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### 1. Umind introduce

- This manual is suitable for all users and provides reference for beginners
- If you have any questions or are unsure, please contact us:

https://www.riotouch.com

#### 2. Umind Overview

This document aims to clarify the basic functions and operation methods of Umind, so that users can quickly become familiar with each function.

This product, Umind Whiteboard Software, is a special teaching software equipped with an interactive electronic whiteboard. It is easy to operate, write smoothly, and has powerful functions. Teachers can use this software in the preparation and teaching stages to easily produce courseware for various teaching subjects and conduct real-time classroom teaching. The following introduces the basic usage methods of each function one by one



#### 3. menu

#### 3.1.Cloud Disk

Save the canvas contents as PDF output, through the "Menu"  $\square \square \rightarrow$  "Cloud Disk"

Operation steps: Save the canvas content in the cloud>umind folder, and load the QR code for mobile phone scanning and downloading.



Users click Download to save the cloud disk file to the local storage cloud folder,



and click "Insert" to open the selected file in multiple windows

#### 3.2.Open

Through the "Menu"  $\xrightarrow{\square} \rightarrow$  "Open"  $\xrightarrow{\square}$  operation steps, jump to the Ufile file

manager to open the corresponding dzd file or the file supported by umind

									< <sup>2</sup> 1/1 Pervices 100 %	
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	💧 Google Drive	Alarms	Android	Audiobooks	DCIM	Documents	Download			
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C. Tuet	<ul> <li>Cloud</li> </ul>	URecord	Ucut	Umind	Video	data	libs			
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#### 3.3.save

Through the "Menu"  $\xrightarrow{\square} \rightarrow$  "Save"  $\xrightarrow{\square}$  step operation, save as a file in dzd format; this step operation will appear a save pop-up window, you can modify the file name, storage directory, locate the file when saving, and finally click Save to save its content. Note: This option can only save dzd files. If you want to save as pdf/png files, please select the "Export" function

	Save	
	File traine:           Umind_20250402_085559           File path	
•	File Type:  DZD O PDF O PNG	
	Display the files when saved Save Cancel	
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#### 3.4.Export

Click "Menu"  $\longrightarrow$  "Export"  $\square$  to open the export file window, select the save directory and enter a file name, and finally select the file type you want to export, such as dzd, png, or pdf.

	Export File Name: Umind 20250402 085616	
æ	File path           /storage/emulated/0/Umind	
	File Type: OZD <b>O</b> ZD <b>PDF</b> OPNG	
<b>1</b>	Save Cancel	0
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88 🗱 🕹 🗞		Image: Second state         Image: Second state

#### 3.5.settings

3.4.1. Palm Erase

ERA

Go to "Menu" $\Box \Box \rightarrow$ "Settings" $\checkmark$	ightarrow "Palm Erase" and use your palm to

reach the threshold on the whiteboard to enable the erase shortcut gesture. When you place your palm on the whiteboard and reach the threshold, the eraser icon will

appear .		
	Setting Enable palm eraser	
	Custom thresholds	
•	Dark Theme 💿	
	"Translate Language Settings "	
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3.4.2.Custom Thresholds

The custom threshold window will pop up through the steps of "Menu"  $\rightarrow$ 

"Settings"  $\rightarrow$  "Custom Threshold"  $\bigcirc$  . Select the eraser/thin pen/thick pen mode, click "Detect", place your hand or pen in the threshold detection area, click "Confirm", and click "Confirm" at the bottom to save; the application is successful, as shown in the figure

		•
	threshold	
	PLATE SASSAFRAS THRESHOLD: DETECT Confirm 310	
9	Thick fen Thick	
	Confirm	
-		-
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3.4.3.Dark Mode		
Go to "Menu"	→ "Settings" → "Dark Mod	e" to turn on or off the
		•
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•	Custom thresholds Dark Theme	6
	"Translate Language Settings"	
2		
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3.4.4.Translation se	ottings	

Set the translation and translated languages through "Menu"  $\square$   $\rightarrow$ 

ζ٥ϡ "Settings" "Translation". Select the detection language on the left and the translation language on the right;



#### 3.6.About

You can check the ur	mind version by going to "Menu	
•	About United Watabrit 4.22	
2		0
Ban 19 5 6		E K 1/1 N Exception Read states Control to

### 3.7.quit



to exit directly, click "Save" to exit after saving

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a a	4	
■ # 2 b b   2 C B B   D   2 C B B   2 C B		<u>₩₩₽₽</u> ₩₩₽₽₽

### 4.QR sharing

This QR code is mainly used to share the canvas content. Users can obtain the canvas data for saving after scanning the code

#### 4.1. Share the current page

Click "Share the current page" to pop up the QR code. Scan the code with your mobile phone to take away the whiteboard data of the current page, as shown in the figure

#### 4.2. Share all pages

Click "Share All Pages" 트	and a QR code will pop up. Scan the code with your
mobile phone to take away all tl	ne whiteboard data, as shown in the figure

•	QRCode sharing Scan the code to share the document	
2		
Bå 🗱 🔊 🕅	With Disconstruction         Provide         With Disconstruction         With Disconstruction         With Disconstruction           With Disconstruction         Provide         With Disconstruction         With Disconstruction         With Disconstruction	● K <sup>al</sup> 1/1 X <sup>al</sup> M ● L. Li New Process 107% New Reserver Receiver Cerves Lit

## 5. Plugins

#### 5.1.Courseware

Ucourse is a dedicated teaching plug-in embedded in UMind. It is easy to operate and has strong classroom interactivity. It supports multimedia teaching methods such as pictures, audio, and video, as well as online classroom exercises. Teachers can use Ucourse in the classroom to easily conduct instant teaching in various subjects. This section will introduce the use of this courseware.

5.1.1. Account switching

Enter the courseware list through "Plugins"  $\hookrightarrow$  "Courseware", click the "Switch"  $\rightleftharpoons$  icon, and scan the mobile phone to log in to the courseware, as shown in the figure



5.1.2. Courseware loading and switching

Click on the subject and grade to load the courseware in that directory; click on

any courseware to switch the courseware; as shown in the figure

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prography Like Caffy a Transverse Market questions Crement Crement Cafesidion Questions		2
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5.1.3. Courseware Demonstration

The dotted part of the page is the hot zone. Click the dotted area to play the preset pictures, videos, audio and link functions

Courseware operation bar: Courseware title, page turning, audio, link, video, picture, title

	Bottom toolba	ar: Screenshot 🛄	, left half screen	, center half s	creen
half	screen 🔲 ,	minimize <table-cell-rows> ,</table-cell-rows>	maximize 🏹 ,	close multiple	windows 🗙
dan bolgy skyticki		ι. Γ	Ingles Formed by Parallel Lines Cat by a Trans. Angles Formed by Parallel Lines Cat by a Trans. In the size of unknown angles.	wesal	
physics Art Brafsh Grenics	App fremery brance App fremery brance Calculary brance Calcular	ngles Cour Cour	Formed by Paralle (1/2) 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	2 C T 4 25 X	e Transferration of the second s

5.2.PHET

Enter PHET through the "Plugins"  $\stackrel{\frown}{\rightarrow}$  "PHET"  $\stackrel{\frown}{\sim}$  operation steps, and

click any courseware to enter the interactive animation simulation teaching material



5.3.Periodic table

Open the element animation through the "Plugins"  $\rightarrow$  "Periodic Table" operation steps, which classifies the four groups by color, divides by metal and non-metal, and displays the atomic number and isotope

H Hydrogen																	Helium
3 Li Lithium	4 Be Beryllium											5 Boron	6 Carbon	7 N Nitrogen	8 O Oxygen		10 Ne Neon
11 Na Sodium	12 Mg Magnesium											13 Aluminium	14 Silicon	15 P Phosphorus	16 Sulfur	17 Cl Chlorine	18 Argon
19 K Potassium	20 Ca Calcium	21 Sc Scandium	22 <b>Ti</b> Titanium	23 V Vanadium	24 Cr Chromium	25 Mn Manganese	<sup>26</sup> Fe	27 Co Cobalt	28 Ni Nickel	29 Cu Copper	30 Zn Zinc	31 Gallium	32 Ge Germanium	33 As Arsenic	34 Se Selenium		36 <b>Kr</b> Krypton
37 Rb Rubidium	38 <b>Sr</b> Strontium	39 Y Yttrium	40 Zr Zirconium	41 Niobium	42 Mo Molybdenu	43 Tc Technetium	44 <b>Ru</b> Ruthenium	45 Rh Rhodium	46 Pd Palladium	47 Ag Silver	48 Cd Cadmium	49 In Indium	50 Sn Tin	51 Sb Antimony	52 Te Tellurium		54 Xe Xenon
Cesium	56 Ba Barium	57-71 Lanthanides	72 Hf Hafnium	73 <b>Ta</b> Tantalum	74 W Tungsten	75 <b>Re</b> Rhenium	76 Os Osmium		78 Pt Platinum	79 Au <sub>Gold</sub>	80 Hg Mercury	81 TI Thallium	82 Pb Lead	83 <b>Bi</b> Bismuth	84 Po Polonium	85 At Astatine	Radon
87 <b>Fr</b> Francium	88 Ra Radium	89-103 Actinides	104 <b>Rf</b> Rutherford	105 Db Dubnium	106 <b>Sg</b> Seaborgium	107 <b>Bh</b> Bohrium	108 Hs Hassium	109 Mt Meitnerium	110 DS Darmstadt	111 <b>Rg</b> Roentgeni	112 Cn Coperniciu	113 <b>Nh</b> Nihonium	114 <b>Fl</b> Flerovium	115 Mc Moscovium	116 Lv Livermoriu	117 <b>TS</b> Tennessine	118 Og Oganesson
1		57 La Lanthanum	58 Ce Cerium	59 <b>Pr</b> Praseody	60 Nd Neodymium	61 Pm Promethium	62 Sm Samarium	63 Eu Europium	64 Gd Gadolinium	65 <b>Tb</b> Terbium	66 Dy Dysprosium	67 Ho Holmium	68 Er Erbium	69 <b>Tm</b> Thulium	70 Yb Ytterbium	71 Lu Lutetium	
Periodic Table	0	<sup>89</sup> Ar	90 Th	91 Pa	92 	93 Nn	94 <b>D</b> 11	95 <b>∆m</b>	°° Cm	97 Rk	<sup>98</sup> Cf	99 Fe	100 Fm	101 Md	102 No	103 <b>I r</b> I III II	* :: ×
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#### 5.4. 3D

Open 3D courseware through the "plug-in"  $\rightarrow$  "3D"  $\rightarrow$  operation steps;

#### 5.4.1. 3D courseware switching

The user sets the corresponding 3D courseware directory in the background,

clicks "plug-in"  $\rightarrow$  "3D"  $\rightarrow$  switch account " $\rightarrow$ " to scan the code to switch the corresponding account



#### 5.4.2. 3D Demonstration

Users can click on the corresponding 3D resource to demonstrate. It also supports users to configure 3D resources in the background by themselves and log in to their teacher account to view it by switching accounts.



6. single finger/multi-finger

#### 6.1. single Finger

In single-finger mode, only one-point touch writing is supported. Place two or more fingers on the whiteboard page to move or zoom. The page percentage is displayed in the upper right corner, as shown in the figure

	Scaling89.9%	
•		
83 ∰ £ & ∞ ~ ~ ~ ~	Image: Constraint of the second sec	W Finite B99 bit investigation correct or

#### 6.2. Multi-finger

The multi-finger mode supports multiple people to write together at the same time, with 30 touch points by default

# 7. Undo/Restore

#### 7.1.Undo

Click to undo the previous step, as shown in the picture

#### 7.2.Recovery

Click Resume to proceed to the next step, as shown in the figure

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#### 8. Eraser

#### 8.1. Eraser Threshold

Open the eraser tool  $\bigotimes$ , place it on the left eraser, and it will prompt "Start Recognition". After you raise your hand, it will prompt "Recognition Completed"

#### 8.2. Eraser Mode

Eraser mode means partial erasure, which is usually used to manually erase details such as a part of handwriting; select the left eraser mode, place your hand on it, and the eraser icon will appear, and you can erase it by sliding

#### 8.3.Area Mode

Area erasing means selecting a certain area to delete as a whole; select the right circle selection mode, and you need to select the object to erase

#### 8.4.Swipe right to clear the screen

Swipe right to clear the screen means swiping from left to right to clear the screen, or double-clicking the eraser to clear the current page content

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E5 ∰ €) 30 × ×	

#### 9. Pen

Umind provides a variety of pen types: regular pen, graphic pen, AI smart pen (text pen), simplified pen, etc. Users can switch between different pens to write. When writing, you often need to modify the color, thickness and other attributes. This section will focus on the pen type and its attribute content.

#### 9.1.Brush type setting

Umind provides a variety of brush types. You can select the corresponding brush by following the steps of "Pen"  $\rightarrow$  "Regular pen, graphic pen, text (AI smart pen), simplified pen, marker pen". The following is a further introduction to each brush



- Regular pen/pressure-sensitive pen 🔛 : The line thickness is uniform and the line ends are smooth and without edges. It is generally an opaque solid line. It is the most commonly used brush type. The pressure-sensitive pen will become thicker and thicker with the size of the force
- Shape pen<sup>(1)</sup>: It can recognize some simple geometric sketches and recognize hand-drawn figures into regular figures (circles, triangles, squares, rectangles). The effect is shown in the figure below
- Al smart pen (text pen) : Handwritten words are intelligently recognized as printed text. The effect is shown in the figure below
- Simple drawing Simple constraints: It can recognize some simple hand-drawn graffiti sketches.
   Select the corresponding simple drawing according to the needs. The effect is shown in the figure below 4
- Marker pen 🔄: This pen is semi-transparent during drawing





#### 9.2. Brush color setting

Default 12 colors or custom color palette to switch brush colors



#### 9.3.Pen threshold setting

Set the pen threshold size: When the user switches between large and small pens while writing, the large and small pens will be automatically identified and their colors will change; there are 2 operation methods

Operation method 1: Select the regular pen type, place the pen in the thin pen ① and thick pen ② respectively, the pen stroke size will be automatically detected, and the recognition will be prompted after the hand is raised



Operation method 2: Open the menu, select the setting function, click "Custom Threshold" and the threshold adjustment box will pop up

	threshold		
¢	Testimeter	PLATE SASSAFRAS THRESHOLD: DETECT Confirm FINE PEN THRESHOLD: <u>0.0</u> <u>9.0</u> DETECT Confirm THICK PEN THRESHOLD: <u>12.71</u> <u>30.0</u> DETECT Confirm	•
<b>2</b>		Confirm	
82 11 20 10 11 11 11 11 11 11 11 11 11 11 11 11 11	tun   Que Tore	Pre Dest series and has been been been been been been been bee	● K <sup>2</sup> 1/1 X <sup>2</sup> ₩ ○ L. Lit but Finder 100% and Constant Restriction Convert Lit

#### 9.4.Line width

To modify the line thickness of the pen, follow the instructions below;

Slide left and right to modify the line width of the pen. The line thickness will decrease when sliding from right to left, and increase when sliding from left to right (the minimum is 1 and the maximum is 40). The thickness of the pen can be seen in the preview interface;



# 10. Select

LIK If you want to operate one or more objects on the page, you must first select the object through the selection operation;

Set the current operation of the software page to selection by clicking the selection button on the toolbar, and then select one or more objects by circling. The selected image object is surrounded by a dotted box. You can click inside the box and move it to move the object. If you want more operations, please click the selection box operation bar

10.1. Copy

Copy the selected object to the software clipboard. Operation steps: First select the object text or picture to be copied, click the copy button



#### 10.2. Font Line Width

Change the font line width of the selected object. Operation steps: Select the object to be changed, and then set its size by changing its number.

•		
•		
2		
BC S An	ten l de le	E K 2/2 N Example Statistics Control Batter

#### 10.3. Color switching

Change the color of the selected object. Operation steps: Select the object to be changed, click the color wheel, and select the color.



#### 10.4. Adjust layer

Adjust the layer position of the selected object. Operation steps: First select the image to be pinned, then click the button to pin it.  $\overline{\uparrow}$ 

•		
•		
2		2
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10.5. Mirror

Mirror  $\stackrel{[1]}{\longrightarrow}$ : Mirror the selected object horizontally or vertically. Operation steps: Click "Mirror"  $\stackrel{[1]}{\longrightarrow}$  "Horizontal Mirror"  $\stackrel{[2]}{\longrightarrow}$  or "Vertical Mirror"  $\stackrel{[2]}{\Longrightarrow}$  on the selected object. Example image: The left side shows the selected object before flipping, the middle after horizontal mirroring, and the right side after vertical mirroring.



#### 10.6. Letter case conversion

Convert all letters to uppercase or lowercase. Operation steps: Use the AI

smart pen (i.e. text pen), click Select, select the object to be converted, and click the CAicon to convert the uppercase and lowercase letters.



#### 10.7. Image text extraction

Extract the text from the image . Operation steps: First select the image, click Extract, the extracted text will be embedded in the whiteboard interface, and the extracted text can be operated by functions such as capitalization, text input, color, reading, translation, and AI query.



10.8. Text input

Text input can be performed through keyboard or mobile phone scanning. Operation steps: Use AI smart pen (i.e. text pen), click the selection box to select text, click TT the text input button, a pop-up window will pop up, enter text on the keyboard or mobile phone scanning code, and click Confirm.

•		
	Johnny Linen well ( guess ummin it would have to be. hat she blow dries in hans van, same men har is long at the She dons? Johnny Yenk ( take a shower, scream to my hair. St Tr O K @ Q Q	
	Johnny: Yeah, I take a shower, scream her name, get dressed and then she drie my hair.	
9	Confirm Cancel	
2		0
88 III 2 3 1	Image: Construction of the sector of the	E Karal State Security Received Security Received Security Securit

#### 10.9. Text reading

Convert standard text (including translated text) into local voice. Operation steps: Use AI smart pen (i.e. text pen) to write, recognize and convert into standard text, then click voice broadcast function to read

Voice broadcast settings 1 Pause/broadcast function, 2 Switch speed, 3 Switch male/female voice



Note: This item requires downloading the voice plug-in. Select  $\[Mathbb{M}\]$  and follow the steps to download.

#### 10.10. Search

Supports text or image search. Operation steps: Use AI smart pen (text pen) to write or standard font, circle and click the search function, select different browsers to search; you can also drag the image from the browser to the whiteboard page, press and hold for about 3 seconds, the image will be embedded in the whiteboard without the browser



10.11. Translation

Translate standard text into multiple languages. Operation steps: Use the text pen to write, and it will be automatically recognized as printed text after writing. Click the selection button, select the object and click the icon to enter the translation setting. Set the translation language and the translated language and click the blank space to translate. If it has been set, you can directly click the translation icon. Click Undo to undo the click status;



#### 10.12. Formula recognition and function generation

Recognize handwritten formulas and automatically convert them. Operation steps: Use the "regular pen" to write, click the selection box to select the object, and then click the formula button



Click "<sup>++</sup>" to create a function graph



#### 10.13. Voice to text

The operation of converting voice to text and embedding it into the whiteboard. Operation steps: After writing with the AI smart pen (text pen), click the selection button to select the text, then click the pop-up window and speak into the microphone. After voice recognition, it will be converted into text and embedded into the whiteboard page.



Note: This item requires downloading the voice plug-in. Select  $\[Mathbb{k}\]$  and follow the steps to download.

#### 10.14. Handwritten object conversion to standard

Through the operation of handwriting object recognition and conversion, handwriting is recognized into various standard forms, including converting text to standard text, converting handwriting to basic geometric figures, and converting handwriting to simple images



This function recognizes handwritten input text and converts it into a standard text format. It supports the conversion from handwritten characters to complete disconnected text. The system will recognize and provide multiple options.



This function can convert the basic geometric shapes (such as circle, square, triangle) drawn by the user into standard geometric objects.

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This function converts the user's hand-drawn images (such as animals, objects, and people) into a standard image format. The system will automatically identify the category and provide options based on the characteristics of the hand-drawn image.



#### 10.15. AI

By handwriting or standard text, clicking the AI icon will jump to the AI window, including AI dialogue, AI generated pictures/videos, browser, AI classroom course design, and AI answering.



#### AI dialogue and image/video generation

Connect to AI big models deepseek S and openAI . Users can find AI entrances through handwriting or standard text, jump to the AI window to conduct AI dialogue and generate images and corresponding videos. Supports switching between several big models, among which generating images/videos requires

# 

#### switching to the object model

#### Browser

To facilitate users to search while using AI, this function supports switching between different search engines (such as Google, Bing, YouTube, etc.)



#### •AI Classroom Course Design

To facilitate the course design of educators, AI is introduced for corresponding teaching planning. Through the introduction of AI, the teaching goal is not only to impart knowledge, but also to cultivate students' abilities in multiple dimensions. Teaching content planning and AI assistance, automatic resource recommendation, resource matching: formulate teaching content and test questions according to course content, subjects, difficulty, etc., which greatly saves educators' preparation time



# •Al Al Questions 🏙

Al answering is a function that provides answers, analysis or guidance to users through artificial intelligence technology; it generates different questions based on subjects, grades, number of questions, difficulty, question types and other options, and provides answers



#### 10.16. Deletion

III Click the delete icon to delete the selected object.

# 11. Insert

This insert function provides ways to insert charts, files, signal sources, etc. This section will introduce its specific functions

#### 11.1.Insert chart

Click Insert Chart to select table  $\boxplus$ , graph, mind map  $\P$ , the effect is as shown in the figure



Click "Insert"  $\longrightarrow$  "Table"  $\bigoplus$  to pop up the table window. Drag and draw the table in the window. After drawing the table, click OK to perform the corresponding operations in the table.

Add or delete rows and columns: click "+" to insert a whole row or column on the right or below; select a whole row or column to add rows and columns on the left or right or above and below.

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2		Ø
88 88 20 10 Mar or rep and	voite     Port     Port	En Security Received and cares Training

Remove cell contents: Select the contents in the cell and disconnect it from the table. When you move the table, the cell contents will not be moved.



#### 11.2.Insert files

Supports inserting multiple files at the same time. Operation: Click Insert File and select  $\square$  the type of image/video/document to be inserted.

Umind V4.2.2 User Guide

			and columns. It should be completely accessible using assistive technologies such as screen readers.
	Foersom		Headings These off extreme headings in the discusses of a "balance" of the discusses of th
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10. 2	.1.Browser		
	Go to "Insert" $\longrightarrow$ "I	Browser" to add search	nes from Google, YouTube,

etc. Click the icon to pop up the QR code and scan it with your phone to enter

#### text to search

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10.2.2. Introduction to the file multi-window function

Multi-window support for file preview, free adjustment of the window size around the four sides and four corners, clickable and movable title at the bottom, dragging the window by placing five fingers on the window content;

Multi-windows correspond to screenshot  $\square$ , left half screen  $\square$ , center half



10. 2. 3. From phone

Open the QR code through "Insert" "Form Phone" and scan the QR code with your phone to upload files supported by kkfile

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#### 11.3.Insert signal source

Click the signal source to insert OPS, HDMI to view this interface

#### 11.4.Subject Tools

#### 11.4.1.Ruler

Open the ruler and click the rotation button to rotate the ruler to change the ruler's tilt angle; move the writing pen near the edge of the ruler scale to draw a line; click the close button to directly close the ruler;

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11.4.2.Set Square

Open the set square, click the Select button to rotate the ruler to change the inclination angle of the set square; click the Close button to directly close the set square; move the writing pen near the edge of the set square scale line to draw a line;



11.4.3.Protractor

Open the protractor and click the select button to rotate the protractor to change the tilt angle; move it to the appropriate position close to the arrow and click



"  $\sqrt{}$ " to draw its angle diagram; click the close button to directly close the protractor;

11.4.4.Calendar

Click on the calendar to view the current date, and scroll up and down to view the date, as shown in the figure

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11.4.5.Calculator

+ -  $\times$  = Click the calculator to perform common addition, subtraction, multiplication and division operations, as shown in the figure

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11.4.6.Timer

It includes timing and stopwatch functions; the timer is mainly a countdown tool, which triggers a reminder after the design time ends; the stopwatch is mainly a positive timing tool, which records the time interval from the start to the end, and supports pause and segmented timing, etc.

Set the countdown time>Start/stop the countdown; when the countdown is 3 seconds, there will be a sound reminder.

Start the stopwatch>Click the stop icon, pause the timing>Click the icon to clear the timing; switch to full screen, and tap to restore the small window.



#### 11.4.7.Spotlight

Click on the spotlight to enter the spotlight effect, click (1) to set different spotlight icons such as triangle, circle, square, pentagon; click (2) to set the color of the non-spotted area: such as black, red, blue, click the + sign to add any color, drag the progress bar to adjust the spotlight color; place one finger on (3), pull up to zoom out, pull down to zoom in; click (4)× to turn off the spotlight, as shown in the figure



#### 11.4.8.Multi-screen

Click Multi-screen to set the number of split screens: 2, 3, 4; set the split screen background: white, green, yellow, black; click to confirm the application is successful, click Cancel to cancel the multi-screen application; the default number of split screens is 2, and the default color is white; as shown in the figure

 Split screen settings
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# ⋈ № 11. 4. 9. Voting

Scan the QR code to create a vote. After voting, the voter can export the result to the whiteboard

SELECT CANCEL

The creator (1) scans the QR code with his/her mobile phone, (2) creates a vote, as shown in the figure





Open the annotation for editing through the "Tools"  $\rightarrow$  "Annotation" operation steps. Corresponding functions: switch color, set size; withdraw and restore; erase annotation content and delete; save annotation (save as a picture in

the default local storage or scan the QR code to save);

Note: You need to close the annotation to operate the whiteboard toolbar function



# 12. Switch toolbar

The default state is displayed in the middle. When the display is switched to





Click " to create a new page, list page +1, number of pages +1

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# 14. Screenshot

13.1.Screenshot

Click "Screenshot $\square$ "Curren	t Screensho 😽 t", capture any picture, click
$\checkmark$ to save to local storage by default and	l embed it into the whiteboard; its functions
are full-screen capture $\square,$ custom scre $ imes$ , save $\  extsf{save}$ ;	ensho t, scan code to share i, close

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# 13.2. Application screenshot

Click "Screenshot" $\rightarrow$ "Application screenshot", select the application,
capture any picture, click $\ \checkmark$ to save to local storage by default and embed it into
the whiteboard; its functions are full-screen capture $\Box$ , custom screenshot $\Box$ ,

scan code to share , close ×, save √;

#### 15. Camera

展台功能:

Booth function:

1. Click 2 , support annotation text in the camera.

2. Click , support photo conversion and image insertion into UMind.

3. Click  $\ensuremath{\mathbb{C}}$  , support the camera to recognize standard text and insert it into UMind.

4. Click (2), support switching cameras.

Toolbar functions:

1. Click to hide the booth bar

2. Click to take a screenshot and embed it in UMind

3. Click to center the left half screen, i center the middle half screen,

center the right half screen

4. Click to minimize, hide in the drawer, click to call it out

5. Click  $\$  to maximize the function to fill the screen without blocking the bottom toolbar

6. Click Xto turn off the camera function



### 16. Urecord

Use urecord to record the current screen or externally, and support recording with up to two cameras at the same time



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Settings O : Set the audio type, video bit rate, and multi-camera switching function



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share Users can click the icon to scan the code to obtain the file video

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#### 17. Background image

After setting the background, each newly created page can have the same theme background, so as to adjust the visual effect and layout. It supports pure color, graphics, pictures and background images uploaded by mobile phone and applied to current, all and new pages

#### 17.1.Color background

Switch the background color in the background color interface (the default color is gray) or click "" to add a custom picture from the color palette, click confirm, and the application is successful

#### 17.2.Shape background

Switch the background in the background graphics interface, click confirm, and the application is successful

#### 17.3.Image background

Switch the background in the image interface, click confirm, and the application is successful; users can select pictures from pictures and default browsers

# 17.4.Upload background with mobile phone

Scan and select an image to upload with your mobile phone, and set the image as the whiteboard background

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# 18. Page list

etc



#### 18.1.Vertical/horizontal preview

Click the "List" button to enter the page preview. You can slide up and down to view the page, adjust the page order and switch to a specific page. The corresponding page number and the total number of pages and the current page are displayed in the upper right corner, and you can click to switch to horizontal preview



#### 18.2. Move Page

To move a page, drag the corresponding page thumbnail to the new position. A bar will appear to show the new position of the page thumbnail, and the page will be renumbered

#### 18.3.Delete

Click " $\times$ " to delete a single page, click the "Delete"  $\square$  icon to delete all the remaining pages and keep only one page

