

Prowise EduBook 360 - User manual



It is easy to work with the new EduBook 360 in your school or working environment. Thanks to the familiar and intuitive Windows operating system you can easily get started with installing your favourite programmes on your device. The EduBook 360 has a 360 degree tiltable screen, meaning it can be used for various purposes. The device can be used as a laptop, but also as a tablet or in the presentation or tent mode for facilitating group assignments.

Create a Microsoft account and gain access to all applications (apps) in the Microsoft Store. New apps can be downloaded or existing apps can be updated here.



Disclaimer

The functions and features described in this user guide apply to most of the models. It is possible that not all the functions and features are available on this model.

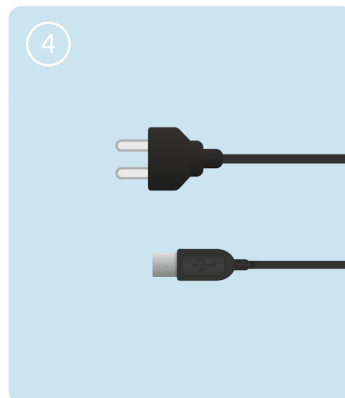
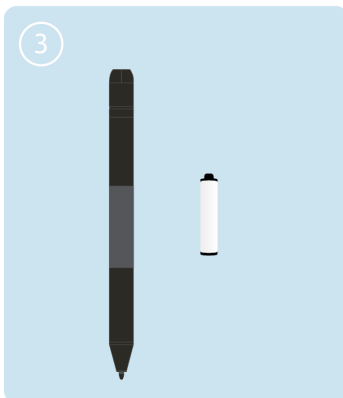
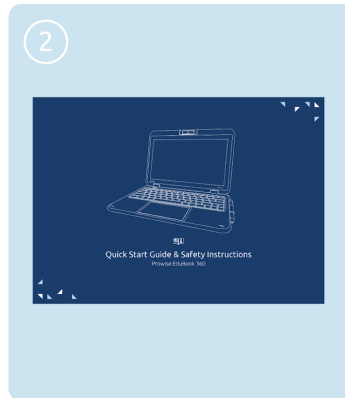
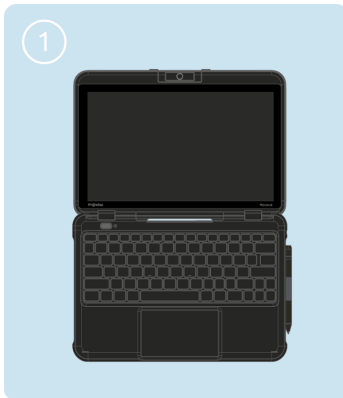
By installing, downloading or otherwise making use of a software product that has been previously installed on the EduBook 360, you confirm that you agree to the terms and conditions of the related software manufacturer.

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1. Get to know your EduBook 360

1.1 In the box



1. Prowise EduBook 360
2. Quick Start Guide & Safety Instructions
3. Active pen with 1x AAAA battery
4. Adapter with power cord



PLEASE NOTE! Check whether the delivery is complete. If not, please contact our service desk in writing within five days after delivery. Please advise the serial number and a copy of the packing slip.



DANGER! Keep the packaging material, such as the foils, out of the reach of children. Improper use can cause suffocation hazard.

1.2 Right-hand side



1	Active pen	The pressure-sensitive active pen can be used on the EduBook 360 to navigate, write and design.
2	Pen holder	You can secure the active pen to the EduBook 360 with the help of this holder.
3	Pen safety cord	Connect the active pen to the EduBook by tying the cord to the intended safety relay.

1.3 Left-hand side



1	USB Type C	Connect the supplied adapter to the USB Type C connector to charge the Prowise EduBook 360. The Type C port can also be used for potential data transfers.
2	Battery indicator	Blue: the adapter is connected and the battery is fully charged. Red: the adapter is connected and the battery is charging. Off: the EduBook 360 is on and is running on battery power.
3	MicroSD card reader	You can read SD cards instantly by inserting them into the card reader (with the connectors facing down and turned towards the EduBook 360).
4	USB 2.0	Via the USB 2.0 port you can easily transfer data, or connect devices such as a mobile phone, camera or smartwatch.
5	Combo port for headphones and microphone	Connection for audio devices (loudspeakers, for example) or a headset with microphone.

1.4 Display



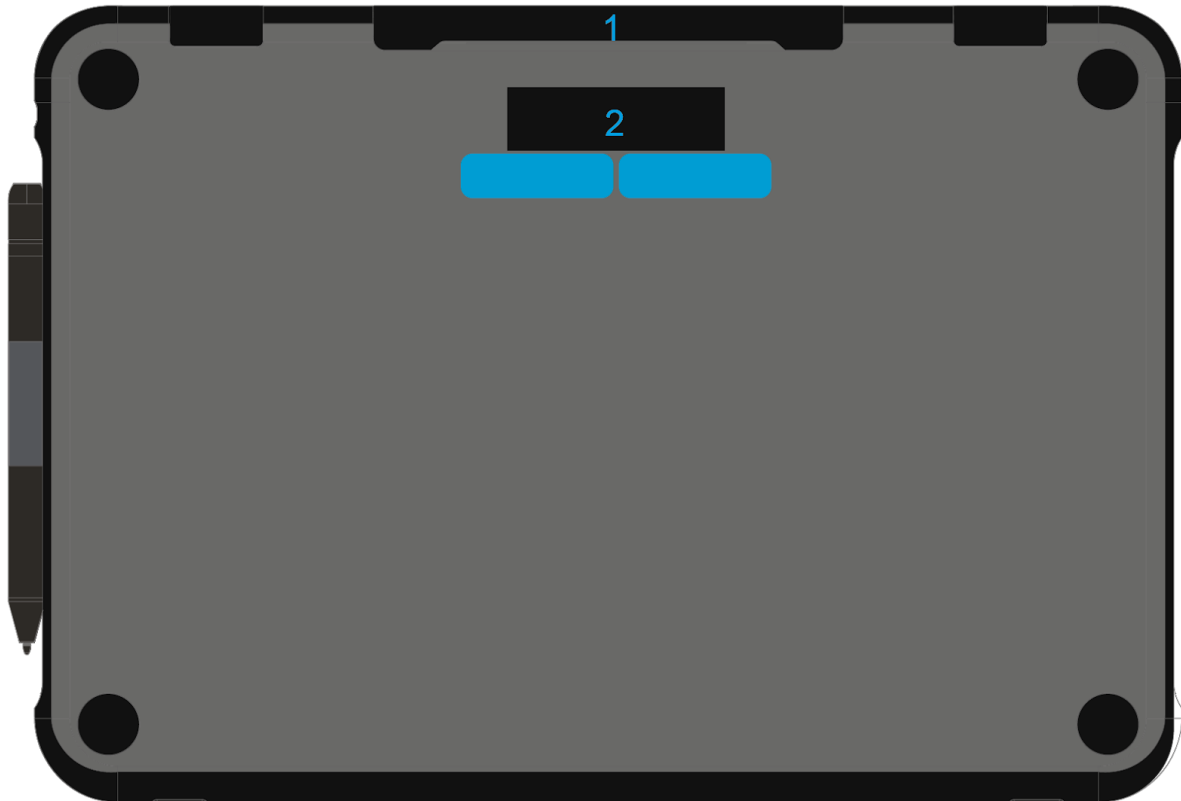
1	Microphone	The internal microphones take care of the EduBook 360's sound recording.
2	180° camera	You can record videos, take photos or hold a video conversation with the camera. In addition, you can rotate the camera 180° so that it can also take pictures straight ahead.

1.5 Keyboard & Touchpad



- | | | |
|---|---------------|--|
| 1 | On/off button | You can switch the EduBook 360 on or off with this button and carry out a forced shutdown. |
| 2 | Keyboard | For entering data in your computer (how to use shortcuts is addressed in a later section of this user manual). |
| 3 | Touchpad | This enables you to move the cursor over the screen and activate or select items on the screen. |

1.6 Bottom & Labels



1 Carry handle

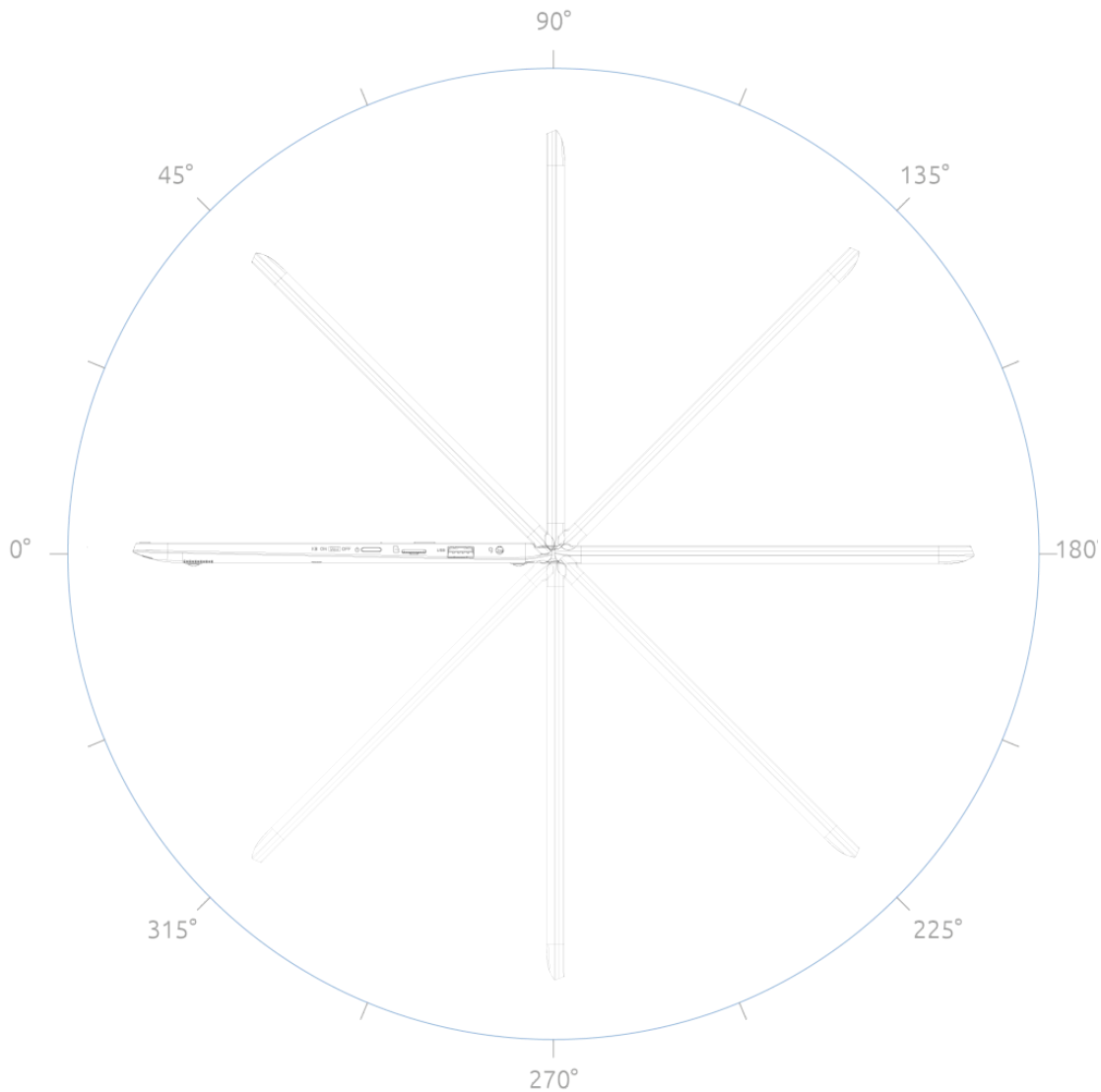
The EduBook 360 can be easily carried thanks to this handle.

2 Label

Labels provide important information for identifying your EduBook 360. This is where you can find data such as serial number, product number and Prowise contact information that you will need in case you wish to contact the Prowise Customer Service desk.

2. Operating your EduBook 360

The EduBook 360 is intended for digital communication and for the use, management and editing of electronic documents and multimedia content. Do not use the EduBook 360 for other purposes.



The EduBook 360 can be flipped open 360 degrees, enabling it to be used in many different ways. Besides using it as a laptop, you can completely flip the screen around and use the EduBook 360 as a tablet. You can also use it in tent mode or get started in portrait mode.



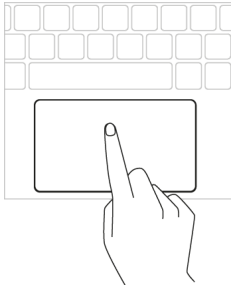
PLEASE NOTE! *The EduBook 360 is protected to a limited degree against being dropped as well as spillage (IP5X dust proof, 70cm drop protection). Read the safety instructions for more information.*

2.1 Keyboard

The EduBook 360 supports the standard Windows shortcuts:

Fn + F1	Help Open the Windows help tab in your browser
Fn + F2	Rename Rename selected icon, file or folder
Fn + F3	Search Open search option for the page
Fn + F4	Windows URL bar Open the URL bar in Windows Explorer and Microsoft Edge
Fn + F5	Refresh Reload the webpage
Fn + F6	Browser URL bar Open URL bar in browser
Fn + F7	Spelling Open spelling and grammar check in MS word
Fn + F9	Save Save changes in current document
F10	Menu Open the menu bar in current application
F11	Full screen Enable or disable full-screen mode
F12	Page source Open page source for popular web browsers

2.2 Touchpad



Move the cursor

Move your finger over the touchpad.

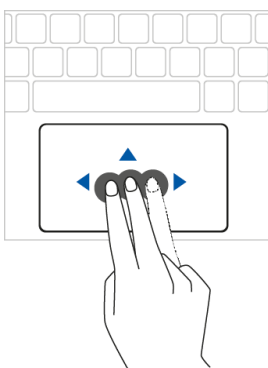


Click

Click the bottom-left half of the touchpad or tap the touchpad.

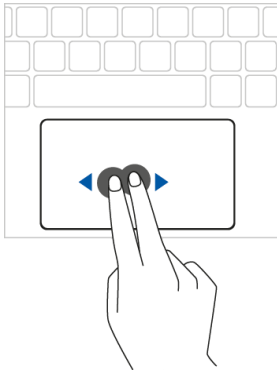
Right mouse click

Click on the bottom-right half of the touchpad or use two fingers to tap the touchpad simultaneously.



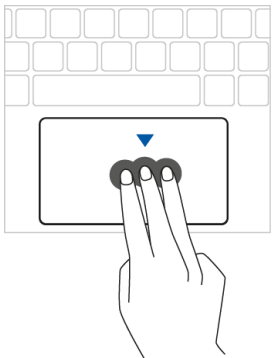
Scroll

Place two fingers on the touchpad and slide them up or down to scroll.



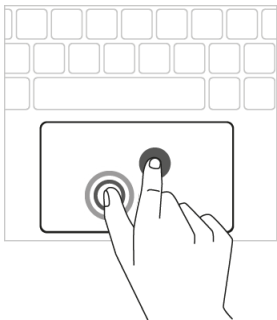
Swipe

Swipe two fingers to the left to return to the previous page and to the right to proceed to the next page.



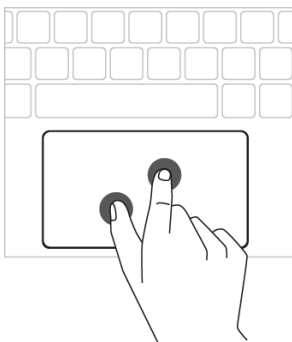
Back to desktop

Swipe three fingers downwards to return to the desktop instantly.



Drag and drop

Press one finger on the item you wish to move. Move the item with a second finger. Remove both fingers from the touchpad to drop the item in its new place.

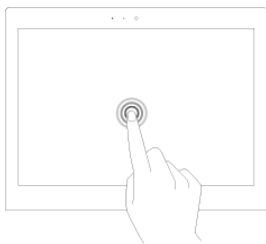


Zooming in / out

Move two fingers towards or away from each other.

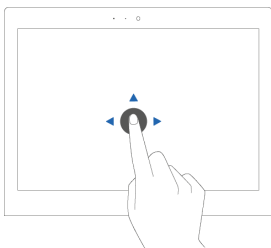
2.3 Touchscreen

The EduBook 360 is equipped with a touchscreen. This can be used in various ways, together with the 360 degree tilting screen. The touchscreen has a number of specific operating actions at its disposal.



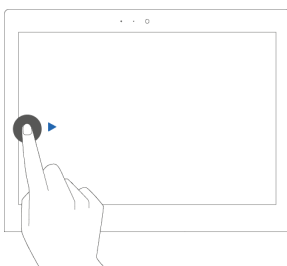
Click

Tap on the screen.



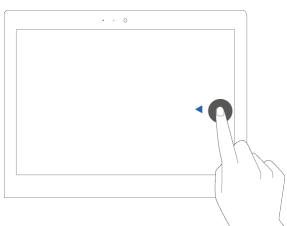
Drag

Press and hold your finger down on an item and drag it to the desired location without lifting your finger off the screen. Remove your finger from the touchpad to drop the item in its new place.



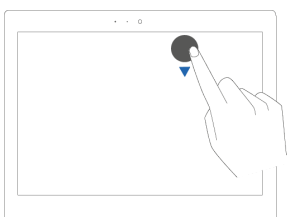
Display all opened windows

Swipe from the left-hand side of the screen to the right.



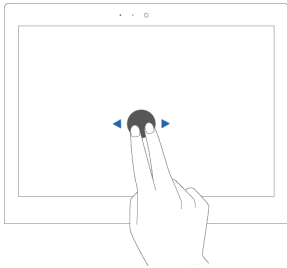
Display action menu

Swipe from the right-hand side of the screen to the left.



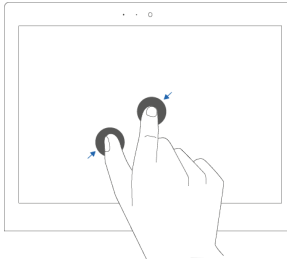
Close full screen

Swipe down from the top of the screen.



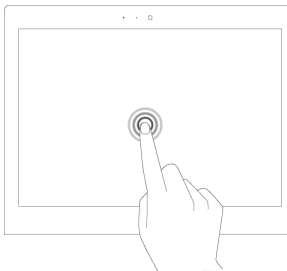
Swipe

Swiftly use two fingers to swipe left to go to the previous webpage and right to go to the next. The same applies for apps.



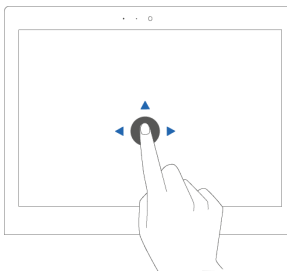
Zooming in / out

Move two or more fingers towards each other and away from each other to zoom out or in.



Right-click (context menu)

Press and hold down the item you want to select for several seconds to activate the right-click menu.



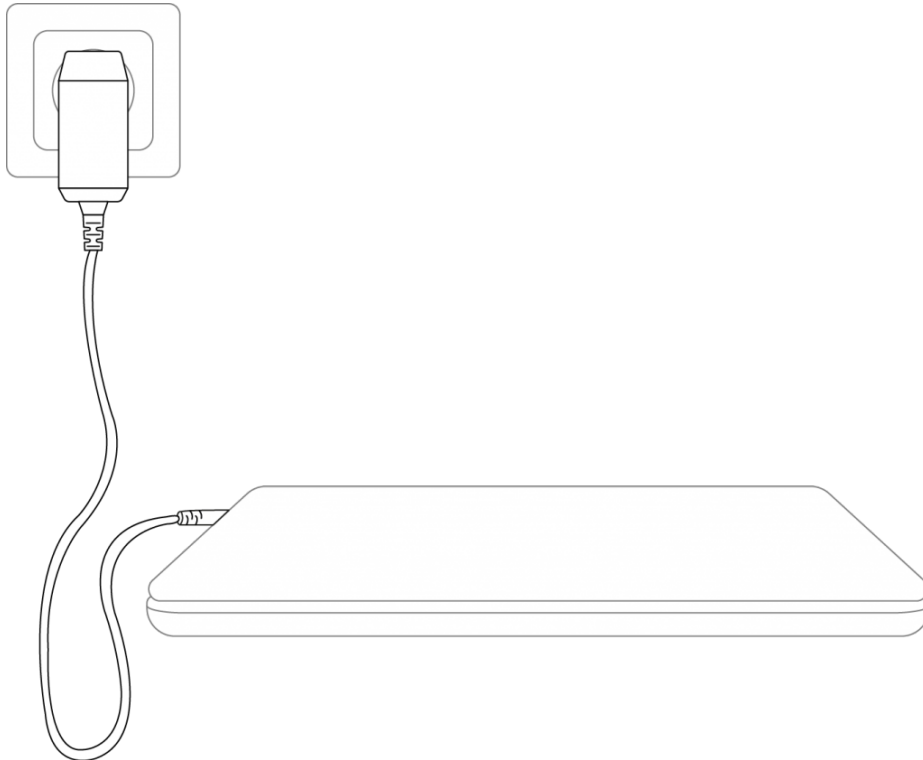
Scroll

Press and hold down one finger on the screen and drag towards the direction you want to scroll.

3. Charger & Battery

3.1 Charger

To charge the EduBook 360, only use the charger supplied with your purchase. Plug the charger in and connect it to the EduBook 360 through the USB C port (charger port).



PLEASE NOTE! Only plug the power cable into grounded electrical outlets with AC 100-240V ~, 50-60Hz. Consult your energy company if you are unsure about the power supply at the installation site.

3.2 Battery

The EduBook 360 has an internal battery. This battery has been integrated in the casing and cannot be removed or replaced without the help of a professional.



PLEASE NOTE! In case the battery is replaced by a third party, the warranty lapses. In case of battery defects, always contact Prowise or a certified Prowise partner. Contact details are available at www.prowise.com

4. Cleaning your EduBook 360

4.1 Cleaning the screen

Cleaning the screen

Use a soft, dry and lint-free microfibre cloth to clean the screen. Double check whether the cloth is actually clean. If you want to use a cleaning agent, only use one recommended by Prowise. Under no circumstance use aggressive chemical cleaning agents, as they can damage the screen.

Always apply the cleaning agent to the cloth first. Never apply it directly to the screen of the EduBook 360. The cloth you use may be slightly damp, but certainly not wet. This can damage your EduBook 360.

Carefully wipe the screen with the lint-free cloth. Do not apply excessive pressure, for this can damage the screen. For the optimal result, gently wipe the screen in a circular motion.

4.2 Cleaning the casing

Use a soft, dry and lint-free micro fibre cloth to clean the casing of the EduBook 360. Double check whether the cloth is actually clean and make sure the EduBook is switched off.

Always apply the cleaning agent to the cloth first. Never apply it directly to the casing of the EduBook 360. The cloth you use may be slightly damp, but certainly not wet. This can damage your EduBook 360.



PLEASE NOTE! Always disconnect all cables leading to the All-in-One PC before cleaning, including the power cable.



WARNING! In case the EduBook 360 comes in contact with water, do not switch it on and do not plug in the charger. This can cause electric shocks.

5. Prowise

Together with you, Prowise aims to achieve better education. Therefore, together with our passionate team, Prowise continues to develop software and hardware solutions that make an actual difference in the classroom.

5.1 Prowise GO



Prowise GO is the most complete learning environment for schools in The Netherlands. Think of adaptive learning programmes, preparing web applications, a class management system and access to Prowise Presenter for all pupils:

Web applications

Determine which educational programmes, applications and links are visible in the online learning environment. As a teacher, you decide which Prowise GO educational programmes, applications or links are visible for students by using 'tiles'. This can vary per class or grade.

Educational processing

Gain insight in the results and progress of each student with the adaptive online exercise programmes by Oefenweb. With the acquisition of Oefenweb, now integrated in Prowise GO, students have access to the Math Garden, Ocean of Languages and Words&Birds. These unique Oefenweb programmes enable students in primary and secondary school to progress at their own level in maths, language and English. Each student follows their own exercise pathway automatically and thereby succeeds more often than not.

Class management

Follow and manage what students do on their personal devices during class. You are in control over what the students do on their Chromebooks. Monitor and determine the sites students use, follow live how they are getting on with an assignment or test and broadcast a student's work on the big screen. Share your screen with some students to give additional instructions, while the rest of the group continues working.

Preparation

Prowise takes care of the entire school's technical implementation of Prowise GO and IT administration. Together, we consider the best solution for your school and then make sure Prowise GO and the potentially acquired touchscreens and personal devices work perfectly. Our Prowise service department is always there to

assist in case of unforeseen problems. In addition, the Prowise service team supports the school in terms of administration and service.

For more information, please consult www.prowise.com/en/prowise-go.

5.2 Prowise Presenter



Thanks to Prowise Presenter, lessons and presentations can be created quickly, easily and interactively. Presenter is packed with educational content and interactive options for teachers (instruction), groups (collaborative learning) and students (processing). For both primary and secondary education. Consider, for example: images, videos, tools, Touch Table tools and 3D models, but also ready-made curriculum strands, quizzes and mind maps. Prowise Presenter is the education software that is used by over 400,000 users to easily create interactive lessons.

Teach and let students get started with Prowise Presenter. It offers many possibilities for both teacher and student: create lessons or essays, work with innovative tools and explore 3D models.

The entire Prowise Presenter version is free for all users.

For more information, please consult www.prowise.com/en/presenter-software.

5.3 Touchscreens & Personal Devices

With the Prowise Touchscreen, you can carelessly enjoy the world's highest audiovisual quality. The top-of-the-line materials in combination with the hardware and software developed by Prowise for unique education and presentation possibilities. Prowise Touchscreens are available in the sizes 55", 65", 75" and 86".

- The 4K Ultra HD IPS Panel guarantees the best possible visual experience. Only the very best top-quality LG panels are used for this purpose.
- The fully-integrated 2.1 soundbar ensures crystal-clear sound. The two integrated speakers (front) and subwoofer (back) are Dolby Audio certified.
- The four microphones integrated in the Prowise Touchscreen recognise voices and people from as far away as 8 metres. This means you can invite external experts to your class via Skype or similar VoIP applications and let students communicate with him or her through the touchscreen.

- With the two ergonomic pens, two students can simultaneously complete exercises or other tasks on the Prowise Touchscreen. The pens remember two colours (front and back) and provide a smooth and realistic writing experience.

For more information, please consult www.prowise.com/en/touchscreens.

In addition, you can further expand the functionality and possibilities of your touchscreen by combining the Prowise Touchscreen with the Prowise iPro lift. Prowise iPro Lift Systems have been developed with the fundamental purpose of usability.

- Safety is provided by the brake that is automatically applied once the screen is no longer in its lowest position. Sensors recognise obstacles when the lift moves up and down. The lift stops immediately once the sensors detect resistance.
- Prowise offers several lift systems, each for different situations, thus safeguarding usability. For instance, the Tilt & Toddler lifts offer the possibility to set the touchscreen to table mode, enabling even the shortest pupils to participate.

For more information, please consult www.prowise.com/en/prowise-ipro-lift-series/.

The Prowise personal devices are exceptionally suitable for secondary education. All devices have been designed specifically for classroom use, with features and functionality that optimally support the Prowise software. Due to the robust casing and the rapid WiFi connection, using software such as Prowise Connect is easy, enabling you to smoothly switch between different devices. Prowise has developed several types of devices, each with their own user applications.

Get started with the Prowise Chromebooks instantly

Open up your Chromebook and it launches rapidly. Students log in with their own details and since the Prowise Chromebook operates in the cloud, they have direct access to documents. With Chrome OS, Google's operating system, you can get the most out of your Chromebook.

Notebooks that are prepared for anything

Powerful notebooks, equipped with Windows 10, designed to be able to take a knock. Moreover, with Prowise notebooks you can easily collaborate via Office 365 and Microsoft Azure (cloud) via Windows.

All-in-One PCs that can actually do everything

The Prowise All-in-One PC is a computer as well as a tablet. You can use this versatile device for any situation in the classroom. What makes the Prowise All-in-One PC so unique, is that it is equipped with an integrated battery and can also be placed flat on the table. This way, you can use the Prowise All-in-One PC as a normal PC, as well as a powerful tablet for small group exercises.

For more information, please consult www.prowise.com/en/personal-devices.

6. More information

6.1 Wireless LAN

With a WiFi connection you can connect to a wireless network. A WiFi connection is required to use Prowise software such as Prowise Reflect.

Make sure you know which WiFi network to connect to and have the right network security key (password), before installing the WLAN.

Click on the WiFi icon in the bottom-right corner in the taskbar to turn on the WiFi. Select the right network and enter the password.

For more information, please visit www.prowise.com/NL/klantenservice.

6.2 VPN

With a VPN connection you can connect to a private network, for instance that of a school or business. A VPN connection (Virtual Private Network) provides the user with a secured and anonymous access to a network and therefore makes the internet connection safer.

Before connecting to a VPN, you need to create a VPN profile on your system. This can be done in two ways:

- Create a VPN profile yourself.
- Create a VPN profile for your work with a business account.

In case you do not have a VPN profile, you need to create one before being able to connect. You can find out how to do this on www.prowise.com/EN/customer-service.

6.3 Bluetooth

To turn on the bluetooth on your EduBook 360, select the menu icon in the bottom-right of your screen in the taskbar. Click on the bluetooth icon to open the bluetooth menu and choose your desired option.