will be displayed. If several files were opened (for example, MS Word) in Windows mode, when opening the same application in Flipbox Software Suite mode, a random file launched in Windows mode will be opened.*

Working with application in Flipbox Software Suite is identical to that in Windows.



Pressing the button «Clear memory» will shut down all the application used in Flipbox Software Suite.

Warning: *If application was not launched in Flipbox Software Suite (i.e. it is added to «Applications» part or on main screen), but it was launched from Windows desktop, the application will be shut down without saving.*

Stable operation is ensured with applications Skype; Lync; TrueConf; Power Point, Excel, Word 2010 and 2013.

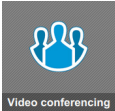
Warning: *If the screen specifications and Flipbox settings allow, then the drawing and erasing functions on the sheet can be managed by the size of the touch area to the screen.*

How it works:

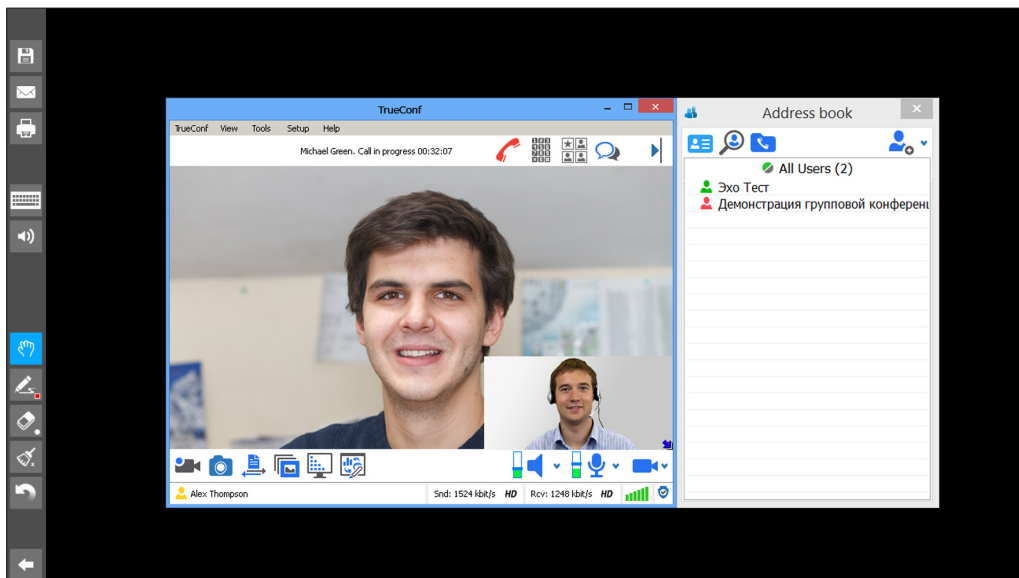
If "Hand" is selected in the toolbar, the operation with a pen (stylus), a finger or a paw will depend on the processing of the actions programmed in the selected application.

If the "Pencil" is selected in the toolbar, then a pen (stylus)/ a paw work in the same way as in "Drawing skech" section. If a finger touches the screen, it will automatically switch from "Pencil" to "Hand" mode in the toolbar.

8. Videoconferencing



Using this addendum, you can make videoconferencing sessions between TrueConf users. Sidebar identical section of the «Application».



- | | | | |
|---|-------------------------------|---|--------------------------|
| | «Record the video conference» | | «Connect» |
| | «Take picture» | | «Disconnect» |
| | «File transfer» | | «Call phone» |
| | «Slide Show» | | «Group conference» |
| | «Screen sharing» | | «Chat» |
| | «Whiteboard» | | «Show/hide address book» |
| | «Speakers on/off» | | «Address book» |
| ▼ | «Speakers settings...» | | «Directory search» |
| | «Microphone on/off» | | «Call history» |
| ▼ | «Microphone settings...» | | «Add a new contact» |
| | «Video on/off» | ▼ | «Options» |
| ▼ | «Camera settings...» | | |

Detailed instructions for using trueconf you can find on the site www.trueconf.com.

Warning: *If the screen specifications and Flipbox settings allow, then the drawing and erasing functions on the sheet can be managed by the size of the touch area to the screen.*



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