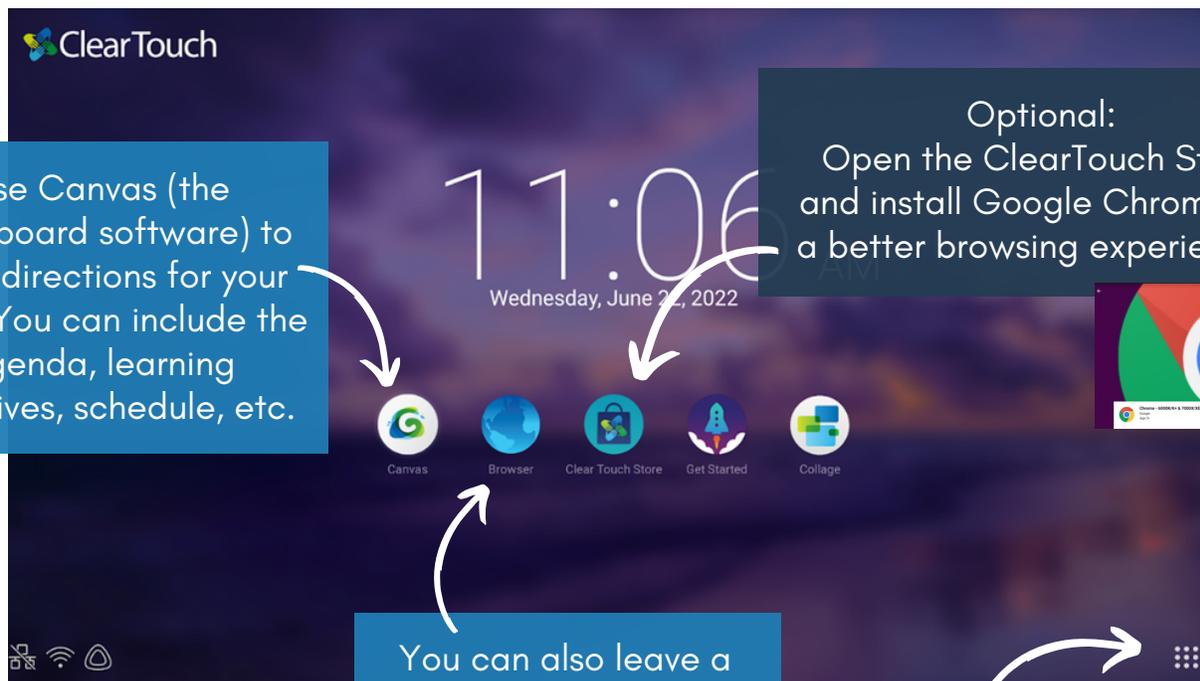
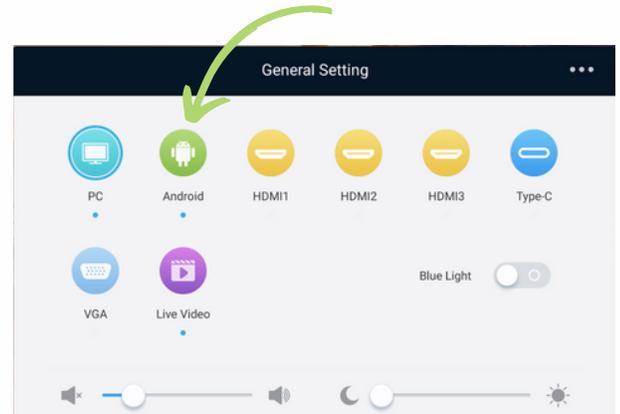




TEACHER INSTRUCTIONS: *Preparing your ClearTouch for Sub plans*

- Substitute teachers can use the **ANDROID** side of the ClearTouch.
- *Please note this means subs will not be able to log into the PC or access teacher files.*
- Before you leave for the day, it will be helpful if you leave the panel in **ANDROID** mode.
 - You can do this by swiping up OR using the **input switcher** in the Overlay toolbar.



Use Canvas (the whiteboard software) to write directions for your class. You can include the agenda, learning objectives, schedule, etc.

Optional:
Open the ClearTouch Store and install Google Chrome for a better browsing experience.



You can also leave a link or website for the sub and they can access it through the built-in Browser.

Optional:
Once installed, Chrome can be found in the "Waffle" menu. Drag and drop the Chrome icon to your home screen (like you would on your smart phone or tablet).



SUBSTITUTE INSTRUCTIONS: *Accessing Sub plans on a ClearTouch*

1. **Power on** the panel

- A white indicator light on the power button in the bottom right-hand corner will tell you the panel is on



2. You will see the **Android home screen**

- You will see the time and apps like the image below



3. Use the **floating arrows** on the left/right of the screen to open the **Overlay tool bar**

-  ◦ The **HOME** button will take you to the Android home screen
-  ◦ The **CANVAS** button will take you to a whiteboard
-  ◦ The **PEN** button will open an annotation tool
-  ◦ The **TOOLS** button has a countdown timer

