1. From your iPad, start the Insight 360™ iPad App by clicking on the icon.

2. To connect, choose your computer from the list.

   ![Image of computer list]

   NOTE: If your computer is not showing up on this list, click the button at the bottom of the screen "Connect directly to a computer" and enter in the computer's IP address.

   ![Image of connect directly to a computer]

3. Enter your password (This is the one you set in the iPad settings within the Insight 360™ software.

   ![Image of enter password]

4. On the next screen, choose your class by tapping on it.

   ![Image of class selection]

5. To begin your session, tap "Start Class" at the bottom of the screen.
Icon Overview

Mode/View. Tap the drop-down arrow to get the following menu:

- Desktop Mode
- Whiteboard Mode
- Page Sorter

Annotation Tools

Annotation Tool—Tap on this tool once to select the pen tool. Click the drop down arrow to get the drop down selection menu:

- Pen
- Highlighter
- Line Tool
- Shape Tool
- Eraser

**NOTE:** To change the color of the pen or highlighter, once you've selected the tool, **hold the button down** until you get the color palette as below. You can also change the line thickness here as well.
<table>
<thead>
<tr>
<th>Icon</th>
<th>Feature</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="Note Icon" /></td>
<td>Notes</td>
</tr>
<tr>
<td><img src="image" alt="Launch Question Icon" /></td>
<td>Launch a Verbal Question</td>
</tr>
<tr>
<td><img src="image" alt="Curtain Icon" /></td>
<td>Curtain</td>
</tr>
<tr>
<td><img src="image" alt="Keyboard Icon" /></td>
<td>On Screen Keyboard</td>
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<tr>
<td><img src="image" alt="Page Sorter Icon" /></td>
<td>Page Sorter</td>
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<tr>
<td><img src="image" alt="Screen Capture Icon" /></td>
<td>Screen Capture</td>
</tr>
<tr>
<td><img src="image" alt="Favorites Icon" /></td>
<td>Favorites</td>
</tr>
<tr>
<td><img src="image" alt="Multi User Icon" /></td>
<td>Multi User</td>
</tr>
<tr>
<td><img src="image" alt="Navigation Arrows Icon" /></td>
<td>Navigation Arrows</td>
</tr>
<tr>
<td><img src="image" alt="Tagged Question Icon" /></td>
<td>Tagged Question on the Screen</td>
</tr>
<tr>
<td><img src="image" alt="Undo/Redo Icon" /></td>
<td>Undo/Redo</td>
</tr>
<tr>
<td><img src="image" alt="Clear Annotations Icon" /></td>
<td>Clear Annotations</td>
</tr>
<tr>
<td><img src="image" alt="End Class Icon" /></td>
<td>End Class</td>
</tr>
</tbody>
</table>
**Question Zone**

Tap the chart to display results. Toggle on/off Show Correct

Tap the timer and/or the grid to display either or both on the screen for students.

**Verbal Question Display**

Choose Question type by tapping.

Choose answer by tapping.

Timer--Toggle on/off

Tap Start/Stop
**Tagged Question Display**

- Question type is displayed.
- Answer is displayed.
- Timer--Toggle on/off
- Tap Start/Stop

**Favorites**

Tap the Favorites Icon to display Favorites.

**Multi User**

Tap the Multi User icon to launch Multi User. After you select your options, click Start Multi User Mode.
**Navigation Arrows**

Tap the Navigation button to display the navigation arrows at the bottom of the screen. Use them to navigate through a PowerPoint file for example.

**End Class**

Tap the Class icon to End Class.