

# Quick Startup Notes

## Display Orientation

Adjust display orientation to accommodate for left or right hand writing, setting the date and time, and other user preferences by tapping appropriate buttons on the inside cover of the notebook.



## Record Notes and/or Audio

To record notes, turn the smartpen on and begin writing on the dot paper notebook. To record audio, touch the tip of the pen to the “record” button on the bottom of the paper, and start writing.



## Listen to Audio Recordings

Touch the tip of the smartpen to your notes with audio and the recording will play. Use the control buttons on the bottom of the page to move through the recording.

# Echo Desktop Software

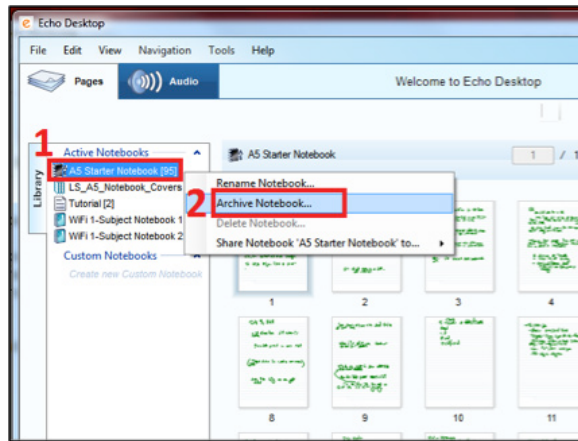
## Download Notes and Audio

Download and install the free Livescribe Echo Desktop Software located at [usf.edu/sds](http://usf.edu/sds) to transfer notes and records via USB. You can then export your audio to MP3 files.



## Archiving a Notebook

Once you have connected your smartpen to the computer, you can archive your notebooks by right-clicking on your active notebooks and selecting “archive notebook.”



# Livescribe Smartpen Program



STUDENTS WITH  
DISABILITIES SERVICES

## Students with Disabilities Services

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[usf.edu/sds](http://usf.edu/sds)

# Introducing the Livescribe Smartpen Program

The Students with Disabilities Services Office (SDS) offers students the opportunity to participate in the Livescribe Echo Smartpen Program.

## What It Does

Livescribe's Echo Smartpen, in conjunction with Livescribe's dot paper notebook, digitally captures written words, diagrams, symbols, and everything you hear. When connected to a computer, the smartpen transfers the audio and notes for future review.



## Why It's Useful

The smartpen allows you to write less and focus more on what is being discussed in classroom lectures, study groups, and presentations.

# How Does the Livescribe Smartpen Program Work?

## Requesting and Checking Out a Pen

Livescribe smartpens may be checked out from the SDS office located in the Student Services building room SVC 1133. To request a smartpen:

1. Complete the Livescribe smartpen request form located at [usf.edu/sds](http://usf.edu/sds)
2. SDS will contact your USF email after reviewing your request form
3. Smartpens are loaned for one semester and check out priority is given to students with notetaking and audio recording accommodations.



**"I'm no longer scared about school."**

Livescribe smartpens let you focus on class lectures, all with a simple tap.

# Smartpen Components

