



# Explain Everything

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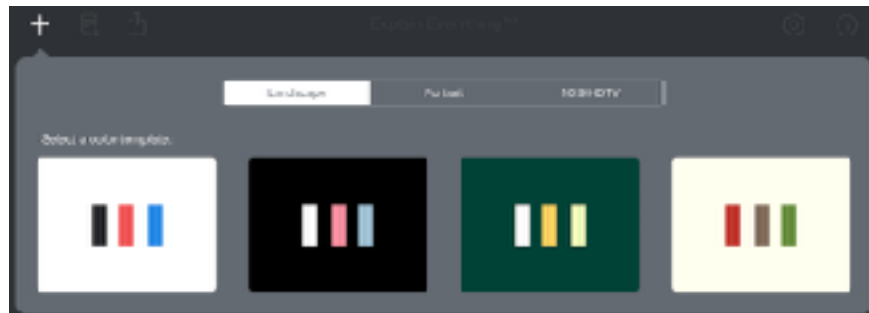
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## What is Explain Everything?

Explain Everything is an easy-to-use design, screen-casting, and interactive whiteboard tool with real-time collaboration that lets you animate, record, annotate, and collaborate. Explain Everything provides teachers and students an opportunity to share thinking, reflect upon knowledge building, and assess both products and processes of learning. Available for iPad, Chromebook, Android, and Windows Devices.

## Create a Project

To create a new project, click the + (plus) icon on the upper left and choose a color template to start with.



## Using the Tools

- Select Tool - Select and move objects
- Pencil Tool - Tap/hold, select thickness, draw/write with your finger
- Highlight Tool - Tap/hold, select thickness, draw/write with your finger
- Shapes Tool - Tap/hold, select shape, tap and drag to draw shape
- Text Tool - Tap/hold, select font/size, tap and type
- Insert Tool - Tap/hold, choose object type
- Delete/Eraser Tool - Select item to delete
- Laser Pointer Tool - Tap/hold, select laser pointer type
- Inspector Tool (Arrange, Edit, Lock) - See below
- Undo - Tap to undo last action
- Zoom Tool - Tap then pinch in and out to zoom
- Color Picker - Tap/hold to change colors

At the bottom of the screen, there are three control bars: a navigation bar with a back arrow, 'Slide 1 of 1', a plus icon, and a forward arrow; a recording bar with a red dot, play/pause, and stop icons, and a timer showing '0:00:00'; and a sharing bar with an up arrow, a document icon, and a home icon.

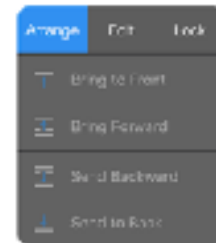


## Inspector Tool (Arrange, Edit, Lock)

The Inspector tool contains three tabs for arranging and editing objects on the canvas. The tabs include Arrange, Edit, and Lock.

### Arrange

Use the Arrange tab bring an object forward or backwards to set it in front of or behind another object.



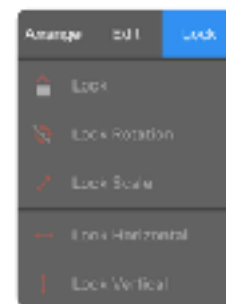
### Edit

Use the Edit tab to group group/ungroup objects, duplicate, copy, and paste, rotate objects, set an object as the background, and flip object.



### Lock

Use the lock tab the lock objects to prevent from accidentally moving them.



## Slide, Record, and Save

