WeClass Desktop Program Manual

- for teachers -

WE-CLASS

CHEPTER 05 Setting

CHEPTER 06 Troubleshooting Guide

WE·CLASS

Service Flow

LMS
- join membership
- class management
- Task Management
- Test Management
- data management

Linker
- data conversion
- printing data

When converting data from a linker
It's converted to paper that the
digital pen recognizes

Desktop
- Lecture
- correction
- Save data

After the teacher runs the program,
You can write on a patterned piece
of paper and see what's written on
the program screen

Mobile
- participation in a lecture
- Participating in a task
- Participation in a test
- Check the data

through a mobile program
You can participate in lectures,
assignments, tests, and data
verification even in non-face-to-
face situations
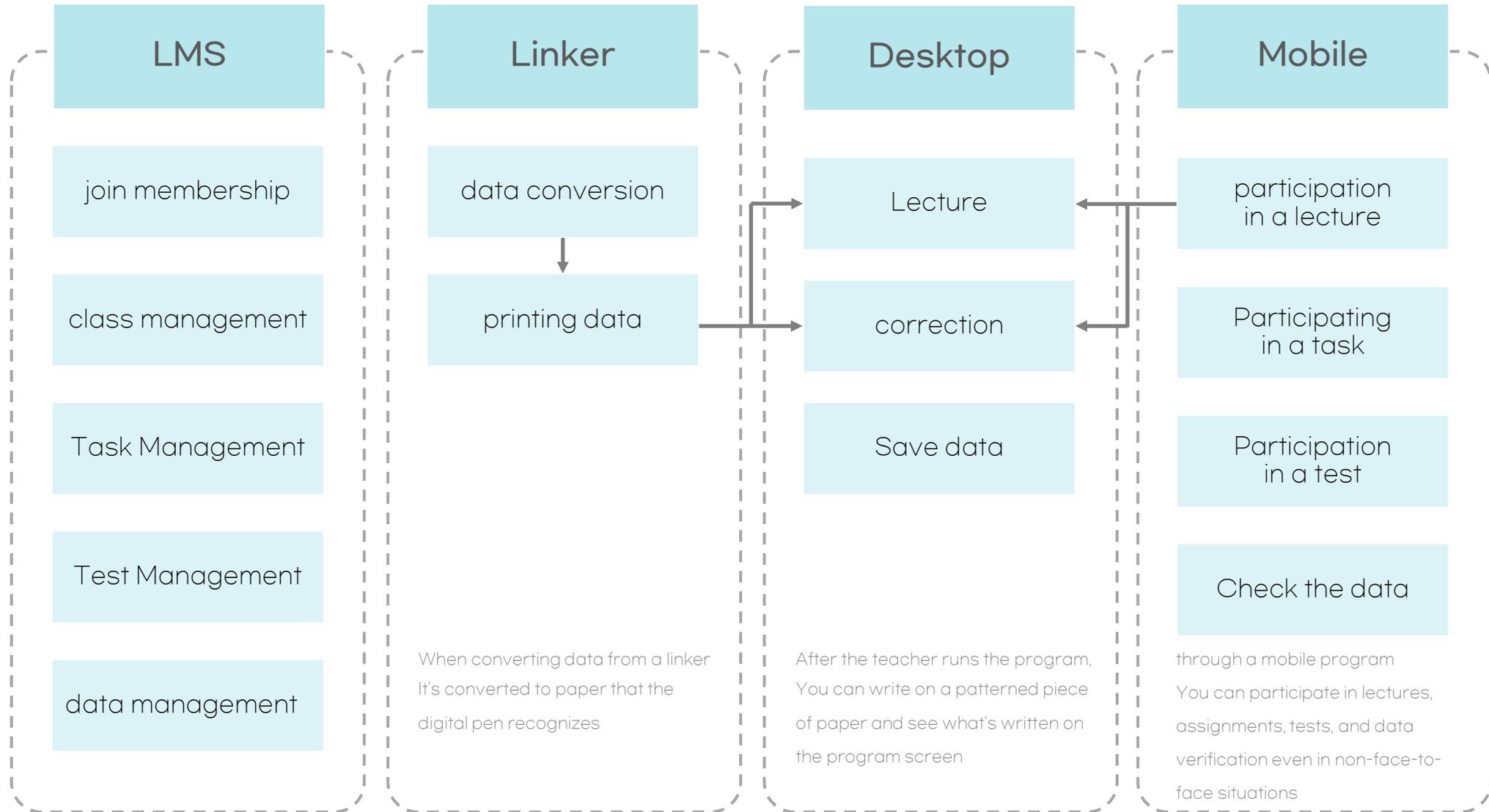
Examples of service utilization

Linker

Creating data

Create class material by inserting content into PDF material

Data conversion

Linker converts it into a patterned material

Printing Data

Print pattern data and proceed with the class

Desktop

a two-way lecture

Students can share their notebooks with their teachers in their seats

a correction lecture

Teachers can display students' notes on the screen and proceed with correction

a non-face-to-face lecture

In non-face-to-face situations, you can share your own writing and conduct classes

Save data

You can check it again by saving the lecture record, class materials, and student notes
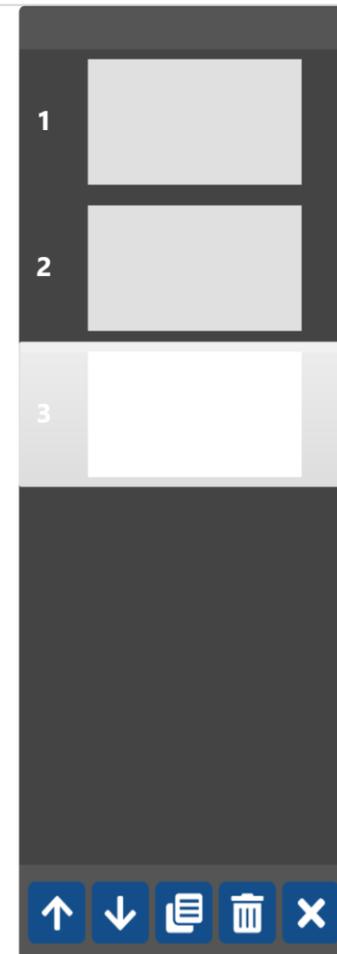
Screen layout description

Sidebar

The area where you check class information and pen list
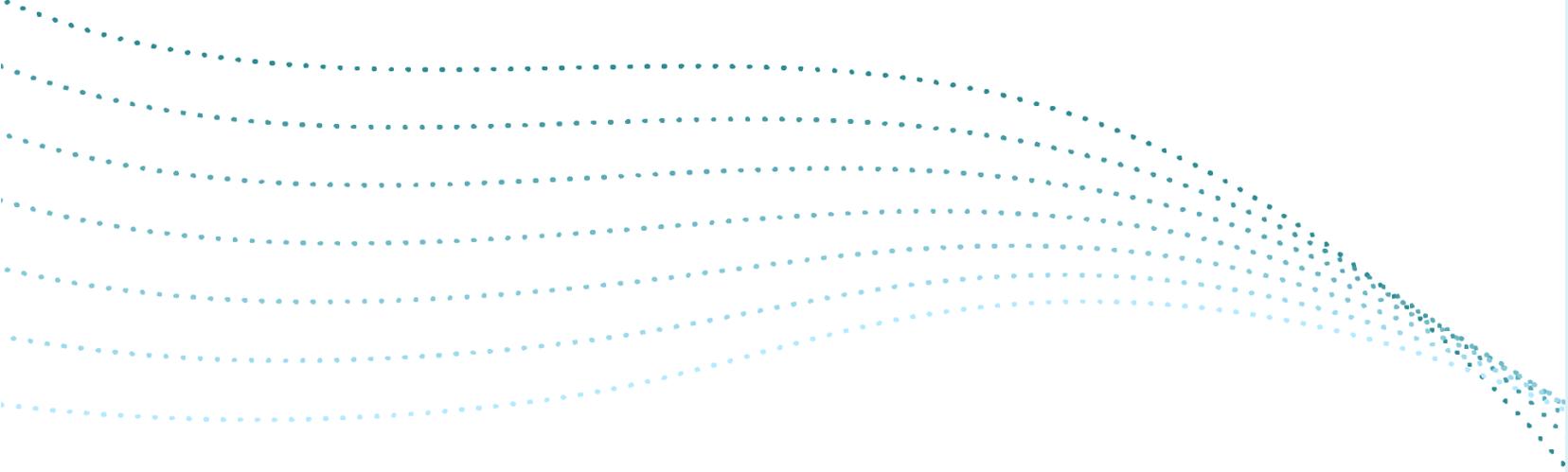
Slide List

Slides executed in the lecture List check area

Bottom Toolbar

the area where the tools needed to conduct the lecture are gathered
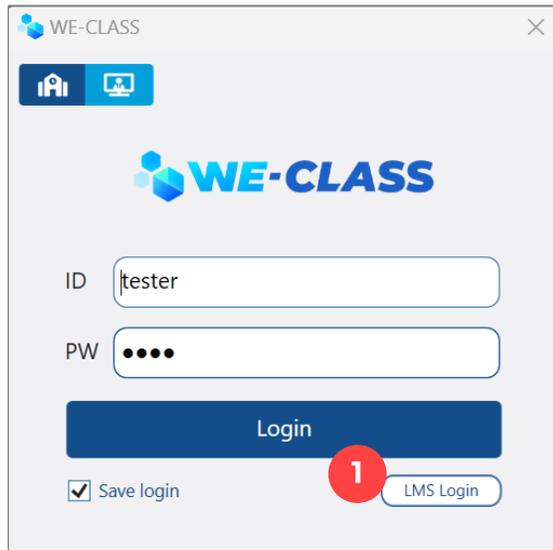
1. join membership

1 join membership

1-1. join membership

Creating an LMS member account

[STEP 01] Go to the membership screen
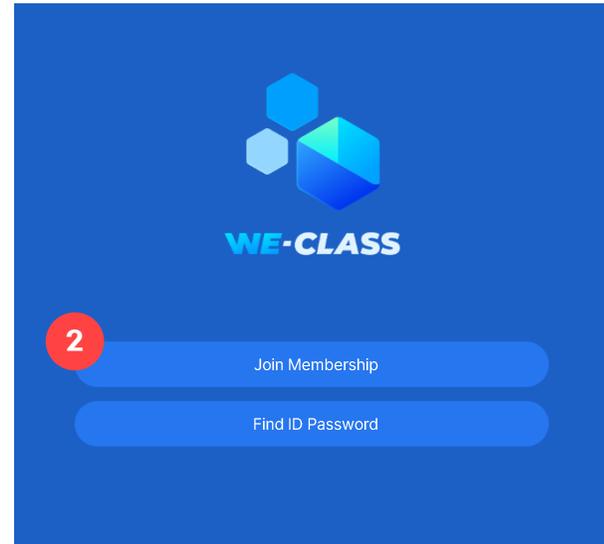
① Click LMS Shortcuts

② Click on membership

1-1. join membership

Please accept the terms and conditions

1

I checked the terms and conditions and personal information processing policy, and I agree with all of them

Teams and Conditions

Terms and Conditions content

Personal information processing policy

Personal information processing policy content

If you create one more account, the information between the accounts is not linked

Go back

2 Agree and sign up

Creating an LMS member account

[STEP 02] Accept Terms and Conditions

① Click I Agree All

② Click Agree and Join

⚠ You can only sign up if you agree to all required items

1-1. join membership

1-1-3. Information entry and authentication

1
E-mail

| Please enter your email | Send Number |

E-mail

| weclass@example.com | Send Number |

| Please enter the authentication number | 02:59 | Confirm |

2
Password   8 to 16 digits, including English, numbers, and special characters

| Please enter your password |

Confirm password

| Please enter your password |

3
Name

| Please enter your name |

4
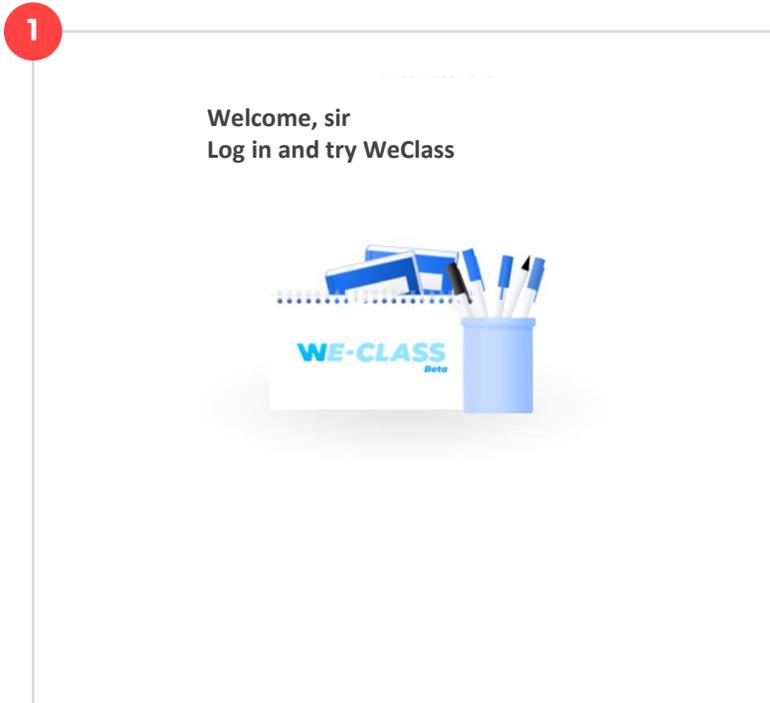Phone number

| Please enter your phone number | Send Number |

Phone number

| 010-1234-5678 | Send Number |

| Please enter the authentication number | 02:59 | Confirm |

5
| sign up |

Creating an LMS member account

[STEP 03] Information entry and authentication

① Authenticate within 3 minutes of entering your email

② Enter 8 to 16 digits of password mixed with alphanumeric characters and special characters

   Re-enter the entered password

③ Enter real name

④ Authenticate within 3 minutes of entering your mobile phone number

⑤ Click the Subscribe button

1-1. join membership

1

Welcome, sir
Log in and try WeClass

WE-CLASS
Beta

Creating an LMS member account

[STEP 04] Member registration completed

① Confirmation of membership
registration completion
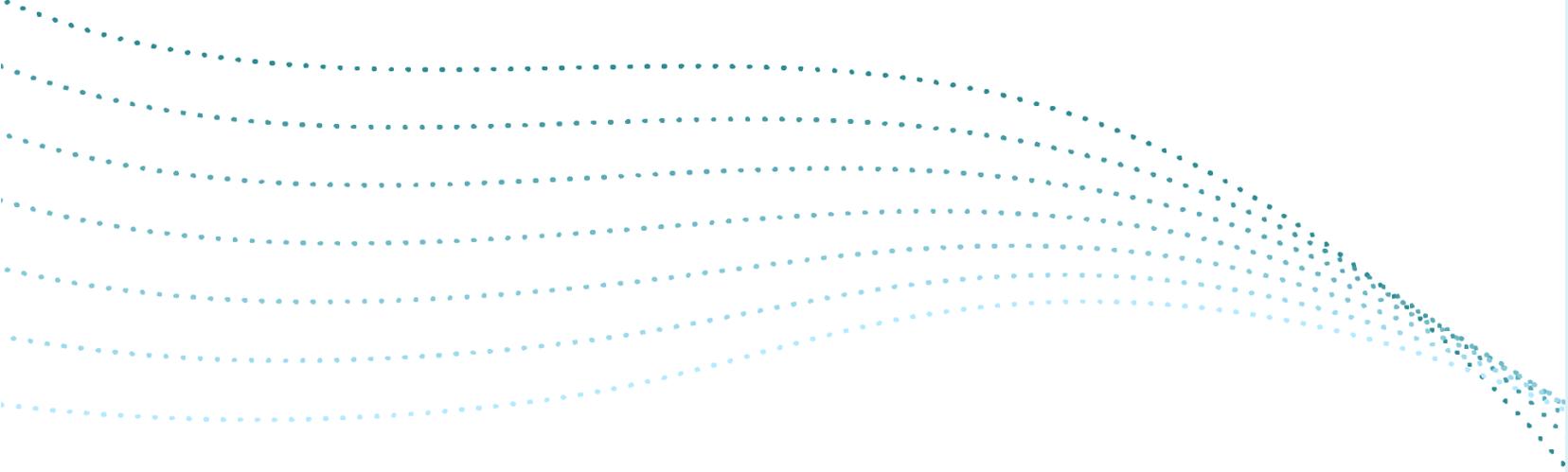
2. Running a program
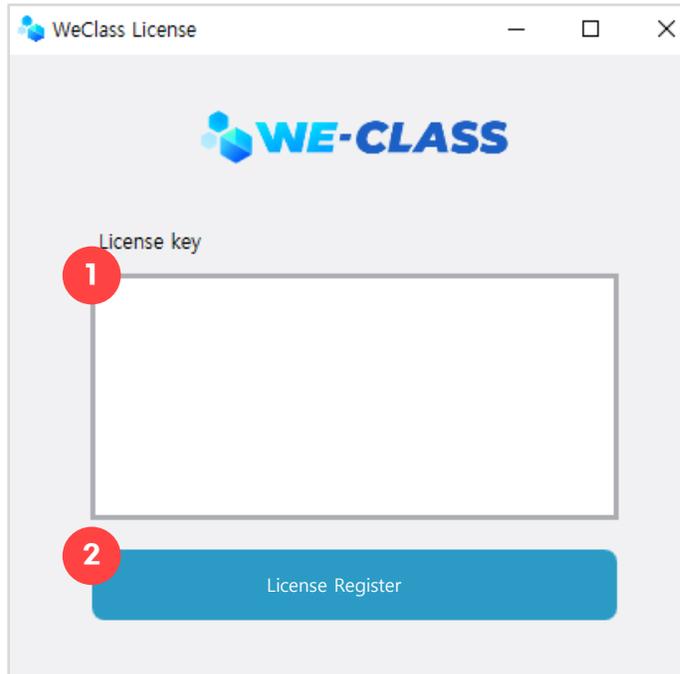
1 Registering a License

2 Login

3 Start right away

2-1. Registering a License

Register a license the first time you run the program

[STEP 01] Registering a License

① Copy and paste license keys

② Click Register License

ⓥ License full sentence input required
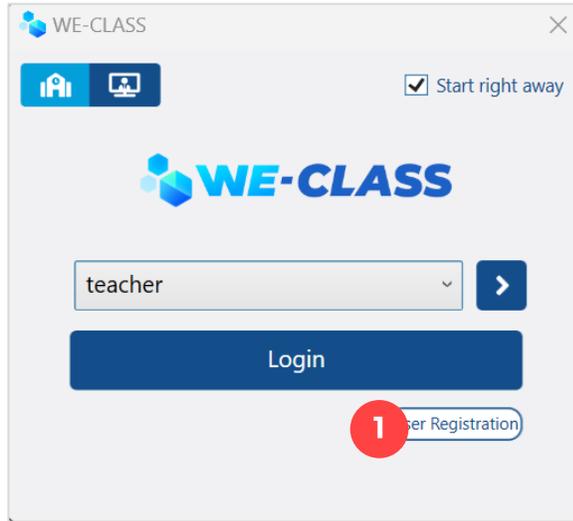
2-2. Login

Login Progress

[STEP 01] Login

① Enter Account Email

② Enter account password

③ If you want to save your account information Select Save Login

④ Click the Login button to go to the main screen
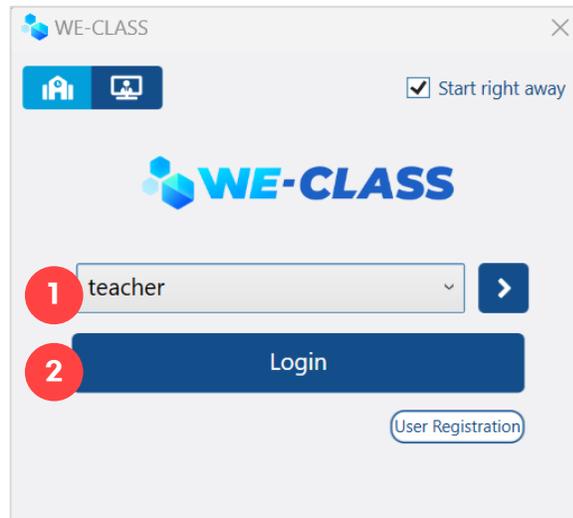
⊗ Log in with an account subscribed to in LMS

2-3. Start right away

[STEP 01] User Registration
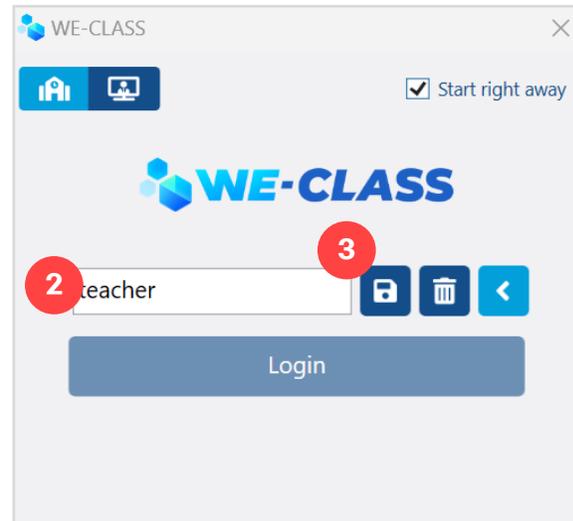
[STEP 02] Select Users

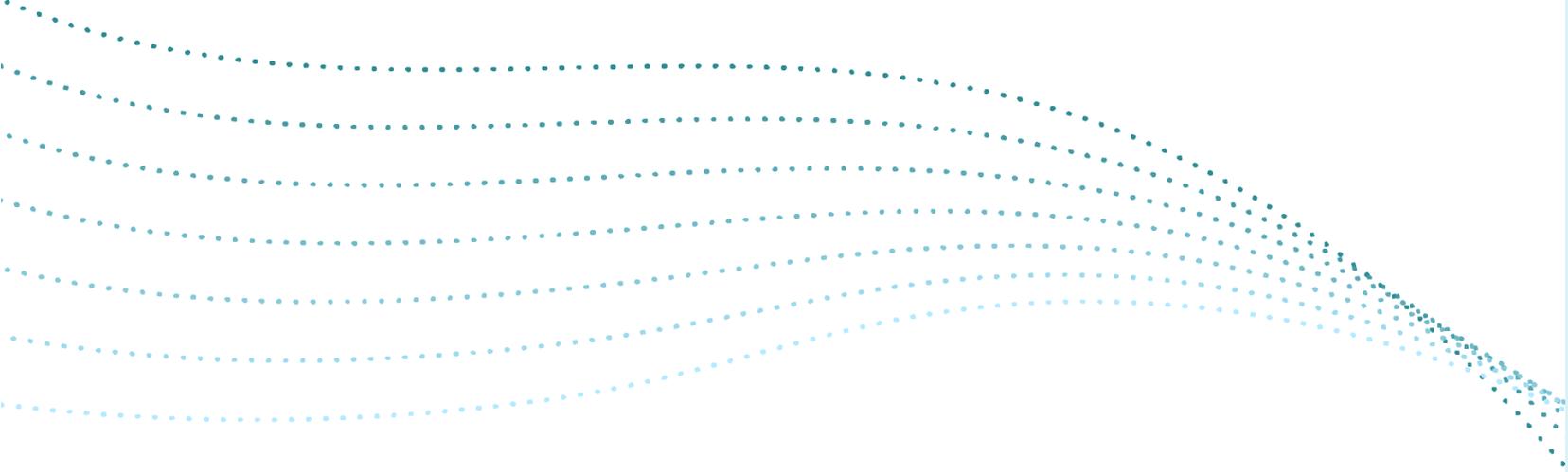Log in without membership registration

[STEP 01] User Registration

① Click User Registration

② Enter user name

③ Click the Save icon to complete user registration

[STEP 02] Select Users

① Select users to use

② Click the Login button to go to the main screen

You can start "Start Now" without connecting to the Internet
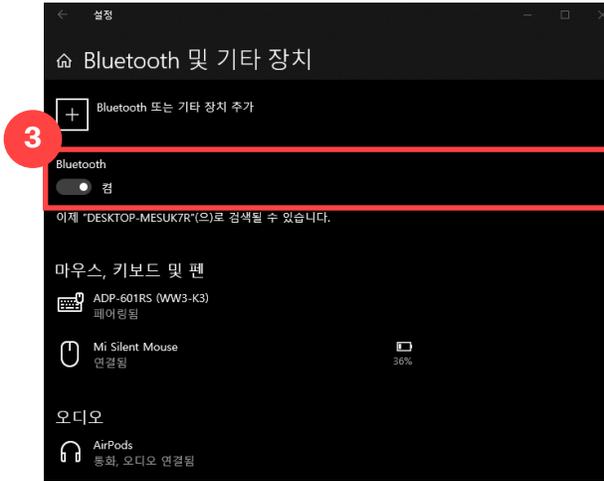
⚠ Cannot delete if there is only one 'Start Now' account

3. Preparation for class

1 Pairing a pen

2 Pen Settings

3 Pen connection

4 Class settings

5 Schedule Settings

3-1. Pairing a pen
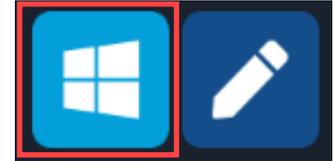
[STEP 01] Bluetooth Settings

[STEP 02] Change to Pairing

How to pair pens for Bluetooth

[STEP 01] Bluetooth Settings

① Change to Windows Mode

② Click Settings > Devices > Bluetooth and Other Devices

③ Change to Bluetooth on

🔽 Pen pairing is only available in Windows mode

You need to change before the pairing progress

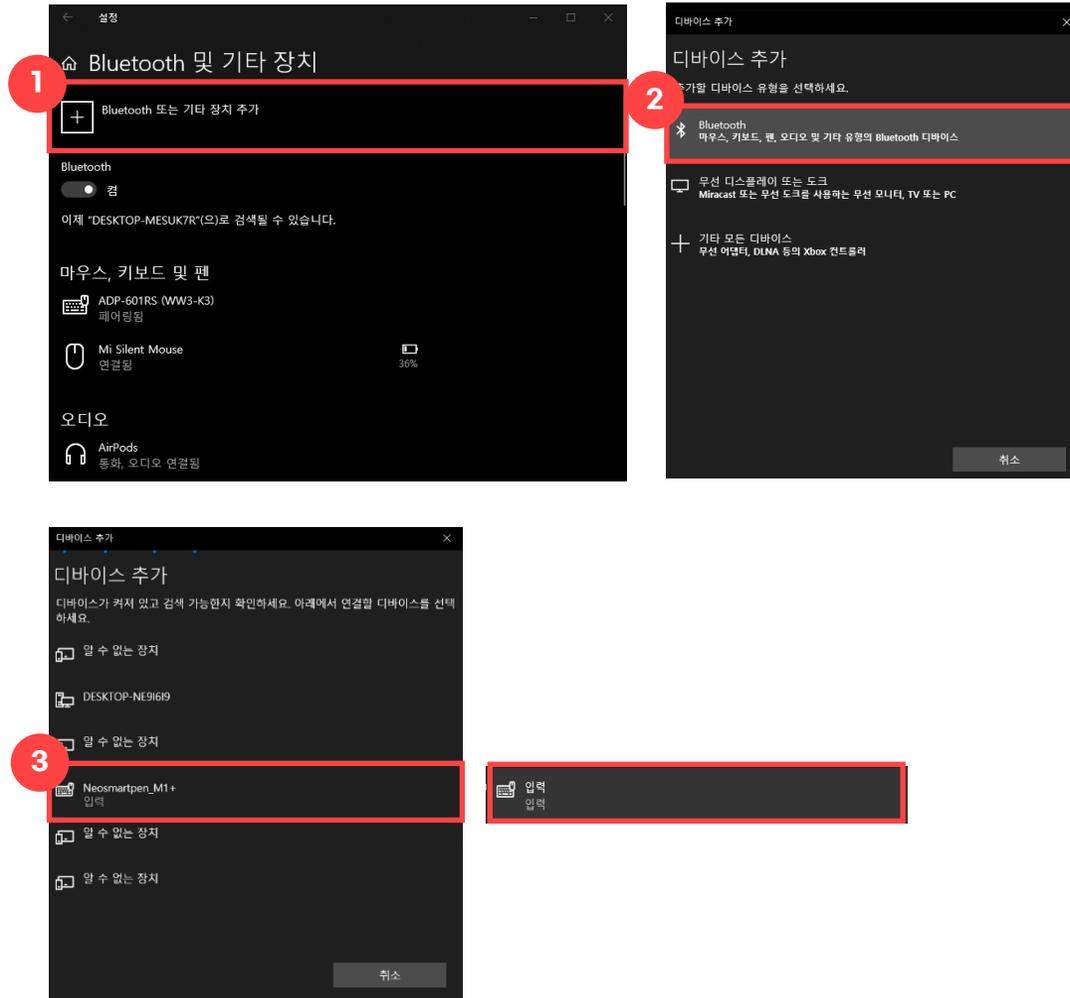🔽 For PCs, you must connect the dongle first in the first step to use Bluetooth

[STEP 02] Change to Pairing

① Prepare a powered-off digital pen

② Press and hold the power button for 2 seconds to change the blue light to flashing

3-1. Pairing a pen

[STEP 03] Pairing a pen

How to pair pens for Bluetooth

[STEP 03] Pairing a pen

① Click Settings > Devices > Bluetooth and Other Devices > Add Bluetooth or Other Devices

② Add Davies > Bluetooth Click

③ Select 'Neosmartpen_M1+' or 'Input' device from the retrieved list to proceed with pairing

⌄ Approximately 10 seconds or more before the digital pen to be paired is discovered

⌄ Approximately 10 seconds or more before the digital pen to be paired is discovered

⌄ When pairing is complete, the blue light on the pen changes to white

⌄ Both student and teacher pens must be paired before Bluetooth connection, and it is recommended that multiple pens be paired one by one with all the pen power off
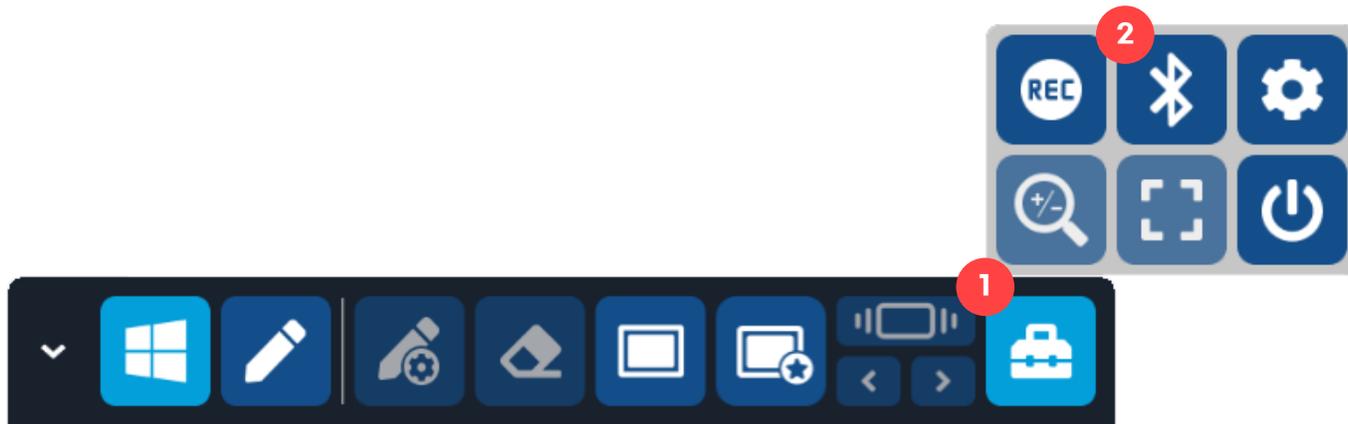
3-2. Pen Settings

[STEP 01] Run the Pen Settings menu

Run the Pen Settings menu to connect the pens you want to use in your class

[STEP 01] Run the Pen Settings menu
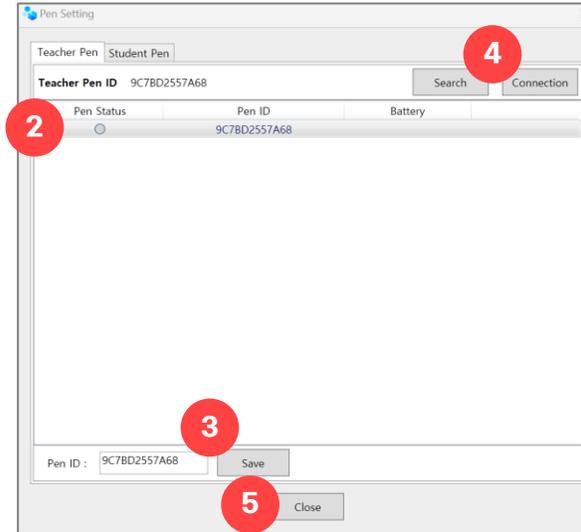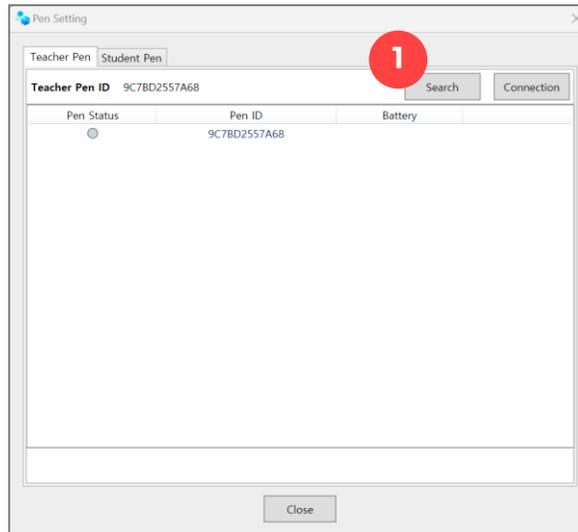
① Click the Tools button
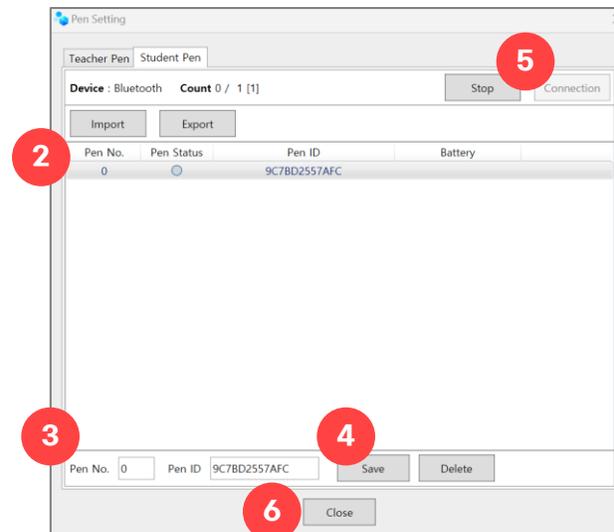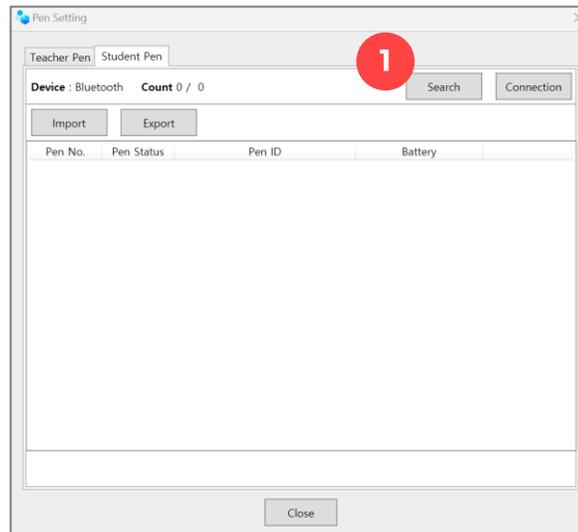
② Click the Settings button

3-2. Pen Settings

3-2-2~3. Teacher / Student Pen List Registration

[STEP 02] Teacher's pen

[STEP 03] a student pen

Register and link teacher/student pens

[STEP 02] Teacher's pen

① Click the Search button

② Click the Pen ID of the digital pen you want to connect to

③ Click the Save button

④ Click the Active Connection button

⑤ Click the Close button when the pen is connected and the battery is displayed

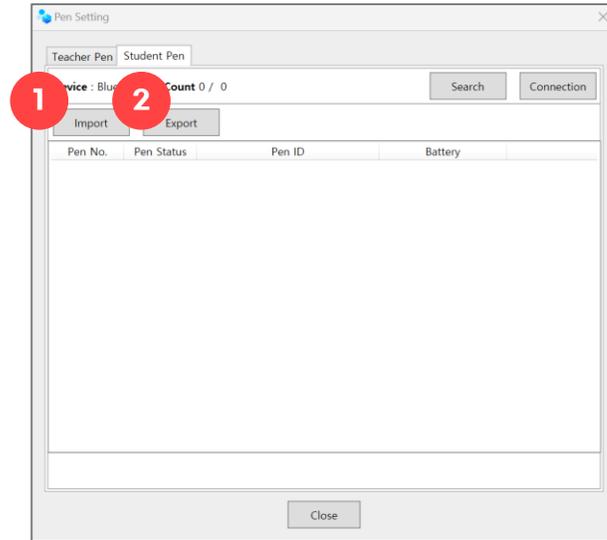### [STEP 03] a student pen

① Click the Search button

② Click on the Pen ID of the digital pen

③ Enter a pen number in a digital pen

④ Click the Save button

⑤ Click the Connect button

⑥ Click the Close button

∨ You need to set a pen list in advance to connect to the pen

20

Export the generated list and recall the Excel lists

[STEP 04] Import/Export List

① Click Recall to recall the student list

   (Excel file only)

② Export Click to export the list of students created

   (only Excel files can be saved)

⊻ Imported Excel files can be exported and written according to the form (However, in the case of written files, they can be written according to the form below)

[STEP 04] Import/Export List

◢	A	B	C
1	펜 번호	Pen ID	GW 번호
2	1	9C7BD255	1
3	2	9C7BD255	1
4	3	9C7BD255	1
5	4	9C7BD255	1
6	5	9C7BD255	1

3-3. Pen connection

[STEP 01] Pen connection

Teacher Pen	**2** ✏️
🔵 Teacher 3 **1**	

Student Pen	**3** ✏️

V	No.	Name	P	Pen	Bat
☐	1	학생01	🟢	1	
☐	2	학생02	🟢	2	
☐	3	학생03	🟢	3	
☐	4	학생04	🟢	4	
☐	5	학생05	🟢	5	

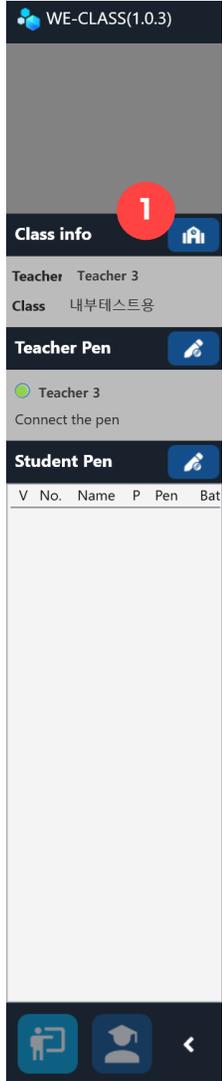Connect the teacher/student pen you have set up

[STEP 01] Pen connection

① For teacher pens, connect as soon as the pen is set (green light)

② If not connected (grey light) click the top right button to reconnect the teacher's pen

③ For student pens, click button 3 to connect

🔽 Pen Registration Status Meaning by Color
Green: Normal connection, battery sufficient (over 30%)
Orange: Normal connection, battery charging required (30% or less)
Red: Normal connection, battery immediately charged (10% or less)
Gray: No connected pen

🔽 Set the student list and pen list, and match the student and pen number must be preceded

⚠️ If the pen is disconnected, attempt to automatically re-connect

⚠️ If the pen does not reconnect for a long time after it is disconnected, the pen needs to be powered off and reconnected (see 40p)
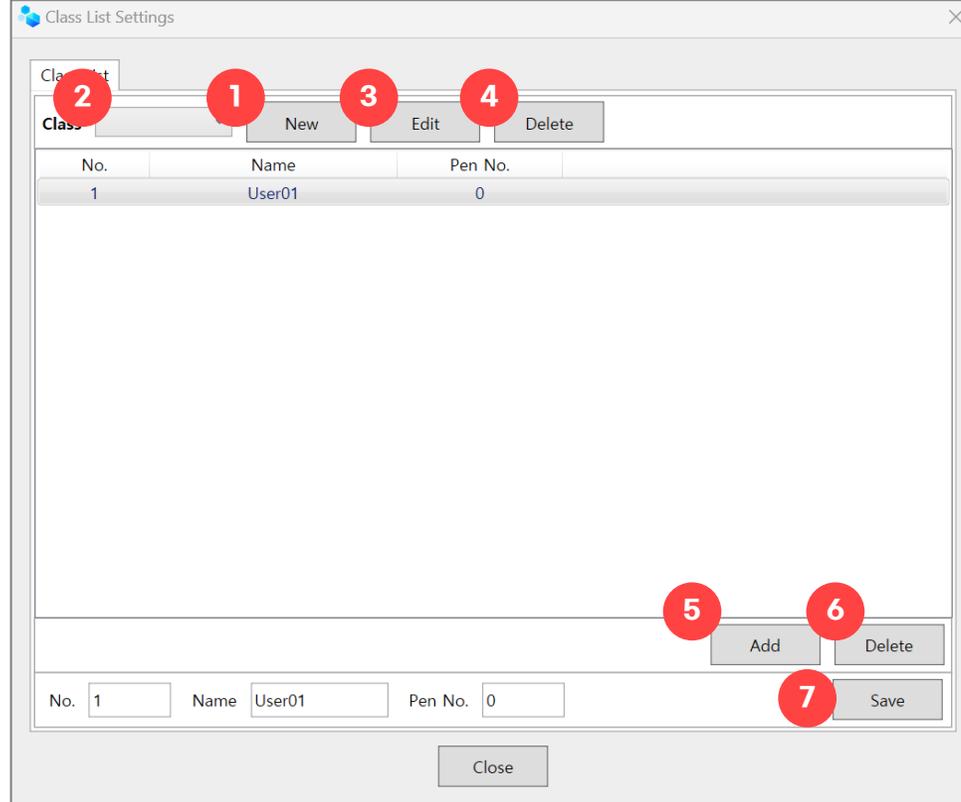
[STEP 01] class information

[STEP 02] Set Student List

Class and student list setting (face-to-face class)

[STEP 01] class information

① Click the left sidebar school icon button

[STEP 02] Set Student List

① Click the New button to open a new class

② Click the Select box to select the class you have registered

③ Click the Edit button to edit the currently selected class

④ Click the Delete button to delete the currently selected class

⑤ Click the Add button to add a student list

⑥ Click the Delete button to delete the currently selected student information

⑦ Specify a pen number and click the Save button to save

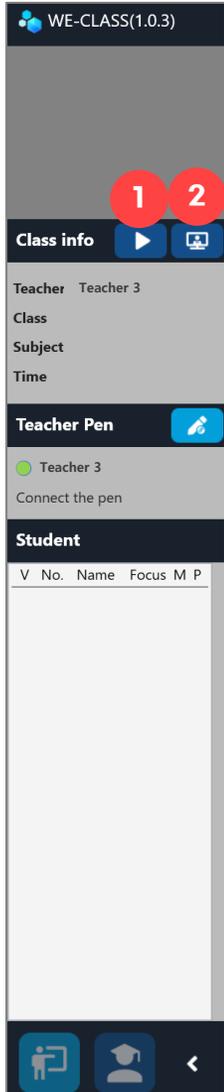Imported Excel files can only be exported and files created according to the form below

Sidebar can be minimized to look like the left through the bottom '<' button.

To use the function, you need to change the maximum condition fee such as STEP01 by clicking the '>' button on the left

23

3-5. Schedule Settings

3-5-1. Set Schedule List

[STEP 01] class information

[STEP 02] Select a class schedule

[STEP 03] Register class schedule

Set class schedule list (non-face-to-face class)
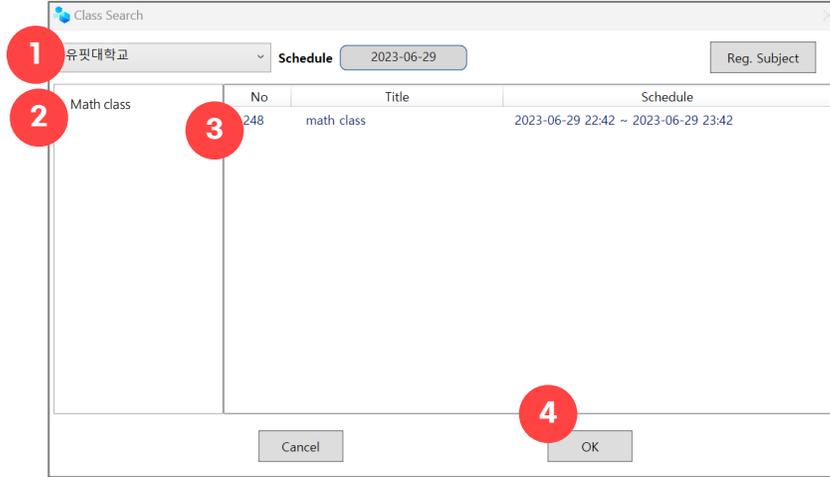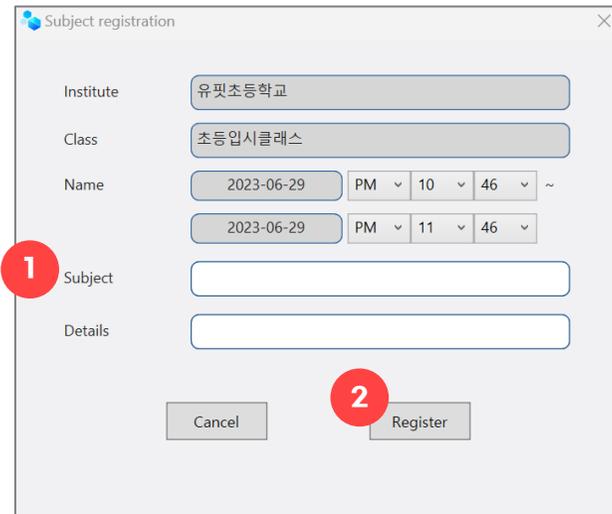
[STEP 01] class information

① Icon for starting class after selecting a schedule

② Click the non-face-to-face class icon to select a class schedule

[STEP 02] Select a class schedule

① Select an affiliated organization

② Select the class to which the schedule to proceed belongs

③ Select a class schedule to proceed

④ Click OK to complete your class schedule selection

[STEP 03] Register class schedule

① Enter the title and description of the class

② Click Register to complete the class schedule selection at the same time as registration

⌄ If you have not registered your class schedule in advance in LMS, you can register by clicking the class registration button in the edition program
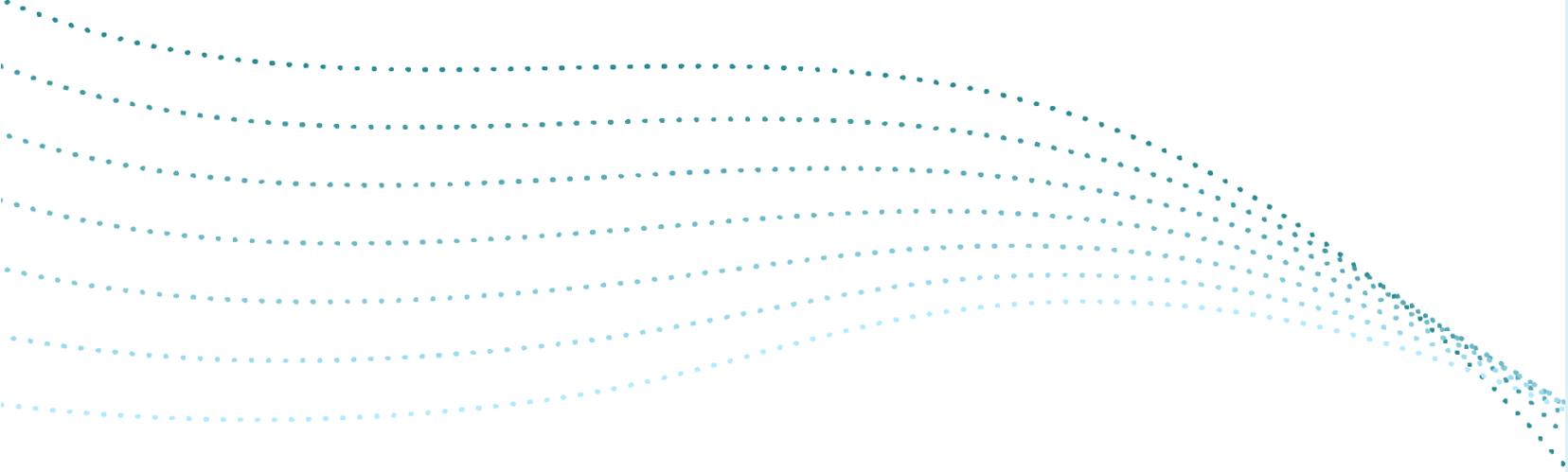
4. teaching tools

1 Windows Mode

2 Windows Capture

3 Panther Mode

4 a pen tool

5 Eraser

6 Add Default Blackboard

7 Add User Blackboard

8 Slide List

9 recording

10 Zoom in and out

11 Calibration

12 End of class

13 correction of students

Switch to Windows mode where you can leverage your computer

[STEP 01] Windows Mode

① Switch to window mode by clicking the window mode button

🔽 Use the pen like a mouse in Windows mode
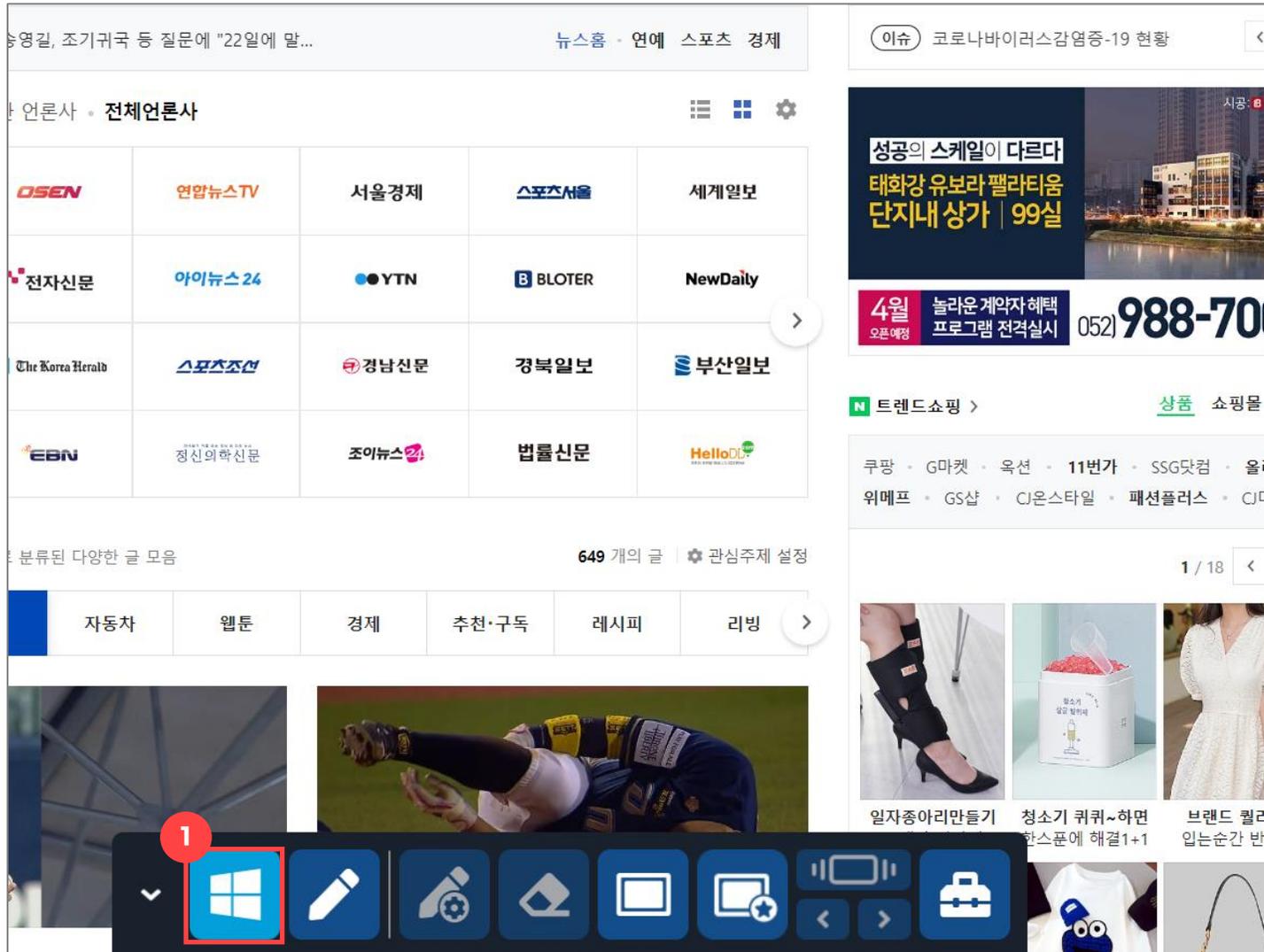
4-2. Windows Capture

The current window screen is automatically captured to create a slide

[STEP 01] Windows Capture

① Enable on-screen windows for classes, such as school plans

② Click the Panser Mode button to create a window capture slide as soon as you switch modes

▼ The generated slides can be found in the slide list (see 27p)

▼ It is always captured when transitioning from window mode to Panther mode, and can proceed when captured

27
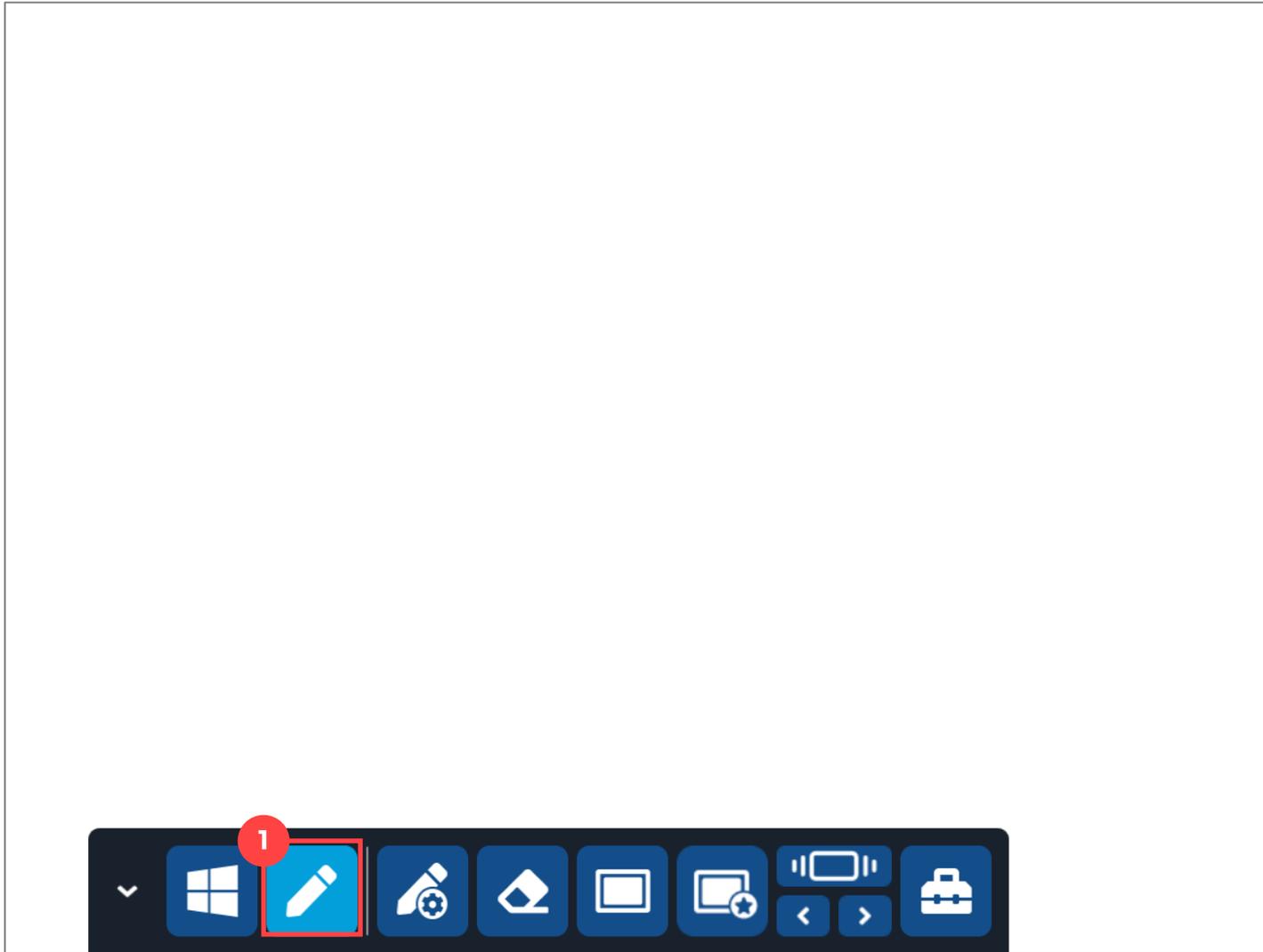
4-3. Panther Mode

Switch to Panser Mode with Panser Functionality

[STEP 01] Panther Mode

① Click the Panser Mode button to enter Panser Mode

⌄ Pencil enabled in Panser mode

28

4-4. a pen tool

Pen tools to enable pen functionality

[STEP 01] a pen tool

① Click the pen tool icon

② Pen Type - Note Pen OR Select Blackboard Pen Mode

③ Pen Type - General Pen Panser Functionality

④ Pen Type - Fluorescent Pen Panther Function

⑤ Pen Thickness - Zoom in on Thickness with Up and Down Arrows

⑥ Pen Thickness - Check Current Thickness

⑦ Pen Color - Handwriting progress to the selected pen color

Palettes show selected pallets instead of the palette you are using If you want to use another palette, you must select the appropriate mode
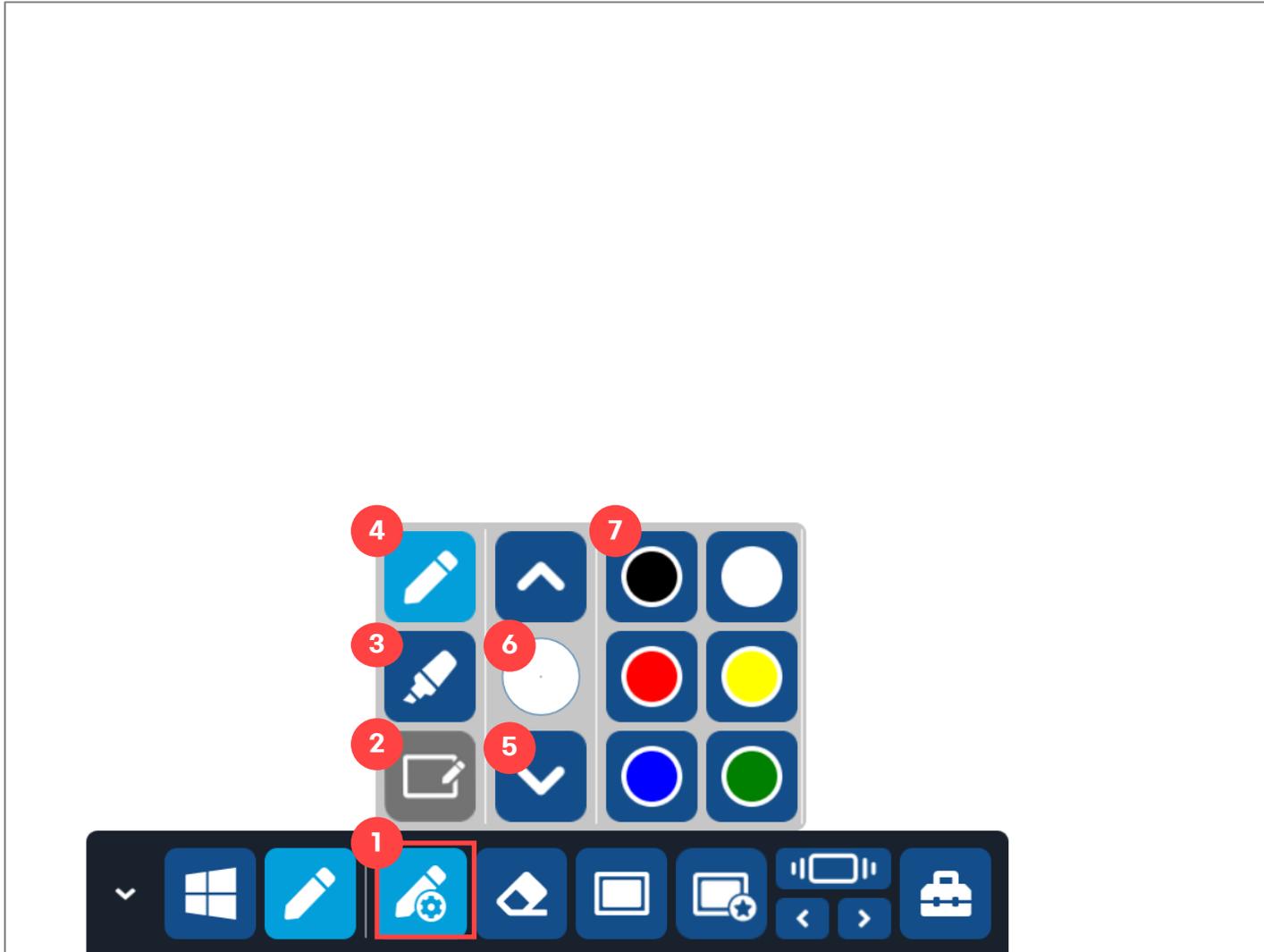
4-5. Eraser

Ability to erase and revert a created edition

[STEP 01] Eraser

① Click the eraser icon

② Click the stroke eraser icon to clear the puncture by stroke

③ Click the full eraser icon to clear all the pane content on the slide

④ Move back by stroke, move forward

🔽 Backward by stroke when backward after ALL eraser is used
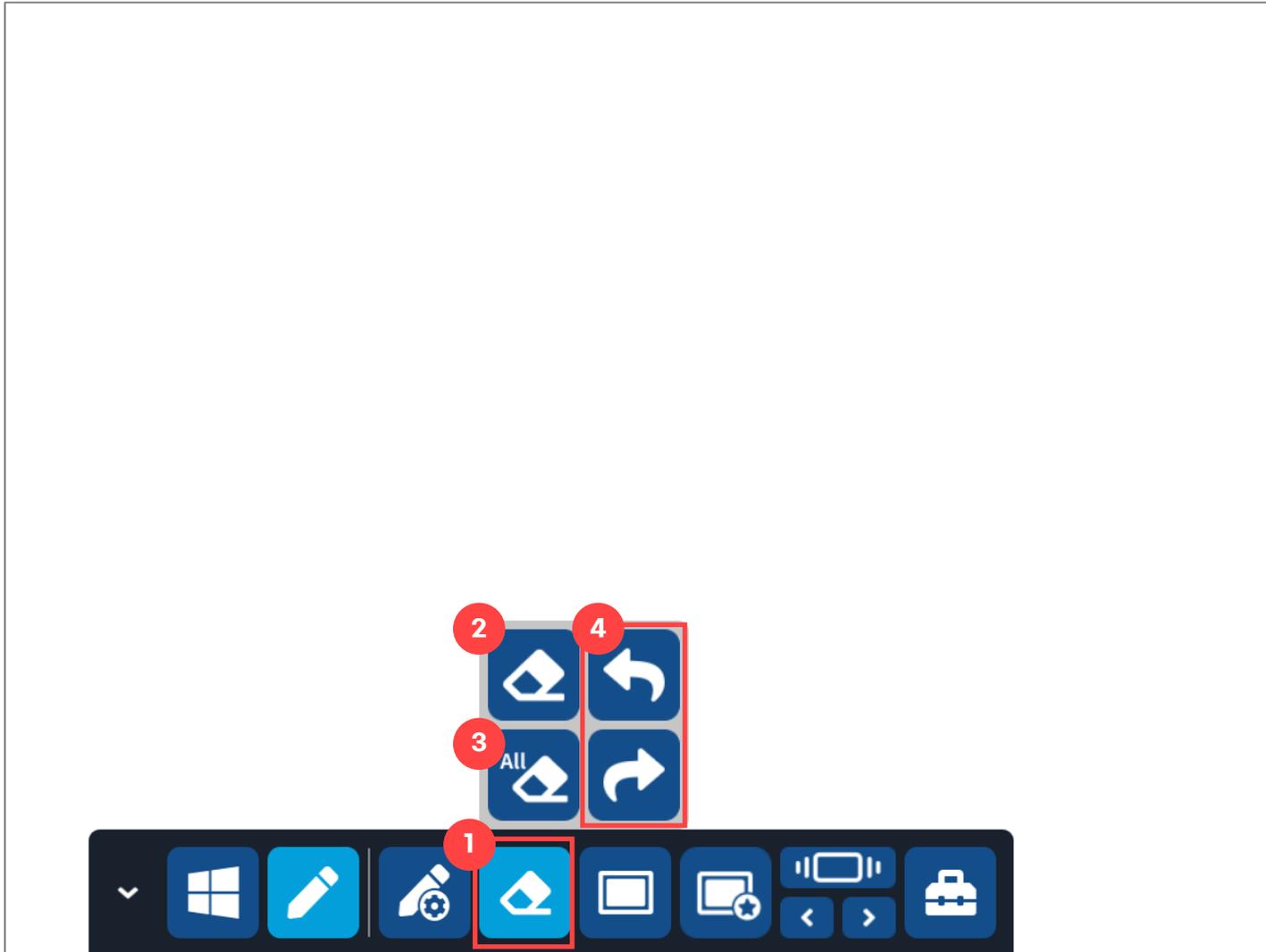
4-6. Add Default Blackboard
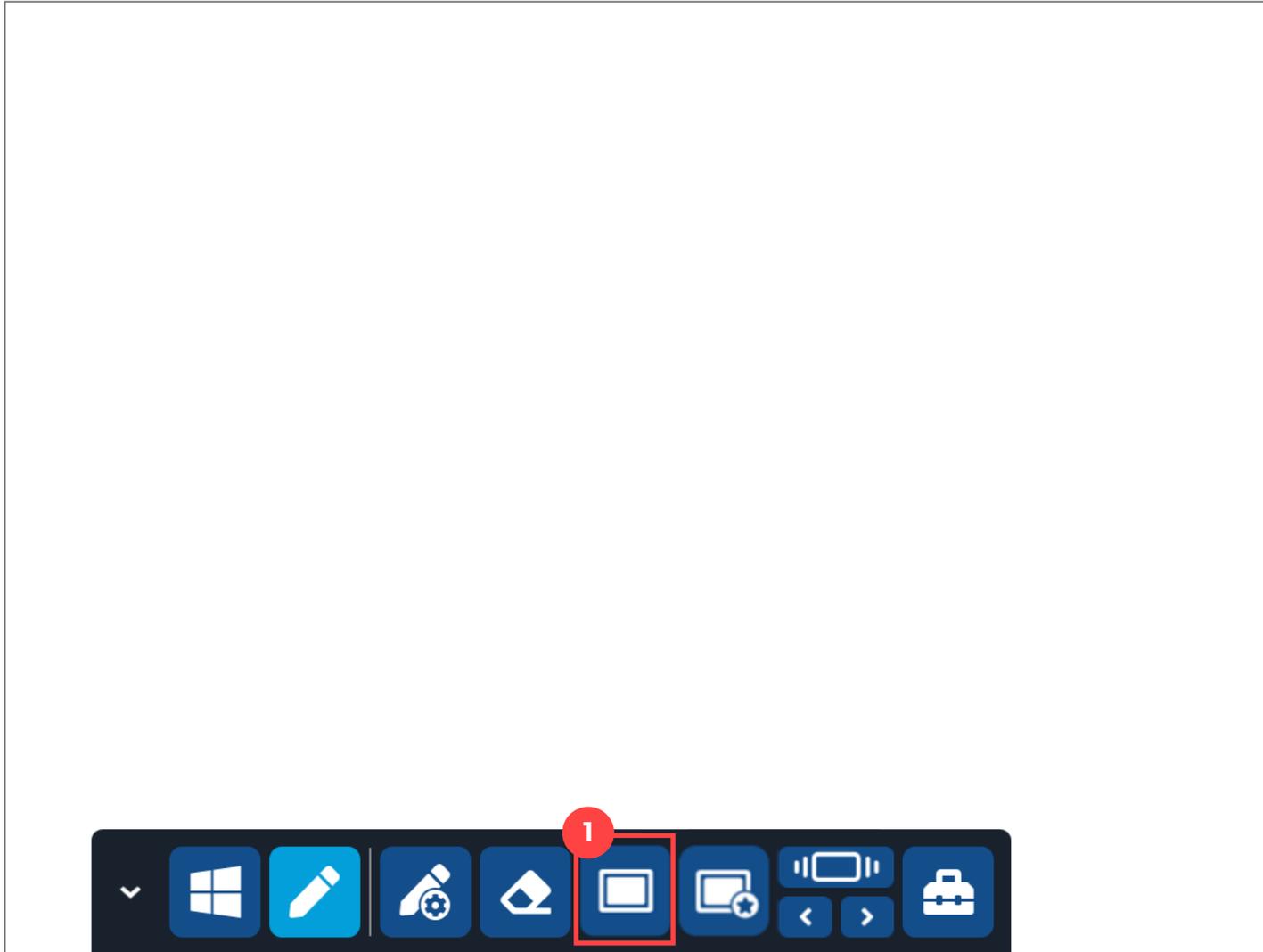
Add default blackboard

[STEP 01] Add Default Blackboard

① Click the Add Default Blackboard icon

② Add default blackboard

∨ You can change it from the default blackboard color setting (see 32p)

4-7. Add User Blackboard

User Blackboard Select to add

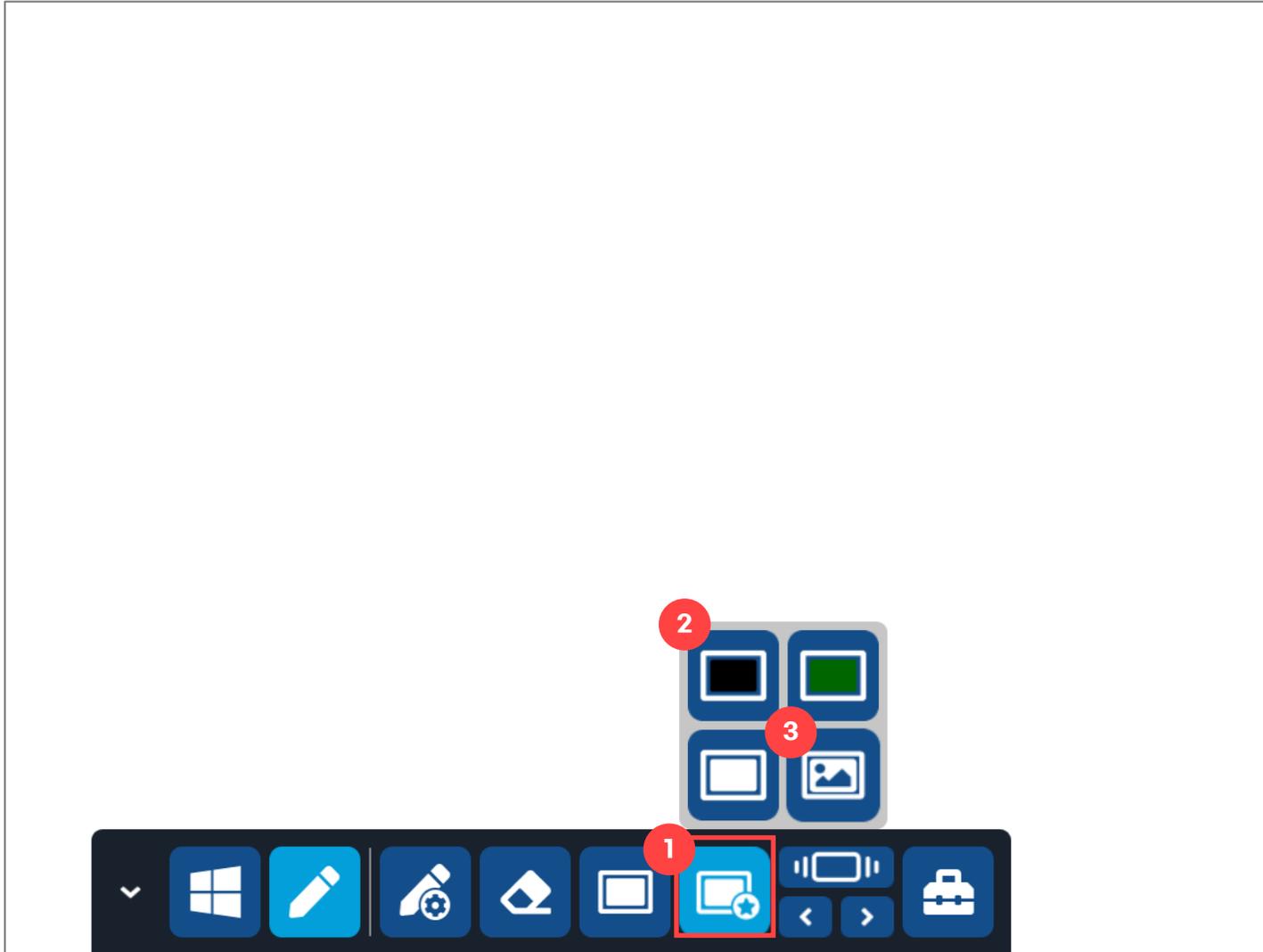### [STEP 01] Add User Blackboard

① If you want to add a blackboard other than the default one, click the Add User Blackboard icon

② If you want to add a blackboard with a changed color, select the color you want to change (black, white, green) to add a blackboard with that color

③ If you want to add an image blackboard, click the image icon to select an image and add the image blackboard

🔽 Images can load files in JPG, PNG formats

🔽 If you want to add another color slide, you can use the 'Add Basic Blackboard' feature (see 25p)

⚠ For images that are too large, loading is automatically restricted as it can affect the behavior of the program

4-8. Slide List

[STEP 01] Check the list
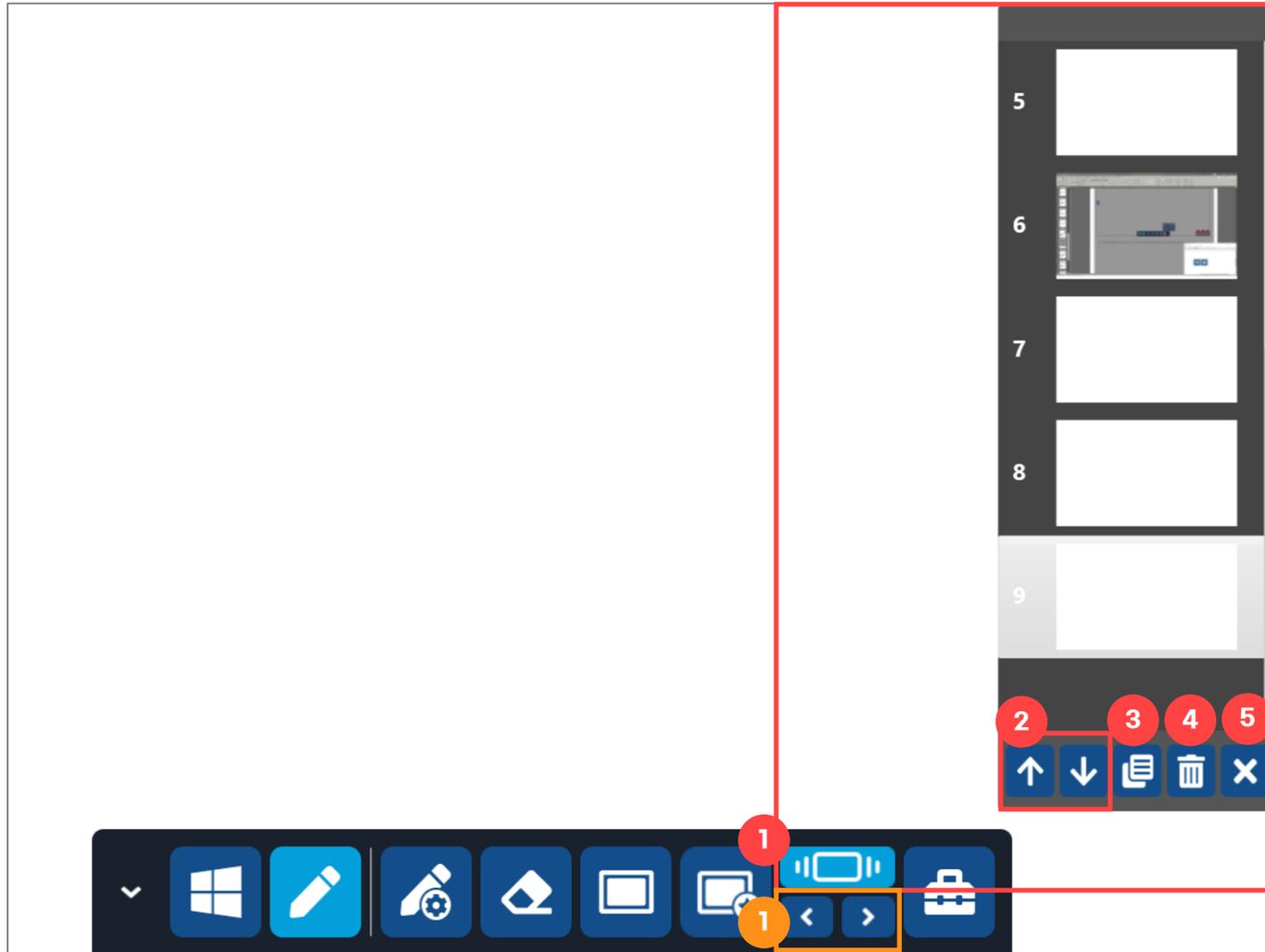
[STEP 02] Move List

Check out the list of published slides

[STEP 01] Check the list

① Click the slide icon to create a list check area

② Click the up and down arrows to change the slide order

③ Click the Replication icon to duplicate the selected slide

④ Click the Trash icon to delete the selected slide

⑤ Click Close to close the slide list area

[STEP 02] Move List

① Click the left arrow icon to move to the previous slide Click the right arrow icon to move to the next slide

33

4-9. recording

Video recording function in progress

[STEP 01] Start recording

① Click the tool icon

② Click the Recording icon to start recording immediately

[STEP 02] Stop/End Recording

① Click the Stop icon to stop recording in progress

② Click the Play icon to resume the stopped recording

③ Click the Exit icon to exit and save the recording

○ Storage Location: Save recorded files separated by teacher name in the C:₩WeClassData₩WeClassPlus subfolder

[STEP 02] Stop/End Recording

[STEP 01] Start recording

4-10. Zoom in and out
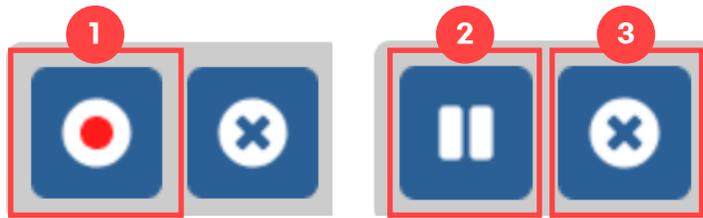
[STEP 02] Zoom in progress
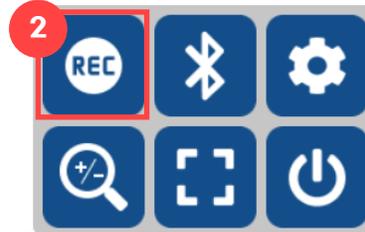
[STEP 01] Select Zoom

Blackboard Zoom Ratio Change Function

[STEP 01] Select Zoom

① Click the tool icon

② Click the Zoom icon

[STEP 02] Zoom in progress

① '-', Click the '+' icon to change the zoom ratio

② Click the up, down, left, and right arrows to change the position you are viewing

③ Change to move mode by clicking on the pen icon Return to pen mode when clicked again
- move mode : drag and move where you are looking when writing the pen
- pen mode : draw the pen when writing the pen

④ Click the 1:1 button to change the original ratio to 100%

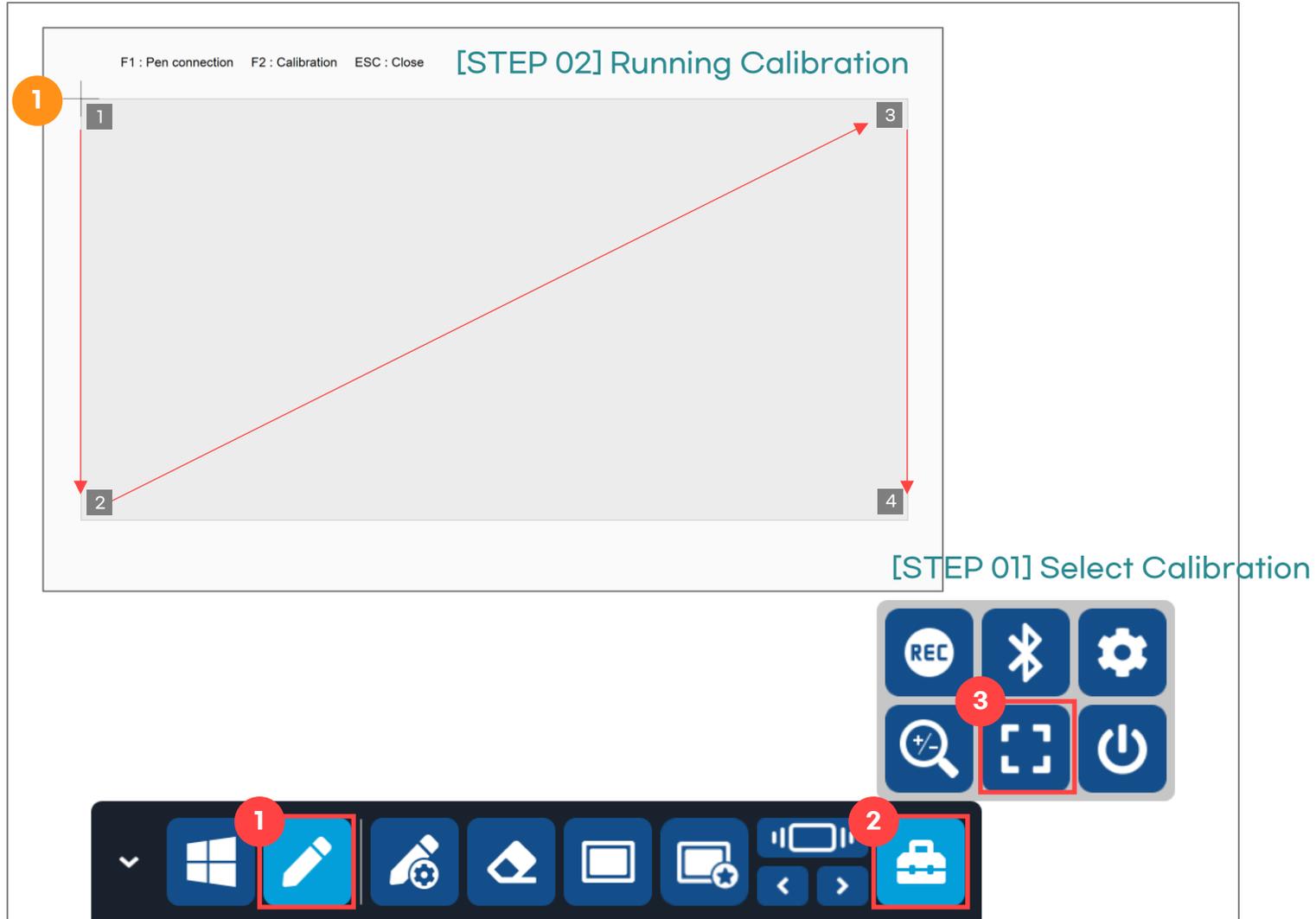If you want to restore the ratio to its original state, you need to adjust it with a 1:1 button
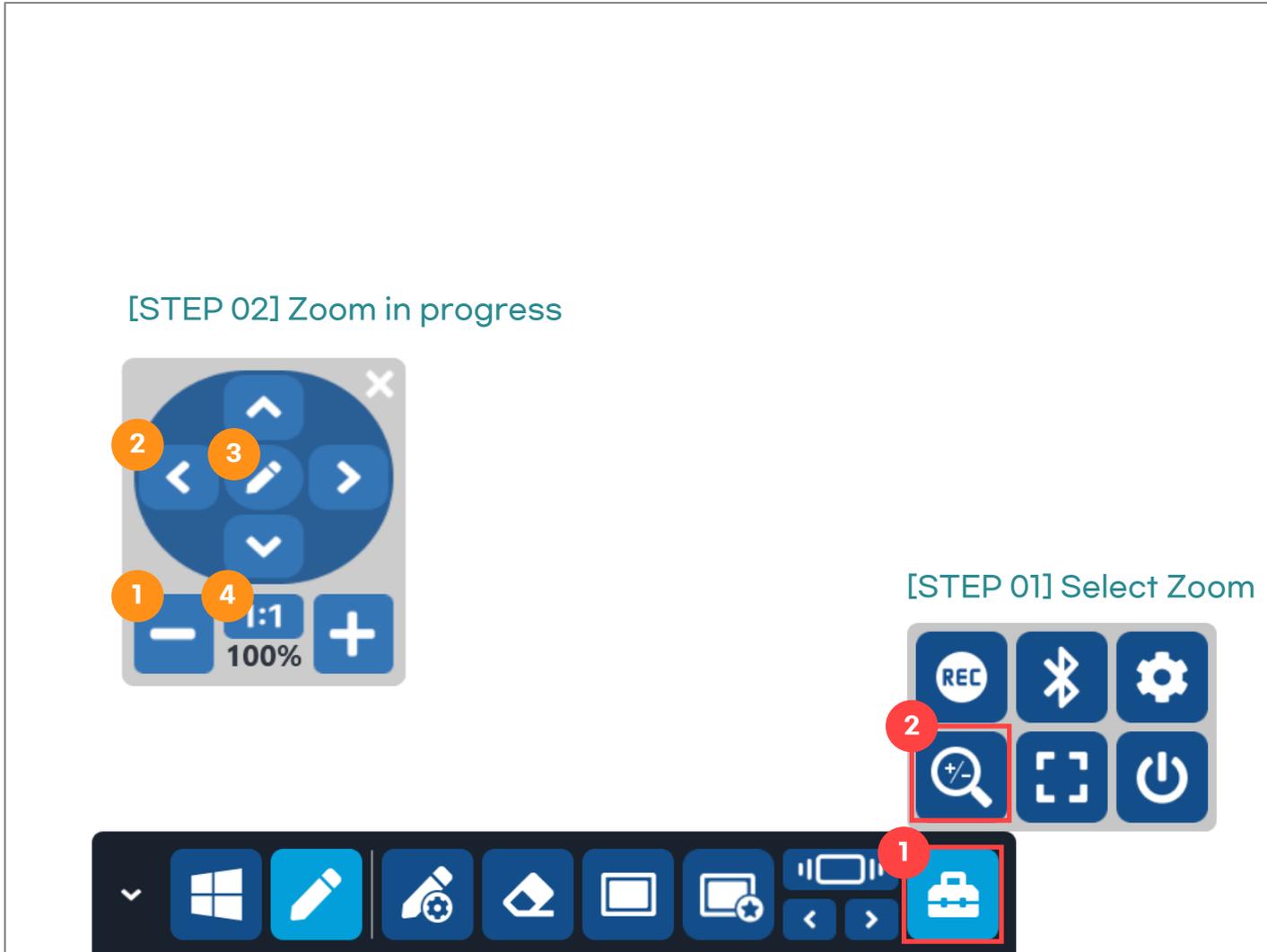
4-11. Calibration

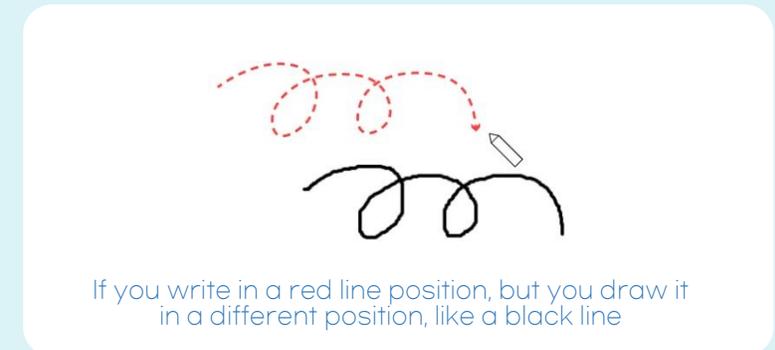Capability to calibrate the position coordinate value of the pen

[STEP 01] Select Calibration

① Change to Panther Mode

② Click the tool icon

③ Click the calibration icon

[STEP 02] Running Calibration

① Click on the connected pen where the '+' mark appears in the order specified by the arrow

② Calibration completed on completion of all four corners

⌄ If coordinate is taken normally, the + mark on the corner disappears

⌄ See image below symptoms requiring calibration

If you write in a red line position, but you draw it in a different position, like a black line

---

F1 : Pen connection   F2 : Calibration   ESC : Close

[STEP 02] Running Calibration

[STEP 01] Select Calibration

36

4-12. End of class

[STEP 02] Select how to save the class

[STEP 01] End of class

### End of class and save function

[STEP 01] End of class

① Click the tool icon

② Click the End of class icon

[STEP 02] Select how to save the class

① Save to PC Save teacher's handwriting slides and student's handwriting slides

② Not saved when Don't save is selected

③ Class does not end when Close is selected

⌄ Storage Location: Save teacher's handwriting and student's handwriting in the C:₩WeClassData₩WeClassPlus subfolder, separated by teacher's name
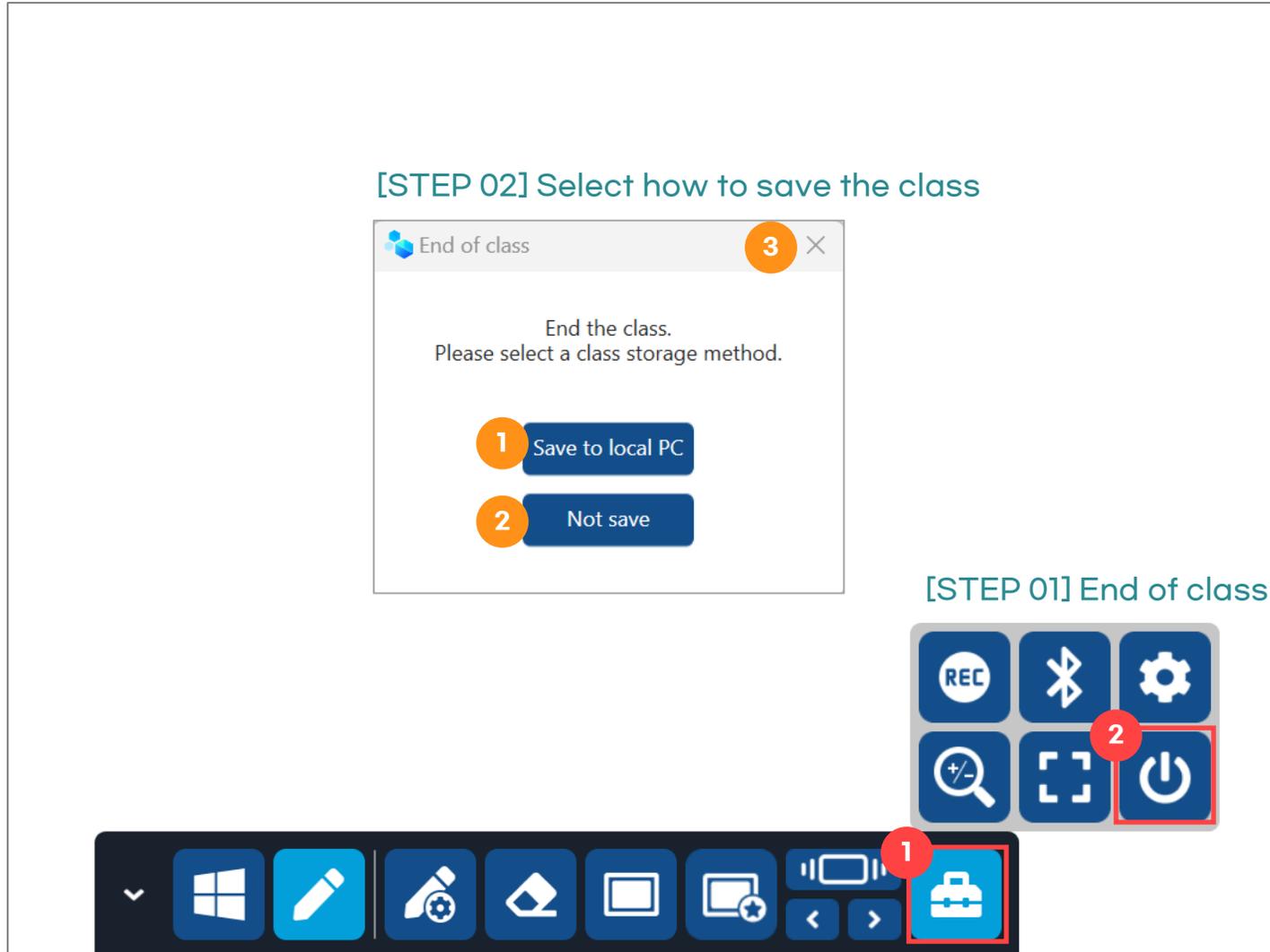
4-13. correction of students

[STEP 01] Student Selection　　　[STEP 02] CORRECTION PROGRESS

Switch to student correction mode, which allows correction on the student correction

---

[STEP 01] Student Selection

① Click the Student Mode button in the left side area

② Select the check box of the students you want to correct from the student list

[STEP 02] CORRECTION PROGRESS

① Click the left and right arrows to move the student screen

② Click the Select Color button to change the color of the correction pen

③ Click the left and right arrows to change the thickness of the correction pen

④ Click the pen function button to attach to the student screen

⑤ Click the eraser function button to delete the corrected content stroke unit

⑥ Click the Go button to move the student handwriting position

⑦ Close Student Handwriting Window by clicking the Close button

⌄ If you use an eraser in the student correction, only the content written by the teacher is erased

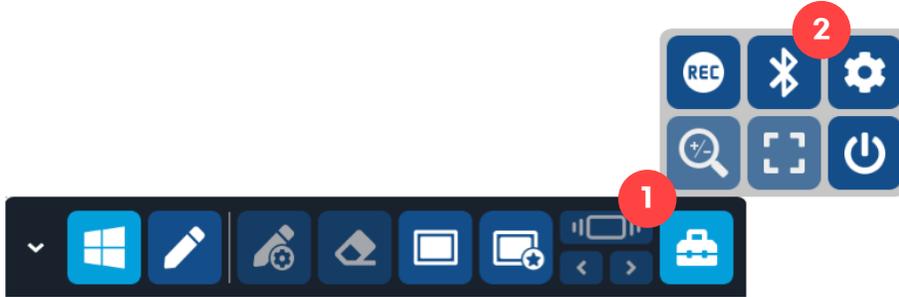⌄ If you want to see the screen larger, you can adjust the screen size by dragging and dragging the bottom right
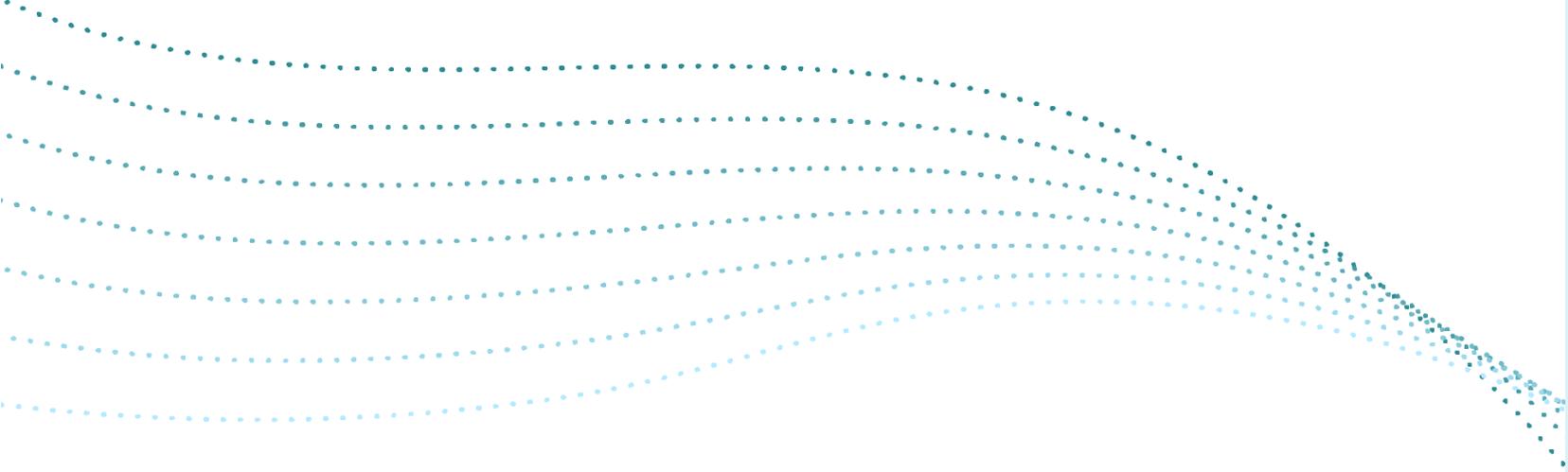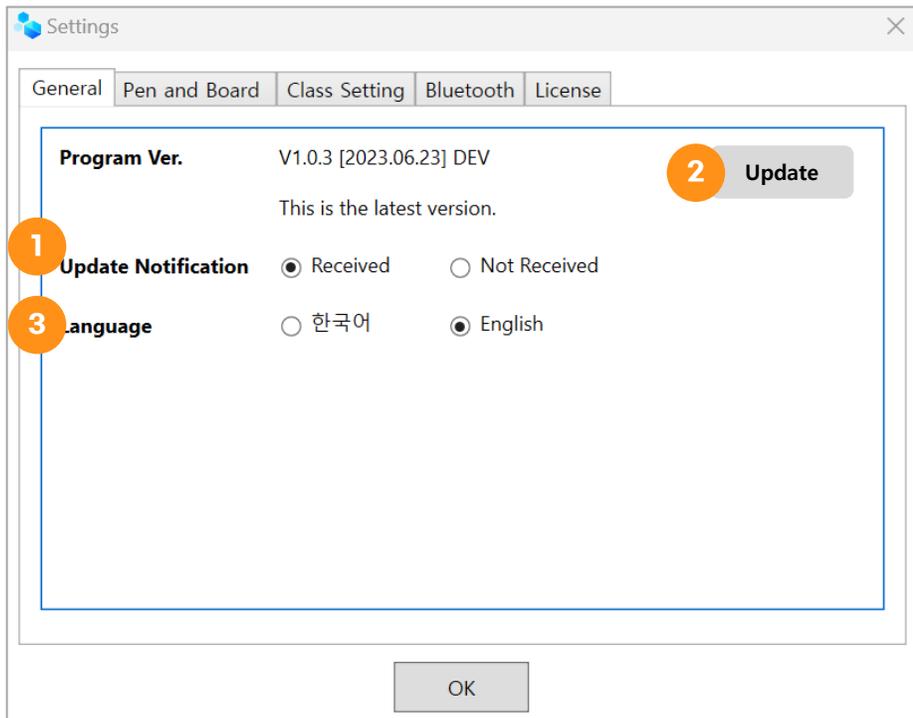
38

5. Setting

5-1. General Settings

5-1-1. Update Settings

[STEP 01] Entering the Configuration Menu

[STEP 02] Update-related settings

Settings related to updating programs

[STEP 01] Entering the Configuration Menu

① Click the Tools menu

② Click the Preferences menu

[STEP 02] Update-related settings

① Select whether to receive an update notification - Receive: Generate an update when you exit - Do not receive: Do not generate an update even if there is an update - However, for mandatory updates, proceed regardless of whether it is received or not

② Click Update to proceed with manual update

③ Select and set the program output language

⌄ Save all configuration settings on a device-by-device basis (if the device is the same even if the account is changed, the settings will be linked)

⌄ When you receive an alert, the notification window below is sent until the update proceeds If you no longer want it, change it to Not received

5-2. Pen and Blackboard Settings

Pen and Blackboard Settings

[STEP 01] Pen and Blackboard Settings

① Select and set pen thickness, pen color, and blackboard color to use as the default when starting the program

② Set by entering the size you want to use for each thickness step

③ Select and set the thickness and color of the student pen to print when checking the student's handwriting

🔽 Save all configuration settings on a device-by-device basis (if the device is the same even if the account is changed, the settings will be linked)

🔽 Start screen pen thickness only applies to blackboard pens

5-3. Class-related settings

Settings

| General | Pen and Board | **Class Setting** | Bluetooth | License |

① Screen Sharing ❓   ● Use   ○ Not used

② Camera ❓   ● Use   ○ Not used

③ Mic. ❓   ● Use   ○ Not used

④ Contents   ○ Local in PC   ● Cloud Server

OK

Class-related settings

[STEP 01] Class-related settings

① Share monitor screens to students if used, and pen data only to students if not used

② Set whether to use the camera device during class

③ Set whether to use the microphone device during class

④ Setting the location to import class pattern material

⌄ Save all configuration settings on a device-by-device basis (if the device is the same even if the account is changed, the settings will be linked)

⌄ If the content location is set to a PC, the pattern stored on the PC can be recognized If the LMS is used, the pattern stored on the LMS can be recognized with that ID

⌄ Only PC patterns are available when running as a go-to, PC or LMS when running as a login

⚠ If the instrument does not have a camera, the feature is disabled

⚠ If your device has a camera and the camera does not turn on after you select Enable, you need to make sure that 'Settings > Privacy > App Permissions > Allow Camera Access' is turned on (see 41p)

42

5-4. Bluetooth Settings

5-4-1. Pen connection-related settings
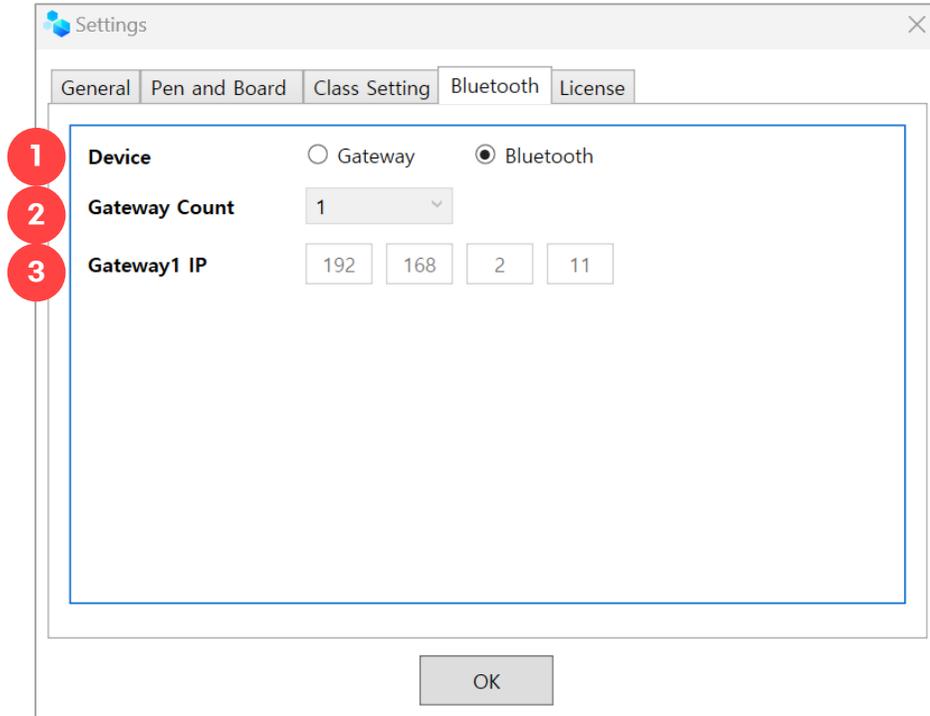
Pen connection-related settings
___

[STEP 01] Pen connection-related settings

① Select pen connection method
- Gateway : Pen connection via gateway device
- Bluetooth : Pen connection via Bluetooth pairing

② Select the number of gateways to connect to

③ Enter gateway IP information to connect to

⌄ Save all configuration settings on a device-by-device basis (if the device is the same even if the account is changed, the settings will be linked)

⌄ Digital pens can connect up to 6 Bluetooth and 31 gateway pens, including teacher pens
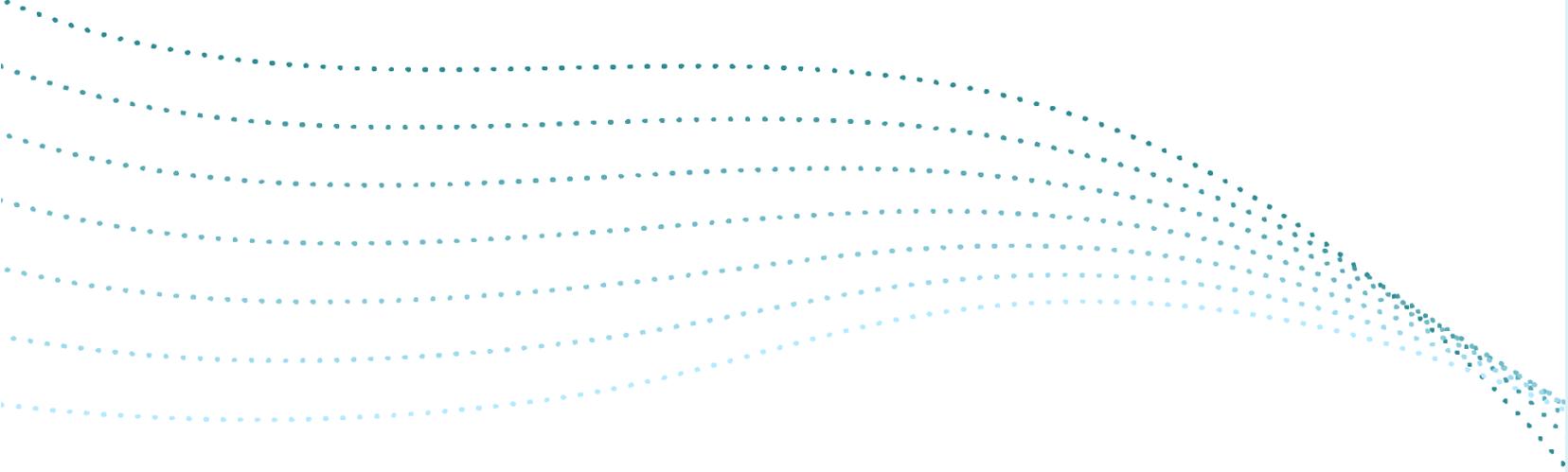
43
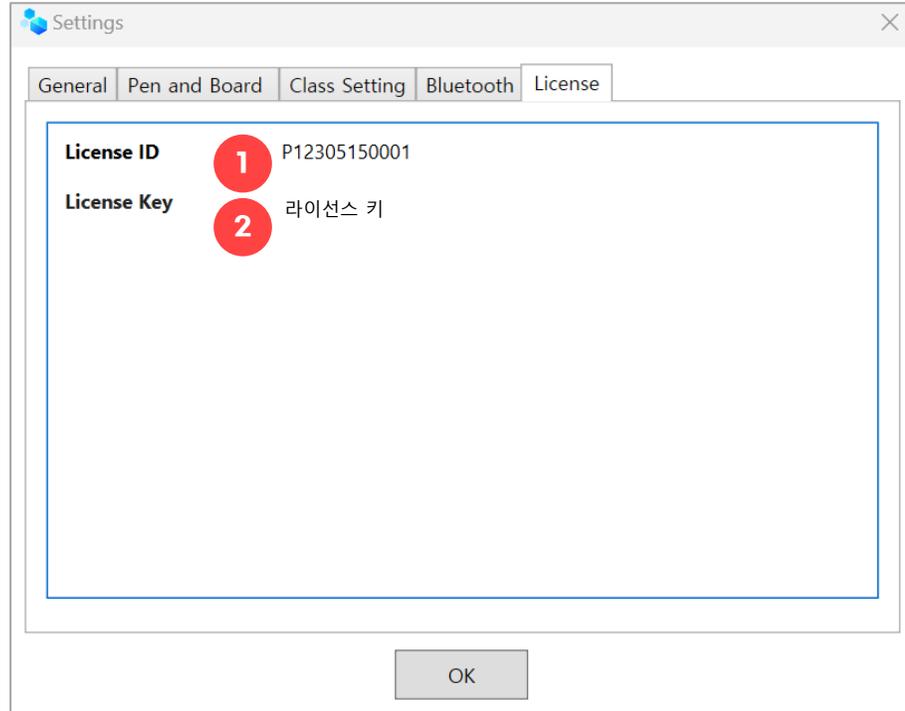
Verifying Licenses

[STEP 01] Verifying Licenses

① Verifying License ID

② Verify License Key

✓ Save all configuration settings on a device-by-device basis (if the device is the same even if the account is changed, the settings will be linked)

⚠ License keys can only be registered on one device

Settings

General | Pen and Board | Class Setting | Bluetooth | License

License ID   ①   P12305150001

License Key   ②   라이선스 키

OK

6. Troubleshooting Guide

1 Program Execution Problem

2 Pen connection problem

3 Camera related Problem

**4** Note Image Problem

5 Disconnected screen problem

6-1. Program Execution Problem

6-1-1. Check if the
program is installed

1

경고 ✕

이 파일은 실행파일이며, 실행할 경우 컴퓨터가 손상될 수 있습니다. 그래도 실행하시겠습니까?

VC_redist.x86.exe

☐ 다시 묻지 않음   확인   취소

2

경고 ✕

이 파일은 실행파일이며, 실행할 경우 컴퓨터가 손상될 수 있습니다. 그래도 실행하시겠습니까?

WebView2RunTime.bat

☐ 다시 묻지 않음   확인   취소

Program Execution Problem

[STEP 01] Check if the program is installed

① VC_redist32

② WebView2RunTime.x64.108.0.1462.46

🗸 The above items are installed on your PC by default, but if the execution is not normal after installing the license program or if a warning modal is displayed, you need to check if they are installed

🗸 Request program installation files from the WE-CLASS administrator

46

6-2. Pen connection problem
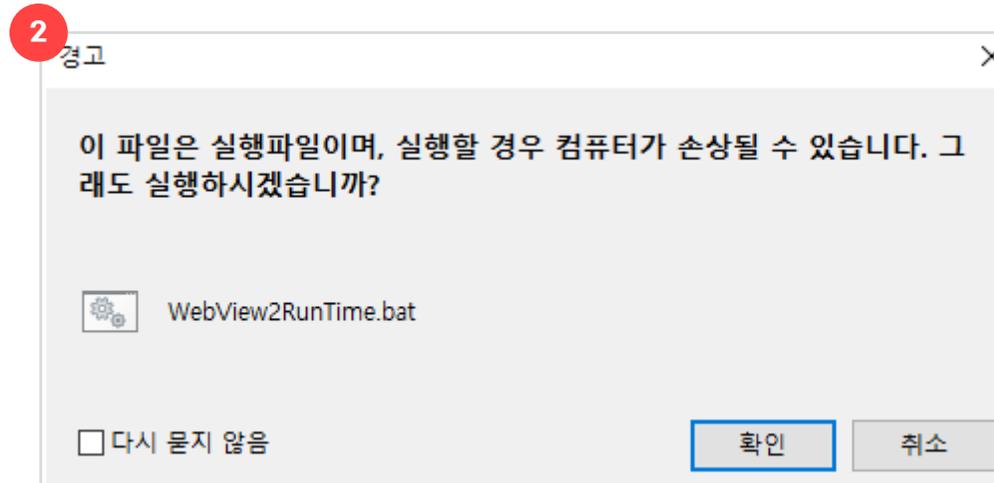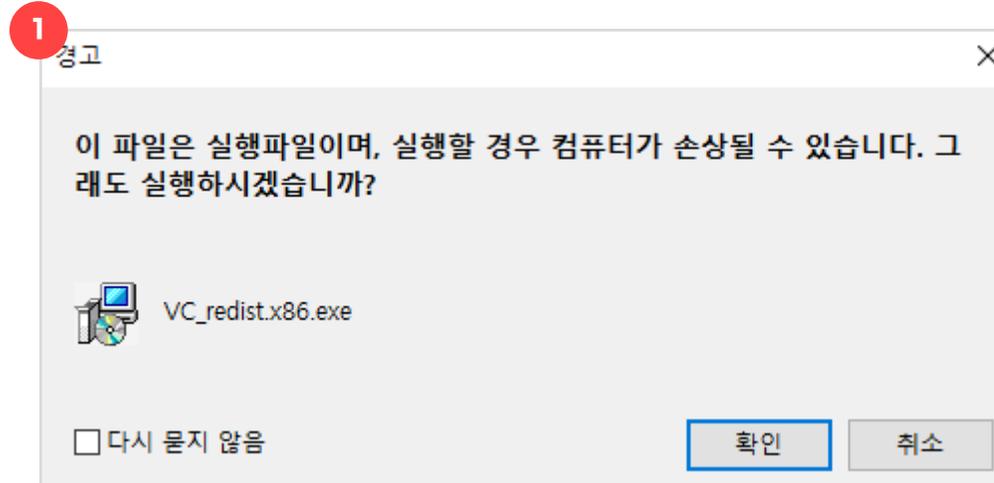
Pen connection problem

[STEP 01] Turn off and turn off the digital pen

① Power down the digital pen for about 2 seconds

② Power is normally turned on when the top circular light is fixed in white

③ Normal connection when white light on digital pen flashes slowly after pen connection retry

🔽 Digital Pen Power Light Meaning

-Colourless (no light): Power off

-Change to multiple colors: Powering off

-Fixed with white light: Powered on

- White light flashes slowly repeatedly: Digital pen connected

-Blinking sky blue light: Bluetooth connection attempted

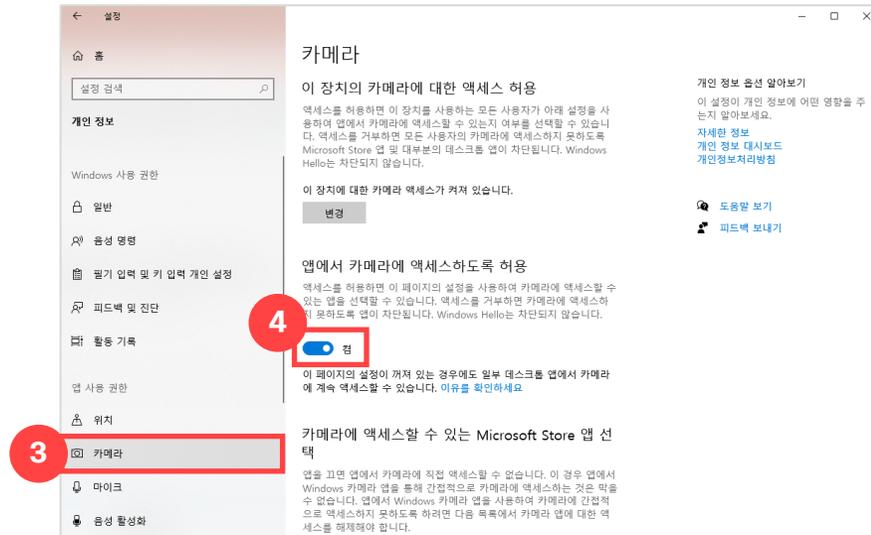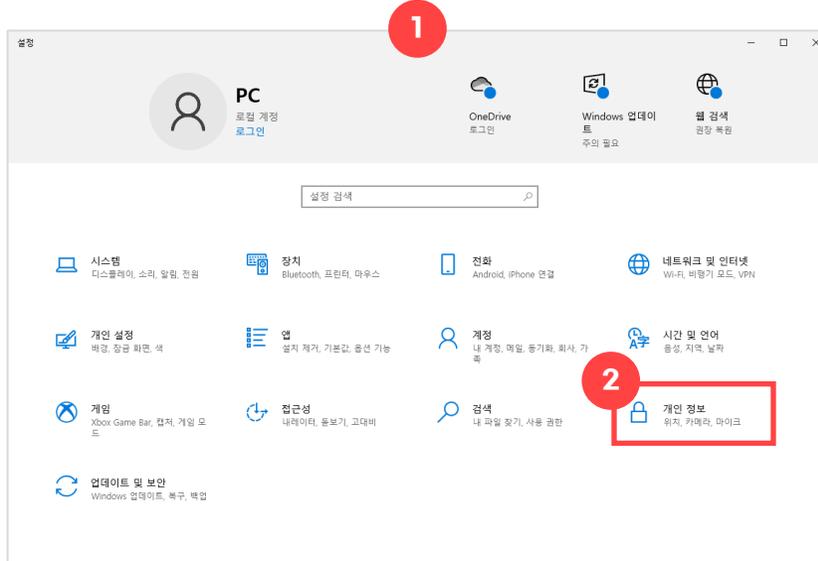-Red light flashing: low battery

-Other details: See the pen manual

6-3. Camera related Problem

Camera related Problem

[STEP 01] Check if camera access is allowed

① Click Start > Settings

② Click Personal Information

③ Left Menu App Permissions > Camera Selection

④ Change the Allow apps to access the camera menu to on

6-4. Note Image Problem

Note Image Problem

[STEP 01] Checking the location of

① You must set the location where the material that the teacher and student are viewing is stored as the content location to see the note background image together

🔽 Recommended to use LMS materials when having non-face-to-face classes with students
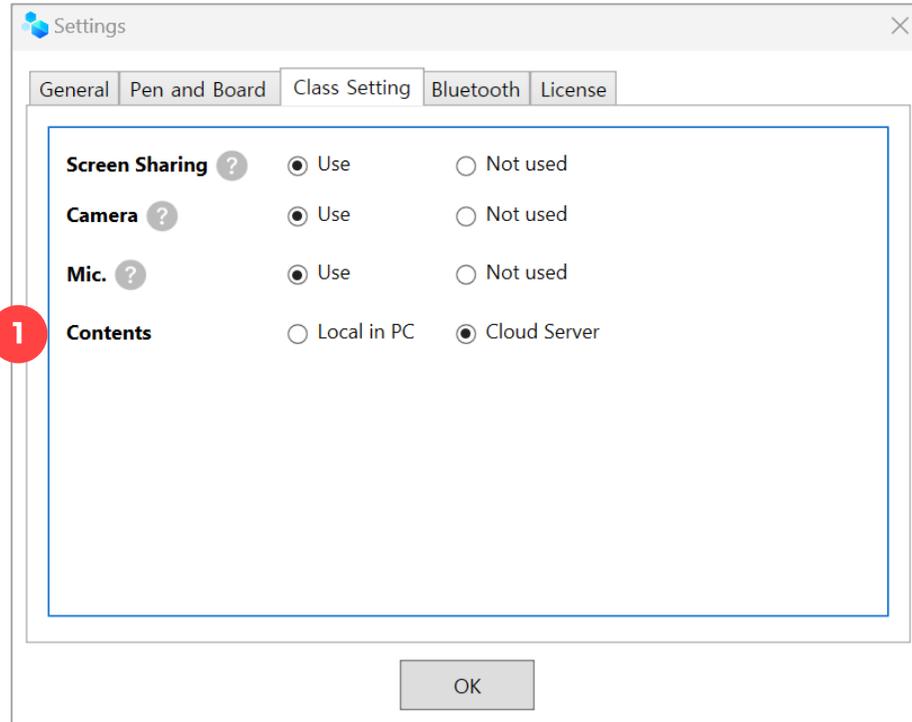
6-5. Disconnected screen problem 6-5-1. Check your network environment
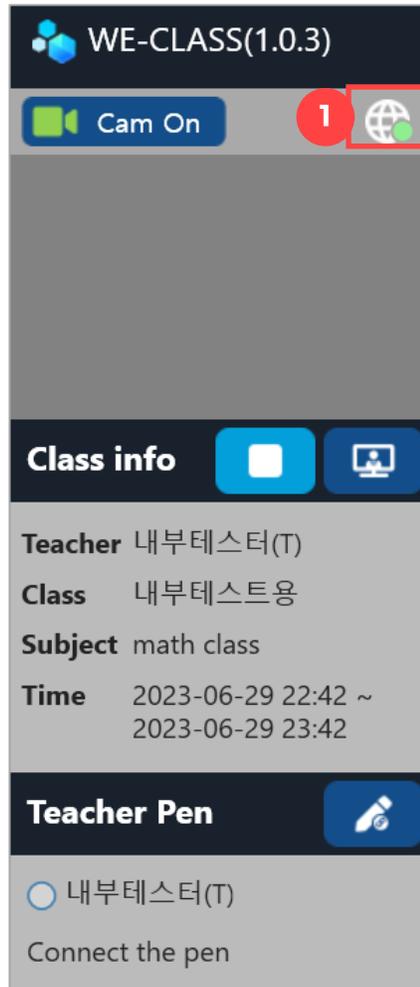
Disconnected screen problem
_____

[STEP 01] Check your network environment

① If the current network environment is not good, the screen may be cut off and sent to students

❤ Check the network environment through the dot color of the icon
Green: Good
Yellow: Normal
Orange: Not good