

# ACTIVINSPIRE TIPS & TRICKS

## *Using the Clock Tool:*

1. Open ActivInspire
2. Go to Tools, More Tools.
3. Select Clock.
4. The clock opens.
  - a. You can display an analog clock, a digital clock or both using the icons on the bottom of the clock.
5. **Count Down or Count Up Timer**- Click the countdown or count up icon to start a timer.
  - a. Set the countdown or count up time.
  - b. Choose **Repeat** if desired.
  - c. Add a sound.
  - d. Choose the action that will occur after timeout.
  - e. Click **OK**.
6. Click the x to close the clock when finished.

