The *Wacom Interactive Pen Display* is designed to allow you to use pen and ink tools as well as touchscreen functionality in presentations, lectures, lesson planning, and more. Tools for the display include touchscreen for navigation and gesture support, a pen to draw directly on the screen for annotation and markup, and customizable functions for express keys and on-screen controls. The following explains how to use the touch and pen tools as well as access the tablet properties to customize your experience:

**Turning On the Wacom Interactive Pen Display**

The Wacom Interactive Pen Display should be set to sleep automatically when not in use for a specified period and does not need to be turned off. To wake up the monitor, simply move the mouse or touch the screen. However, if you find that the device is turned off, locate and press the on/off button on the back edge of the device behind the status LEDs (See Figure 1).

1. **Express Keys**: These buttons are used to activate settings and to customize display settings in the On-Screen Display (See Figure 1).

2. **Status LEDs**: Displays the power and pen status (See Figure 1).
   a. **Power LED**: The Power LED is blue when the pen display is on and a video signal is present; is orange when the power is on, but no video signal is present; and is off when the pen display is off (See Figure 1).
   b. **Status Indicator LED**: The status indicator LED lights blue when the pen tip comes close to the surface or when you press the pen button (See Figure 1).

![Figure 1 - Wacom Tablet](image-url)
Using the Touchscreen

Touchscreen functionality allows you to use the interactive pen display as a standard touchscreen tablet like an iPad or Android tablet device. You may use the default settings for touchscreen mode or customize using the Wacom Tablet Properties application. Please see Accessing the Wacom Properties for instructions related to customizing touchscreen settings.

Using the Pen Tools

The pen is used to interact with your Wacom Interactive Pen Display. This includes moving items, drawing, writing, and activating settings that you assign to pen buttons. The pen also utilizes the ink tools available with the application currently in use for drawing and writing. The following is an example of using pen tools with the Office 365 PowerPoint App:

1. To access drawing tools, from within a presentation slide in the Office 365 PowerPoint app, click the Draw tab (See Figure 2).

2. The pen selection menu will appear to allow you to select a pencil, pen, or highlighter. Click the pen tool you would like to use (See Figure 2).

3. When you select your tool, click the drop-down arrow (See Figure 2). Here you have the option to customize the following:
   a. **Thickness:** Increase or decrease the thickness of the stoke of the selected pen (See Figure 2).
   b. **Color:** Select a color from the drop-down menu (See Figure 2).
   c. **More colors:** Search for more colors or enter the specific red, green, blue values for the color you wish to use (See Figure 2).

![Figure 2 - PowerPoint Drawing Tools](image-url)
4. After selecting your tool and options, **draw** on the slide using the pen attached to your Wacom Interactive Pen Display.

![Figure 3 - Draw Using the Pen](image)

**Pen Buttons**

Pen buttons can be configured as shortcuts to settings. You can view and change the assigned settings on the *Pen* tab in Wacom Tablet Properties. For more information about configuring pen buttons, see Accessing the Wacom Properties.

**Note:** By default, pen button mode is configured with hover click functionality, but you have the option to change functionality to click and tap, if desired. Hover click allows you to hold the pen tip close to the tablet, without touching it, and press the pen button to perform a right-click or other click function. If using click & tap functionality, touch the device surface and press the pen button to perform click functions.

![Figure 4 - Wacom Pen](image)
Tips

- Hold the pen as you would normally hold a pen or pencil. Adjust your grip so that you can press any pen buttons easily with your thumb (recommended) or index finger without accidentally pressing it.
- To make it easier to access tools in applications like Adobe Photoshop, assign modifiers, such as Alt and Ctrl, to your pen buttons so that you do not have to use your keyboard keys.

Pen Tip and Eraser

- **Draw or sign**: Draw or sign with the pen tip directly on the device surface.

*Note*: Pens are pressure-sensitive, so the harder you press, the thicker your lines and the denser the color. A toolbar is also activated when using the pen with Windows 10 Ink or other applications to allow you to manually change pen settings and color.

- **Move the Cursor**: Move the pen while holding it slightly above the device without touching the screen surface.
- **Double-click**: Quickly tap the screen twice in the same place with the pen tip.
- **Erase**: Flip the pen to the side opposite the pen tip and move the eraser over the area you want to erase, just as you would use the eraser on a pencil.

Accessing the Wacom Properties

1. From the Windows 10 desktop, click the **Windows Start** button.

2. In the search box, type **wacom** to search for Wacom Table Properties (See Figure 6).
3. In the search results, click **Wacom Tablet Properties** (See Figure 6).
4. The **Wacom Tablet Properties** window will appear. Here you can set pen button functionality and eraser settings to your specifications. You also have access to customize touchscreen properties, assign keystrokes to customizable components of your device, like ExpressKeys™ and pen buttons, and assign specific functionality to various applications, if desired.

   ![Wacom Tablet Properties](image1)

   **Figure 7 - Wacom Pen Options**

5. To close the **Wacom Tablet Properties** window, click the **Exit (X)** button in the top-right corner.

   ![Wacom Tablet Properties](image2)

   **Figure 8 – Click the Exit (X) Button**