

BenQ Board

Interactive Display

Quick Start Guide

Target model : RM6503A



<Index>

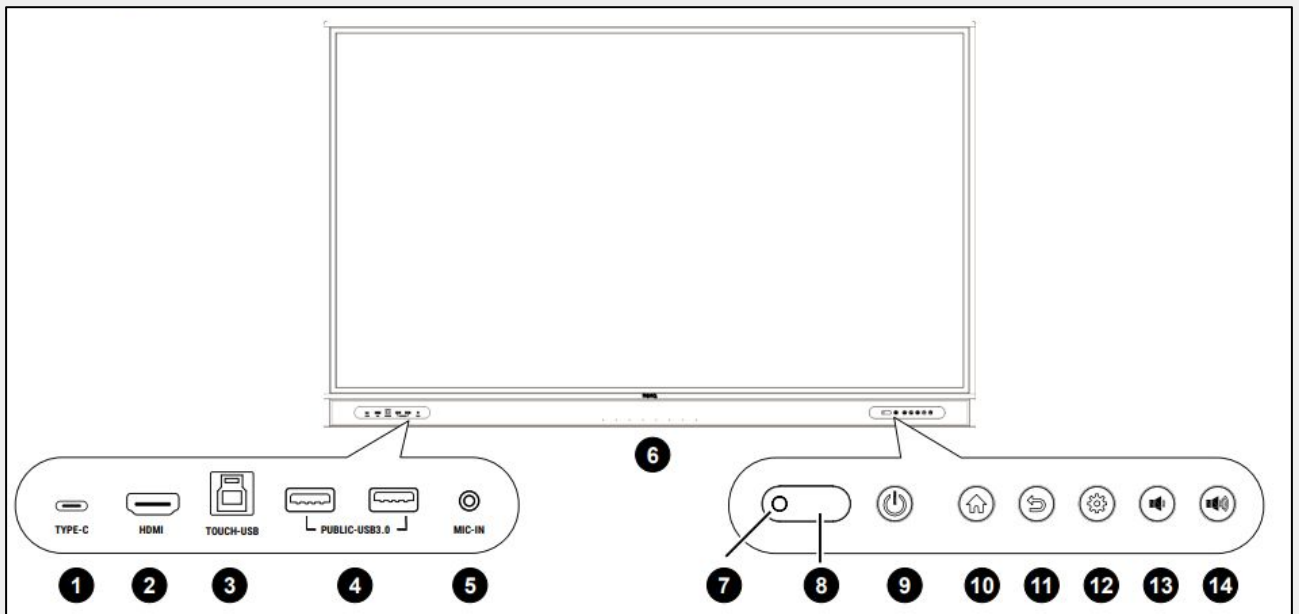
- Part names of BenQ Board
- Initial Setup
- Software update

How to use

- ① Mirroring Device Screen with Cables
 - ② Wireless Mirroring
 - ③ Whiteboard App
 - ④ Open Data Files
- Something Wrong with BenQ Board? (FAQ)



Part names of BenQ Board (Front)



❶ USB Type-C

❷ HDMI In

❸ USB Type-B

❹ USB Type-A

❺ Mic In

❻ Array Mic

❼ Ambient Light Sensor

❽ IR Signal Receiver

❾ Power

❿ Home

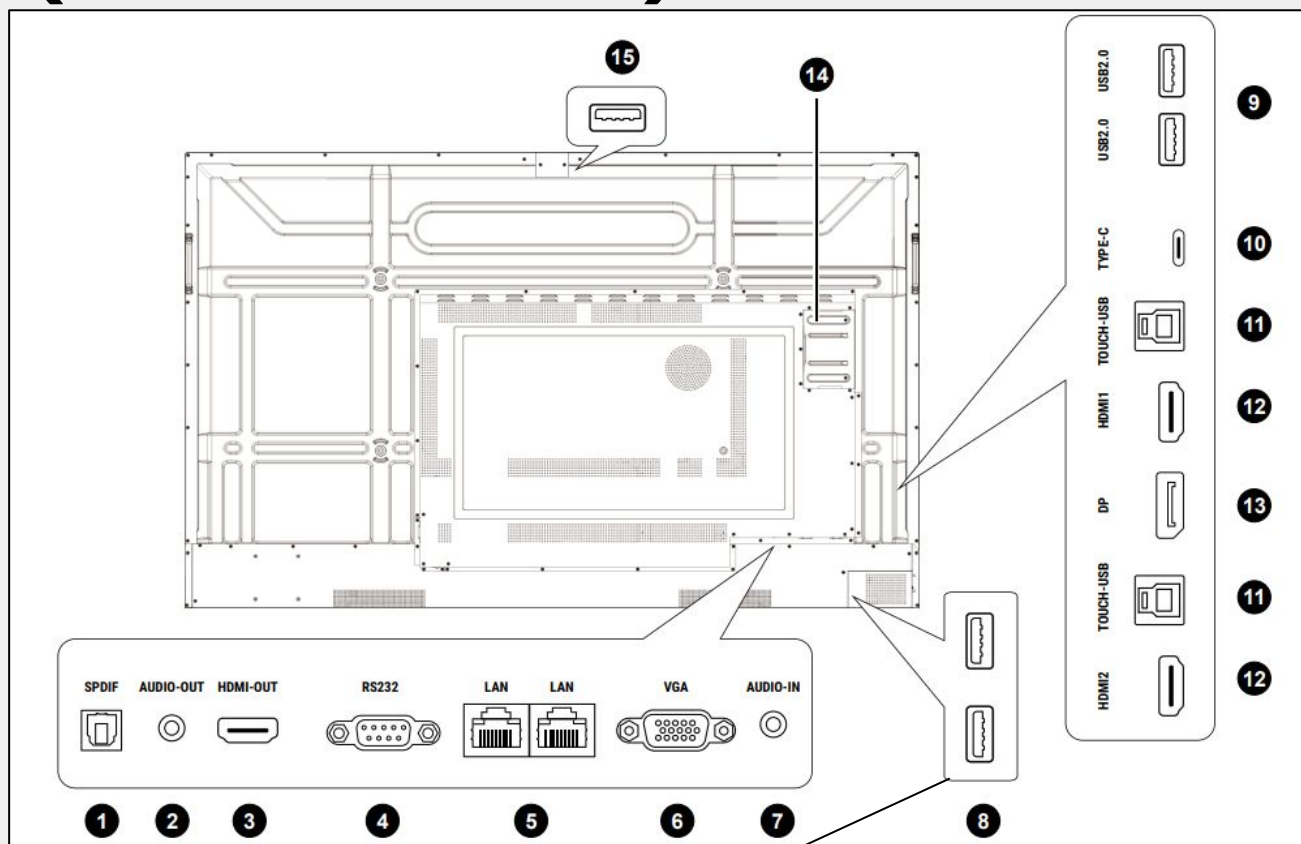
⓫ Return

⓬ Menu

⓭ Volume Down

⓮ Volume Up

Part names of BenQ Board (Under and Side)



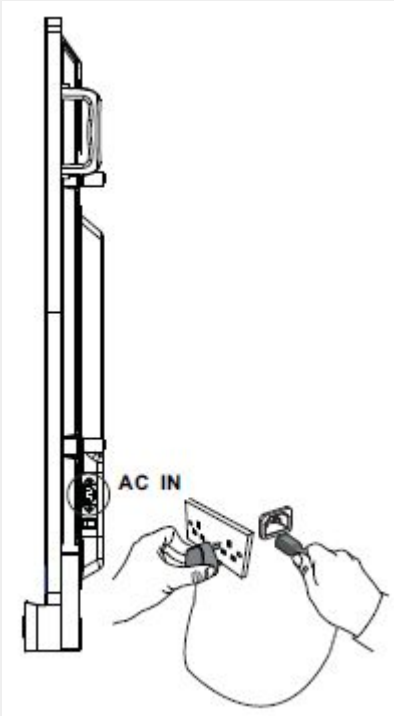
- | | |
|---|------------------|
| ① S/PDIF | ⑨ USB Type-A |
| ② Audio Out | ⑩ USB Type-C |
| ③ HDMI Out | ⑪ USB Type-B |
| ④ RS232 | ⑫ HDMI In |
| ⑤ LAN | ⑬ DisplayPort In |
| ⑥ VGA(D-Sub) | ⑭ OPS Slot Port |
| ⑦ Audio In | ⑮ USB Type-A |
| ⑧ USB Type-A for WLAN Adapter and Remote Receiver USB | |

- **Initial Setup**
- **Software Update**

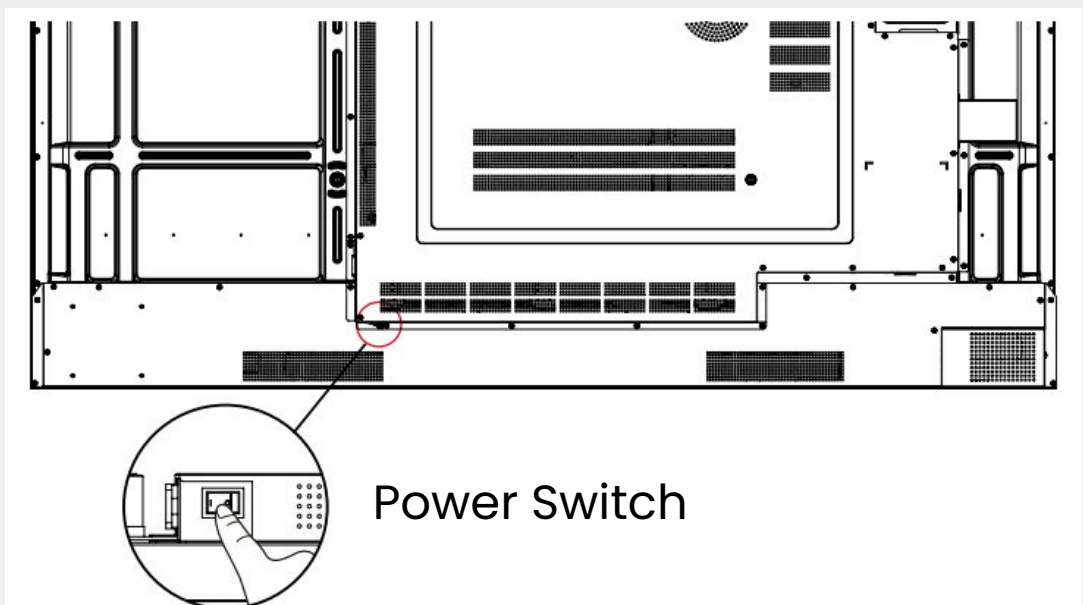


Power on BenQ Board

1. Connect the power cable and BenQ Board to the power outlet

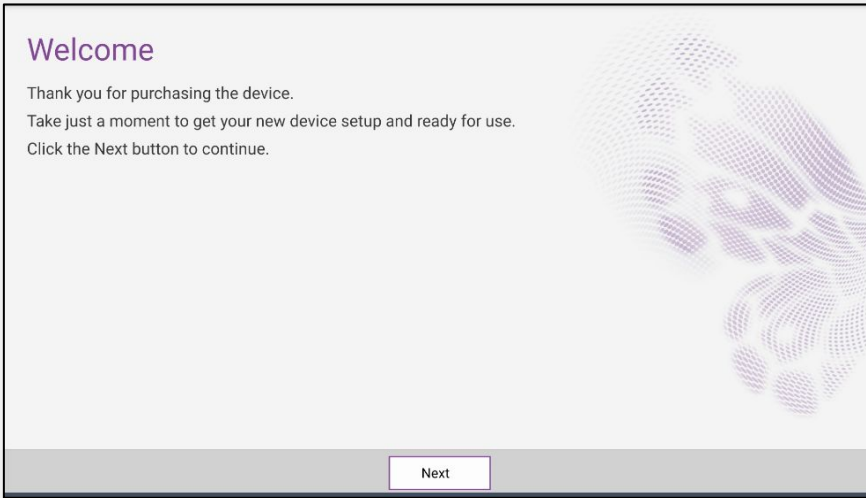


2. Turn on the power switch

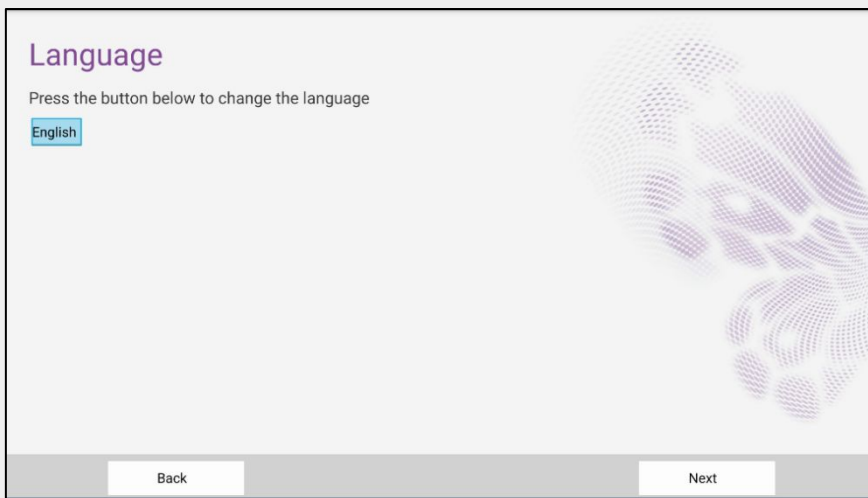


Initial Setup

1. After the power is turned on, the setup wizard starts



2. The language selection screen will appear



3. Select language as the default is English



Initial Setup

4. Set date and time

日時設定

日時の自動設定	☒
日付の設定	2022/04/26
時間の設定	18:01
タイムゾーンの設定	GMT+01:00, 英国夏時間
日付フォーマット	2022/04/26
24 時間フォーマット	☒

戻る 次へ

5. The default time zone is UK time. Set to Japan time.

日時設定

日時の自動設定	☒
日付の設定	2022/04/26
時間の設定	18:02
タイムゾーンの設定	GMT+09:00, 日本標準時
日付フォーマット	2022/04/26
24 時間フォーマット	☒

戻る 次へ

<Attention>
If the time zone is not set correctly, you may not be able to connect to the network or use some functions.
Please set the time zone correctly.

6. Set up your internet settings. LAN or WLAN connection is available

インターネット

接続を選択してください。

☒ 無線

☐ 有線

戻る 次へ

Initial Setup

7. Enter any device name. The default setting is “BenQ”

デバイス名

デバイス名の変更

デバイス名:

戻る 次へ

8. Scroll down to the bottom of the Privacy Policy and tick ✓ to agree

プライバシーポリシー

Before processing any personal data, you have the right to withdraw your consent, rescind or restrict the processing of processing based on consent before its withdrawal.

Access to your information and your rights
You have the right to request details about the information we collect about you and to request us to correct inaccuracies in that information, to object to or request the restriction of processing, and to request access to, or the erasure or portability of your information. You can exercise these rights by contacting us using the details given in the "Contact us" section below. If you request deletion of personal information that is necessary for the performance of the contract between you and BenQ, you acknowledge that you may not be able to access or use our services.

Data Retention
We will not keep your personal data for longer than is reasonably necessary for the purpose it was collected. This means that we process and retain information about you at least the duration for which the information is used to provide you with a service. Despite your request for deletion, BenQ reserves the right to keep the residual personal information, or a relevant part of it, in BenQ's records and archives for some time, in compliance with applicable law, but BenQ will not use that information for commercial purposes.

Contact us
If you have any specific questions, please contact us at:

BenQ Corporation 16 Jhu Road Neihu, Taipei 114 Taiwan Phone: +886-2-2727-8899 Fax: +886-2-2656-2438	BenQ Europe B.V. Meenakkerweg 1-17, 5652 AR Eindhoven, The Netherlands Phone: +31(0)88 888-9200 Fax: +31(0)88 888-9299
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☒ 同意します
☐ 同意しません

戻る 次へ

9. The initial setup is done.

設定完了

本機は設定されています。

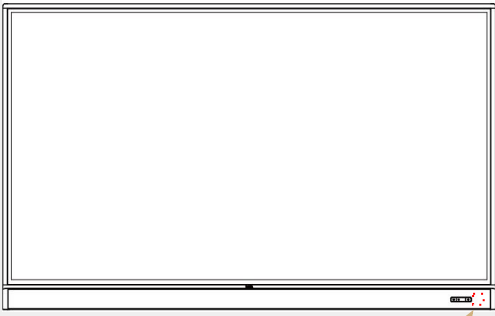
「終了」を押してこのウィザードを閉じてください。

完了

Power On BenQ Board

There are two ways to power on the BenQ Board.

- Press the power button on the BenQ Board
- Press the power button on the remote control



*Aim the remote control at the sensor at the BenQ Board's bottom-right side



< Remote control buttons >



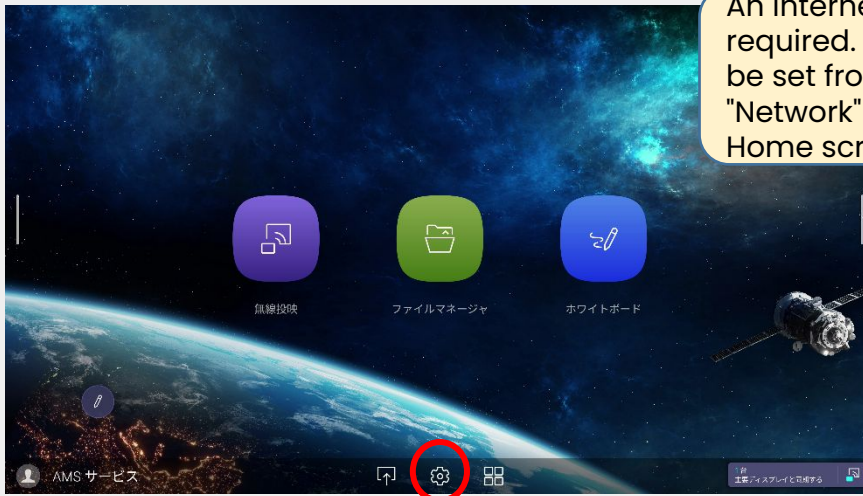
The BenQ Board home screen will be displayed.



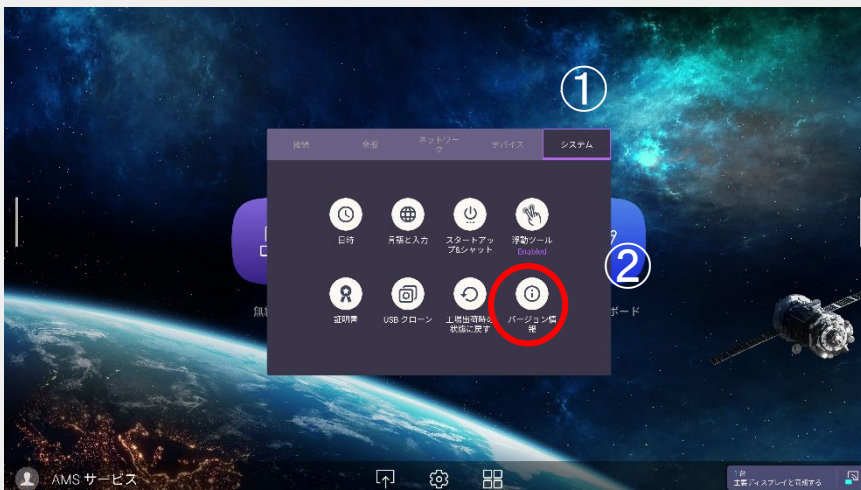
Software Update

In order to use the latest features of BenQ Board, please update the firmware and install the main applications.

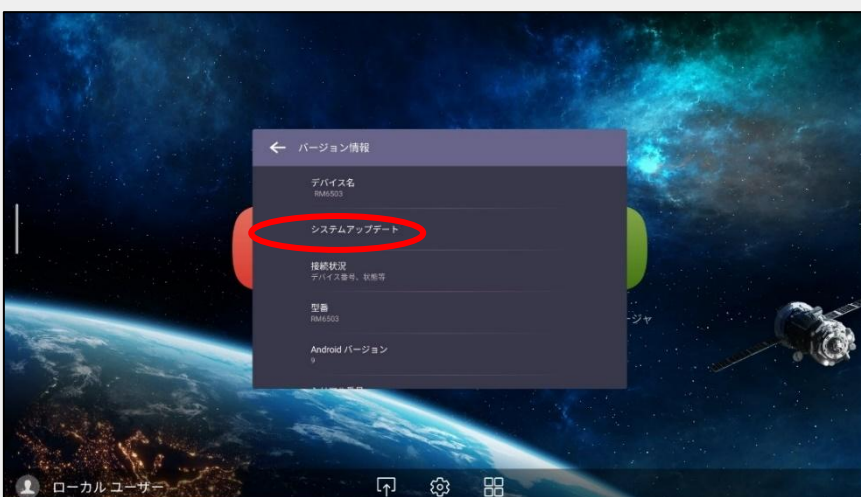
1. From the home screen, select the  icon



2. Select System, then About

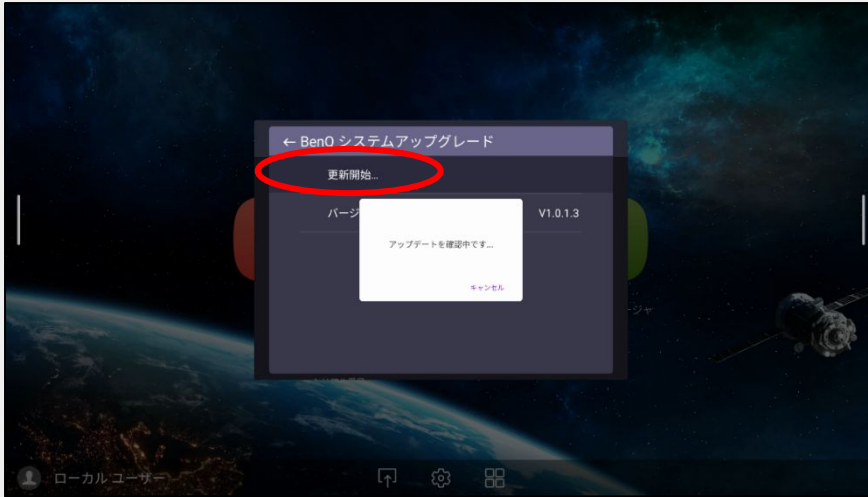


3. Select System Update

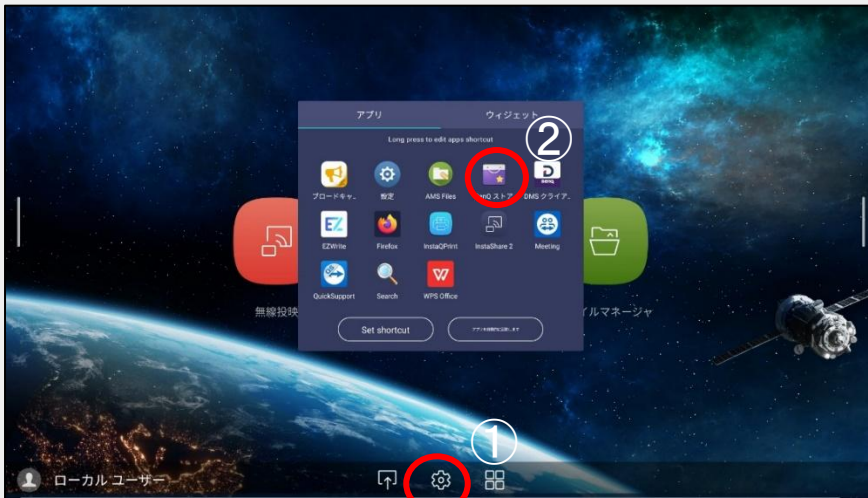


Software Update

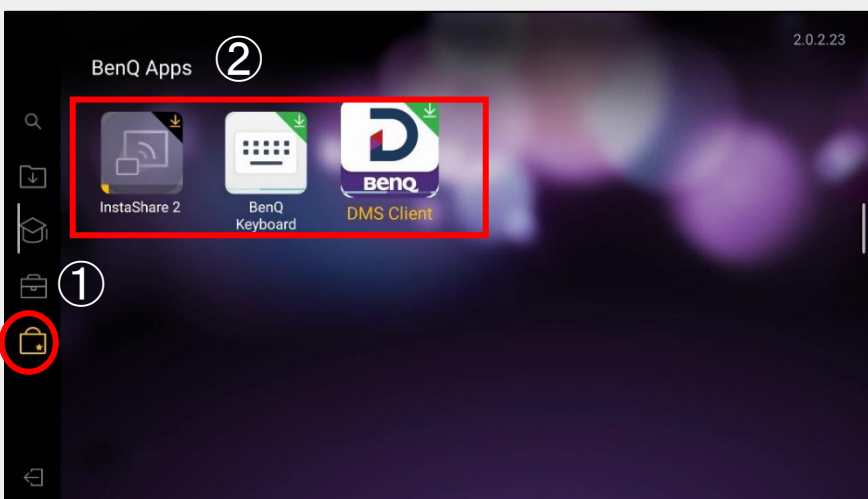
4. Select "Start update" and confirm the firmware update of the BenQ Board main system. (*Internet connection required.)



5. From the home screen, select " " and then select BenQ Store from the Apps menu



6. From BenQ Store  , update your application from BenQ Apps icon



Software Update

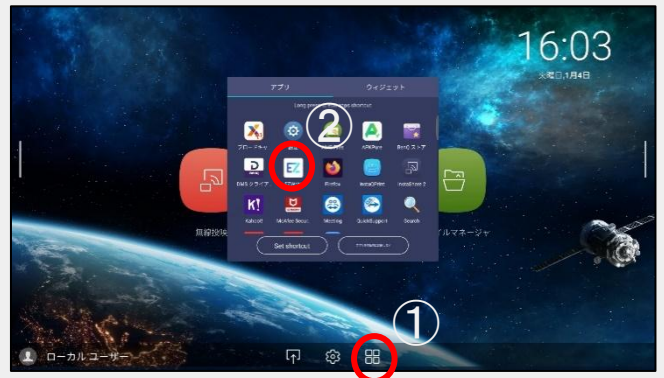
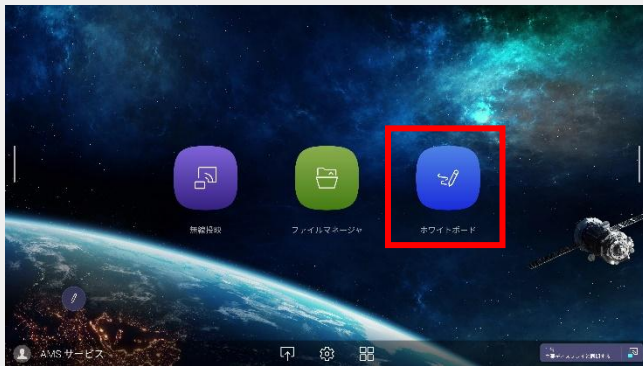
To use the latest features of the whiteboard app "EZWrite 6", please install the latest version.

1.

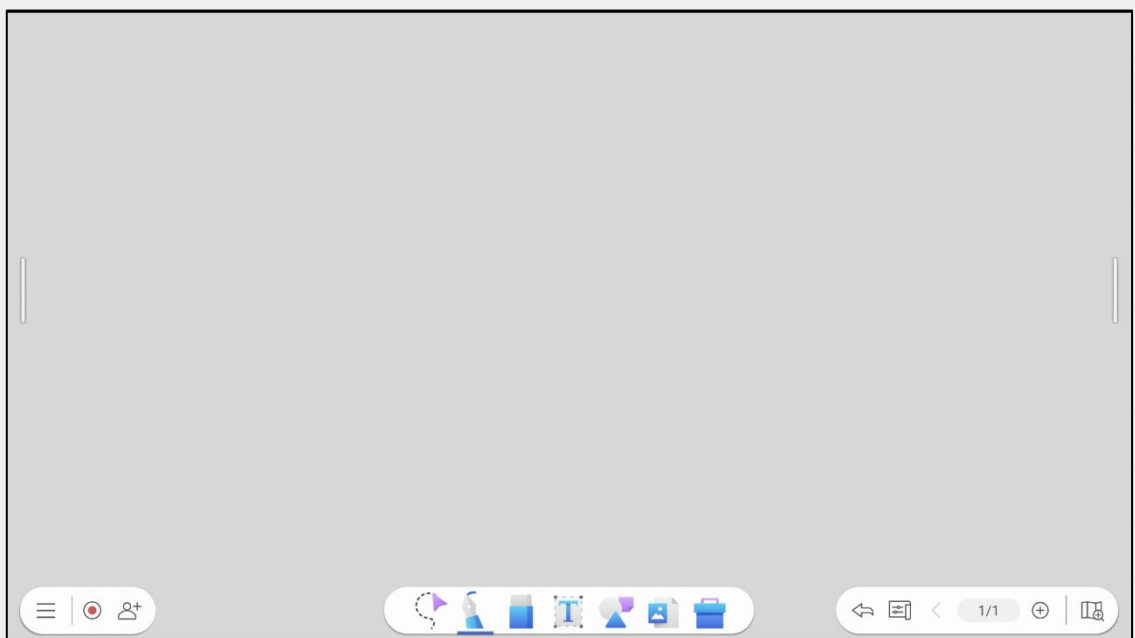
- Select "Whiteboard" icon from the home screen

or

- Select "  ", then select "EZWrite" icon from the app list



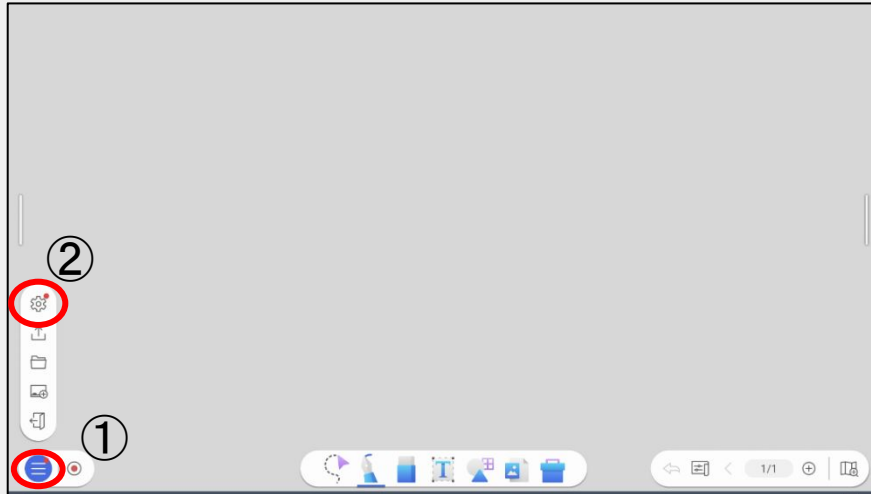
2. Open EZWrite 6



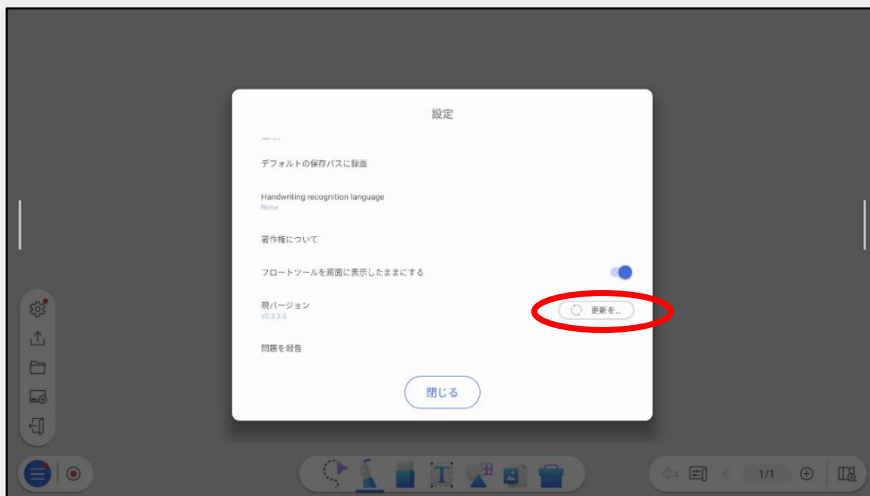
Software Update

Update EZWrite6 app

1. From EZWrite 6 Home screen, select the  icon, then Select the  icon



2. Select the Update icon from the current version in Settings



3. EZWrite 6 firmware is available for download



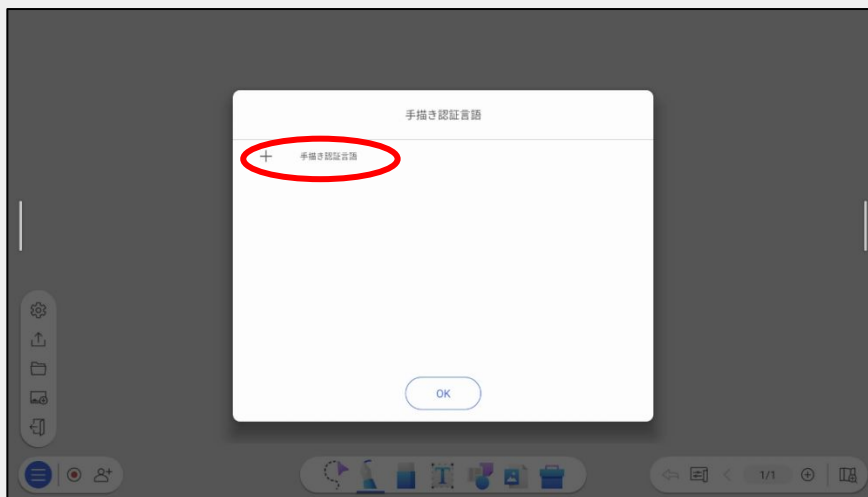
Software Update

Add Handwriting Recognition

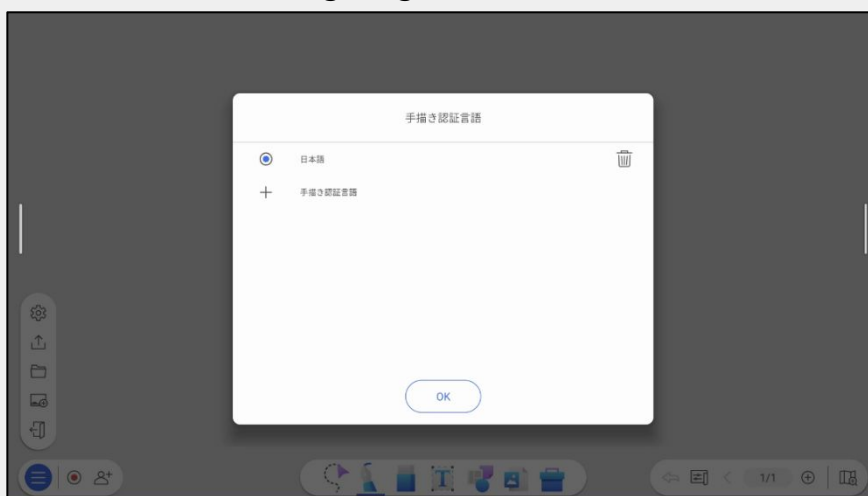
1. From the EZWrite 6 home screen, select the  icon from the  icon and select the handwriting recognition language



2. Click + icon to select a language you want to add for the Handwriting Recognition



3. The downloaded language will be added (see details on P. 26)



<How to use ①>

Mirroring Device Screen with Cables

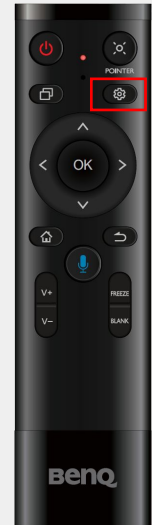
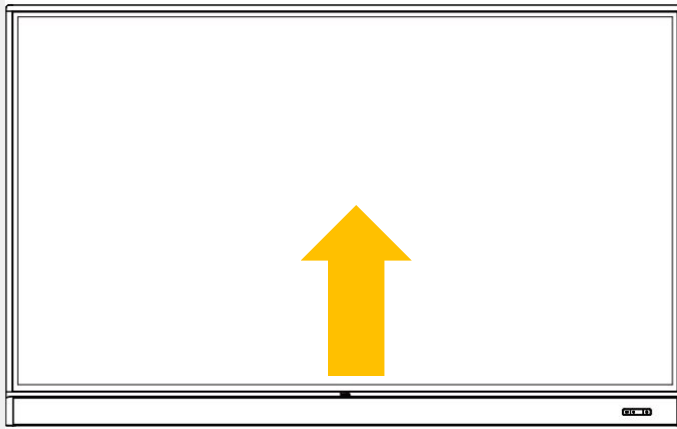
Connecting BenQ Board and Device

1. Three ways to open the input-source-switching screen.

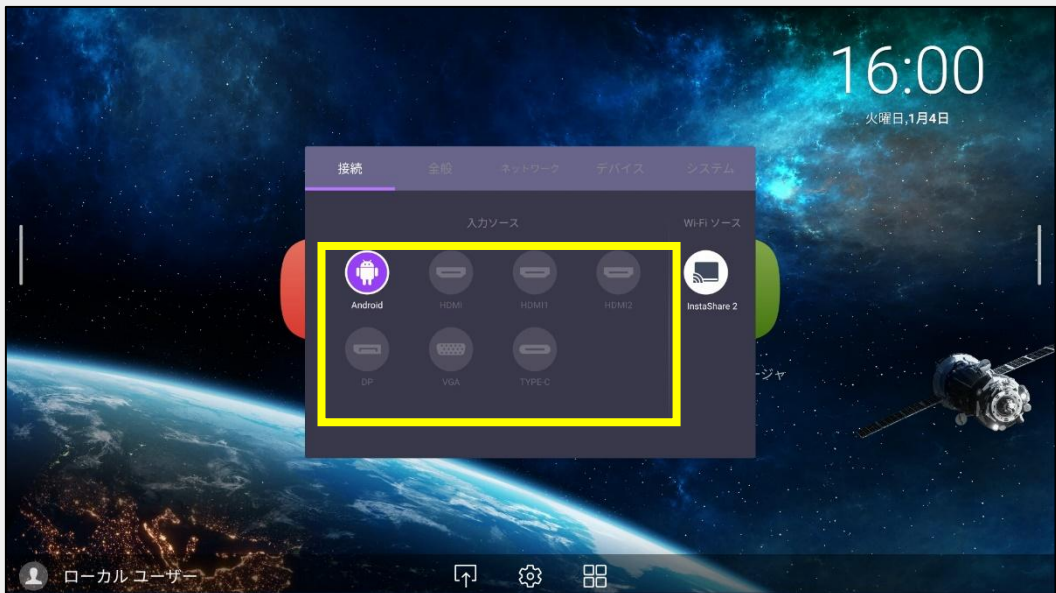
Method 1) Flick up from the bottom center of the screen

Method 2) Press the Settings button on the remote control

Method 3) Press the ⚙ icon from the home screen



2. Tap twice on the input source from the “Connection” to switch screens



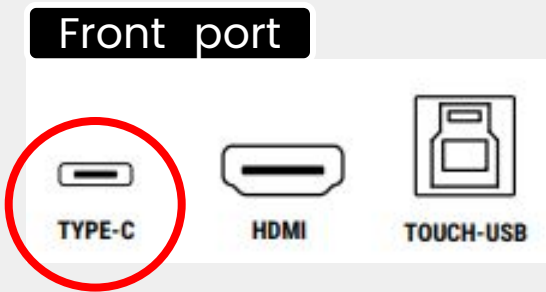
Mirroring Device Screen with Cables

RM6503A

Method 1: With USB Type-C cable

Video/audio output, touch function, and Device power supply are available

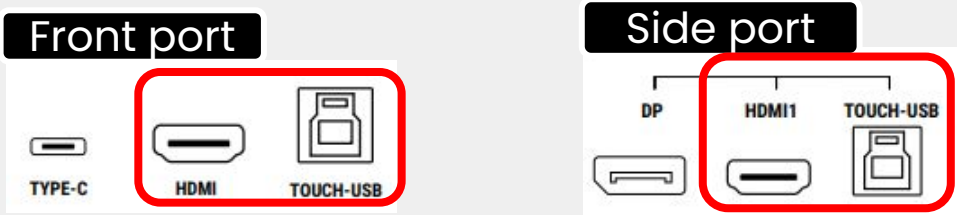
*** Both USB Type-C cable and USB Type-C port on your PC must support DisplayPort functionality.**



Method 2: With HDMI and touch cables

Video/audio output and touch functions are available.

*** Use both HDMI cable and USB Type-B cable (for touch) to connect to HDMI port and USB Type-A port of your PC.
(If only HDMI cable is connected, only video/audio output will be provided)**



When using the side ports, connect them as a set with "HDMI1 and TOUCH1" or "HDMI2 and TOUCH2"
(The touch function cannot be used with the combination of "HDMI1 and TOUCH2")

<Touch-back Support OS> Windows, macOS, Chrome OS, Linux

* Multi-touch may not be available depending on the model and OS version

EZ Floating Tool

To launch EZ Floating Tool, press and hold with two fingers on the screen. Then you can write annotations and more.

- * Make sure EZ Float Tool is turned on from Settings → System.
- * Not available when whiteboard app "EZWrite 6" is running.

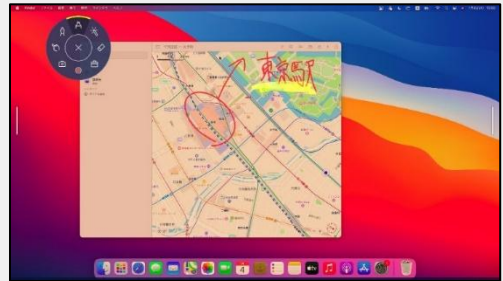


e.g.①



Open Firefox on BenQ Board, then write notes on the screen.

e.g.②



Connect MacBook to BenQ Board with USB Type-C (or HDMI) cable, then write notes on the screen.

How to keep EZ Floating Tool always visible

In the EZWrite 6 settings, activate "Keep Floating tool on screen" so that the EZ Floating Tool is always visible.



< How to use ② >

Wireless Mirroring



Use BenQ App, InstaShare 2, to mirror screen

InstaShare 2 is an application to share the screen between your smartphone or PC and your BenQ Board.

- * Using same network is required for both your devices and your BenQ Board
- * This service may not be available depending on your network environment

< Launch screen sharing application (InstaShare 2) >

- From the Home screen, select Wireless Projection
- Or from the app list, select InstaShare 2 icon.



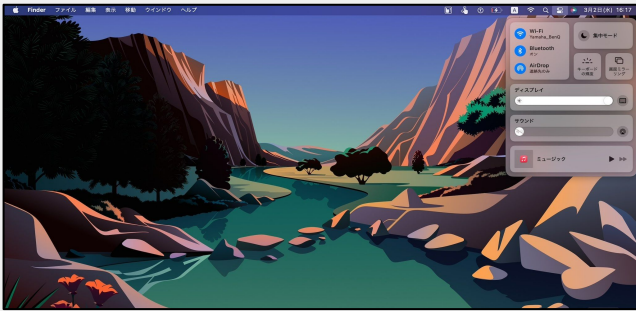
- InstaShare 2 Home Screen will be displayed.



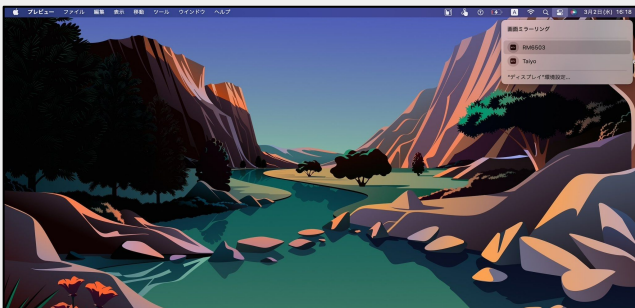
Use AirPlay to mirror screen

Mac

1. Open the Control Center from the top of the screen

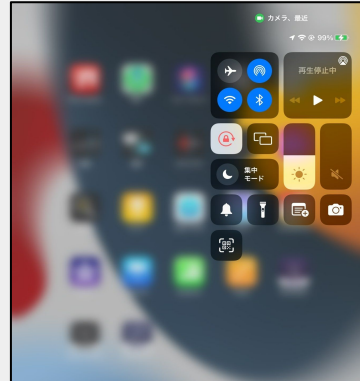


2. Select Screen Mirroring and Select BenQ Board

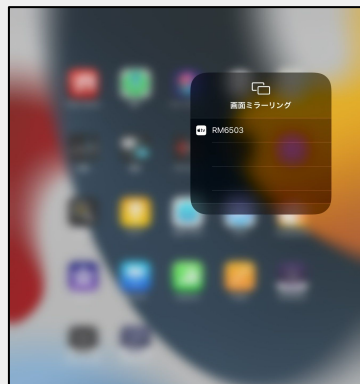


iPad, iOS

1. Swipe down from the top of the screen to open the Control Center

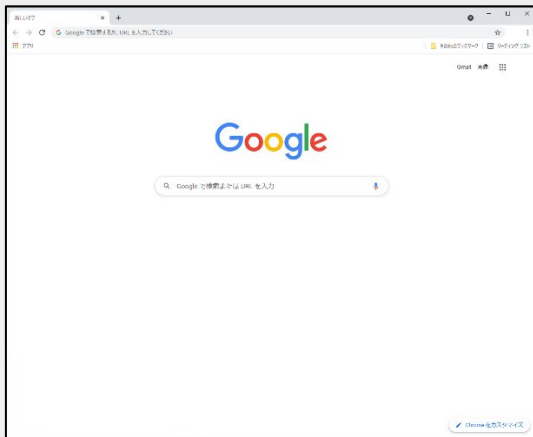


2. Select Screen Mirroring and Select BenQ Board

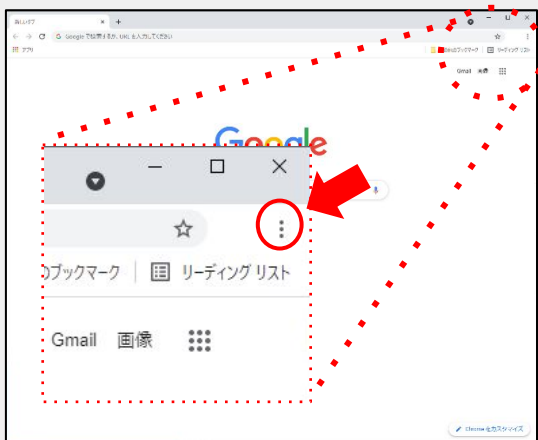


Use Chromecast to mirror screen

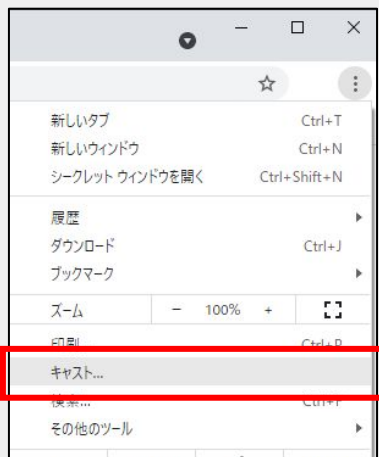
1. Open Chrome browser



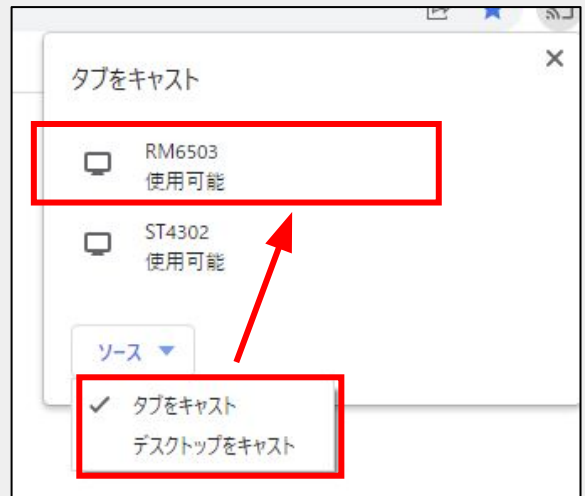
2. Select "⋮" in the upper right corner of the browser



3. Select "Cast"



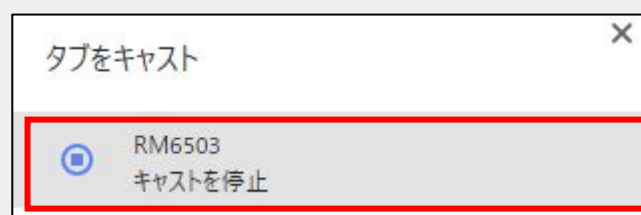
4. Select "Source", then select "Cast Desktop" or "Cast Tab", then Select the BenQ Board



5. The status changes to "Casting in progress" and the mirroring will start.



6. To stop the mirroring, select the BenQ Board in the list.

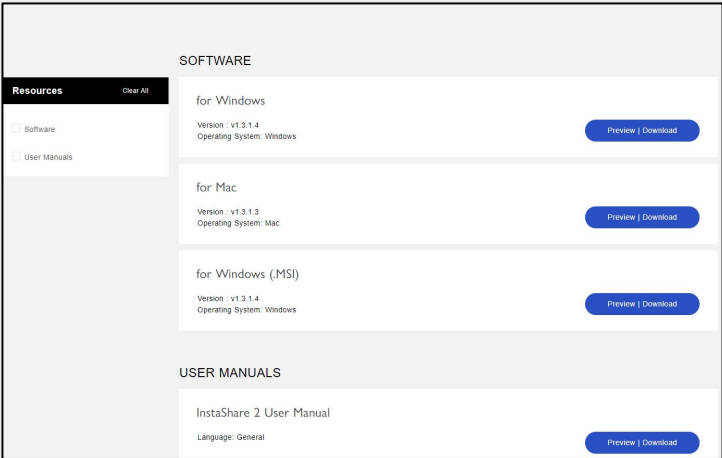


How to use InstaShare 2 App

< Install InstaShare 2 App >

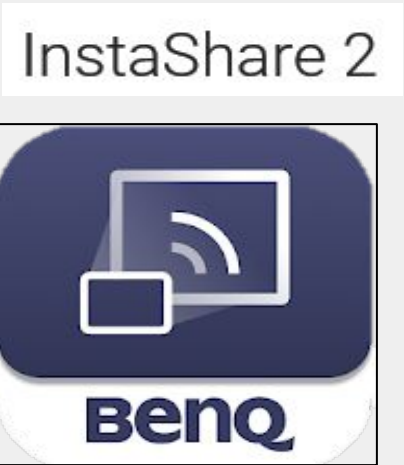
For Windows or Mac

Download and install the InstaShare2 application from the BenQ website



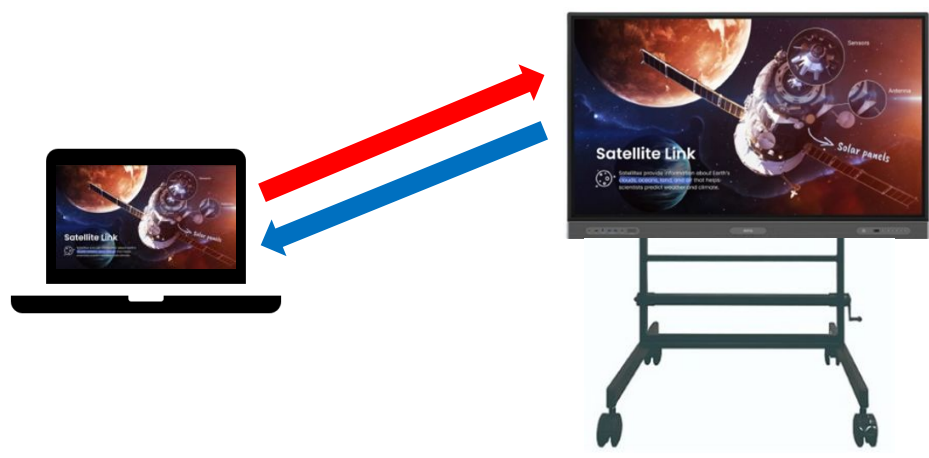
For Android or iPad, iOS

Download InstaShare 2 from Google Play or App Store Install InstaShare2

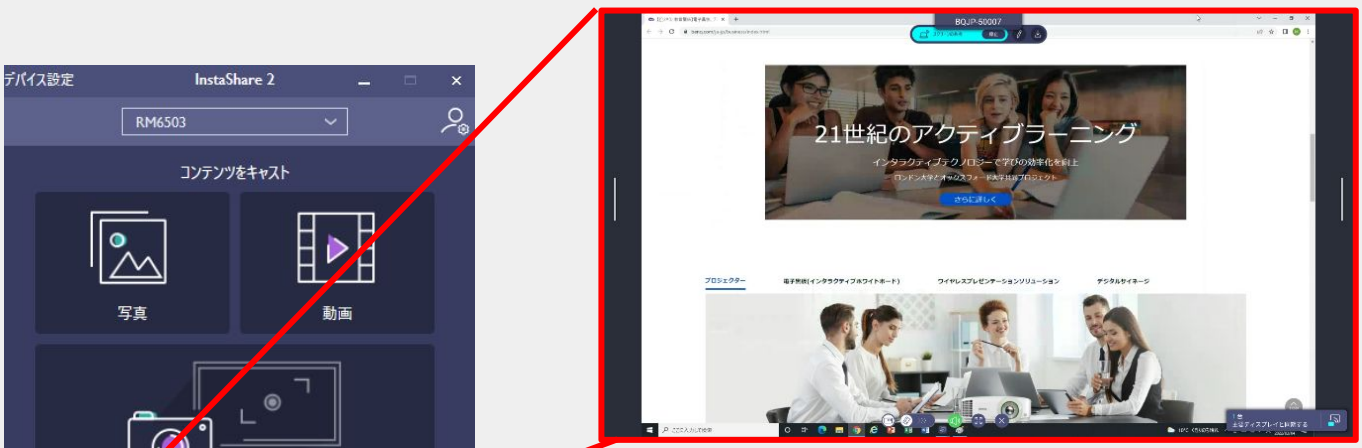


Screen Mirroring (InstaShare 2)

Windows PC, Mac PC



PC screen to BenQ Board

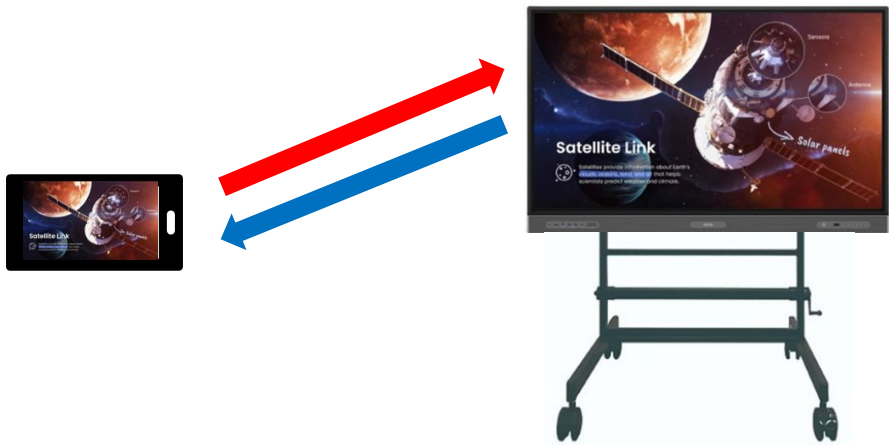


BenQ Board screen to PC

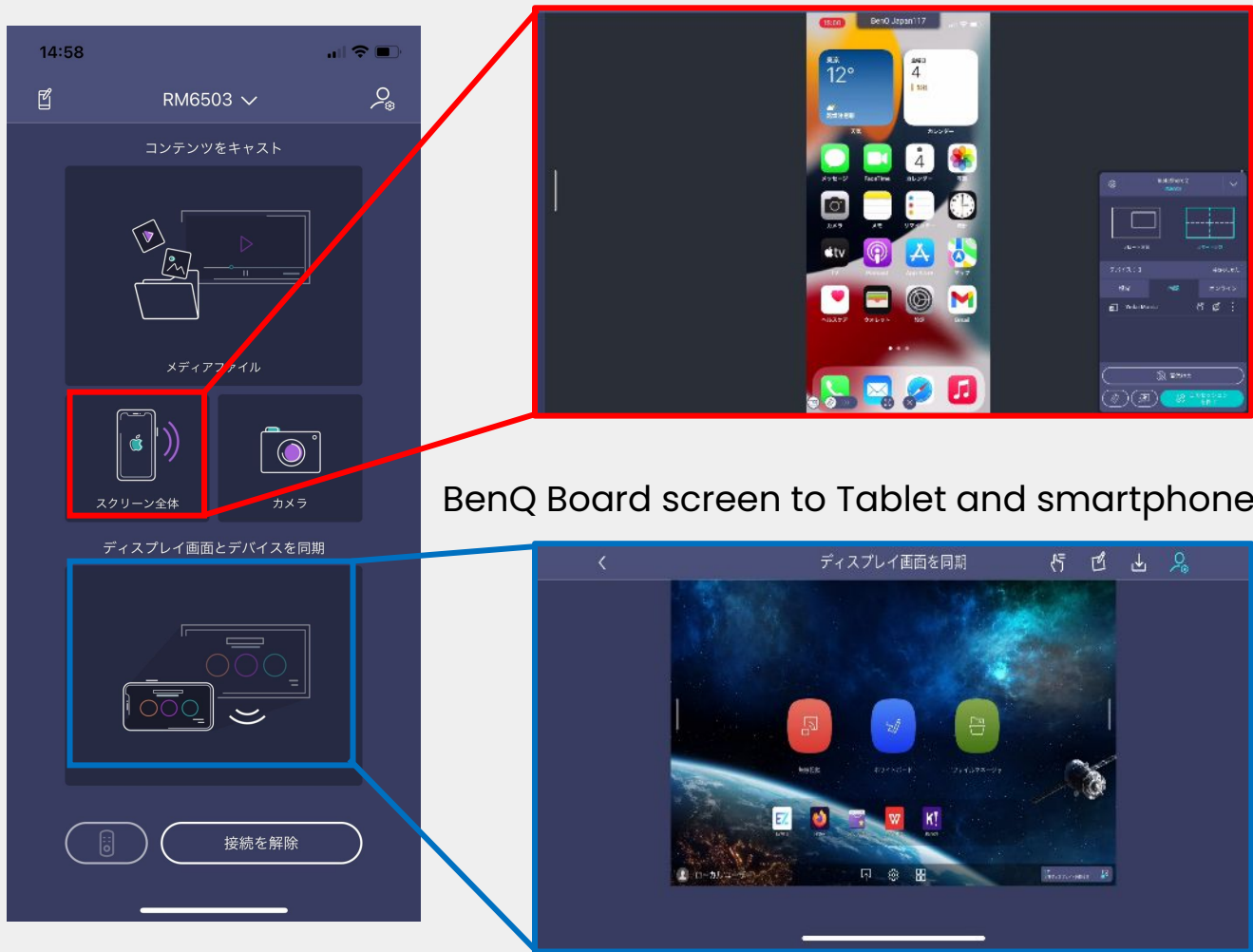


Screen Mirroring (InstaShare 2)

Android, iPad, iOS



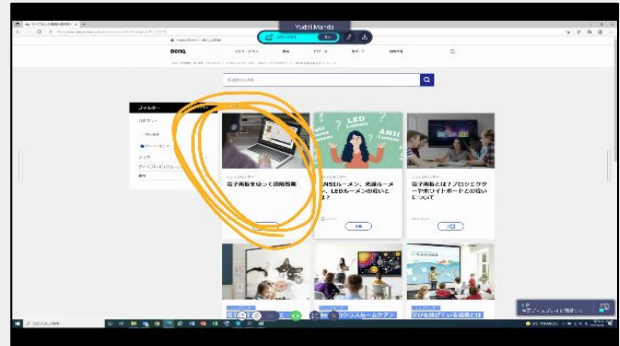
Tablet and smartphone screens to BenQ Board



Screen Mirroring (InstaShare 2)

Annotation

Tap  icon to write annotations



* EZ Floating Tool is also available for annotation writing.

Touch operation

For Windows PC , Mac PC



Touch operation is available
both from your device and from your BenQ Board .

For Android, iPad, iOS



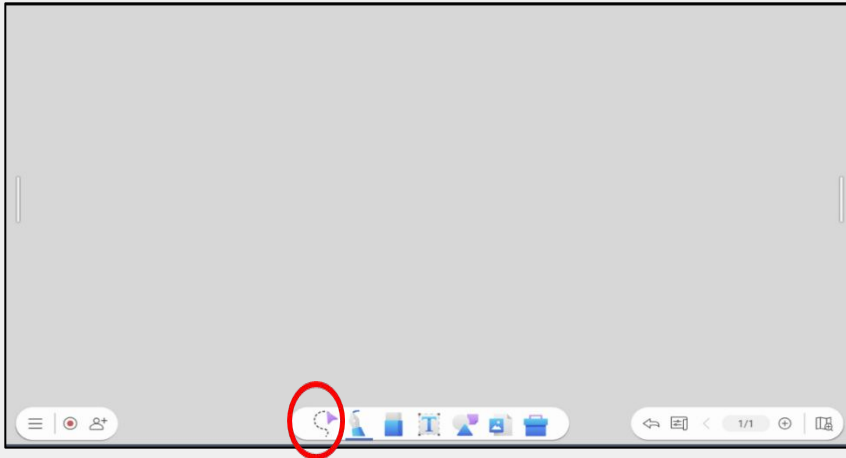
Touch operation is available
only from your device.

< How to use ③ >

Whiteboard App

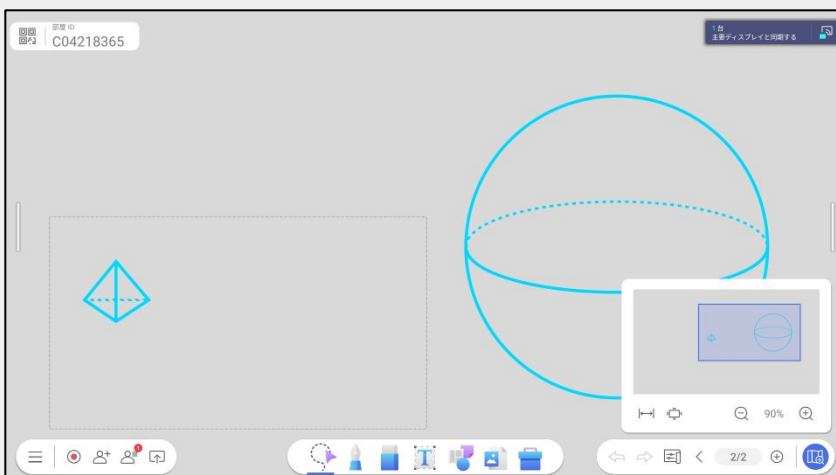
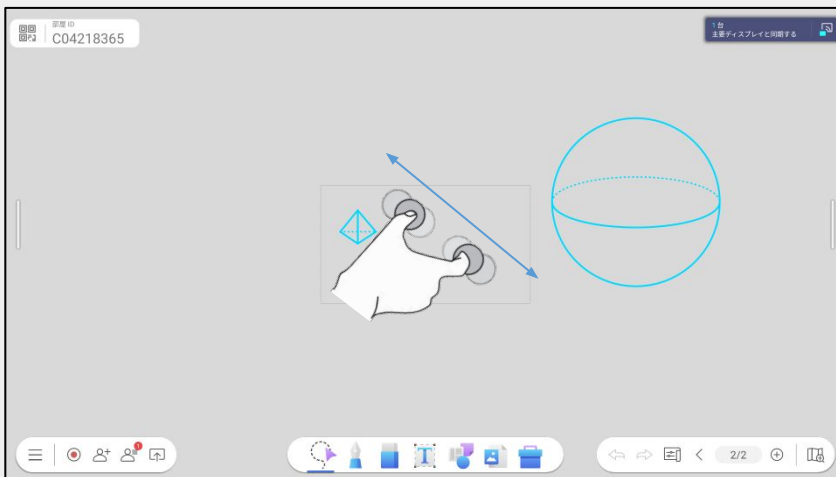
Select Tool

Tap the “select tool” icon on the toolbar.



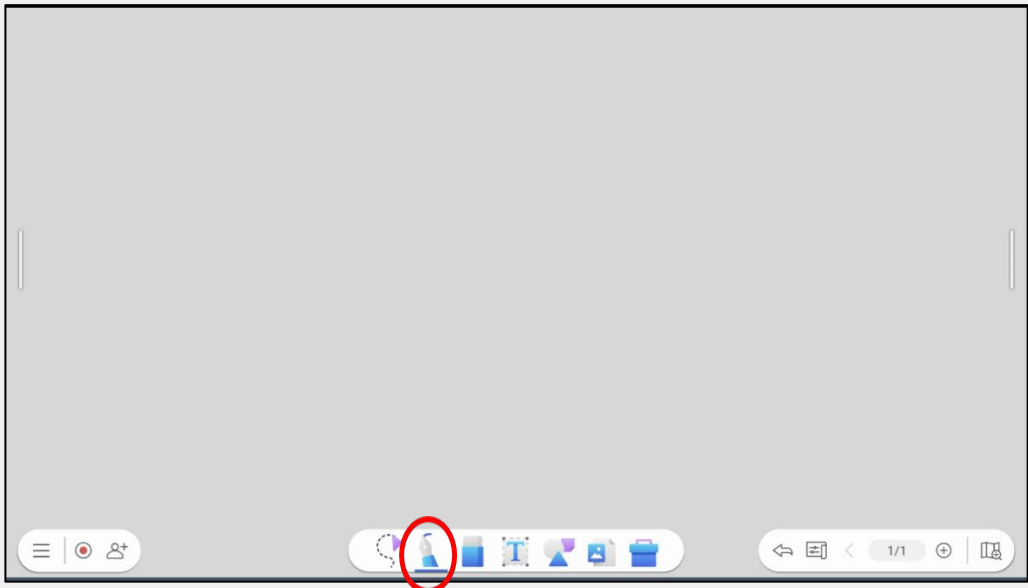
Now, you can select or adjust objects.

You can also zoom in and out on the whiteboard page with two fingers.

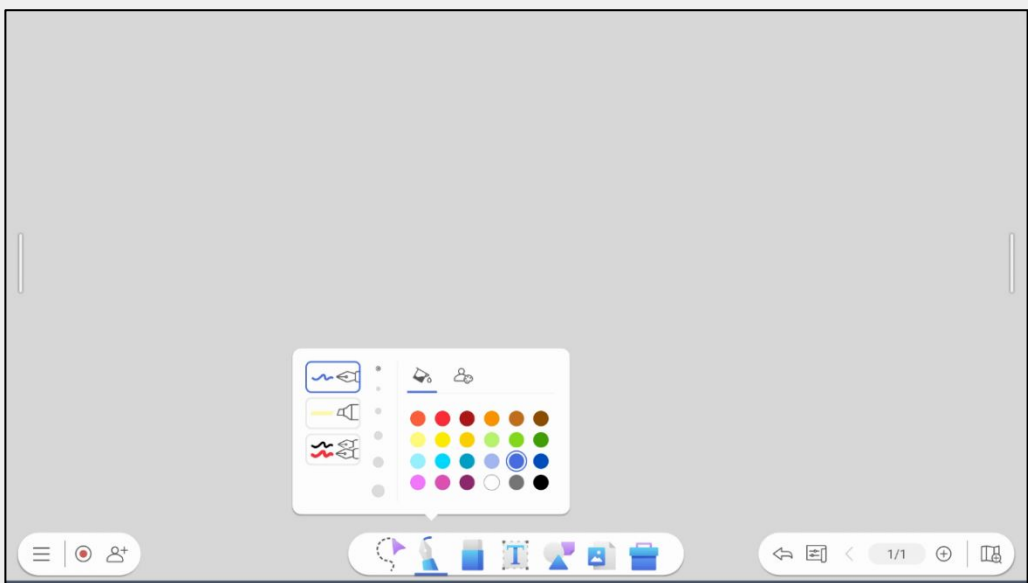


Pen

1. Tap the pen icon on the toolbar to write.



2. Tap the pen icon twice to open the pen settings. you can pick a color, thickness, pen style, and custom colors.



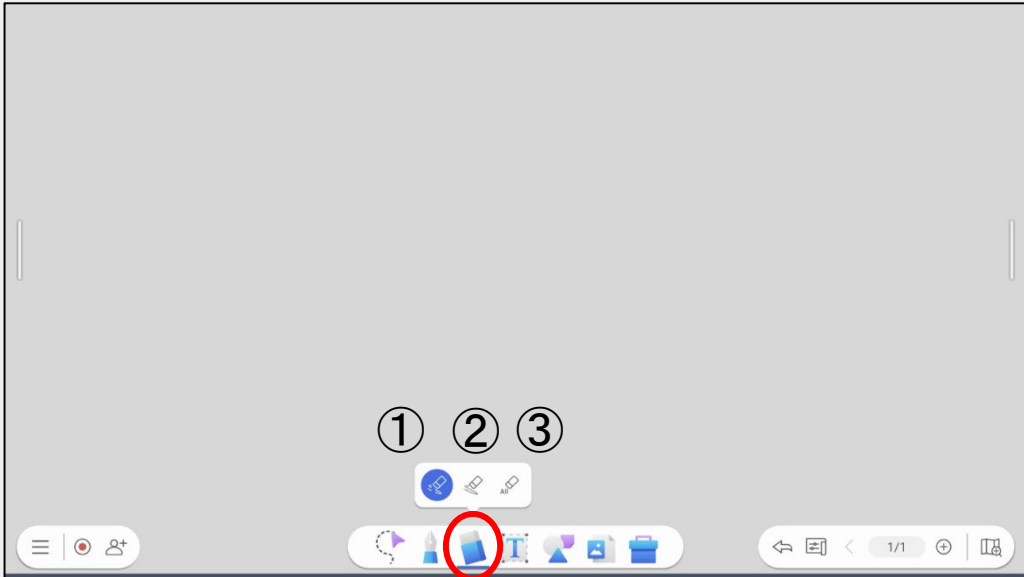
* Dual pen mode allows you to write in two different colors at the same time by using the two-different-pen-tip sizes

Eraser

< Method 1 >

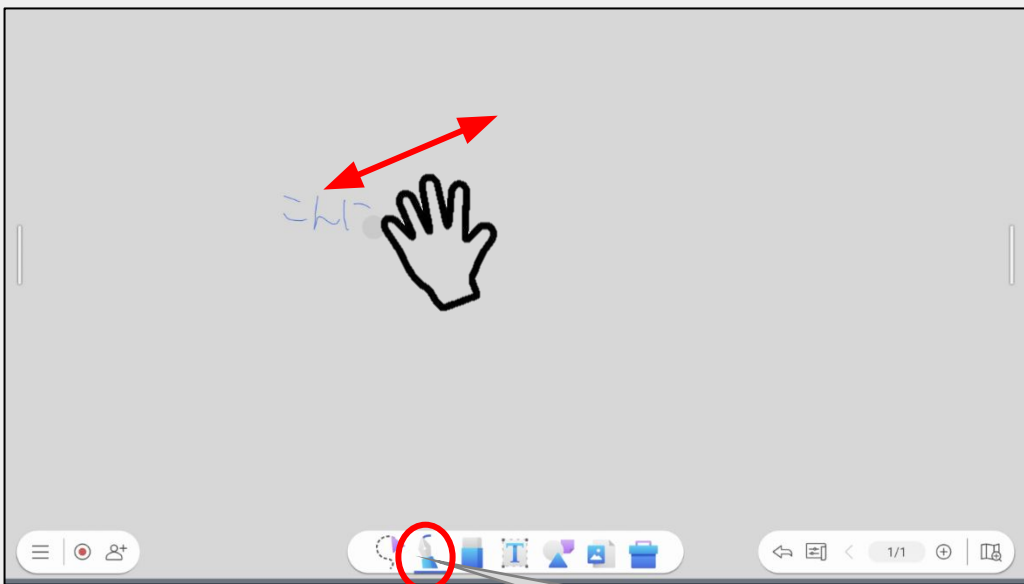
Tap eraser icon on the toolbar to select one of three erasers;

- ① Finger eraser
- ② Stroke eraser
- ③ Erase all



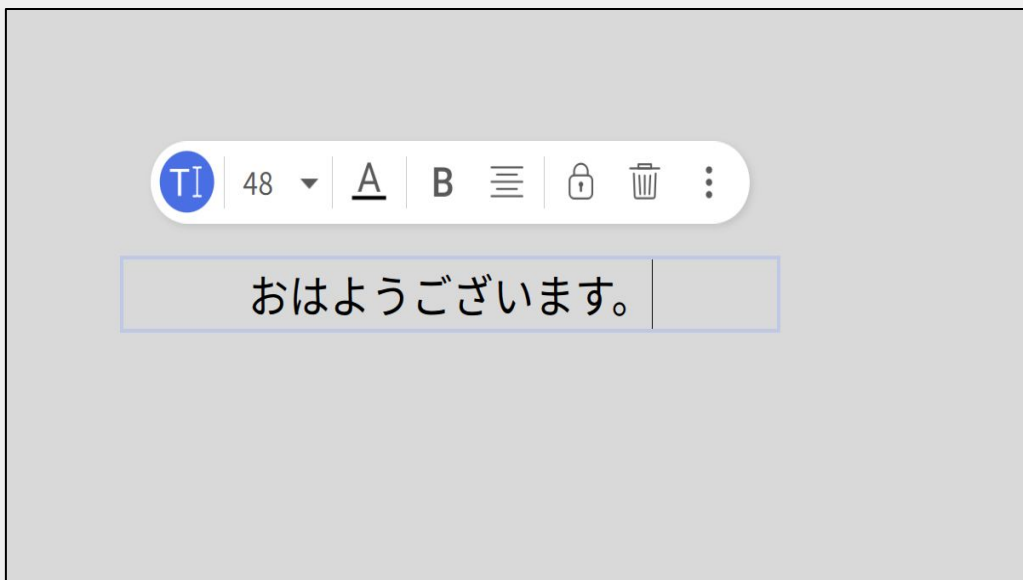
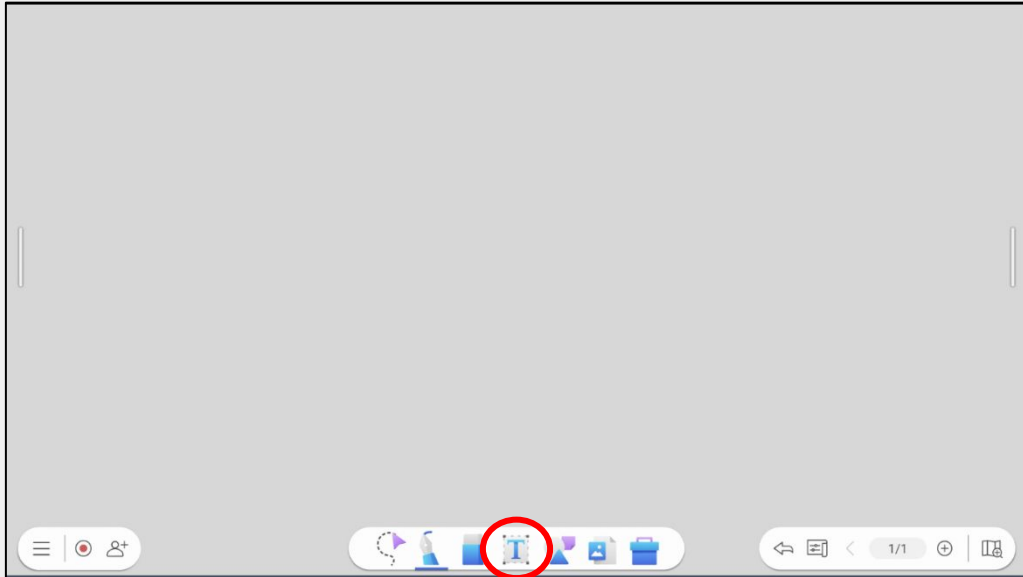
< Method 2 >

Palm eraser



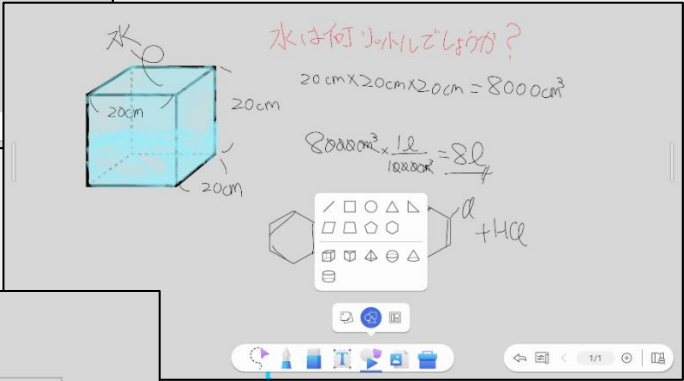
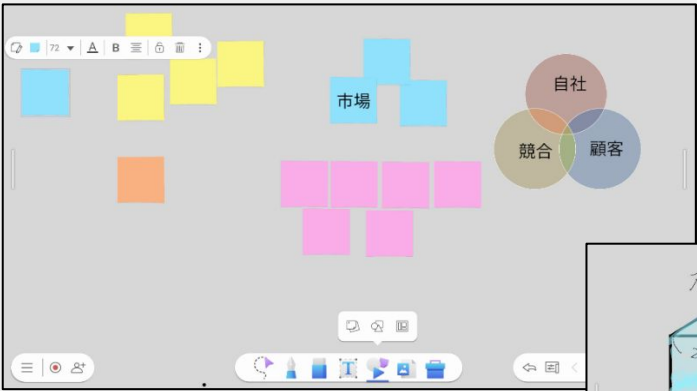
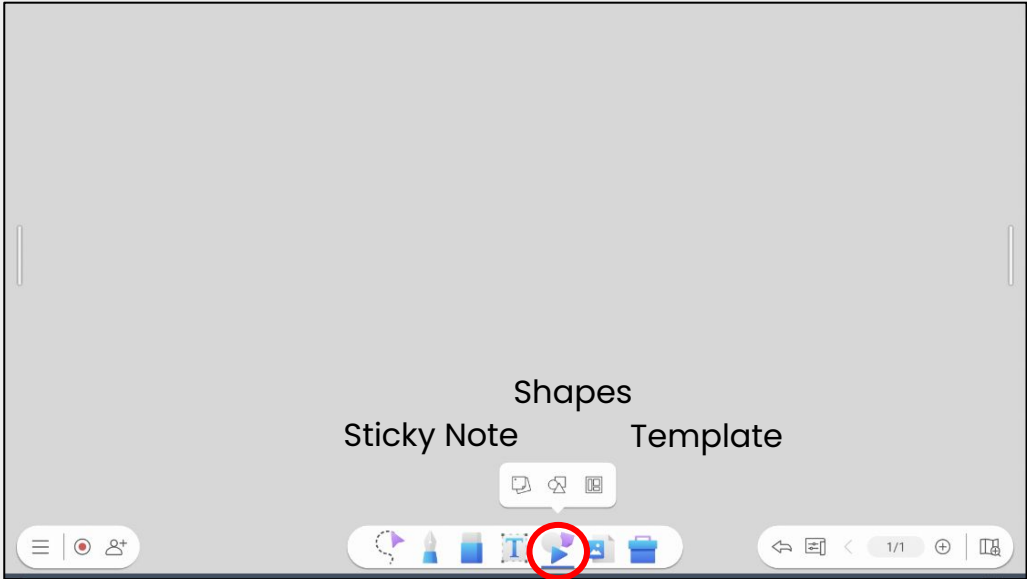
Text Box

Select "Text" icon on the toolbar to enter texts.



Sticky Note, Shapes and Template

Select "Shape" icon on the toolbar to enter stickies, shapes and templates.



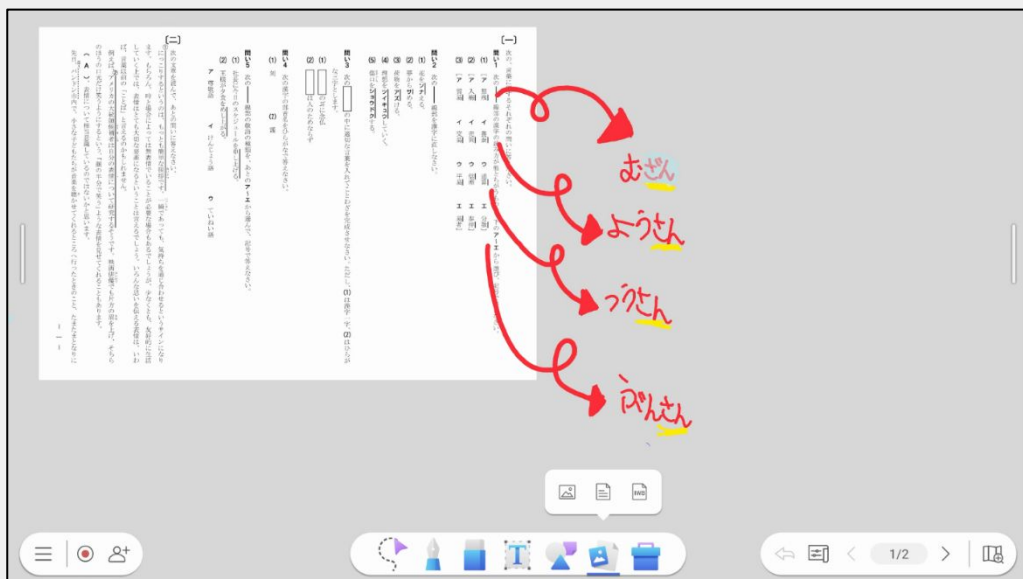
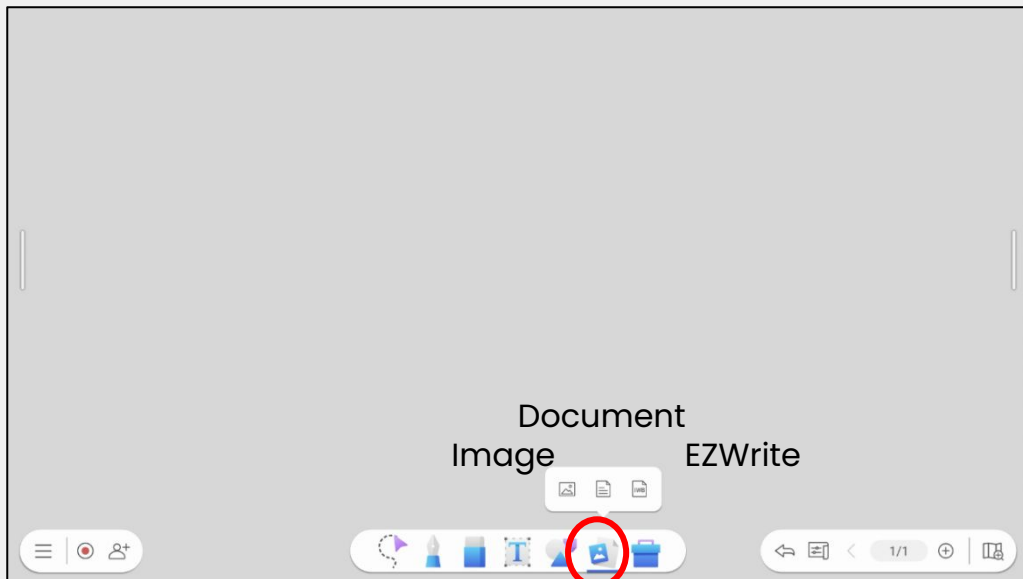
Files Import

Select “Photo” icon on the toolbar to import image files, document files, and EZWrite files.

Supported file

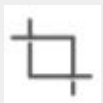
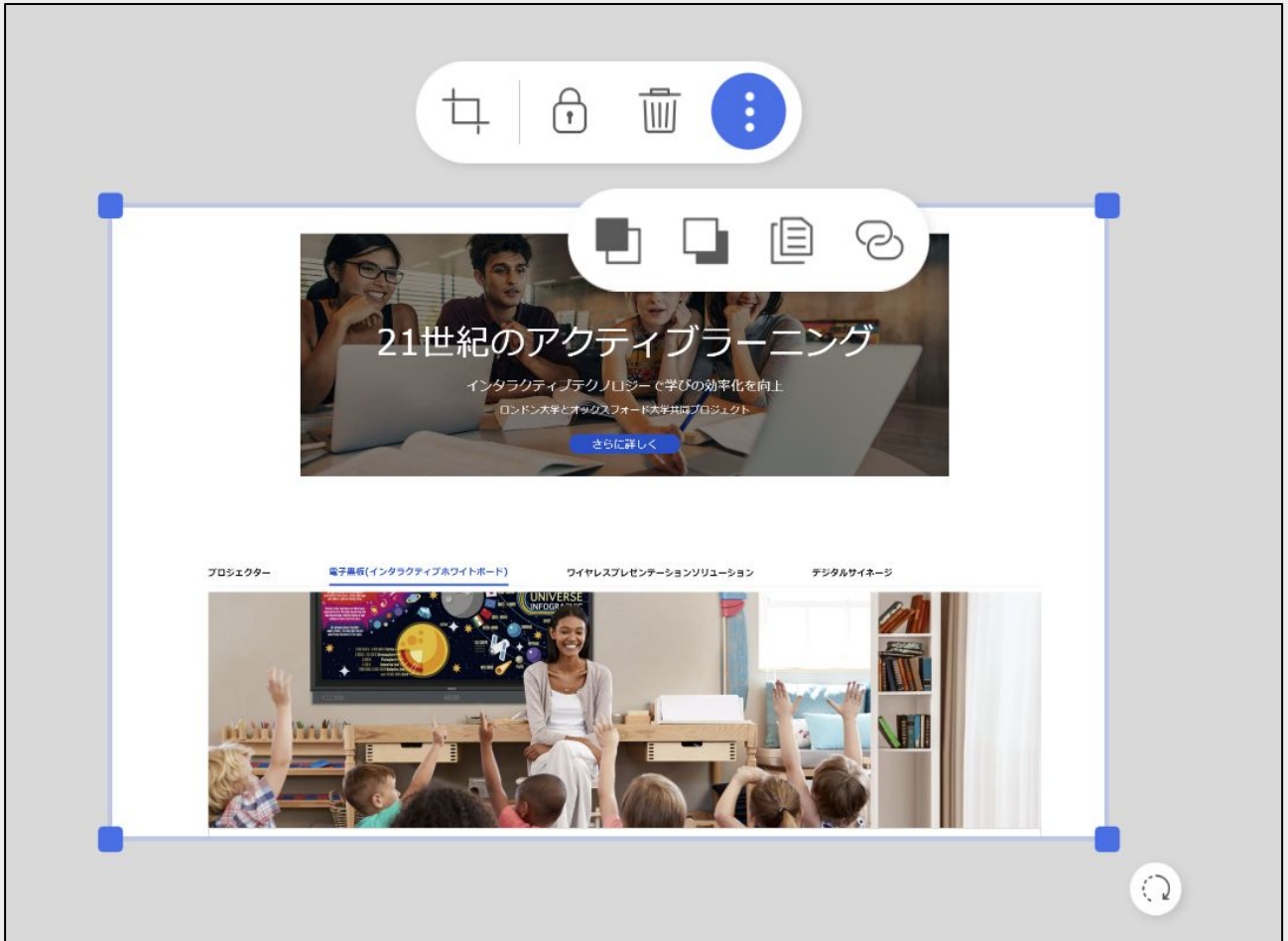
<Image> .png .jpg .jpeg

<Document> .pdf .ppt .pptx .doc .docx



Control Objects

When an object is selected, you can move, lock, and delete the object.



Trimming



Lock



Delete



Details



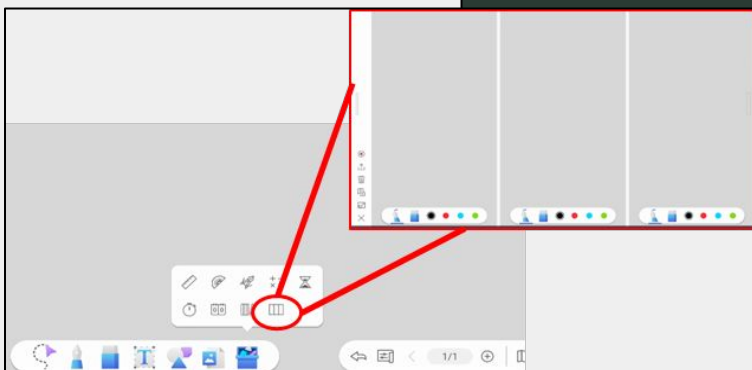
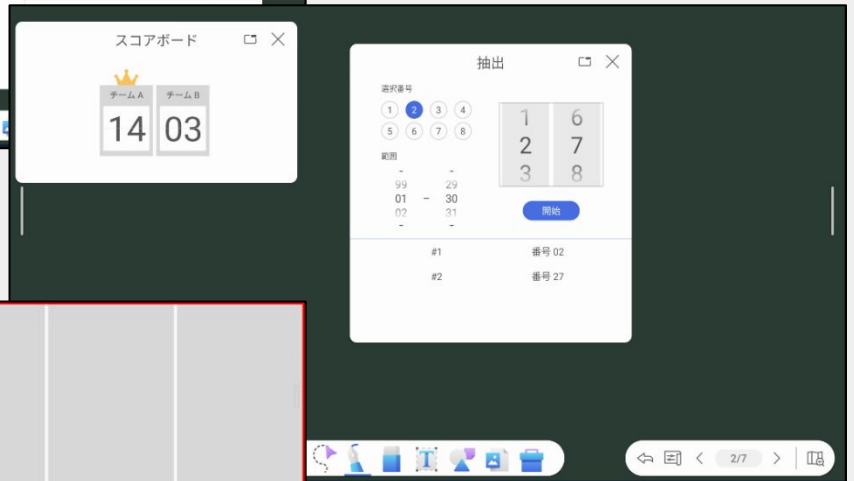
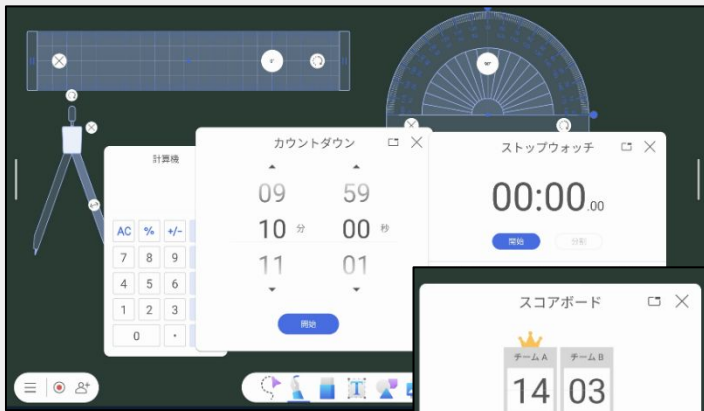
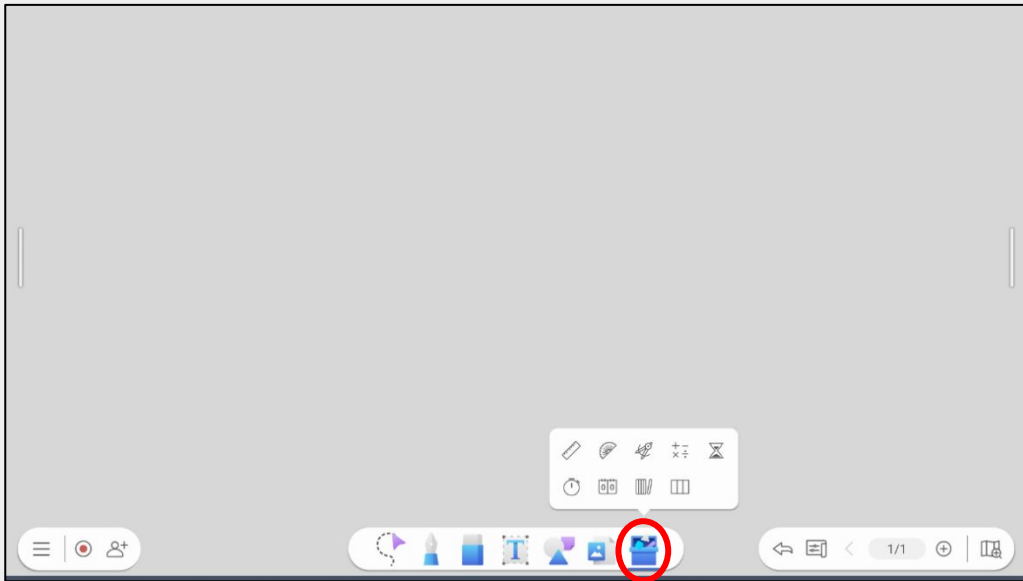
Bring to front, Move to back

Copy

Insert URL

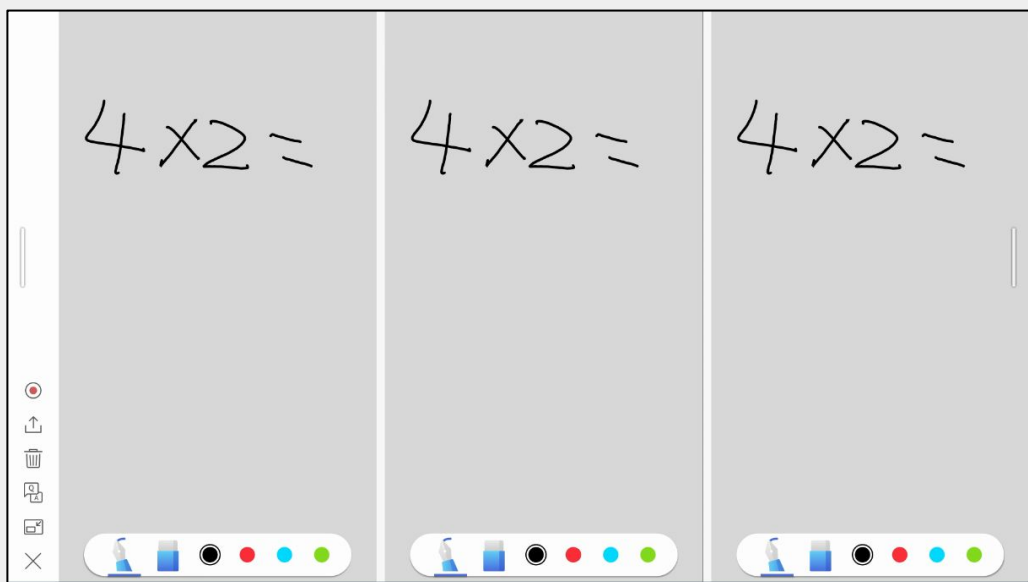
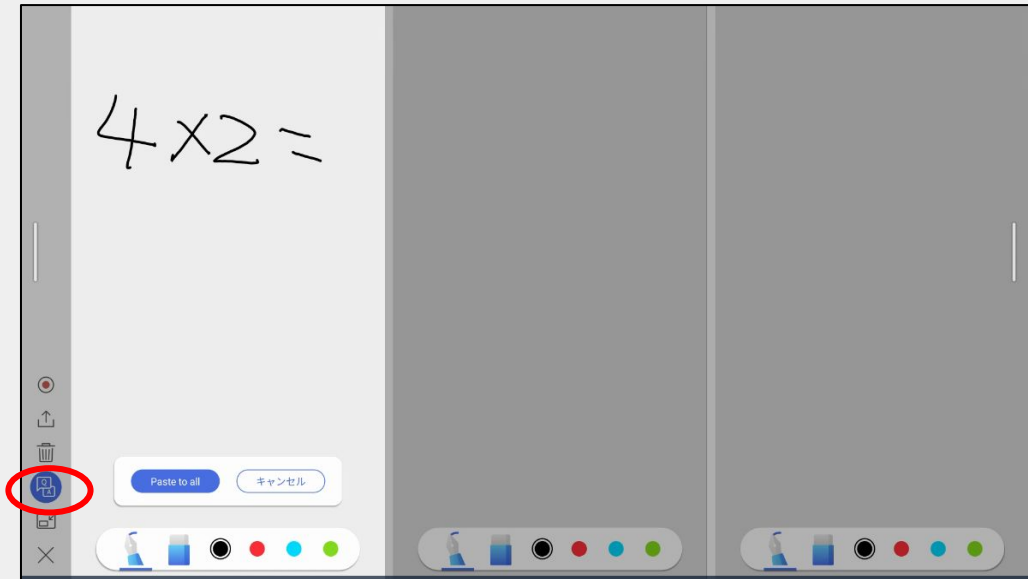
Tool Box

Select Toolbox icon to use various functions such as ruler, protractor, compass, team post, etc...



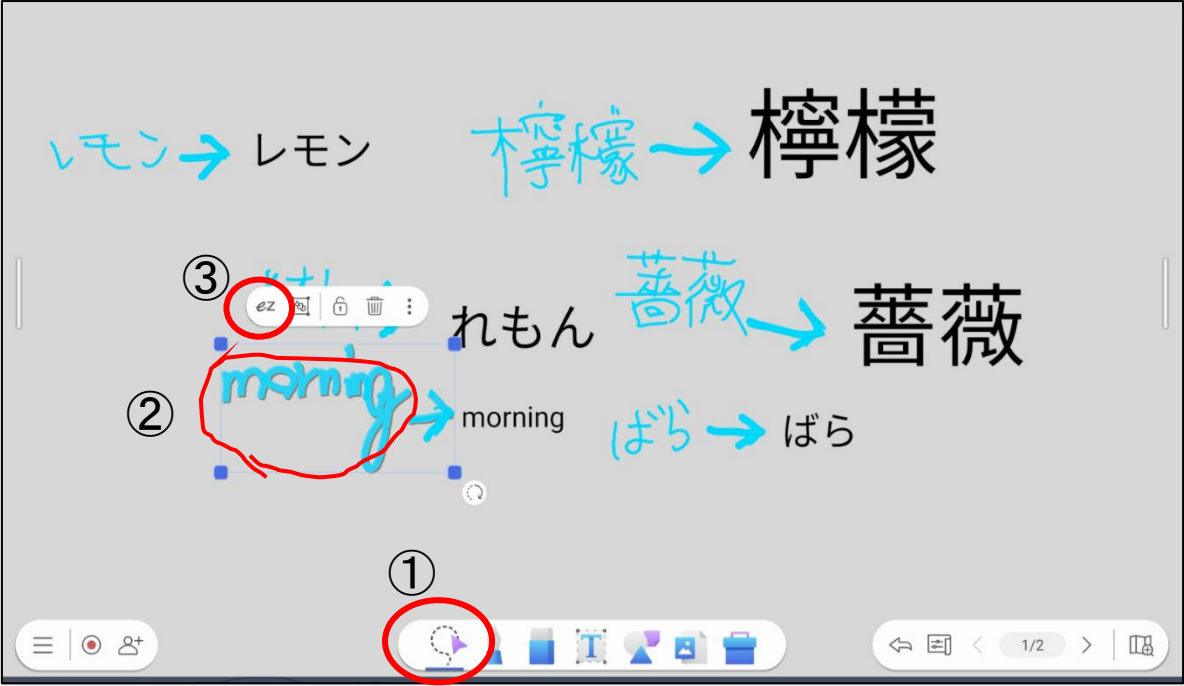
Team post

Select Q&A icon to submit a question



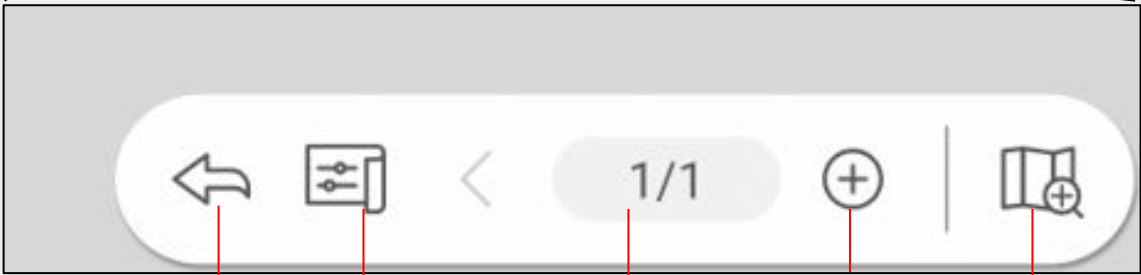
Handwriting Recognition

Tap "Select" icon, circle a handwritten text, then tap "ez" icon to converted the handwritten text to a text.

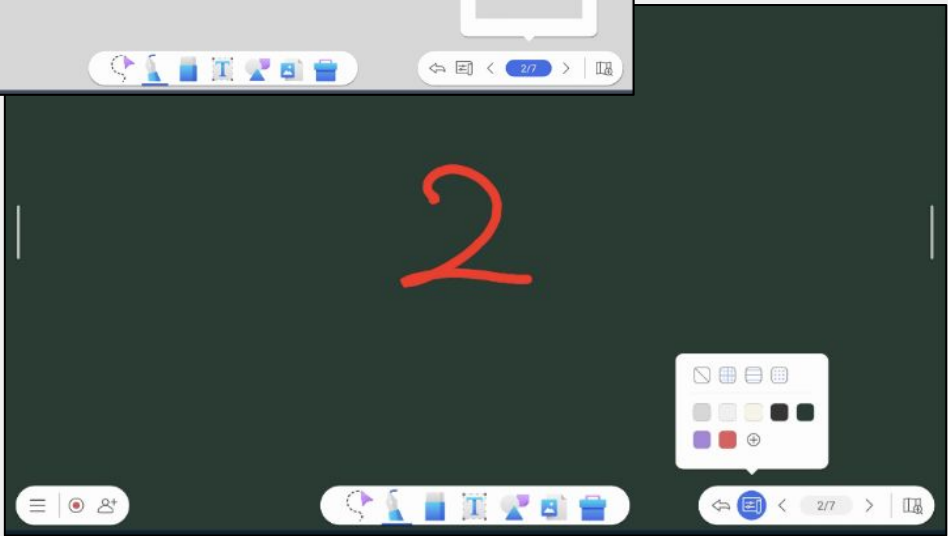


Index	Language	Index	Language
1	English	17	Portuguese
2	French	18	Traditional Chinese
3	German	19	Simplified Chinese
4	Dutch	20	Arabic
5	Polish	21	Japanese
6	Russian	22	Thai
7	Czech	23	Persian
8	Danish	24	Vietnamese
9	Swedish	25	Korean
10	Italian	26	Turkish
11	Romanian	27	Bahasa Indonesia
12	Finnish	28	Hebrew
13	Norwegian	29	Hindi
14	Greek	30	Catalan
15	Hungarian	31	Basque
16	Spanish	32	Spain(Basque)

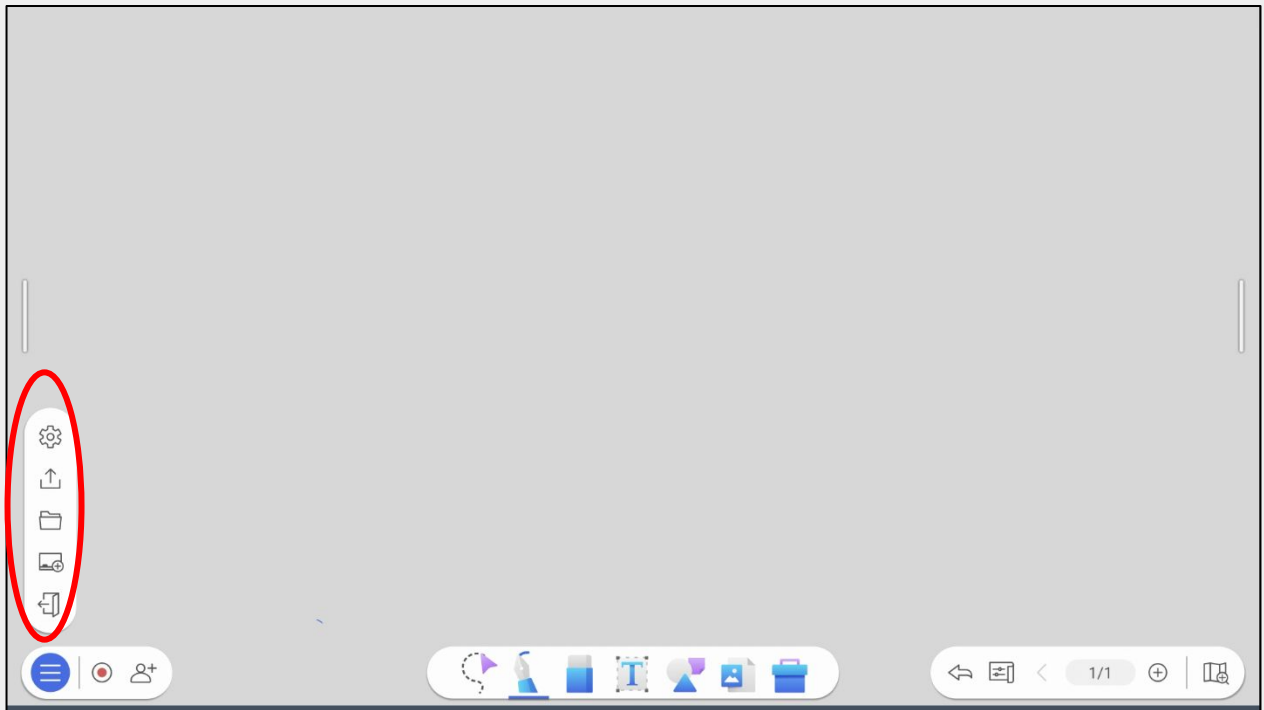
Page Menu



Undo Background Page preview Add Page Preview



Main Menu



EZWrite 6 setting



Save



Auto-saved whiteboard list



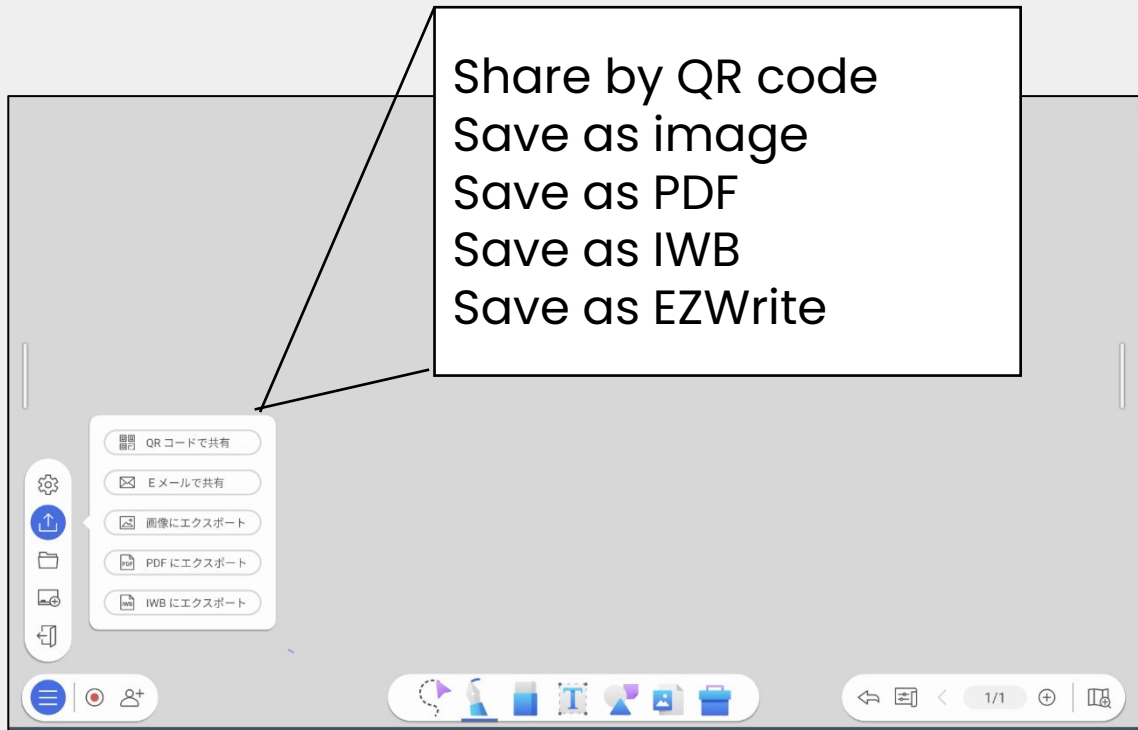
Open new whiteboard



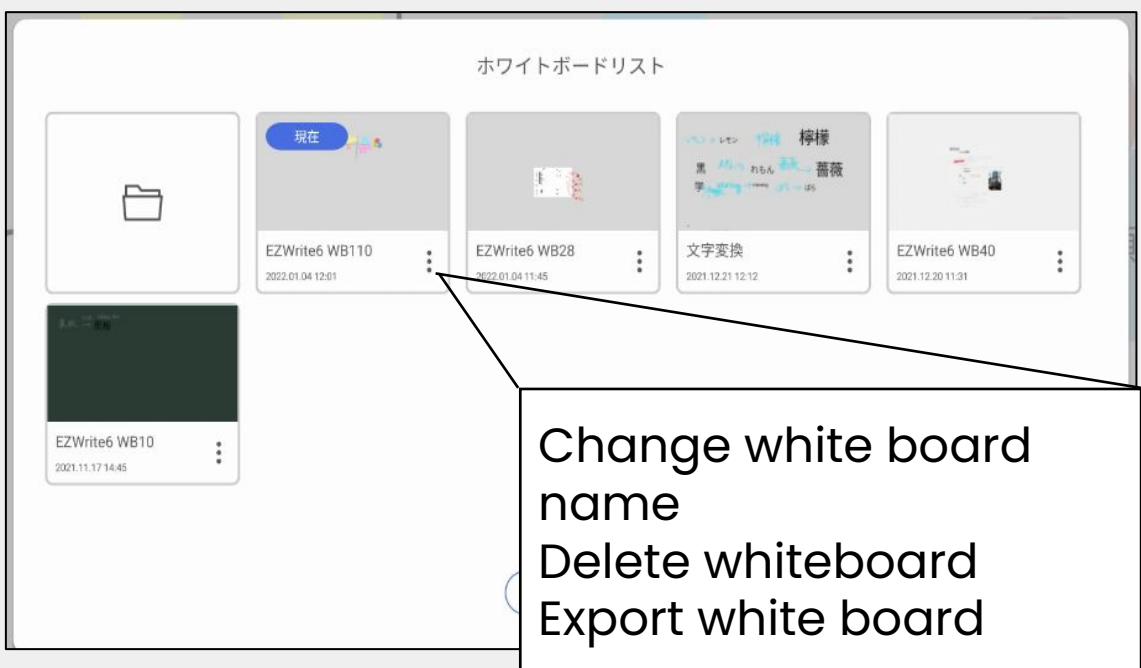
Exit EZWrite 6

Save

Save

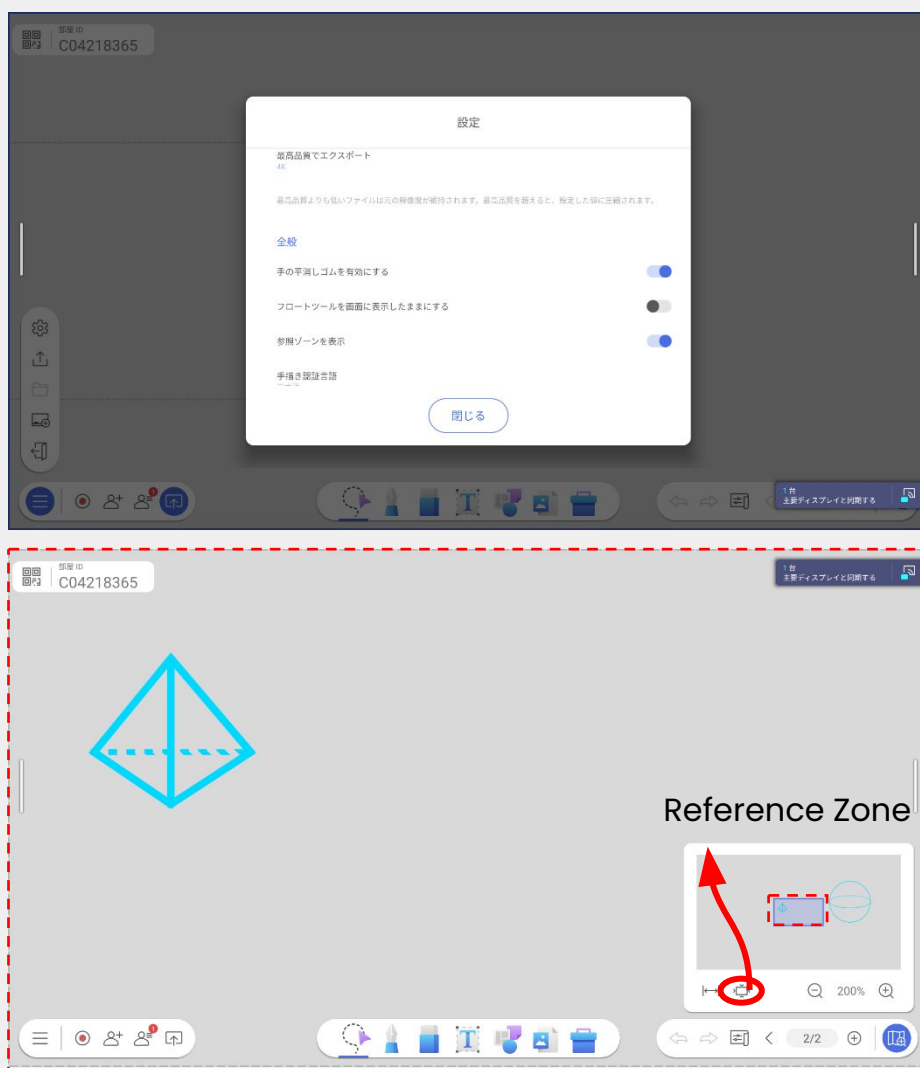


Auto-saved whiteboard list

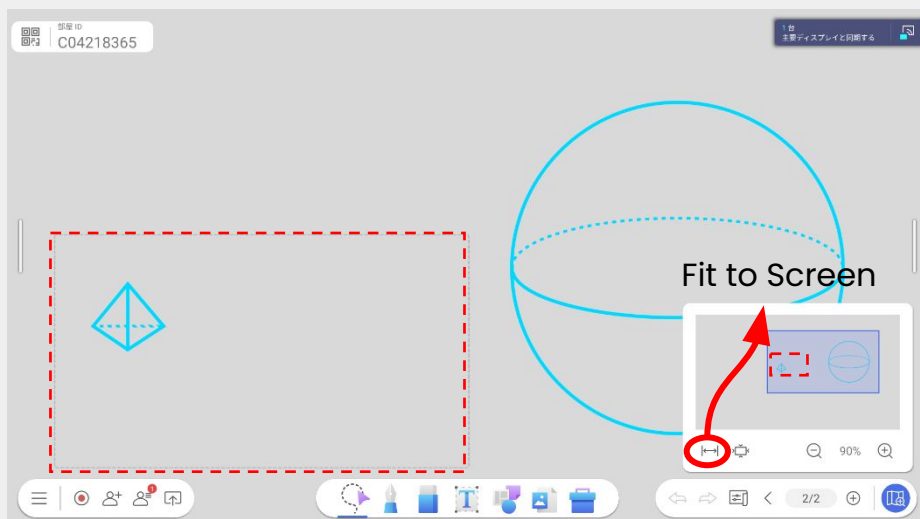


Reference Zone and Fit to Screen

In EZWrite 6 settings, "Show reference zone" can be enabled to show a border on the canvas. You can find the reference zone easily even when the canvas is zoomed out.

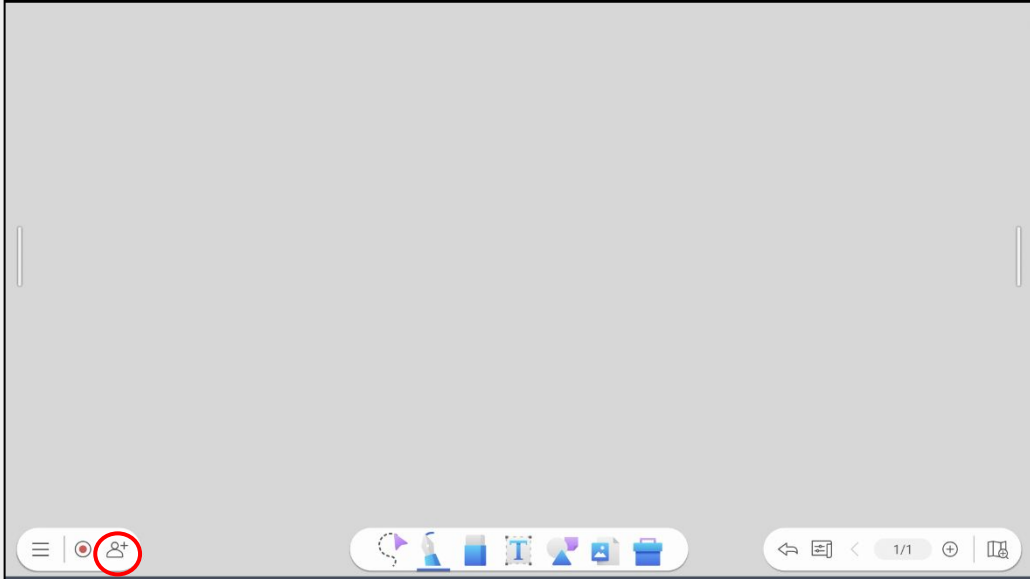


Select Fit-to-Screen button from Canvas Preview. All contents on the canvas will be displayed with auto-zoom out.



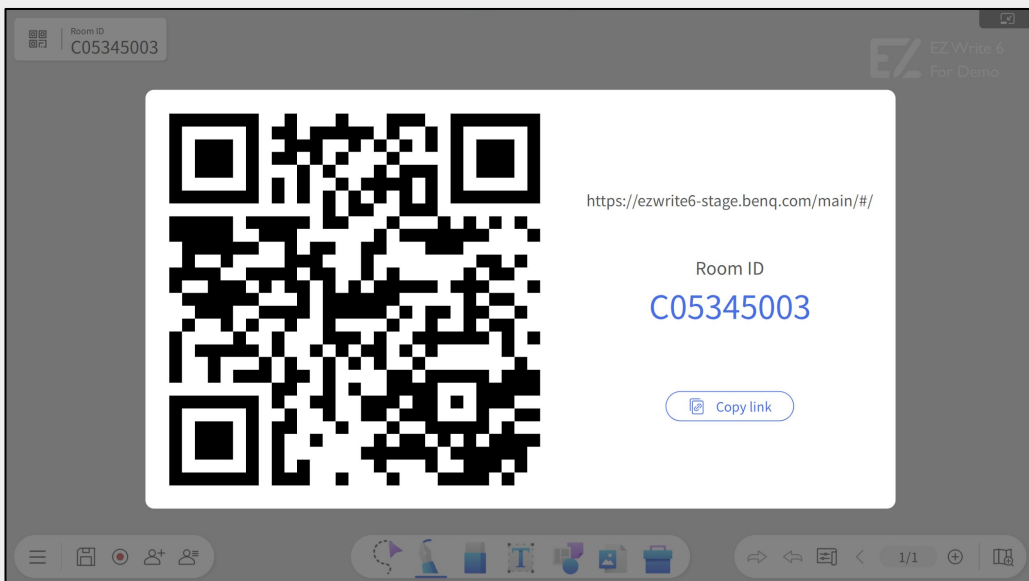
Cloud Whiteboard

Select  icon to start Cloud Whiteboard



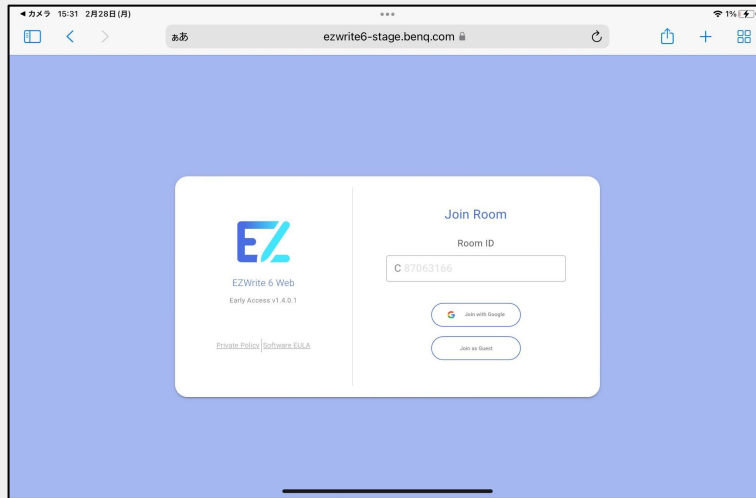
Participants can join by reading the QR code or by accessing the displayed URL with Room ID and their name.

< Support Browser> Chrome, Safari, Edge and Firefox

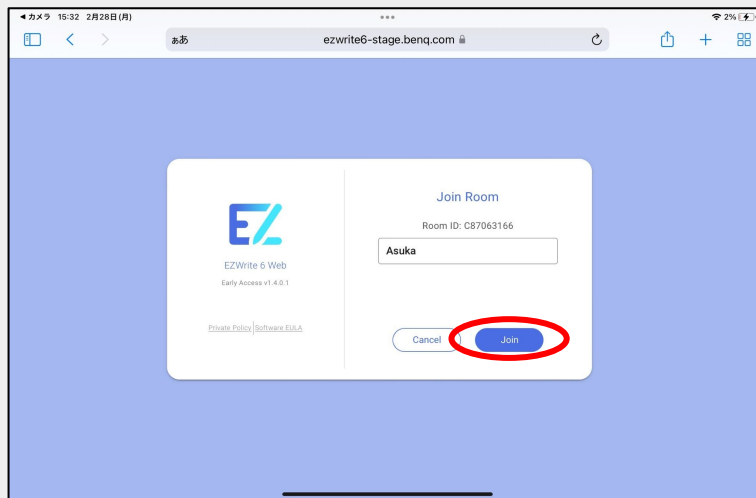


Cloud Whiteboard

Join with a Google account or as a guest.



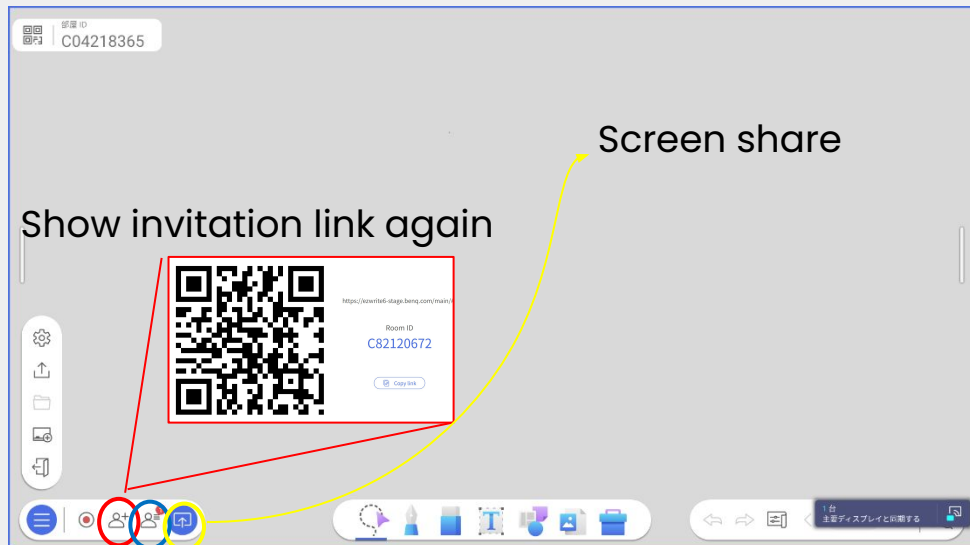
If you are joining as a guest, enter your name and select Join.



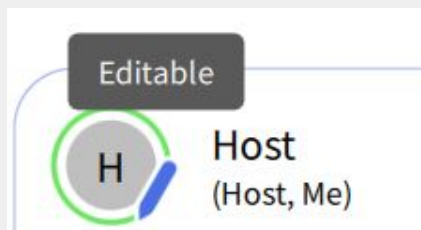
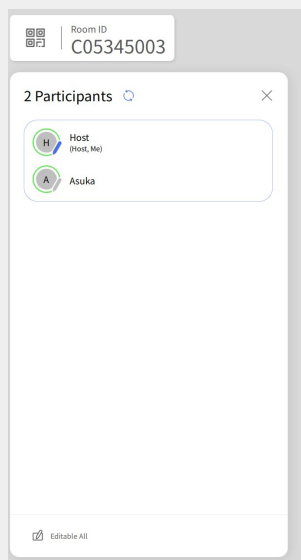
Cloud Whiteboard screen opens.



Cloud Whiteboard



Host (BenQ Board)

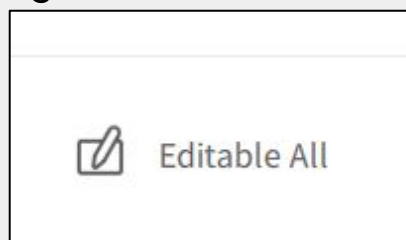


Guest (Device Browser)

Select the guests pen icons to allow them to write from their devices.



Select Editable All to allow writings from all guests.



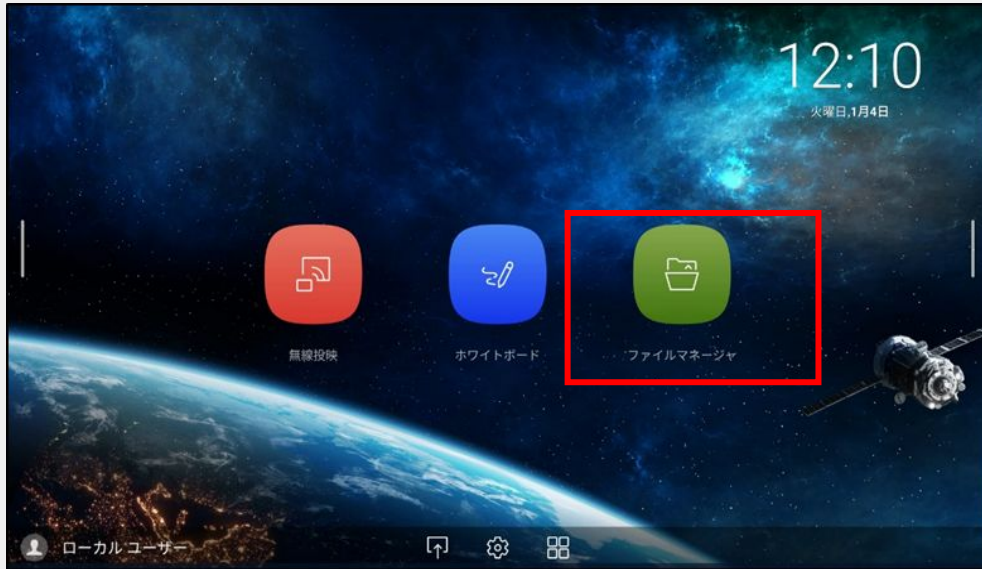
< How to use ④ >

Open Data Files

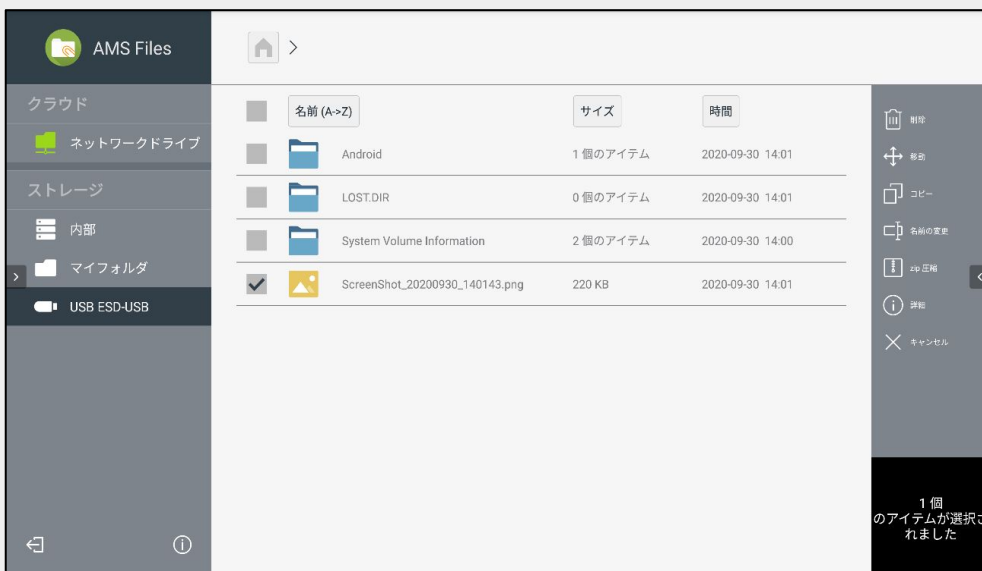
File Manager

- Open data files in the IFP, USB memory
- Export data files to external storage

1. Tap File Manager from the home screen



2. Select a drive from the tabs on the left, and select an individual file. The file options also appear on the tabs on the right.



Something wrong with BenQ Board? (FAQ)

BenQ Board does not turn on.

- Check if the power cable is plugged into both the BenQ Board and the power outlet.
- Check if the power switch is on.

PC screen does not show up.

- If the input is with cable, re-plug the cable.
- For InstaShare2, please make sure that the PC and the BenQ Board are connected to the same network. Also, restart both the BenQ Board and the PC.

The BenQ Board and app are frozen...

- Reboot the BenQ Board.

Touch doesn't work

- Please use a USB mouse or the BenQ Board remote control to check if the touch function is enabled.
- Go to Settings → Devices → Advanced option → Touch lock

If you have any further questions, please contact us

[Contact us]

BenQ Japan Technical Support Center

TEL: 0570-015-533

Email: support@benq.jp

Hours: Monday – Friday, 9:30 – 17:00

(Except Saturdays, Sundays, national holidays and our designated days)