

Interactive Board Moves

- Interactive boards are designed to be moved, but if you are unsure about the move, please enter an Incident IQ work order and IS staff will move the board to the desired location.
- General moving guidelines:
 - Always use two people when moving the mobile board, utilizing the handles on the sides of the board.
 - BOARD WEIGHT will be an issue on any board move, so caution is always best.
 - Always ensure the two front wheels are unlocked when in motion; locked when not moving.
 - **Always lower the stand height prior to moving the board.**
 - When moving from one surface to another, we recommend one wheel at a time until all four wheels are adjusted to the new surface.

Care and Cleaning

- NEVER use water or any other non-recommended solution on the board or screen.
- Each panel has a microfiber cloth for general screen cleaning.
- Periodic screen cleaning using Windex for Electronics is advisable. Enter an Incident IQ request for this task.

Support

- Technology Integrators drive professional development and are available for assistance on board function and use.
- Please enter an Incident IQ work order request for any technical assistance:
 - [Technology & Information Services / Technology Help Resources \(nfschools.net\)](https://nfschools.net)