

The Activstudio Settings box contains so many options that even advanced users are sometimes bewildered by the choice available. Be warned: we could be straying onto geek territory here – or we could be on the verge of finding that unknown feature you've been waiting for. Read on and we'll rummage through Activstudio Settings box, to find those options you may not even have known existed.

By Simon Green

THINGS you didn't know you didn't know

To find the Activstudio Settings box, click on the Main Menu button and select Studio Settings. The Activstudio Settings box should appear on the screen.

In the left-hand panel are various tabs ranging from Activote to User Input. Many of the tabs may not apply to you, but it is worth browsing through them just to become accustomed to the range of options available.

You can stamp the school logo on all flipcharts

To put the school logo automatically on your flipcharts, you'll need to have your school logo saved in a place where you know your computer will always be able to access it when creating a new page. Find the Flipchart section of the Activstudio Settings box. Under the heading 'Default Background on New Pages' click on the Image box and a Browse button will appear. Browse for the image you want to use. Back in the Activstudio settings, use the 'Tile fit' drop-down box to select how you want the image to appear on the screen.

You can change the protractor's color

The software's default protractor is blue, so if you are working on a blue flipchart, changing the protractor's color could help your students to see it more clearly. See the Tools section of the Activstudio Settings to change the colors of the software's protractor, compass and ruler. In the Effects section, in the meantime, you can also change the color of the screen which covers your display when you use the Reveal tool. If you want the Reveal tool to be a more cheerful color than black, look here.

There are lots of text features to explore

Options are available to help you if you are working at an Activboard but don't have a keyboard available. Explore the

User Input section of the Activstudio Settings for these options.

You can switch off the Pen cursor

Younger students, in particular, can become confused when writing on the board with the Pen tool. They can be distracted by the cursor as they try to write on the whiteboard. To solve this, you can switch the pen cursor off when writing with the Pen tool. Writing on an Activboard becomes similar to working on a traditional whiteboard. To do this, explore the Flipchart section of the Activstudio Settings. A range of different cursor options is available.

You can show the date on your clock

If you want a simple way of accessing the date within Activstudio you can add it to your digital clocks. Investigate the Clock section of the Activstudio settings.

You can change the location of the My Resource Library folders

In the Profile and Resources section of Activstudio settings, the second box, with the heading 'My Activstudio files in:' allows you to change the location of your My Resource Library settings.

Select 'Another location' then click on the Browse button to specify where you want to locate the My Resource Library folders. Make sure you choose a suitable location because, if they are not already there, 16 resource folders will be placed here next time you enter the My Resource Library area.

You can make your school's website appear automatically in Activstudio's web browser

With the default settings, Promethean's website will launch automatically when you open Activstudio's web browser. To change this default website, use the Linked File Hosting section of the Activstudio Settings box. Enter your

school's website, or any website of your choice, in the box headed 'Home URL'.

You can automatically save your sound recordings

When using the Sound Recorder with the default settings, the recording will be placed, as an icon, on your flipchart. To play the sound you will have to click on the icon. The recording will be saved with the flipchart

A setting is available, however, which lets you save the recording independently of your flipchart, making it easier to share and reuse sound recordings.

See the Recordings section of the Activstudio settings. Options are available under the heading 'Sound Recording'.

How to restart your 'Did You Know?' box

When you began using Activstudio, You may have switched off the 'Did You Know?' box as you concentrated on exploring the software's basic tools and features. Now that you are well-acquainted with the software you may find these tips useful to introduce you to aspects of the software you haven't come across by experimentation alone. See the General section of the Activstudio Settings to restart your 'Did You Know?' box.

You can reset all your settings!

Last but not least, once you've explored Activstudio's settings you can reset them all, so you can experiment away without having to worry about getting the software back to its original state. A 'Reset All Settings' button can be found in the General section of the Activstudio settings.

You can also reset your toolboxes to their default settings. See the Toolboxes section of the Activstudio settings.