Getting Started with Faronics Insight

Faronics Insight allows instructors to educate, assist, monitor and communicate with an entire computer lab from one central computer.

Insight Console

1. From the instructor computer, look for the Faronics Insight icon at the bottom right of the screen. Click on this icon to open the **Insight Console**.

2. When students login to a student computer in a lab equipped with Faronics Insight, you will be able to see the thumbnails of their computer screens as well as their usernames.

Features

To use a feature in Insight, select the student by clicking his/her thumbnail and then press the Insight Toolbar button that corresponds to the feature that you want to use. To stop using the feature, click the button again.
• To save a student’s screen to a graphic file, select the student’s thumbnail and click **Snapshot**.

• To share your computer screen with all students, click the dropdown arrow next to the **Show** button. You can choose to display what’s on your computer screen either in full screen mode or as a pop up window.

• To show a student’s screen to other students, select the student and click the **Show Student** button. The student’s screen will then be displayed to the entire class.

• To toggle your view of the student machines between list view and the thumbnail, use the **View All** button.

• To send a document or file to a student, select the student to whom the file should be sent. Then, click on the **Files** icon and select **Send Files**. From the resulting popup window, locate the file that is to be shared and click **Send Files**.
• Student screens can be blanked and keyboard and mouse activity suspended by selecting a student and then clicking **Blank Screen**.

• The **Shutdown** button can be used to shutdown, logoff, or restart student computers.

**Shortcuts**

Many of the commonly used features listed above can be quickly accessed by right clicking on the Insight tray icon at the bottom right of the screen.

For more information, contact the Faculty Resource Center at 205.348.3532 or frc@ua.edu and visit our website at [http://frc.ua.edu](http://frc.ua.edu).

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