Using LiveScribe

Before the workshop:
Connect to Livescribe.com.
From the support dropdown menu, select echo.
In the bottom, right corner of the window, select either Download for Mac (OSX 10..5 or higher) or Download for PC (Windows 7 or 8).
Run/install the application.

At the workshop when you have information on a pen to download to your computer:
Open Echo Desktop.
Connect pen to USB (through provided craddle if using a workshop pen.)
Wait for the driver to install.
Accept given name for pen.
Click "Remind me later" when prompted to register the pen.
Update. (Do not disconnect the pen as it is updating or transferring information.