

Educator Essentials Guide

Creative Touch Series 5 Gen 3



This guide provides a brief overview to help you get started.
For additional information or support, please see below:

[Education Resources](#)

General Questions: support@optoma.com

Submit a Ticket: bit.ly/OptomaTechSupport

Home Screen

This diagram provides an overview of the home screen to help you easily identify each feature.



1 Side Toolbar

Tap the arrow on either side of your screen to open your side toolbar. From here you can switch apps, view recent tasks, and access tools like annotation, screen recording, and more.

2 Google Search

Initiate Google searches directly from the home screen. You can also activate the Google Assistant by saying, "Hey Google."

3 Panel Login

Scan the QR code or tap the button to sign in to your Optoma account. Create your own roaming Optoma profile using your Google, Microsoft, or Apple credentials.

4 Input Shortcut

This is your input shortcuts bar. Tap the pencil icon to choose which inputs you would like to see in the bar. To access the entire Shortcut menu, **swipe up** from the bottom of the display.

5 Environmental Sensor

These readings come from an optional sensor box mounted to the bottom of your display providing NFC reader functions in addition to environmental sensing.

6 Whiteboard

Create. Connect. Collaborate. using the Optoma Whiteboard. Import lessons, sync with Google Classroom, and launch live collaborative sessions for active engagement.

7 Display Share Casting

Share content from any device using AirPlay, Chromecast, or Miracast. Download the DisplayShare app for added features like remote view, screen control, and more.

8 File Manager

Access internal file storage and connected OneDrive or Google Drive cloud accounts.














9 Applications

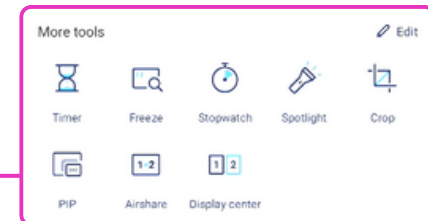
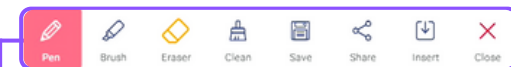
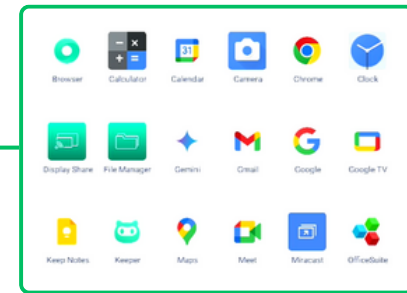
Tap to access Google applications. To view **ALL** applications, **swipe up** from anywhere on the home screen.

Side Toolbar

To open the side toolbar, tap the arrow on either side of your screen. This provides easy access for navigation between applications, settings, and tools.

1 Side Toolbar

-  **Back:** Previous app or location
-  **Home:** Back to Home screen
-  **Recent Apps:** View thumbnails of currently running applications and quickly switch between them or enter split-screen view.
-  **Shortcut Menu:** Change inputs, PIP mode, and display options
-  **Display Share:** Screen sharing and remote control of your display
-  **Whiteboard:** Open the Optoma Whiteboard app
-  **Settings:** Open the settings menu
-  **Applications:** Open the applications window to choose a new app
-  **Screen Lock:** Lock your display screen
-  **Screen Recording:** Screen recording with audio and thumbnail camera
-  **Annotation:** Annotate anywhere, then save or share
-  **Calculator:** Open the calculator
-  **More Tools:** Open a menu of additional tools. Tap & hold to add to change which tools are pinned to the toolbar.

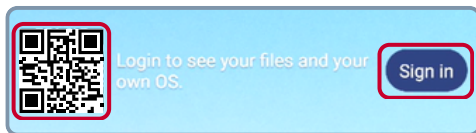


Login to your Panel

Your account helps you do more by personalizing your display experience and offering easy access to your most important information from anywhere with true roaming profiles.

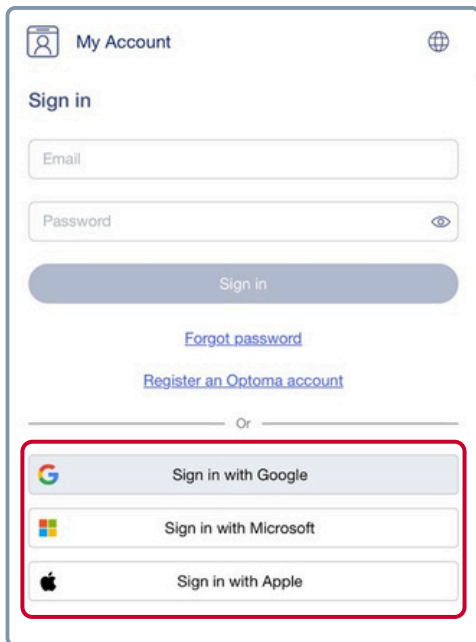
3 Panel Login for Google Apple Users

Step 1: Scan QR Code or tap "Sign In"

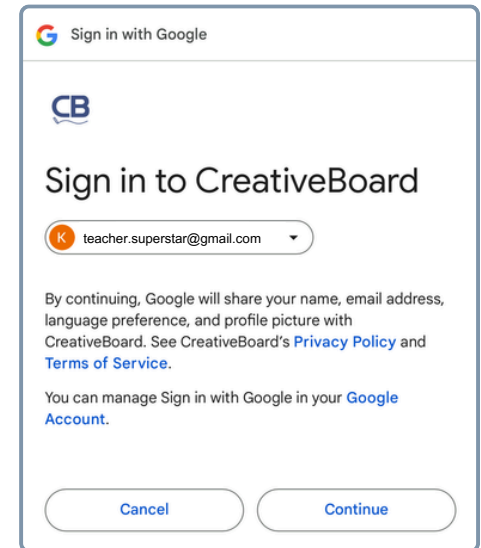
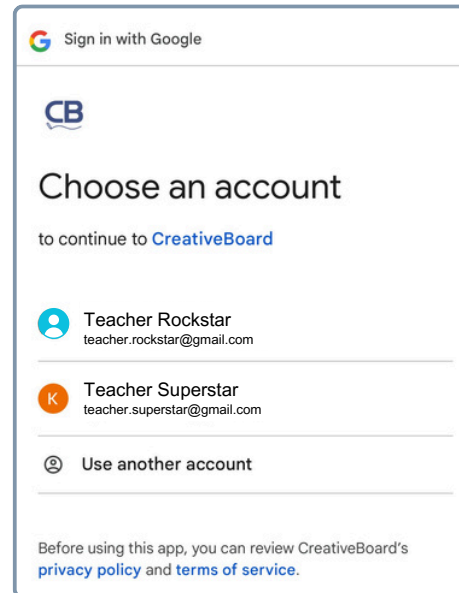


Step 2: Sign in with your Google, Microsoft, or Apple credentials

*For new users, this will generate your account



Step 3: Follow prompts to finalize process



Account Login Options

QR Code



NFC Card


*with optional sensor module



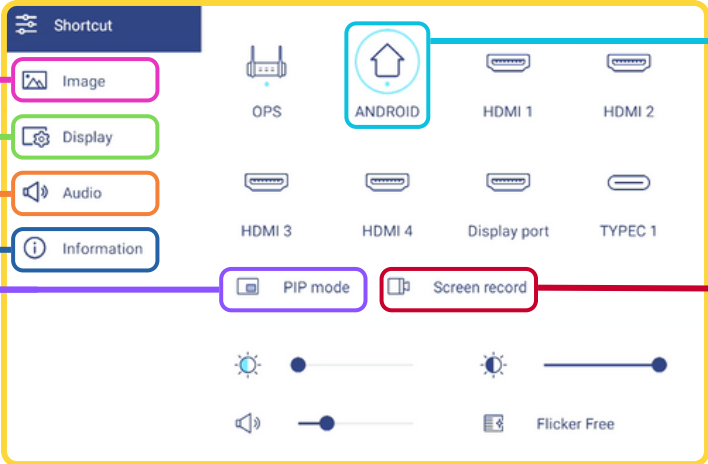
Manual



Shortcut Menu

To open the Shortcut Menu, tap the  button on the side toolbar OR swipe up from the very bottom of the screen


4 Shortcut Menu



The screenshot shows the 'Shortcut' menu with the following options and settings:

- Image** (pink box): Brightness, Color Temperature, etc.
- Display** (green box): Backlight, Low Blue Light, etc.
- Audio** (orange box): Sound Effect, Volume, & Balance
- Information** (blue box): Model & Version Info
- PIP mode** (purple box): Picture in Picture Mode with another input
- Screen record** (red box): Initiates screen recording.
- Inputs**: OPS, ANDROID (active), HDMI 1, HDMI 2, HDMI 3, HDMI 4, Display port, TYPEC 1.
- Settings**: Brightness, Backlight, Sound Effect, and Flicker Free.

The blue dots indicate active inputs. The blue circle indicates the input that is currently in use. To switch inputs, simply tap the icon.

Initiate screen recording. Click the gear icon to adjust settings or turn on the thumbnail camera 



This Input widget is located on the home screen and allows users to favorite their top 4 inputs. Tap the pencil icon in the top right corner to edit.

Whiteboard - Lesson Creation

This cloud-based whiteboard is designed to enable lesson creation, teaching on-the-fly, and real-time collaboration for in-person or hybrid settings. Login with your Optoma Account.

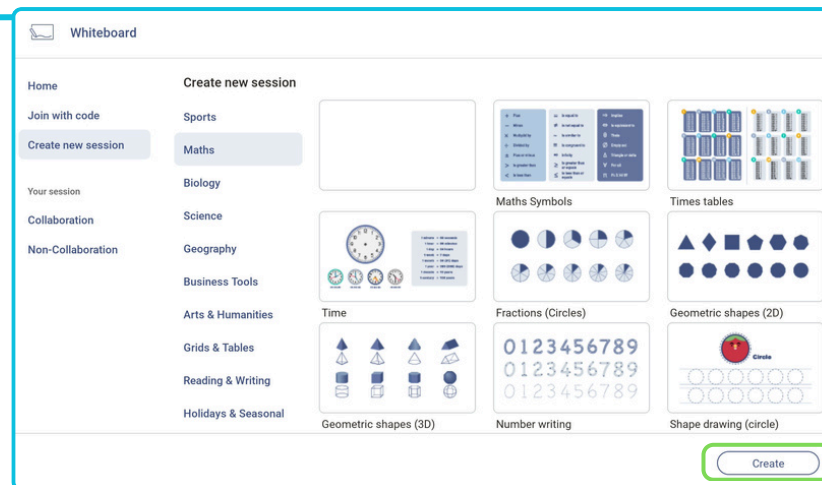
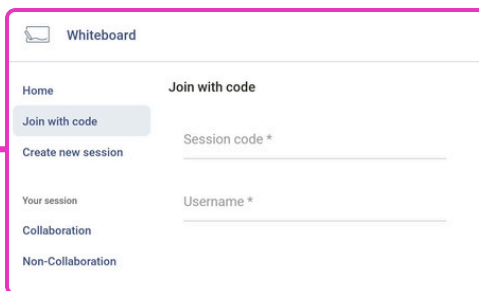
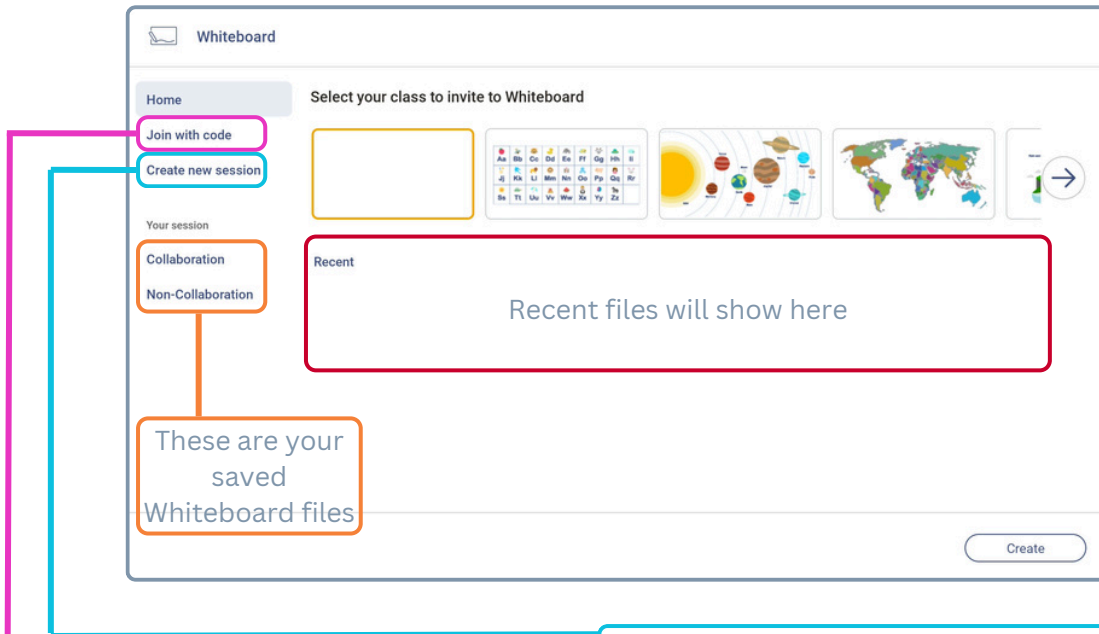
6 Whiteboard Lesson Creation

Laptop/Desktop

To access or create your account online, visit whiteboard.optoma.com

Create a Lesson

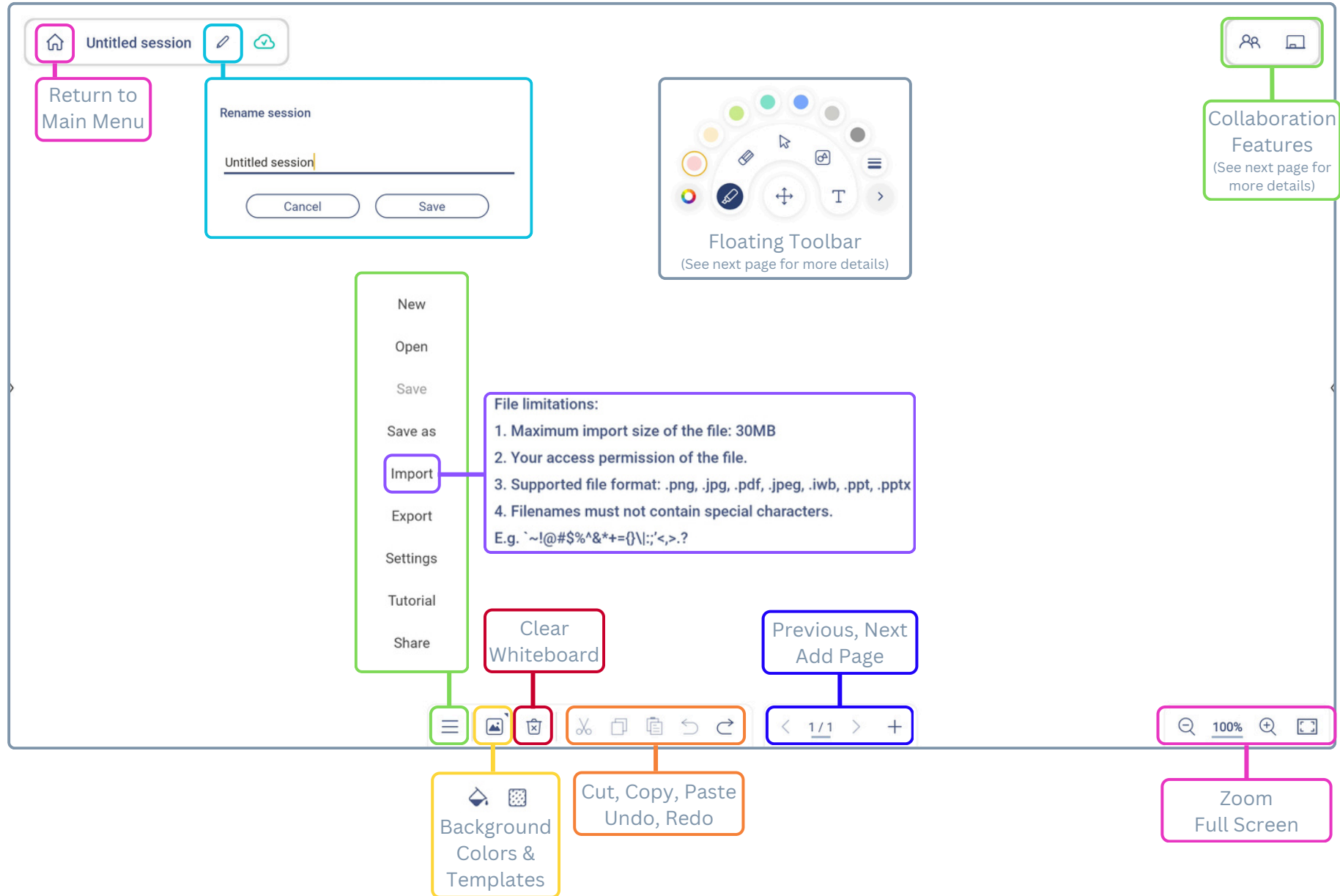
1. Tap the Whiteboard icon to open the app
2. Tap “Create new session”
3. Choose a blank whiteboard or one of the 200+ options
4. Tap “Create”



Whiteboard - Primary Interface

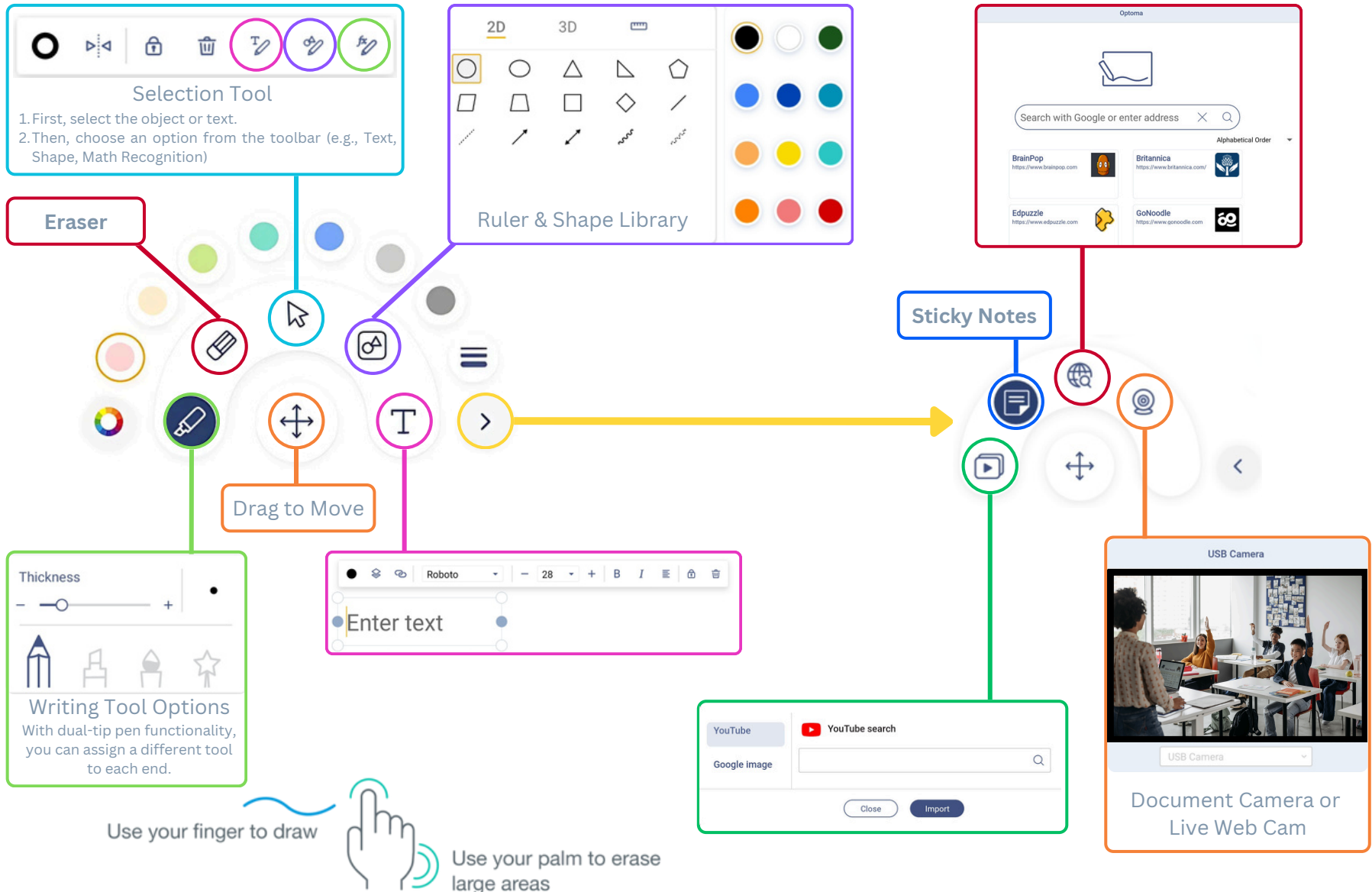


This is a brief visual tour of the primary Whiteboard interface



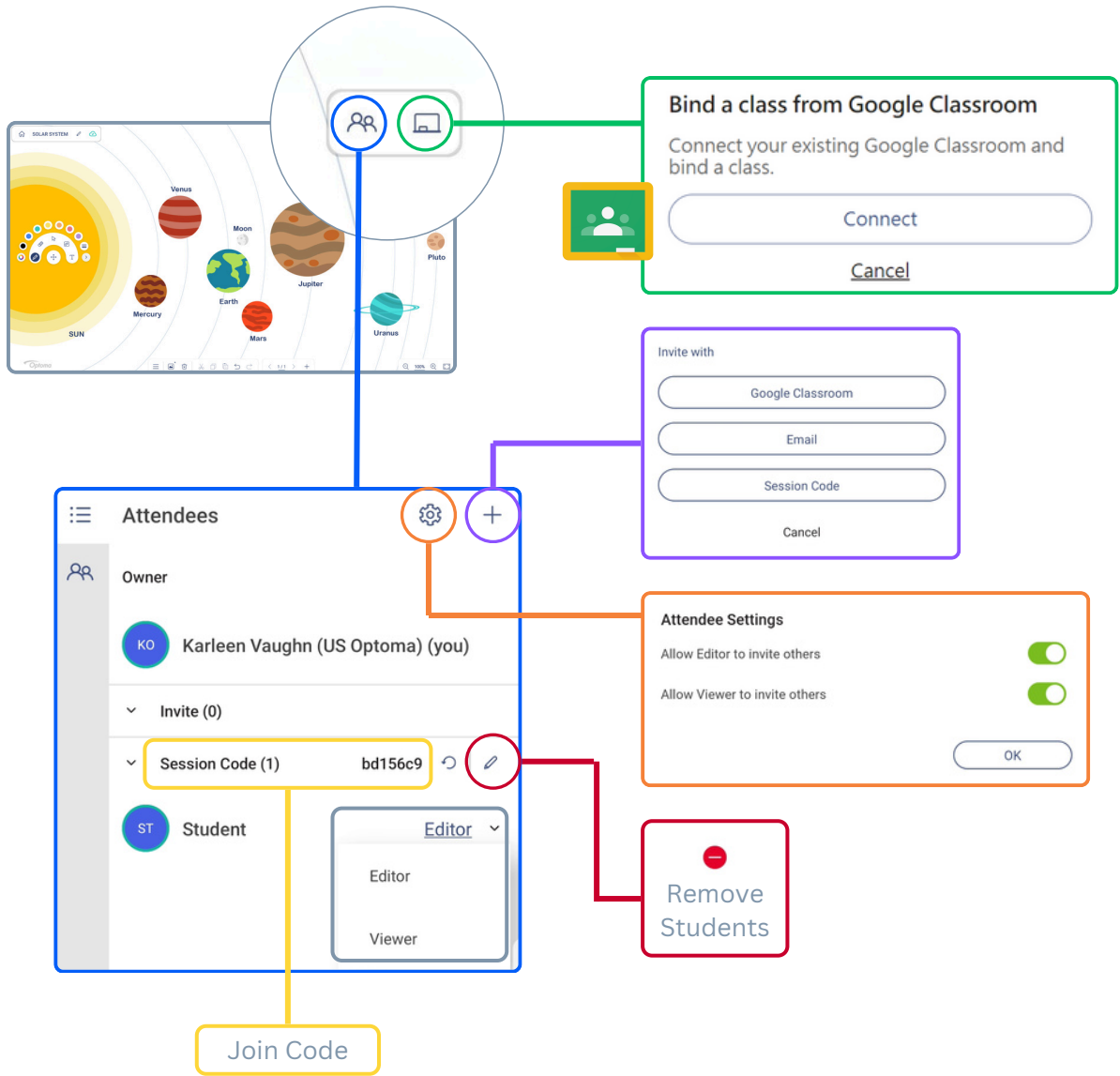
Whiteboard - Floating Toolbar

The Floating Toolbar provides access to a variety of tools, functions, & media integrations that can be embedded directly into your lesson




Whiteboard - Collaboration

Collaboration Mode allows LIVE participation as both a Viewer & Editor from any device. Lessons can also be integrated directly with Google Classroom.



Join Options


 Google Classroom
 Join Code
 Teacher Email Link

Join Session

Go to: whiteboard.optoma.com

[+ Join with code](#) [Sign in](#) [Sign up free](#)

Join with code

Session Code*




 Name*

Sign in

Email

 Password

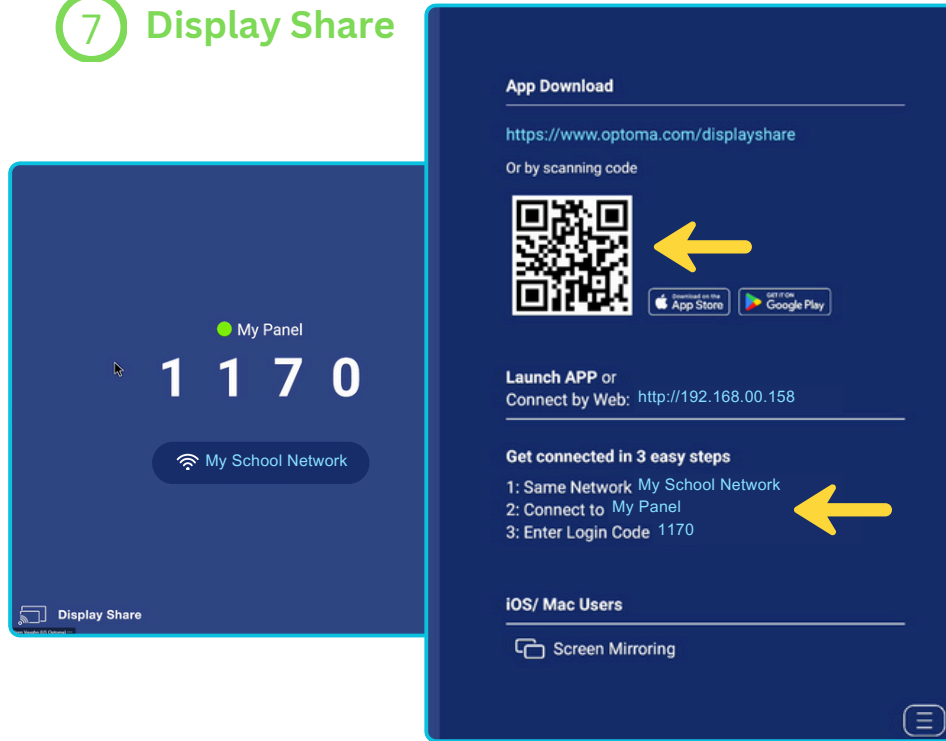
[Forgot password](#)
[Register an Optoma account](#)
 Or

 Sign in with Google
 Sign in with Microsoft
 Sign in with Apple

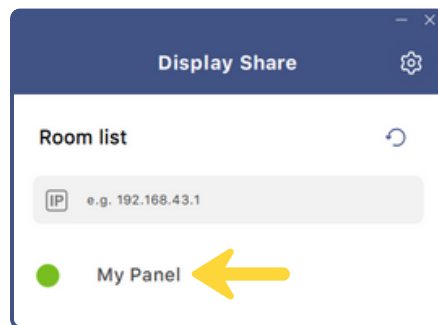
Display Share

While compatible with Chromecast, AirPlay, and Miracast, Display Share offers additional features for sharing and controlling content that are only available when using the app.

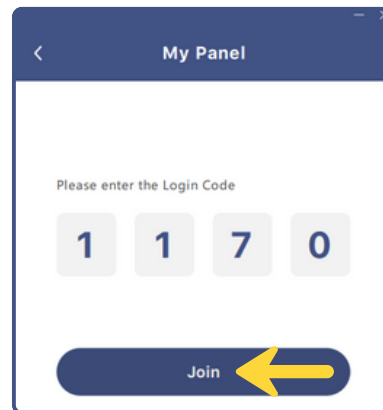
7 Display Share



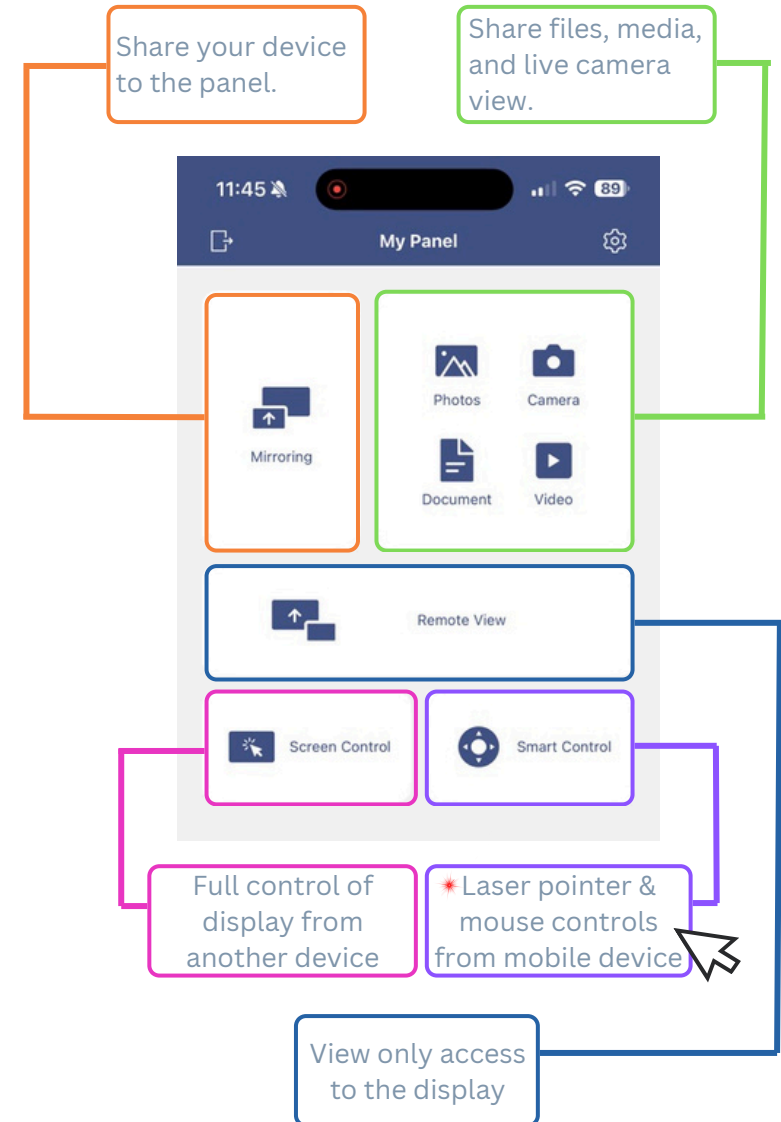
The image shows two screenshots from the Display Share app. The left screenshot is the home screen, displaying 'My Panel' with a green dot, the login code '1170', and 'My School Network'. The right screenshot is the app download page, showing the URL 'https://www.optoma.com/displayshare', a QR code, and instructions to launch the app or connect via web. A yellow arrow points to the QR code, and another yellow arrow points to the 'Get connected in 3 easy steps' section.



This screenshot shows the 'Room list' section of the app. It includes an IP address field with the example 'e.g. 192.168.43.1' and a green dot next to 'My Panel', which is highlighted by a yellow arrow.



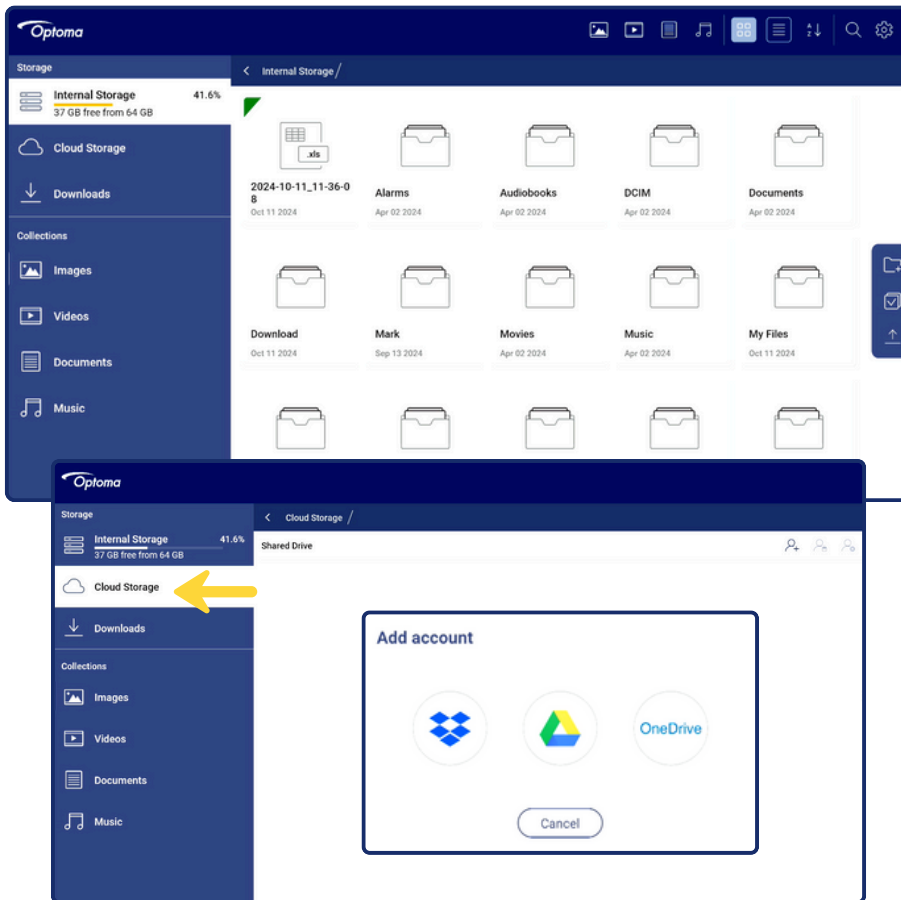
This screenshot shows the login screen where the user is prompted to 'Please enter the Login Code'. The code '1170' is entered in four separate boxes, and a yellow arrow points to the 'Join' button at the bottom.



This diagram illustrates the app's interface with callouts for various features. The top status bar shows the time '11:45' and battery level '89%'. The main menu includes 'Mirroring' (orange callout: 'Share your device to the panel.'), 'Photos' and 'Camera' (green callout: 'Share files, media, and live camera view.'), 'Document' and 'Video', 'Remote View' (blue callout: 'View only access to the display'), 'Screen Control' (pink callout: 'Full control of display from another device'), and 'Smart Control' (purple callout: 'Laser pointer & mouse controls from mobile device').

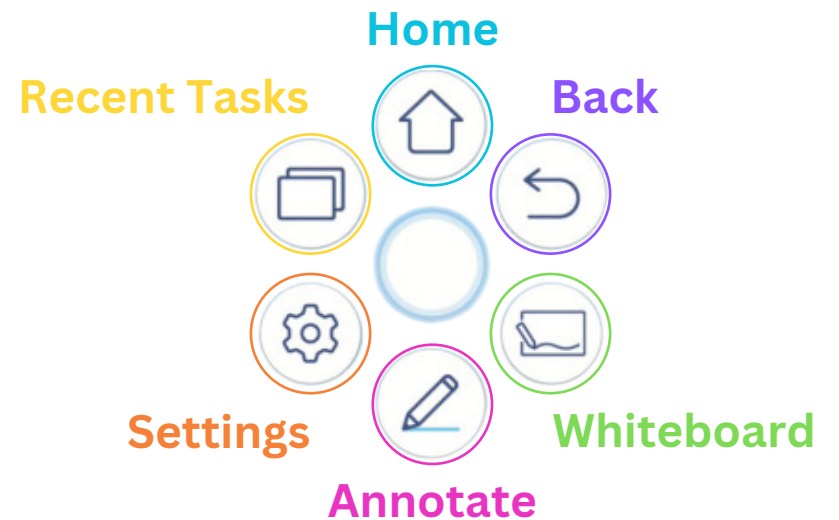
File Manager

Provides access to internal storage as well as connected cloud accounts. To open, tap the File Manager icon located on the home screen or in the app menu.



Floating Menu Toolbar

Use a 2-finger long press anywhere on the panel to activate this toolbar for quick & easy navigation.



Frequently Asked Questions

See below for a list of common troubleshooting questions.

My panel won't turn on.

- Make sure the panel is plugged in. Then check to ensure the power plug is firmly inserted into the panel and that the power switch is toggled on (both are located on the underside of the panel, near the center).

How do I Lock/Unlock my screen or turn On/Off Touch Controls?

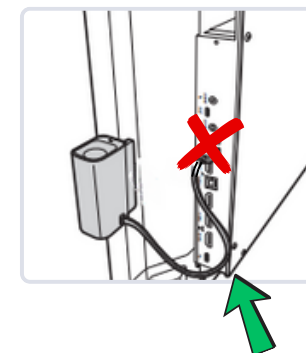
- Using the remote, press the Red (●) button to Lock or unlock the Power button (on the IFP) **AND** touch functions.
- Using the remote, press the Green (●) button to Lock or unlock the Power button (on the IFP) function.
- Using the remote, press the Yellow (●) button to Lock or unlock the touch function.
- Using the remote, press the Blue (●) button to Freeze the screen.

How do I check to make sure my firmware is up to date?

- Open the side toolbar and tap the settings ⚙ icon. Tap "System" >> "Update" >> "OTA Software Upgrade" >> "Update"

How do I get the active pen-holder annotation feature to also work when my device is connected?

- The active pen-holder must be plugged into the USB port located on the underside of the panel to also work on connected devices. (see diagram on right)



How do I connect my Google Drive to the panel?

- From the home screen, open the File Manager 📁. Tap "Cloud Storage," then choose Google or OneDrive to pair your account.

How can I create lessons using the Optoma Whiteboard from my desktop or laptop computer?

- Go to whiteboard.optoma.com and sign-in using the same credentials you use on your panel. Google, Microsoft, and Apple are the preferred method.

How do I fix the network connection?

- For ethernet, check to make sure the network cable is firmly inserted into the network port at the panel AND the wall.
- For Wi-Fi, open the side toolbar and tap the settings ⚙ icon. Tap "Network," then "Wi-Fi," to view network options.

What is the best way to clean my screen?

- First, turn off the display.
- Next, use a non-abrasive cleaner (glass cleaner or a 50/50 mixture of isopropyl alcohol & water) and a soft, dust-free cloth. Spray the cleaner on the cloth, NOT on the display.
- Last, wipe the display to clean it.

How can I customize the background and applications on my Home Screen?

- To change your background, open the side toolbar and tap the settings icon ⚙. Tap "Personalize," then "Wallpaper."
- To rearrange apps and create folders, tap & hold the icon you want to move and drag it to the desired location.
- To add a widget, tap & hold on a blank space on the home screen and then tap, "Add a Widget."

No signal from an external source?

- Connect your external device using the HDMI or USB-C cable provided by Optoma. If this resolves the issue, it indicates a problem with the original cable. Ensure that USB-C cables are High-speed USB-C 3.1 or higher, supporting at least 5Gbps throughput—charging cables will not suffice.