

# What is the Smartpen from Livescribe?

A writing pen which allows you to digitally record everything you write and hear simultaneously with built in replay controls. You can also connect the pen to your computer to upload your recordings for saving and sharing.

#### When could a Smartpen be used?

The Smartpen is ideal for use in meetings and lectures as it records the audio at the same time as digitally recording your written notes. Replaying the audio is straightforward by pressing the pen nib on the section of the notes you would like to hear the accompanying audio.

You can save and share your written notes by uploading your recording to your computer and saving as a PDF or image.

In the majority of cases the Smartpen would be used as a personal note taking device.

# How to use the Smartpen

- Switch the pen on using the on button next to the digital display
- Start recording by pressing the pen nib on the record icon at the bottom of the Livescribe paper. Both what you write and hear will be recorded
- To record notes only with no audio, switch the pen on and start writing on the Livescribe note paper

Note: to digitally record using your Smartpen a Livescribe notebook must be used. You can print your own paper from the Livescribe desktop software.

#### What's in the box?

- Livescribe Smartpen. Your pen will charge when connected to a computer and does not require batteries. Please make sure the pen is charged before use
- USB dock for connecting the pen to your computer
- Earphones
- Livescribe Notebook

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### Replaying the audio

The audio is linked to the written notes; by selecting a section of your written notes you can play the accompanying audio.

- Switch your pen on and connect the earphones.
- Press the pen nib on the notes at the point you would like to replay the audio and the accompanying sound will be played.

### Connecting your Smartpen with your computer

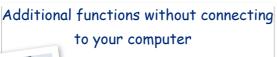
To connect your pen to your computer, attach the USB dock to your machine and place the pen in the dock. Your pen will connect to both a PC and a Mac. Once connected your pen will charge, and there is no requirement to install the Livescribe software.

#### Transferring information from you Smartpen to your computer

If you would like to import your recordings to your computer you will need to install the Livescribe desktop software. Locate the newest version of the Livescribe software for your pen model at: <a href="https://www.livescribe.com">www.livescribe.com</a>

Once the software has been successfully installed, connect your Smartpen to your computer using the dock. Your computer should recognise the Smartpen, open the software and automatically transfer recordings from the pen to the computer.

Note: the transfer process does not automatically remove the information from the pen.





Additional menu functions can be found under the Nav Plus menu. The Nav Plus menu is the plus and arrows symbol which is found on all Livescribe note pages.

#### Using the software

Once your recordings have been transferred to your computer you can replay your notes through the software. Within the software, click on the page and section to view and hear your recording. Currently the software does not have the ability to transcribe your written notes to text.

## Removing information from your Smartpen

The simplest way to remove information from the Smartpen is via the Livescribe software and archiving the notebook or pages.

To archive a notebook or selected pages, within the software right click the notebook or selected pages and click archive. This will remove all selected the information from the pen.

# Interested in trying a Smartpen?

The e-learning team has a Smartpen which you are welcome to borrow. For enquiries please contact a member of the e-learning team, details available at: <a href="https://www.lboro.ac.uk/service/teachingcentre/about/people.html">www.lboro.ac.uk/service/teachingcentre/about/people.html</a>