What is The Livescribe™ pen?

A small, portable device that allows you to record audio and take accompanying notes on special paper. The notes and audio can be transferred to a computer for future reference. There are several models of the pens, we will look specifically at two different models:

The Pulse

The Echo

Switch on/off

- Press and release the Power button.

Start/Stop Recording

- To start recording, tap the nib of the Livescribe pen on the Record button (on the Livescribe Dot Paper notebook).
- To stop recording, tap the nib of the Livescribe™ pen on the Stop button.

Note: Pressing the Pause button during a session pauses recording, but does not end the session.

Create a bookmark
• During a recording session, tap the Star (bookmark) button- this will allow you to find that part of the audio easily when reviewing your notes.

Copy data from pen to Computer
• Start the Livescribe Desktop software
• For the Echo model, attach the USB cable into the top of the pen, then plug the other end of the cable into your computer.
• For the Pulse model, attach the USB cable to the cradle, place the pen in its cradle then plug the other end of the USB cable into your computer.
• The data transfer will start- do not undock the pen from your PC until it completes.

View data using Livescribe software
• Notebooks are listed at the left; pages are displayed in the centre section.
• Double-click a page to enlarge it for viewing.
• Notes associated with audio appears in green; notes without audio is shown in black

Play notes
• To start playback, tap the words on screen or select the page and click the Play button at the bottom of the screen

Search notes
• Type a search item into the search box at the top-right corner of the screen
• Click the to set search options, e.g. match whole word only.
• Press the Enter key on the keyboard.
• The results will display at the left- side of the screen.
• Click the thumbnail to display the page- the search word is highlighted in yellow.
Navigate audio quickly

- During playback, drag the slider control at the bottom of the screen to move through the audio— the notes on screen will appear automatically.
- If you have used bookmarks, click the Next bookmark or Previous bookmark buttons at the bottom of the screen.

Navigate menus on Livescribe™ Pen

- Tap the Nav Plus symbol on the Livescribe Dot Paper.
- Tap the down arrow to go to the next menu.
- Tap the right arrow to go to the next set of choices within a menu.
- Tap the left arrow to go back
- Double-tap the centre of the Nav Plus to return to the Main Menu.

Other Info

- The pen has an internal rechargeable battery, which can be recharged by docking to the PC via the USB cable. A full charge can take 2.5 hours.
- The pen can be set to switch off automatically after a period of time (find it in the Settings menu).
- You can use the pen to take notes only (without recording a session). Just start writing in a Dot Paper notebook.
- The Livescribe Desktop software can be downloaded from the Livescribe website (see link below).
- The inside cover of a Dot Paper notebook contains icons to change/check some settings, e.g. battery status.
- To record audio without using the Dot Paper notebook, press and hold the power button on the pen until you see ‘REC’ appear on screen.

Further Information

- For more information, user guides, hints and tips, visit the Livescribe website:
  - Download Software (Window and MAC)
  - Livescribe for Windows User Guide
  - Livescribe Desktop for Mac User Guide
  - SmartPen Tips and Tricks