# User Adoption

## TRAINING & FAMILIARISATION

**Maximise your technology investment**

**Training is critical to the implementation of new technology. Our training and familiarisation sessions are created to ensure the best return on your technology investment, delivered in the way that suits you best.**

Smart Presentations Limited is an AV systems integrator and SMART display specialist.

We offer user training and familiarisation support on SMART Technologies collaborative display technology and software. This will enable your teams to confidently start using the technology straight away. Training is crucial in enhancing the skills, capabilities and knowledge of employees. Not only can it improve their performance but it can enhance their thinking, application to their individual roles and lead ultimately to greater productivity for the Company.

As workplace technology develops, no training becomes more critical than the training of employees in the use and application of new technologies - particularly around the difficult areas of communication and collaboration. Smart Presentations provide training that is wholly relevant to individual organisations, bespoke according to context and organisation application.

**Smart Presentations Limited**

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## SMART on-site familiarisation / training

On-site familiarisation / training is aimed at providing delegates a basic level of understanding of the end user functionality of SMART Interactive Display technology, kapp iQ whiteboard appliance and SMART Meeting Pro software. Upon successful completion, delegates will be able to: -

**SMART Interactive Display:**
- ✓ Basic understanding of connectivity to PC / laptop sources
- ✓ Basic understanding of how the touch technology works and the hardware features
- ✓ How to Orient the SMART display

**SMART kapp iQ:**
- ✓ Introduction to kapp iQ whiteboarding
- ✓ Open the SMART kapp app on a mobile IOS or Android device and pair to the kapp iQ whiteboard appliance via Bluetooth
- ✓ Write, Capture and Save the whiteboard notes to the mobile device
- ✓ Invite people to join the whiteboard session via the live web-sharing feature
- ✓ Two-way inking
- ✓ *Wi-Fi connectivity and built-in web browser (kapp iQ launcher)
- ✓ *Wireless screen sharing (Airplay, Chromecast, Miracast

*Feature available after firmware update on 12th December 2016*

**SMART Meeting Pro:**
- ✓ Open SMART Meeting Pro software
- ✓ Introduction to whiteboarding and unbound workspace
- ✓ Open a Whiteboard file
- ✓ Full understanding of the SMART Meeting Pro Toolbar
- ✓ Create Meeting Notes
- ✓ Use the Pager Sorter
- ✓ Using the Business Gallery (templates and customisation)
- ✓ Save Meeting Notes
- ✓ E-mail meeting Notes
- ✓ Annotate over Internet Explorer and other applications in digital ink
- ✓ Capture content and save annotations
- ✓ Use of SMART Ink in Microsoft Office applications
- ✓ Use of hyperlinks
- ✓ Annotate over Video using the SMART Video Player
- ✓ Using the SMART Recorder
- ✓ Schedule Awareness with Microsoft Exchange
- ✓ Basic understanding of Unified Communications Flexibility with Bridgit conferencing software, Skype for Business, etc.

We can work with you to determine the best way to deliver training in your organisation, tailored to your specific needs. Call 01296 642000 for pricing and availability.