How to Calibrate the Symposium Pen Using SMART Board Tools

**Step 1:** The SMART Board tools window should open automatically when you log in. In case it's not opened, you can find it in:

Start → All Programs → Startup → SMART Board Tools

**Step 2:** Click on the Control Panel button on the SMART Board tools Window.

**Step 3:** A new window will open. Click on the Orient/Align the SMART Board button.

**Step 4:** In the next screen, you will be asked to use the pen and click on the target. Once you click all the targets, you will be ready to use the pen.