

Mythware 2013

Classroom (Android) Management

User Manual >>

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Installation

1.1 Installation Environment

1.1.1 Teacher Side

System Requirements

Windows XP/SP1/SP2/SP3, Windows Server 2003/SP1/SP2, Windows Vista/SP1/SP2, Windows Server 2008, Windows 7/SP1, Windows 7 x64, Windows 8, Windows 8 x64

Hardware Requirements

Minimum Requirements: CPU P4 2.8G, 1Gbytes Memory, 128Mbytes Display Card

Recommended Requirements: CPU Core 2 E6300, 2Gbytes Memory, 256Mbytes Display Card

Network Requirements

1. Cable Network: 10Mbytes/100Mbytes/1000Mbytes Shared Network or Switched Network
2. Wireless Network: 802.11b/g/n wireless network.

1.1.2 Student side

System Requirements

Recommended Requirements: Android 3.1 and above

Network Requirements

1. Wireless Network: 802.11b/g/n wireless network.

1.2 Regular Installation

To install Classroom Management by Mythware, you need to install the following 2 parts:

- 1、Teacher Side Program
- 2、Student Side Program

The teacher side program install on teacher PCs, and the student side program install on student tablets. To be connected with each other, the teacher PC and student tablets must be in the same network segment.

Note

- ✧ You must uninstall the old version before installing new version.

To Install Teacher Side

1. Insert the Classroom Management by Mythware installation CD into teacher computer and let it auto run, and then choose open folder in pop-up dialog and double-click teacher side installation program to open it. If it does not auto run, open the CD manually;
2. Install the program according to the Installation Wizard;
3. You must restart your computer after installation is complete. The program use the default configuration after installation, but you can change the configuration in Option.

To Install Student Side

1. Copy Classroom Management by Mythware into student tablets;
2. Touch the installation package, and install the program according to the Installation Wizard;
3. You can use the application after installation.

1.3 Silent Installation

To Start Silent Installation

1. Enter the path of installation file /verysilent in Command Prompt dialog.

Note

✧ This way only can be used to install teacher side application.

Teacher Side

2 Starting Teacher Side

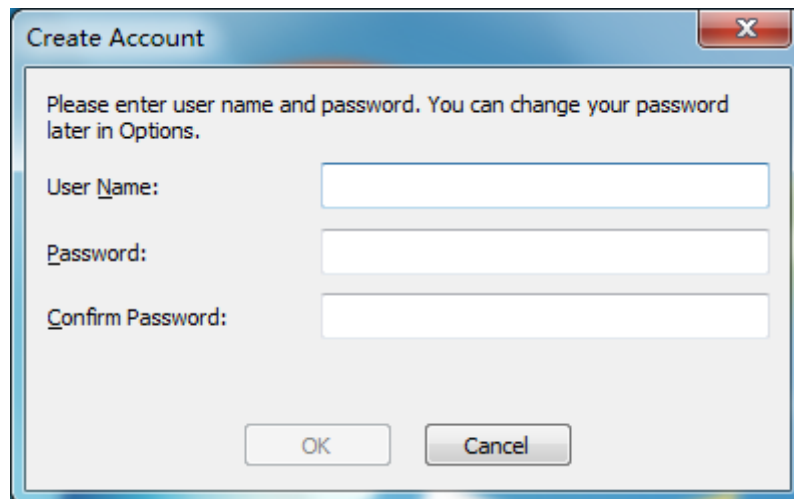
After installation, a shortcut icon  will be created on the desktop. Double click the shortcut to launch teacher side.

2.1 Create an Account

Teacher needs to create an account the first time he logs in the Classroom Management system.

To Create an Account

1. Input user name and password in the **Create Account** dialog;

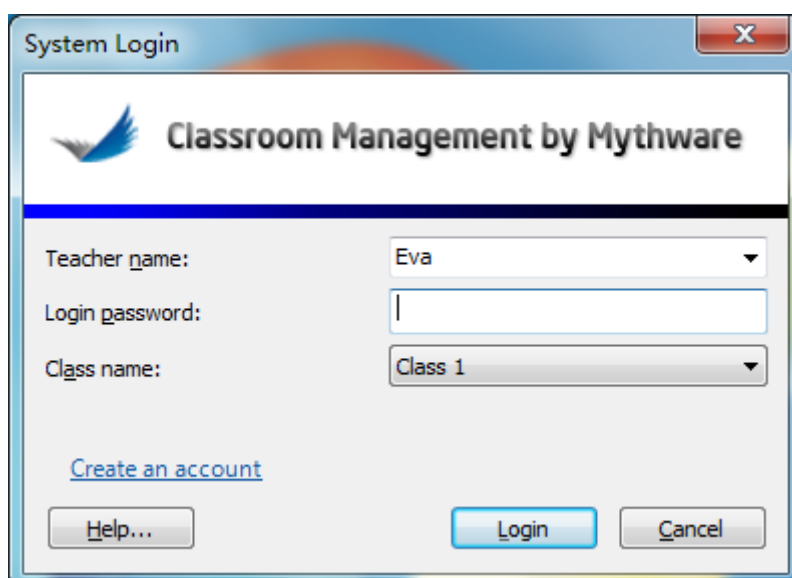
A screenshot of a Windows-style dialog box titled "Create Account". The dialog has a blue title bar with a close button (X) in the top right corner. The main area is light gray and contains the text: "Please enter user name and password. You can change your password later in Options." Below this text are three input fields: "User Name:", "Password:", and "Confirm Password:". Each label is followed by a white rectangular text box. At the bottom of the dialog are two buttons: "OK" and "Cancel".

2. Enter User Name, Password and Confirm Password;
3. Click **OK** button to create the account.

Notes

- ✧ Create account dialog will pop out automatically the first time teacher logs in the system.
- ✧ Teacher can create another account by clicking **Create an account** in the system login dialog.

2.2 System Login



The screenshot shows a 'System Login' dialog box with a blue header and a red close button. The title bar says 'System Login'. The main area has a logo of a blue bird and the text 'Classroom Management by Mythware'. Below this, there are three input fields: 'Teacher name:' with a dropdown menu showing 'Eva', 'Login password:' with a text box containing a single vertical line, and 'Class name:' with a dropdown menu showing 'Class 1'. At the bottom left, there is a blue hyperlink 'Create an account'. At the bottom right, there are three buttons: 'Help...', 'Login' (highlighted in blue), and 'Cancel'.

To Log in System

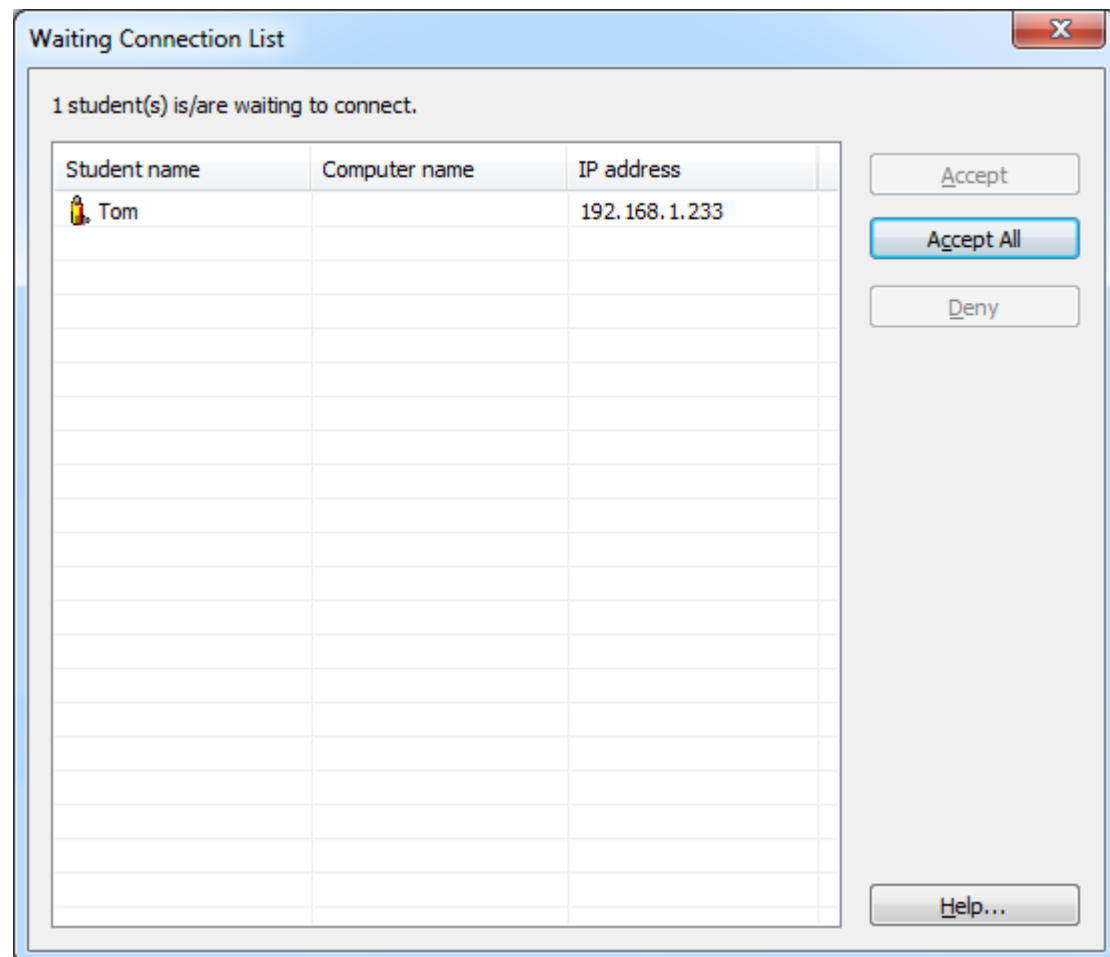
1. Double click the shortcut icon, and then System Login dialog will pop out;
2. Input teacher name, login password, class name;
3. Click **Login** button to enter the operating platform of teacher side.

Note

- ✧ After teacher logs in, his name will display on each student's desktop so that each student will know which teacher to connect to.

2.3 Student Connection

If the student is not in the class model of teacher side, the following dialog will pop up in teacher side after the student connects to this teacher.



To Accept the Student

1. Select certain students;
2. Click **Accept** to accept these students or click **Accept All** to accept all students.

To Deny the Student

1. Select certain student;
2. Click **Deny** to deny this student.

Notes

- ✧ Teacher can press  **Auto Connect** button to auto accept all students' connections.
- ✧ If teacher select “Lock all students to class model” in **Option-General** tab, the students in this class model will connect to this teacher automatically upon the starting of teacher side.

3 The Interface of Teacher Side

The interface of teacher side is as below:



The Classroom Management by Mythware system is divided into the following seven parts:

1. [Title Bar](#)
2. [Function Bar](#)
3. [View Mode](#)

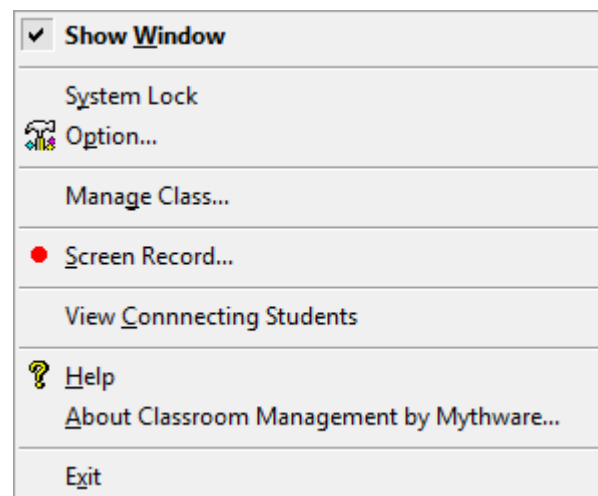
4. [Class Model](#)
5. [Remote Message](#)
6. [Event Log](#)
7. [State Bar](#)

3.1 Title Bar



Through the Title Bar, teacher can view the software name and version, drag and drop the main window, minimize or maximize the software, configure the software, view Help, and close the software.

Click  button, and the following menu pops up.



Teacher can click **System Lock** button to lock this software. And he should enter the password to unlock this software.

Teacher can click **Option** button to open **Option** dialog. The detail information please refers to [The Settings of Teacher Side](#).

Teacher can click **Manage Class** button to open **Manage Class** dialog. The detail information please refers to [Manage Class](#).

Teacher can click **Screen Record** button to start screen record. The detail information

please refers to [Screen Recording and Playback](#).

Teacher can click **View Connecting Students** button to open **Waiting Connection List** dialog. To operate with these students refers to [Student Connection](#).

Teacher can click **Help** button to open the help documentation of this software.

Teacher can click **About Classroom Management by Mythware** button to view the version, user name, company name, serial number, user number and time limit.

Teacher can click **Exit** to exit this software.

Click  button to open **Option** dialog, and the detail information please refers to [The Settings of Teacher Side](#).

Click  button to open the help documentation of this software.

3.2 Function Bar

List the functions of Classroom Management by Mythware.

3.3 View Mode

There are five view modes in the Class Model area, and they are Monitor view, Report view, Policy view and File submit view.

The Monitor view is the program's default mode, it displays thumbnails of students' desktop, and it also can display the students' group and battery power status.

The policy view is used to change or check the application policy.

The file submission view provides the status of submitted files.

The answer sheet view provides the status of quiz by answer sheet.

3.3.1 Monitor View

Monitor View is the most important view of this software. In this view, teacher can see the states of students directly. The following table shows the various icons and the

User Manual

meanings of each icon.

State Icon	Description	State Icon	Description
	Student is raising hand.		Student is receiving Screen Broadcast.
	Student is talking with teacher.		Student is receiving Net Movie.
	Teacher is broadcasting his voice to this student.		Student is receiving Camera.
	Student is attending Survey.		Student is being monitored by teacher.
	Student is being required to keep silence.		Teacher is distributing files to this student.
	Teacher is collecting files from this student.		Student is attending Quiz by answer sheet.

In this view, teacher can also change the information displayed below student thumbnail, sort the student thumbnail refer to the real classroom environment and zoom in or zoom out student thumbnail.

3.3.2 Policy View

3.3.2.1 Application Policy

In this view, teacher can set different application policy to different students from all open, white list and black list.

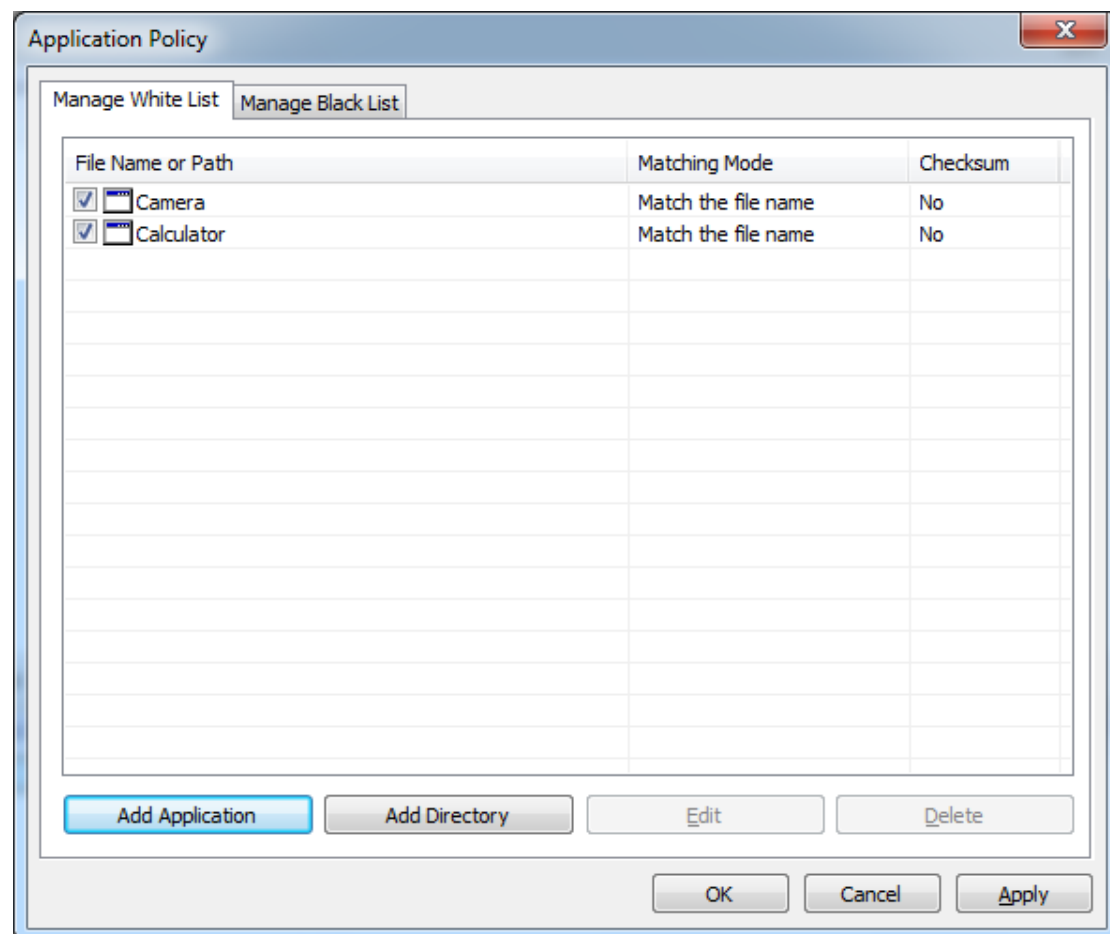
All Open: Student can open all the applications;

White List: Teacher can only open the applications in white list;

Black List: Teacher can't open the applications in black list;

To Set Application Policy

1. Click **Advanced** to open **application policy** dialog;
2. Choose **Manage White List** tab;
3. Click Add Application to enter file name or path;
4. The same steps to set black list.



There is an easy mode to add a running application or process to white or black list.

1. Right click the running application in **running application list** or the application icon in **All application**.
2. Click **Add it to white list** or **Add it to black list** to add the application to corresponding list; teacher can also click **Terminate application** to let student side close the application.

Set Policy to One Student

1. Right click the current state column of this student;
2. Click one policy in pop-up menu.

Notes

- ✧ Teacher can check the application students are using and close the application.
- ✧ Teacher can set different application policy to different students.

3.3.3 Report view

In this view, teacher can see the detail information of student side, such as the Student Name, System Type, IP address, MAC address, CPU Usage, Memory Usage, Battery Power, Group Name and so on. Besides, teacher can define the information displayed in this view.

To Define the Information Displayed

1. Right click the title bar of this view;
2. Select the information you want to display.

3.3.4 File Submission View

The functions of File Submission View refer to [File Submission](#).

3.3.5 Answer Sheet View

The functions of Answer Sheet View refer to [Quiz by answer sheet](#).

3.4 Class Model

In Class Model, teacher can view student list, view student state, view student property, select students to start function, add students, delete students, and edit student names, etc.

3.5 Remote Message

Teacher can view message history or send message in this part.

3.6 Event Log

When the following situations occur: student login, student log-off, student connection request, student file submission, student Raise Hand help request, low student-side battery or low system memory in the student-side computer, the corresponding notifications will display in **Event Log**.

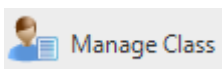
3.7 State Bar

It displays the current time, student number and the detail information of position where mouse is.

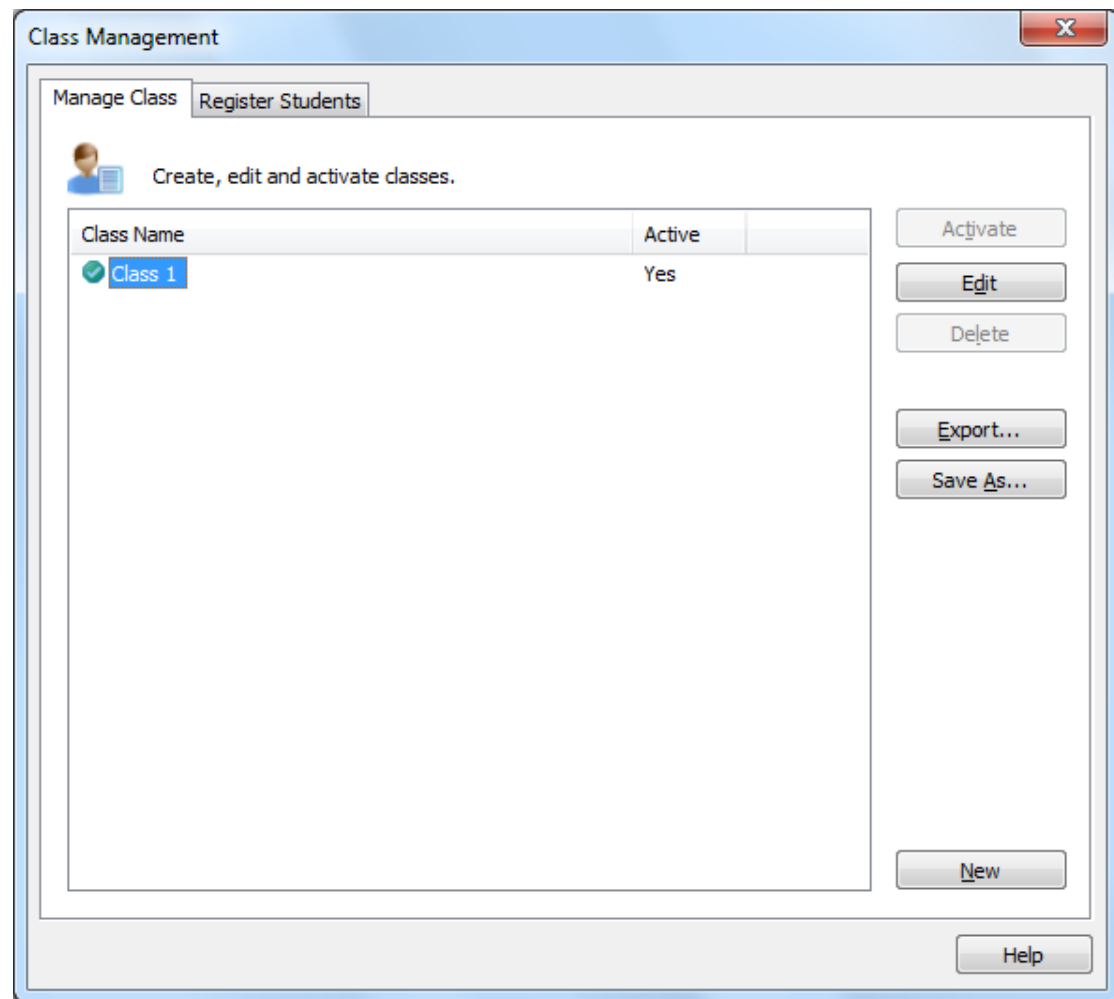
4 The Function of Teacher Side

4.1 Manage Class

Teacher can use this function to manage the class model and let students register.

Click  button to pop out a dialog as below, teacher can manage the

class in this dialog.



To Manage the Class

1. Click **Activate** to activate the selected class;
2. Click **Edit** to edit the selected class;
3. Click **Export** to export class model information;
4. Click **Save As** to save class model;
5. Click **Import** to import a class model;
6. Click **Delete** to delete class model;
7. Click **New** to create new class model.

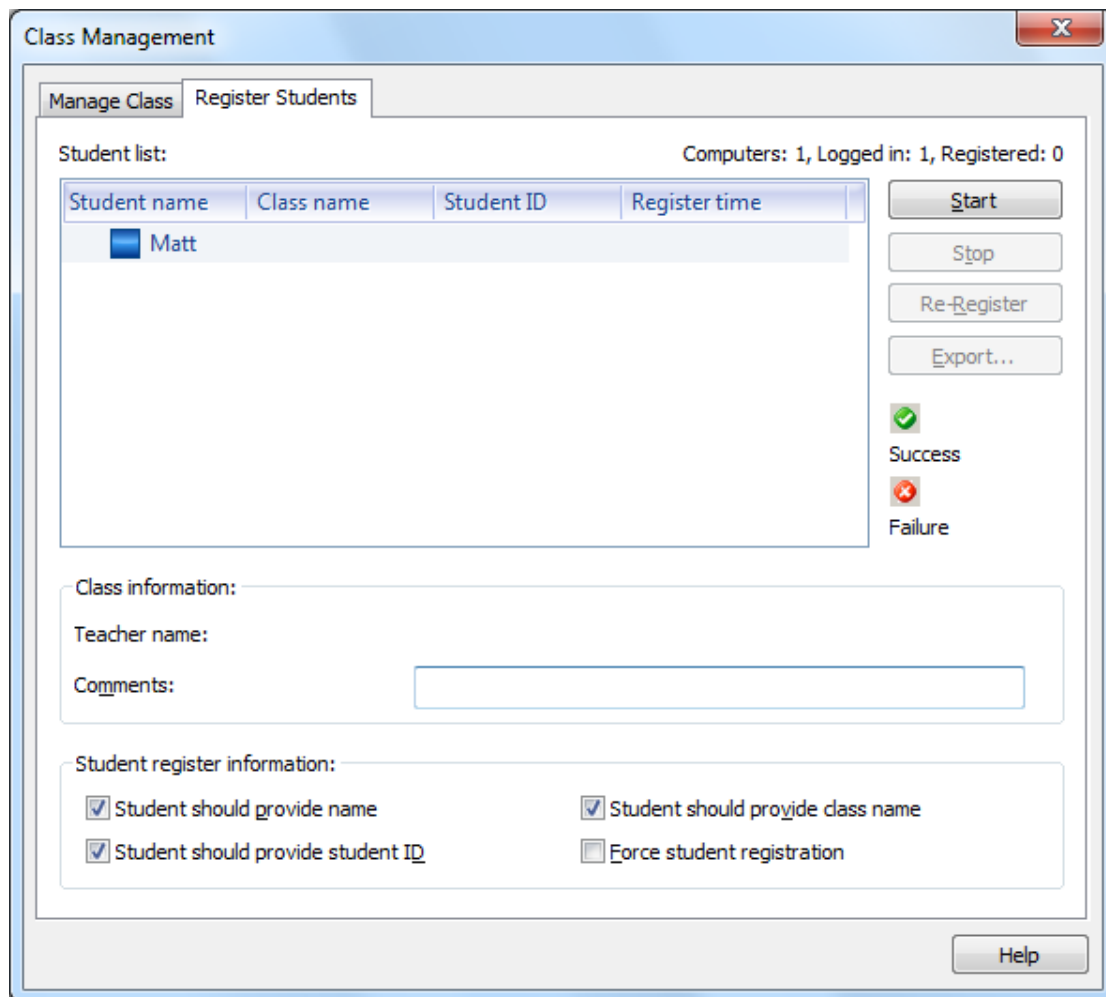
To Edit Class

1. Select one class;

2. Click **Edit** button;
3. Modify **Class Name** in Class name input box;
4. Select the student who is in Available student list, and click  button to add this student to Class Model;
5. Select the student who is in Selected student list, and click  button to remove this student from Class Model.

To Create New Class

1. Click **New** button;
2. Enter **Class Name** in Class name input box;
3. Select the student who is in Available student list, and click  button to add this student to Class Model.



To Let Student Register

1. Click **Register Students** tab;
2. Select the information you want students provide;
3. Click **Start** to start registration.

4.2 Screen Broadcast

Screen Broadcast is one of the most important functions of the Classroom Management by Mythware software. Teacher can broadcast his screen to one or more of the students in class, in either Full Screen or Windowed mode. In Full Screen mode, the broadcast fills the students' screens, and they cannot view or use other applications during the broadcast. In Windowed mode, the desktop appears in a window on the students' desktops and they can switch from this window to other applications.

In addition to allowing teacher to broadcast normal application windows, the Classroom Management by Mythware software allows teacher to broadcast the following application windows, without disabling the DirectDraw acceleration of system:

1. DirectDraw window
2. Direct3D window (for example, Cool 3D, AutoCAD, Pro-Engineer, and 3D MAX)
3. OpenGL window (for example, Quake III)
4. Full screen movie window (for example, WinDVD Player, and the Windows Media Player)

To Start Screen Broadcast

1. Select the students to whom you want to receive the broadcast.
2. Click the **Screen Broadcast** icon on the Function Bar
3. The Classroom Management by Mythware program will be minimized and the following floating toolbar will be displayed at the top of desktop.



-  Display or hide the main interface of the software in the teacher-side computer.
-  Start or stop broadcasting voice to students.
-  Open the Screen Pen to annotate the desktop.
-  Record the broadcasted operations to a file.
-  Switch between the Full Screen mode and the Windowed Mode.



Adjust the screen broadcast's picture quality. These four buttons represent four levels of picture quality: Perfect, Better, Normal, Low.



Exit Screen Broadcast.

4.3 Student Demonstration

The Classroom Management by Mythware software allows teacher to select a student to demonstrate the operations of his desktop to teacher and other students.

To Start Student Demonstration

1. Click the student's icon in the **Class Model** area;
2. Click the **Student Demonstration** button on the Function Bar;
3. Select the students to view the Demonstration;
4. The demonstration window will be displayed on the teacher's and on the other students' desktops.

To Snapping the Student's Desktop

1. Start the demonstration;
2. Click the **Save picture file** Button on the toolbar.

To Record the Demonstration Process

1. Start the demonstration;
2. Click the **Record video file** Button on the toolbar.

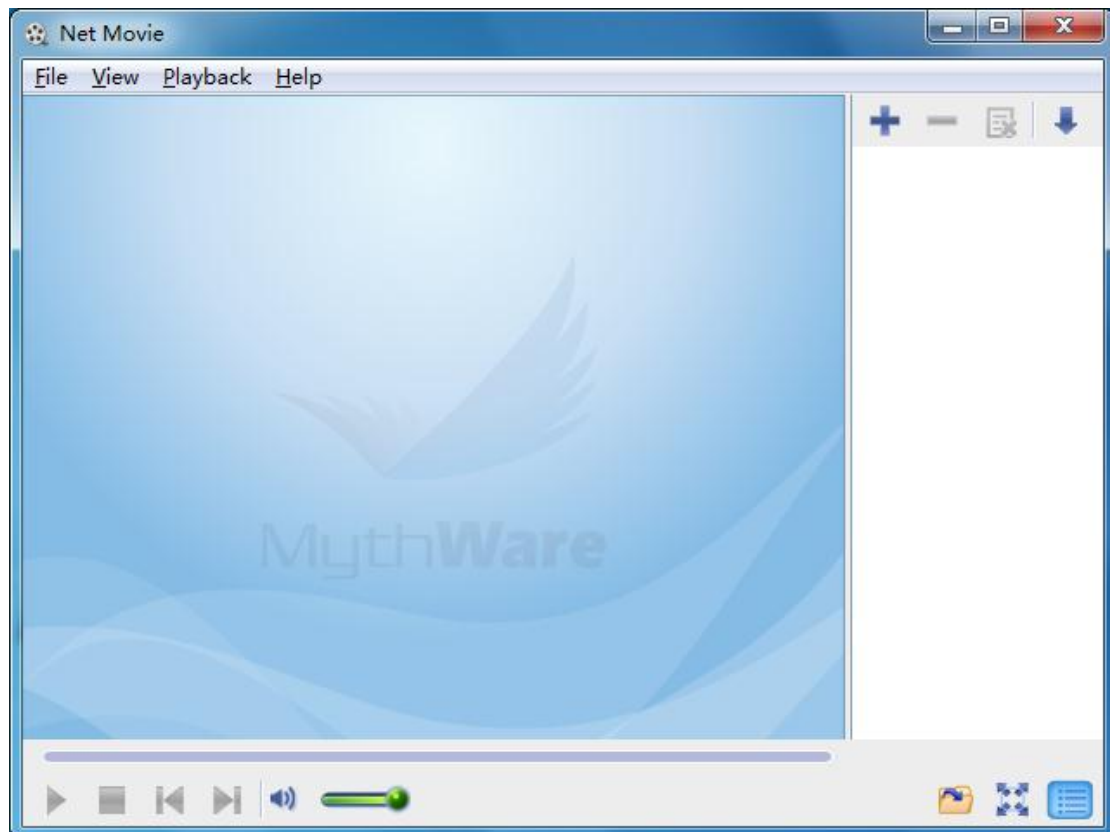
4.4 Net Movie

Teacher can play media files on his computer and broadcast the media to the entire class. Students don't have to download the media file. Teacher does not have to share

the media file with students. The process uses streaming media via networking.

Show a Net Movie Controller

1. Select students in **Class Model** area;
2. Click the **Net Movie** button in Function Bar to open the **Net Movie Controller**;



To Start Net Movie

1. Click **File-Open** or Click  to open media file;
2. The media file play automatically;
3. Click  to add media file, click  to delete media file, click  to clear playlist, and click  to change playback mode;
4. Click  to make net movie dialog full screen;

5. Click **View-Playlist** or  to hide or show the lists.

To Suspend a Net Movie

1. Play a net movie;
2. Select the **Suspend** Menu in the **Playback** Menu on the **Net Movie Controller**.

To Resume a Suspended Movie

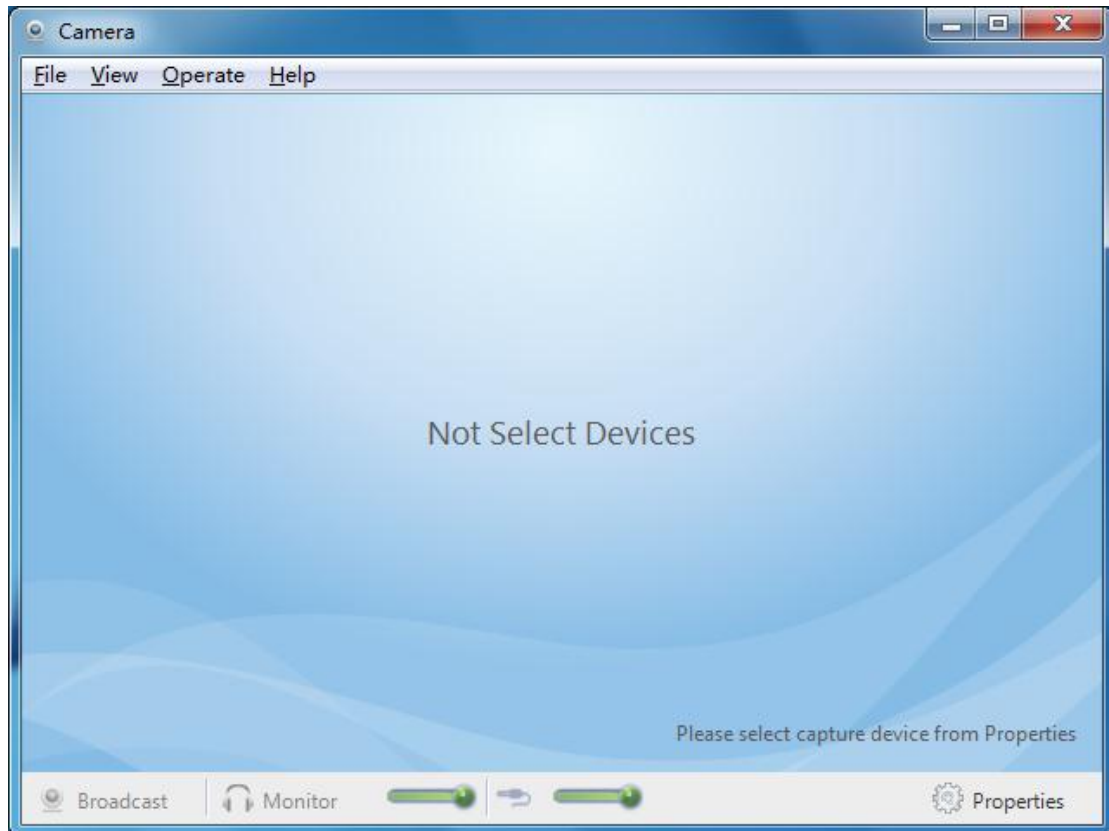
1. Select the **Resume** Menu in the **Playback** menu on the **Net Movie Controller**.

Note

- ✧ The suspended movie can be resumed even after the teacher goes offline and restarts the system.

4.5 Camera

The Classroom Management by Mythware software allows teacher to broadcast his live content from a USB web camera to multiple students simultaneously. Teacher can also broadcast voice content while broadcasting live content. After teacher start **Camera**, the following dialog will pop up.



To Start Camera

1. Select students in the Class Model;
2. Click the **Camera** button in the Function Bar;
3. The **Camera** dialog will be displayed on your desktop;
4. Click the **Properties** button to select a video device and an audio device;
5. Click the **Broadcast** button in the **Camera** dialog.

4.6 Voice Broadcast

During the class, teacher can use this function to broadcast the voice of microphone and computer to students.

To Broadcast Voice to All:

1. Right click the blank area of **Class Model**;

2. Click **Broadcast Voice to All** in the pop-up menu.

To Broadcast Voice to Selected Students:

1. Select students whom you want to broadcast in **Class Model**;
2. Right click the thumbnail of these students;
3. Click **Voice Broadcast** in pop-up menu.

4.7 Voice Chat

During the class, teacher can use this function to chat with students.

To Chat With Student:

1. Right click the thumbnail of one student;
2. Click **Voice Chat** in pop-up menu to chat with this student.

4.8 Monitor

Using Classroom Management by Mythware software, teacher can monitor the desktops of students. The monitor window displays images of students' screens. Teacher can simultaneously view multiple students' screens, each in its own window. He can also view an individual student's desktop in a windowed or full screen view.

The floating monitor control bar can help teacher scroll from one screen to the next, auto scroll to the next screen after a specified time, reset the window position, and change the display mode in each monitor window.

Teacher can take control of a student's desktop or share control with the student. He can also talk privately with a student, while controlling his desktop.

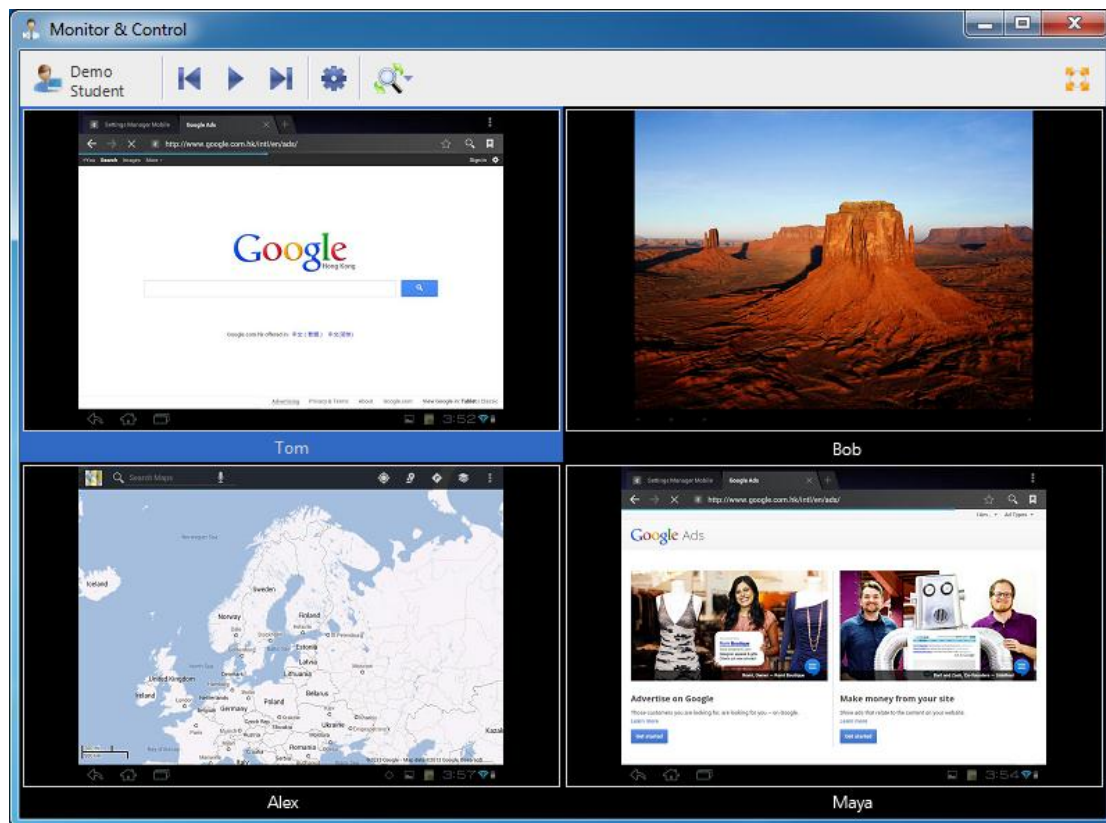
To Monitor a Student

1. Select one student in the Class Model area;
2. Click the **Monitor & Control** button in the Function Bar;

3. The student's monitor window will be displayed on your desktop.

To Monitor Multiple Students Simultaneously

1. Click the **Monitor & Control** button in the Function Bar. And the following dialog will pop up;

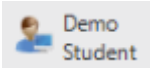


Press  to show the Student Display of the previous screen.

Press  to show the Student Display of the next screen.

Press  to auto-toggle the screens, and monitor each of the students in turn.

Press  to adjust the Monitor Image Display Mode.

Press  to demo the selected student.

Note

- ✧ The default number of monitor windows is four and the maximum is 9.

4.9 Remote Command

The Classroom Management by Mythware software allows you to remotely shut down all students' PCs and reboot all students' tablets.

4.9.1 Remote Shutdown

Remote Shutdown allows the teacher to shut down all or selected students' tablets with only one mouse click. It will help the teacher manage students' tablets.

To Shutdown Students' tablets

1. Select students in the **Class model**;
2. Click the **Remote Command** button in the Function Bar;
3. Select **Shutdown** from the pop-up menu. The **Shutdown student PC** dialog box will display;
4. Click **OK**.

4.9.2 Remote Reboot

Remote Reboot allows the teacher to reboot all or selected students' tablets with only one mouse click.

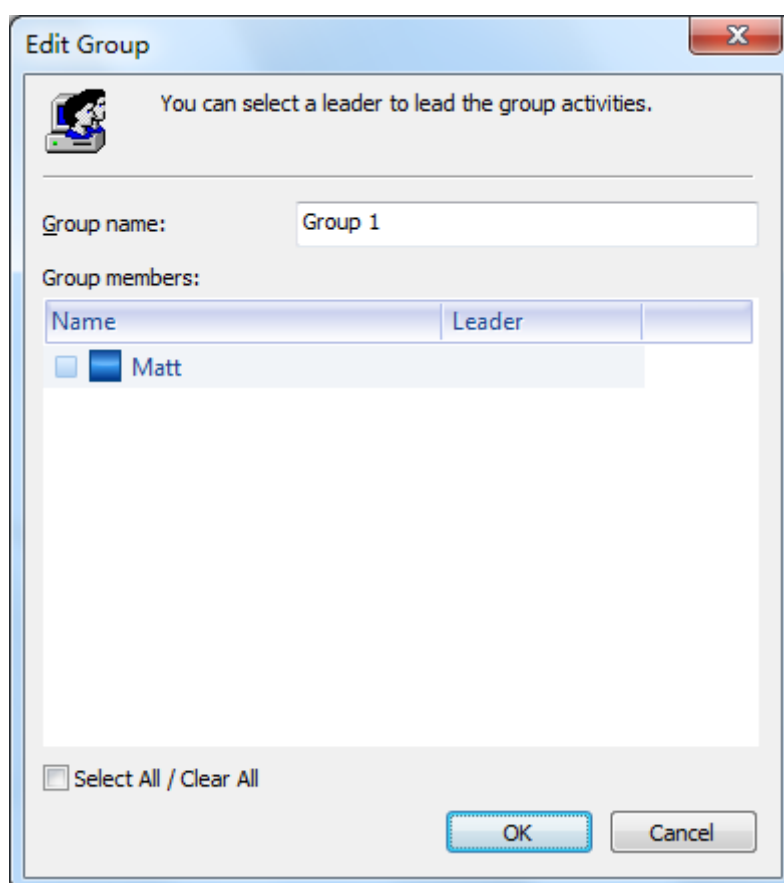
To Reboot Students' tablets

1. Select students in the **Class model**;
2. Click the **Remote Command** button in the Function Bar;
3. Select **Reboot** from the pop-up menu. The **Reboot student PC** dialog box will display;

4. Click **OK**.

4.10 Group Management

Group Management allows the teacher to divide the students in the currently activated Class Model into different groups in order to perform Group Chat and Group Teaching activities.



To Create a Group

1. Select the student you want to create a group in the Class Model area;
2. Drag the student to button  in the Class Model area;
3. Enter the **Group name** in the pop-up **New Group** dialog;
4. Click the **OK** button to complete the creation of a new group.

Or

1. Click  button in the Class Model area;
2. Enter the **Group name** in the pop-up **New Group** dialog;
3. Check the student you want to select;
4. Click the **OK** button to complete the creation of a new group.

To Assign a Group Leader to a Group

1. Select the student you want to set in the Class Model area;
2. Click the  button in the Class Model area.

Or

1. Right-click the student you want to set in the Class Model area;
2. Select **Group Leader** on the pop-up menu.

To Delete a Group

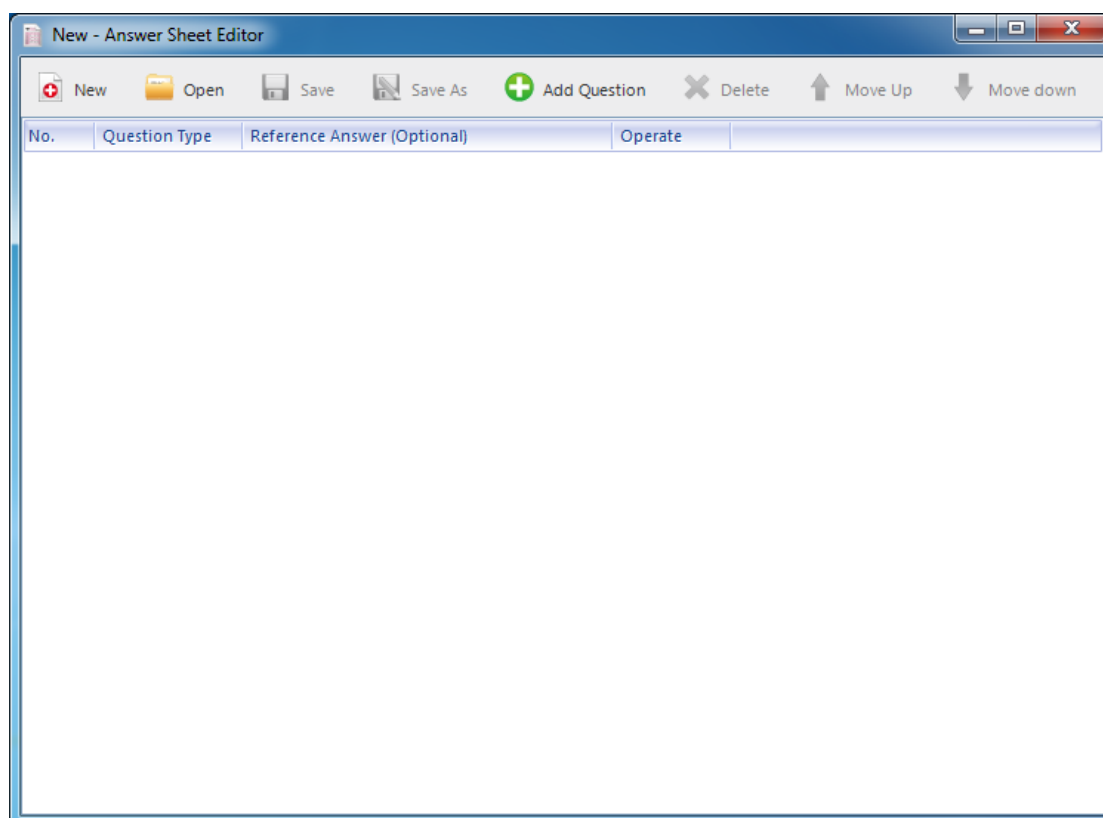
1. Select a group Tab you want to delete;
2. Click the  button in the Class Mode Area;
3. Click **Ok** in the pop-up confirmation dialog to complete the group deletion operations.

4.11 Quiz by answer sheet

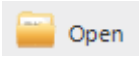
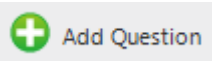
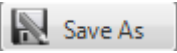
4.11.1 Create Answer Sheet

Teacher can use Answer Sheet Editor to edit the answer sheet of Quiz. It is a stand-alone program, so teacher can edit the answer sheet at home with it.

The Answer Sheet consists of different question sections which can be created by the teacher. Each group contains several questions which can be categorized into 4 types: Multi-choice question, True or false question, Fill-in-blank question and Essay question.



To Edit Answer Sheet

1. Click  **New** button to create a new answer sheet, and then edit it. Click  **Open** button to open an existed answer sheet, and then edit it;
2. Click  **Add Question** button to add a question or a question group. Teacher can add four kinds of questions, and they are Multi-choice question, True or false question, Fill-in-blank question and Essay question;
3. Teacher can Delete, Move Up or Move Down the questions;
4. Click  **Save** or  **Save As** button to save this answer sheet.

4.11.2 Start Quiz

Teacher use answer sheet to launch a quick test to one or more students during class.

To Start Quiz

1. Click **Start Quiz** to open Answer Sheet dialog;

The screenshot shows a window titled "Answer Sheet" with a close button (X) in the top right corner. Inside the window, there are two tabs: "Quick Answer Sheet" (which is active) and "Custom Answer Sheet". Below the tabs, the text "Quick create an answer sheet" is displayed. There are three input fields: "Name:" with the value "Test 1", "Question Type:" with a dropdown menu showing "Multi-Choice Question", and "Question Count:" with the value "5" and up/down arrow buttons. A "Browse..." button is located to the right of the "Question Count" field. At the bottom of the window, there are "OK" and "Cancel" buttons.

2. Choose the mode between quick answer sheet, custom answer sheet and existed answer sheet;
3. Click **OK**.

To Start Quiz with Existed Answer Sheet

1. Enter Quick Answer Sheet tab in Answer Sheet dialog;
2. Click **Browse** button and choose an answer sheet;
3. Click **OK**.

To Start Quiz with Quick Answer Sheet

1. Enter Quick Answer Sheet tab in Answer Sheet dialog;
2. Set the Answer Sheet Name, Question type and Question amount;
3. Click **OK**.

To Start Quiz with Custom Answer Sheet

1. Enter Custom Answer Sheet tab in Answer Sheet dialog;
2. Set the Answer Sheet Name;
3. Click **Add Question** button to add questions, and you can choose one question type from the question type list;
4. Repeat step3 until add all questions;
5. Click **OK** to start quiz.

After choose the answer sheet, the class model will switch to Answer Sheet View.

Student Name	Student Status	Answer Status
Jone	Quizing	✓ ✗ ✓
Helen	Quizing	✓ ✓ ✗
Mary	Quizing	✗ ✓ ✗

No.	Question Type	Correct Rate	Statistical Result	Detail
1	Multi-Choice Question	66%	A: 1 B: 2 C: 1 D: 0	View
2	Fill-in-Blank Question	66%	fall(2) failed(1)	View
3	True or False Question	33%	✓ (2) ✗ (1)	View
4	Essay Question			View

Teacher can check answer status of students and accurate rate of objective questions directly in this view, they can also check the detail information of each question.

To Check the Detail of Each Question

1. Click [View](#) button in the row of certain question, and then you can view the answer of each student;
2. Click [Back](#) to return to the initial interface.

To Stop the Quiz

1. Click  **Stop** button to stop;
2. Waiting for collecting the answers of students, teacher can also click  **Stop Collection** button to stop collection;
3. Click  **Exit** to return to the initial interface;
4. Then you can click  **Start Quiz** to start a new quiz.

Notes

- ✧ Quick Answer Sheet can contain only one question type.
- ✧ Custom Answer Sheet can contain all question types.
- ✧ Teacher can set the correct answer of objective question by clicking the options of the question; they can also enter the reference answer of subjective question.
- ✧ Teacher can set the reference answer when students answer questions.

4.12 Survey

The Survey function allows the teacher to test the students' skills with one single question and get the students' answers immediately. The teacher can also use this **Survey** function to do some surveys.

The screenshot shows a 'Survey' dialog box with a title bar and a close button. The main area contains instructions: 'Creating a Survey consists of the following steps: select the question type, enter the question title and answer choices, and change the duration. If the survey will not be graded, select "No correct answer".' Below this, there are two columns. The left column is for question configuration: 'Question type' is a dropdown menu set to 'Multi-choice question'; 'Question text' is a text area containing 'Mary _____ English everyday.'; there is a checkbox for 'No correct answer' which is unchecked; and a list of options A through H, with 'C reads' selected. The right column is for 'Quiz results', featuring a table with headers 'Student name', 'Time', 'Answer', and 'Results', and a bar chart below it. The bar chart shows 0% for options A, B, and C, with a green checkmark next to C. At the bottom, there are input boxes for 'Duration' (1 Min, 0 Sec) and 'Remaining time' (00:48), along with 'Help', 'Stop', and 'Exit' buttons.

Survey

Creating a Survey consists of the following steps: select the question type, enter the question title and answer choices, and change the duration. If the survey will not be graded, select "No correct answer".

Question type:
Multi-choice question

Question text:
Mary _____ English everyday.

☐ No correct answer

☐ A reading
☐ B read
☒ C reads
☐ D
☐ E
☐ F
☐ G
☐ H

Quiz results:

Student name	Time	Answer	Results

100%
75%
50%
25%
0%

0 0 0
A B C

Duration: 1 Min 0 Sec Remaining time: 00:48

Help Stop Exit

To Initiate an Survey

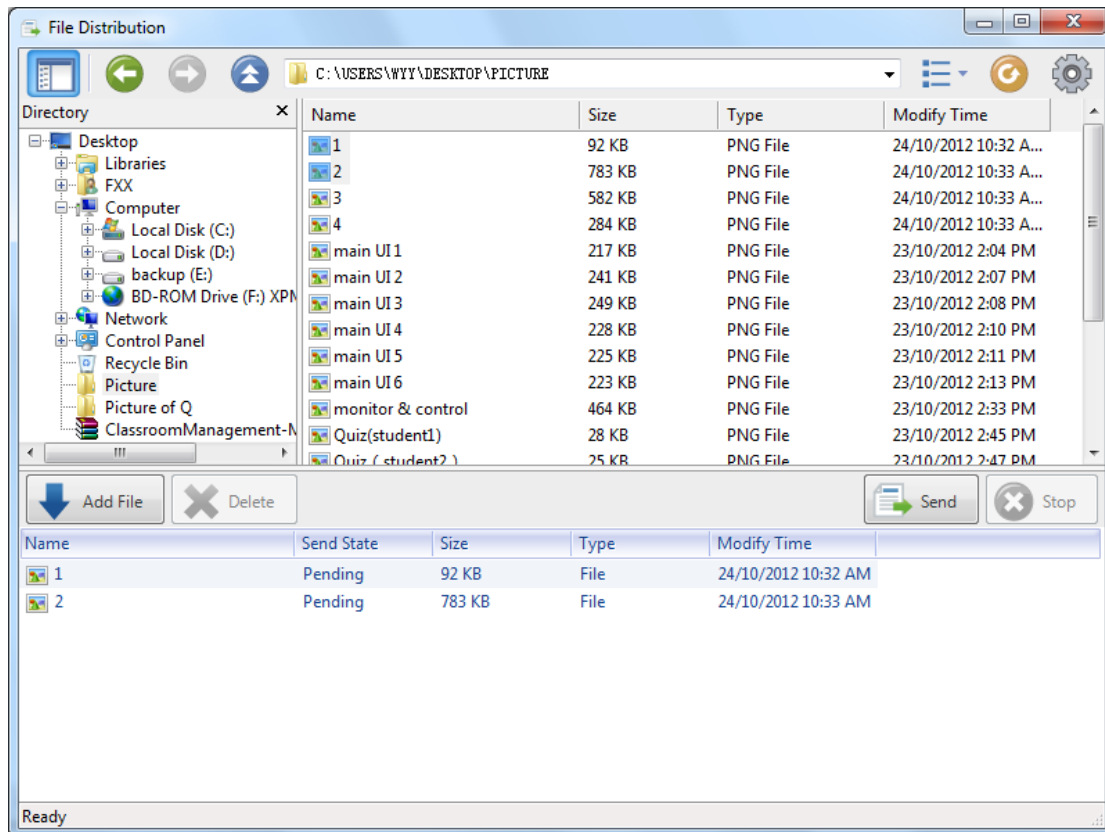
1. Click the **Survey** icon on the Function Bar of the main interface in the teacher-side computer;
2. Open the **Survey** dialog;
3. Select the question type you want from the **Question type** drop-down list. (Three question types are available: one-answer questions, multi-choice questions and True-or- False questions);
4. Enter question titles in the **Question title** input box;
5. In the **Option** box that follows, enter the contents for each option and also set the answer for each question;
6. In the **Duration** input box, enter the duration for that Survey;
7. Click the **Start** button.

To Get the Students' Answers Immediately

1. Click the **Survey** icon on the Function Bar of the main interface in the teacher-side computer;
2. Start an Survey;
3. The students' answering information will be displayed on the right side of the **Survey** dialog;
4. During the **Survey** process, if a student answers a question, the student's name, finish time, actual answers and score will be displayed in the list;
5. Statistics will be updated real-time during the **Survey** process.

4.13 File Distribution

The Classroom Management by Mythware software allows teacher to distribute simultaneously a file or directory to multiple students. Before distributing files, teacher can specify a target path for students. If the target path doesn't exist, then it will be automatically created. If the target file and path already exist, the software enables you to select whether or not to allow automatic overwriting of the original file. If the file you want to distribute is in use, the software will send a prompt.



To Start File Distribution

1. Select students in the **Class Model**;
2. Click the **File Distribution** button in the Function Bar;
3. The **File Distribution** window is displayed;
4. Browse, select files or directories and click  button to add to the **Send** list;
5. Click the  button on the Send List toolbar of **File Distribution** window.

To Choose a Distribution Policy

1. Click  button in the toolbar of the **File Distribution** dialog;
2. From the pop-up dialog, select **Replace** tab;
3. Select **Don't distribute**, or **Replace**;
4. Click the **OK** button.

Note

- ✧ The default setting is **Replace**.

To Set Error Control



1. Click  button in the toolbar of File Distribution dialog;
2. Select **error control** tab;
3. Select **Stop file distribution immediately** or **Continue file distribution**;
4. Click OK.

4.14 File Submission

The File Submission function allows the students to submit their jobs to the specified directory on the teacher-side computer. The teacher can manage whether or not to accept all of the files submitted by the students, or choose to accept one student's files at a time.

To Set File Submission Policy

1. Change the Class Model area **View Mode** to **File Submission Mode**;
2. Select the student you want to set;
3. Click **Enable** or **Disable** button in the class Model area.

To Accept a Student's Submitted Files

1. The student sends the file submission request;
2. View **File Submission Request** in **File Submission Model**;
3. The student name, file size and file count will be displayed in the list,
4. The teacher can select one of the student names and click **Accept** on the right side;
5. A message will appear in the Event Message Area of the main interface in the teacher-side computer, indicating that:” **I have submitted my files**”.

To View a Student's Submitted Files

1. Change the Class Model area **View Mode** to File Submission Model;
2. Double-click the student you want to view;
3. The folder where the student's submitted files are stored will be opened automatically.

The File Submission function also allows the teacher **to set the number and size limit** for student-submitted files, to prevent students from submitting too many files at a time, or files which are too large.

To Set the Number and Size Limit

1. Click the **Set submitted folder** button on the main interface;
2. Select **Limit file size** and enter the file size limit in **Option** dialog;
3. Select **Limit number of files** and enter the file number limit in **Option** dialog;
4. Click the **OK** button.

4.15 File Collection

File Collection allows the teacher to open the File Submission dialogue at the same time so the teacher can collect students' files to the same directory.

To Start File Collection

1. Click the **File Collection** icon on the Function Bar of the main interface in the teacher-side computer;
2. **File Submission** dialog pops up on the student side;
3. Teacher can open Submitted folder on the Class Model area after all the students had submitted files.

4.16 Screen Recording and Playback

The Classroom Management by Mythware software allows teacher to record

operations from his desktop into an ASF file, and then playback these operations later. During recording, teacher can pause a recording for later resumption. When he continue to record, the newly recorded data will be appended to the previous file. Teacher can also launch **Screen Pen** to annotate the screen and record the annotations as well. During recording, he can also use a microphone to record his voice.

The Classroom Management by Mythware software allows teacher to use the **Net Movie** function to open the recorded file and play it back in the class like the **Screen Broadcast**. If he record with audio, his voice can be broadcast to the students as well.

To Start Screen Recording

1. Right-click in the blank area in the **Title bar**;
2. Click the **Screen Record** in the Pop Menu;
3. In the **Screen Record** dialog, type the target file name and click **Save**;
4. The **Screen Record Toolbar** will be displayed on the top of the screen, as shown below;



Display/Hide the main interface for the programs in the teacher-side computer.



Call **Screen Pen** while performing the **Screen Record** function, and add annotations to the screen.



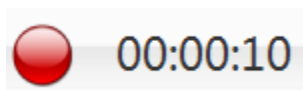
Pause the current screen recording operations.



Continue the screen recording operations.



Stop the screen recording operations.



Indicate that the recording is in progress, with the recording time shown.

5. At this time the **Record** button on the top side of the above image will flash continuously and the recording time is displayed too.

To Playback the Recorded Files

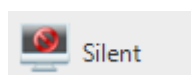
1. Click the **Net Movie** button in the Function Bar;
2. From the **Open File** dialog, select one of the recorded files and click **OK**.

Note

- ✧ In the computer with the Classroom Management by Mythware software installed, the teacher can use Windows Media Player to playback the recorded files.

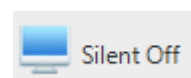
4.17 Silent & Silent Off

4.17.1 Silent



Choose one or more students and click **Silent** button to launch **Silent**, the mouse and keyboard of these students will be locked, and they can't do any operation.

4.17.2 Silent Off

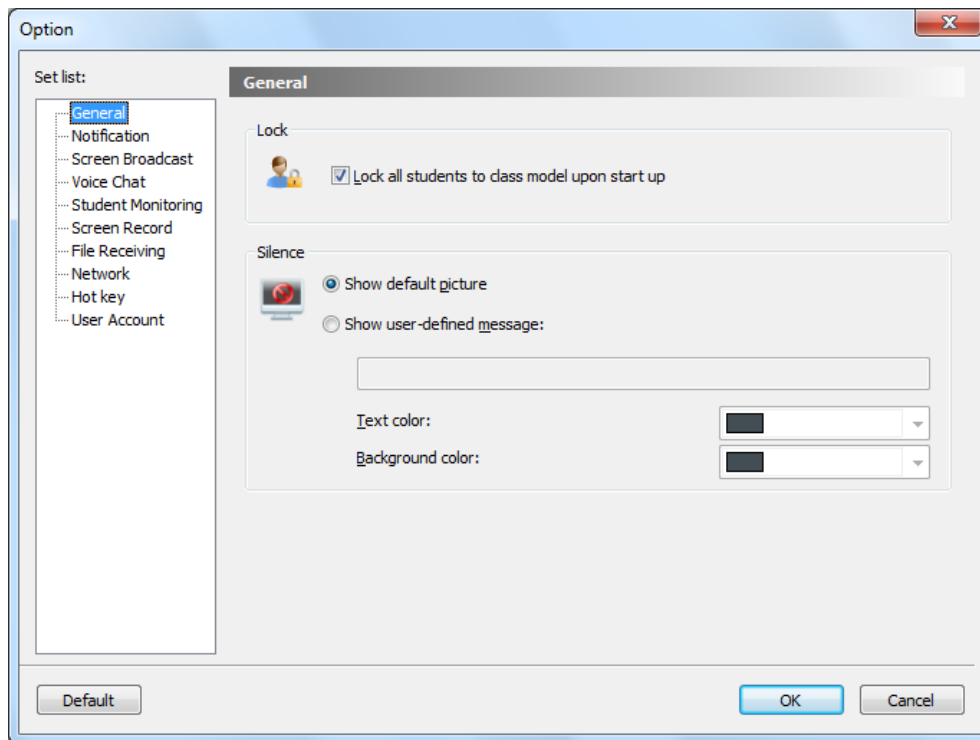


Choose one or more students who are being Silence On and click **Silent Off** button to launch **Silent Off**, the mouse and keyboard of these students will back to normal.

5 The Settings of Teacher Side

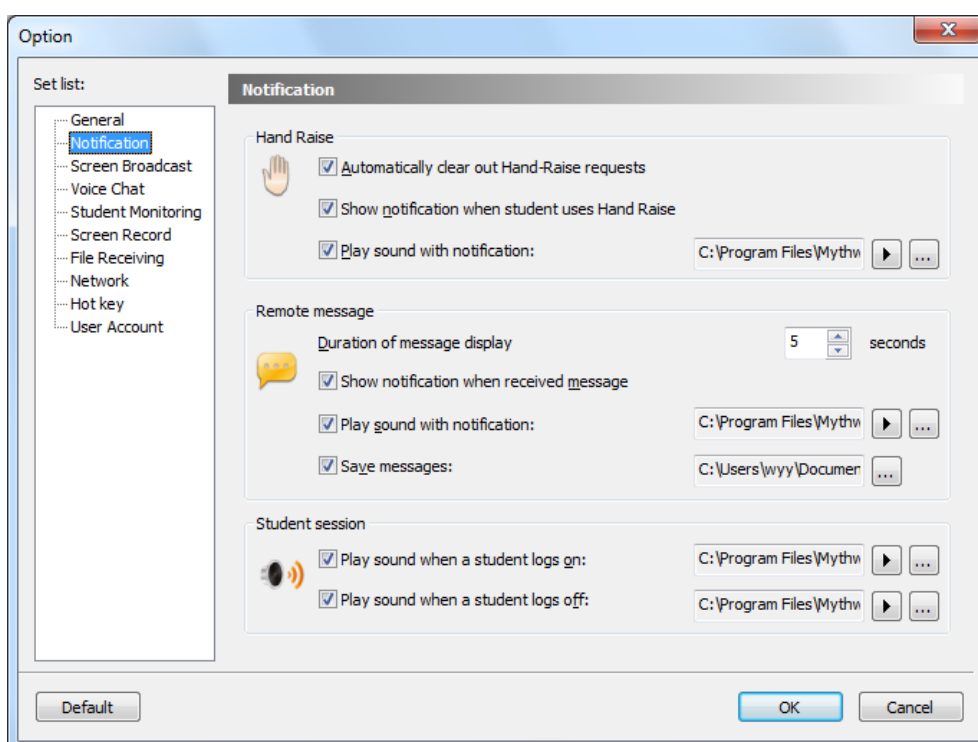
5.1 General

In this tab, teacher can choose to lock all students to class model upon start up and set the properties of **Silent**.



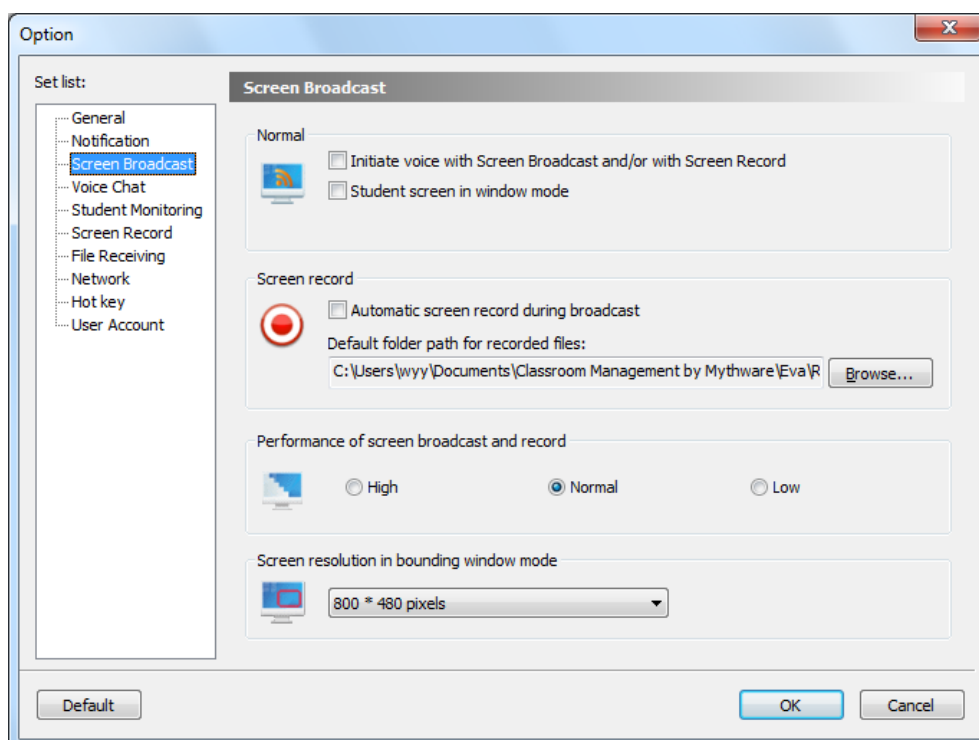
5.2 Notification

In this tab, teacher can set the properties of Call, Remote message and Student session.



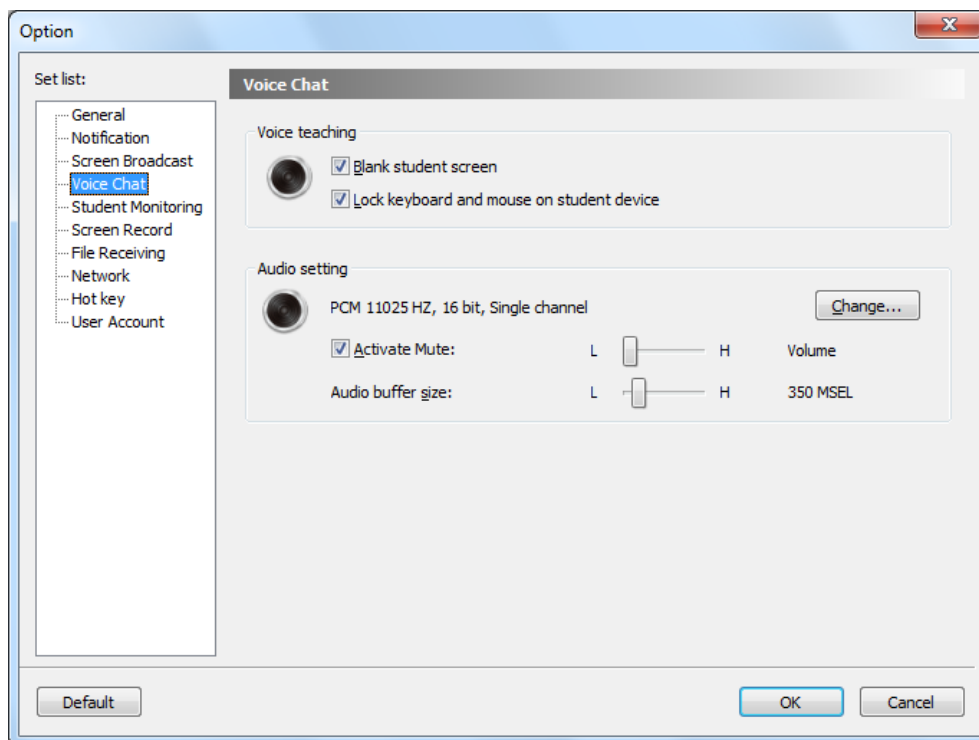
5.3 Screen Broadcast

In this tab, teacher can select the default mode of student side during **Screen Broadcast** process. Besides, teacher can set the saving path and performance of screen record during **Screen Broadcast** process.



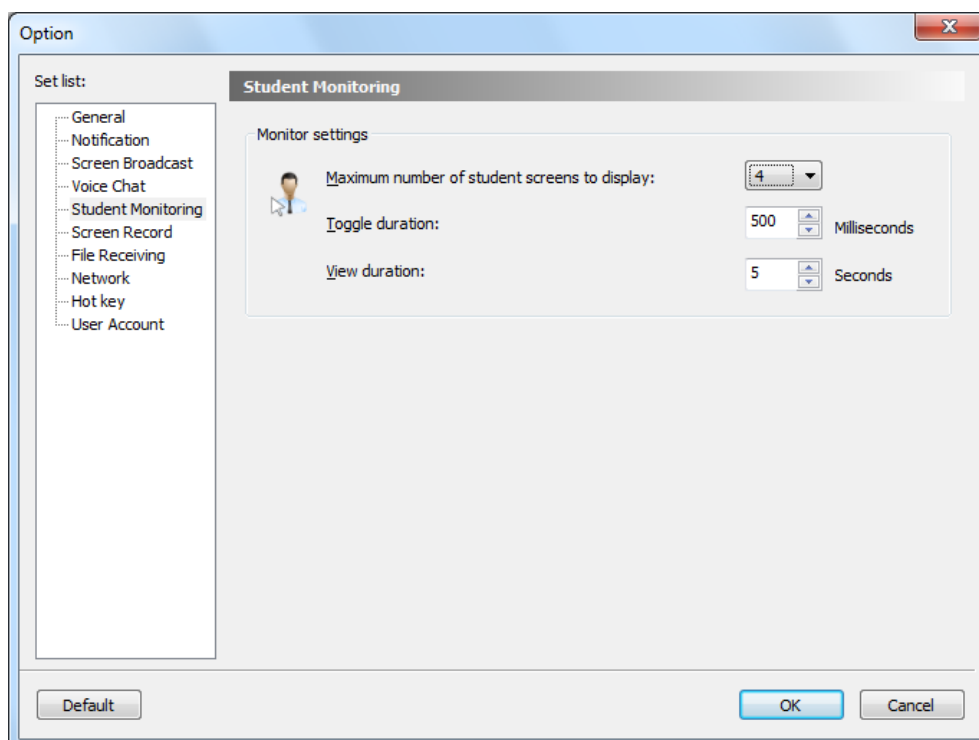
5.4 Voice Chat

In this tab, teacher can set the properties of Voice Chat, such as blank student screen, lock keyboard and mouse on student device.



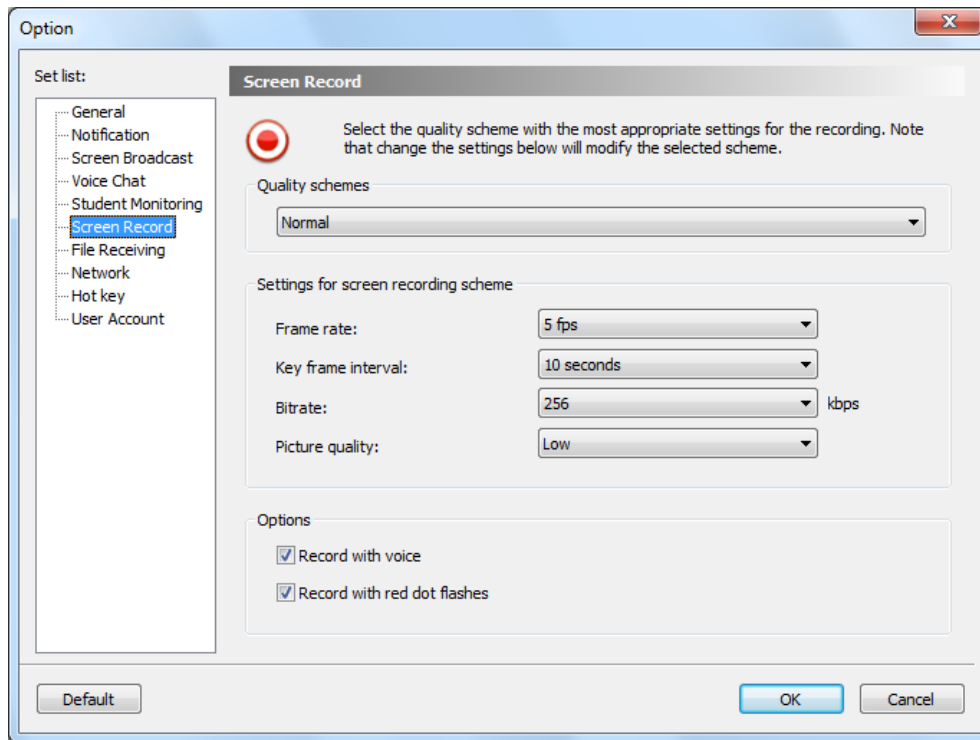
5.5 Student Monitoring

In this tab, teacher can set the maximum number to display, toggle duration and view duration to monitor.



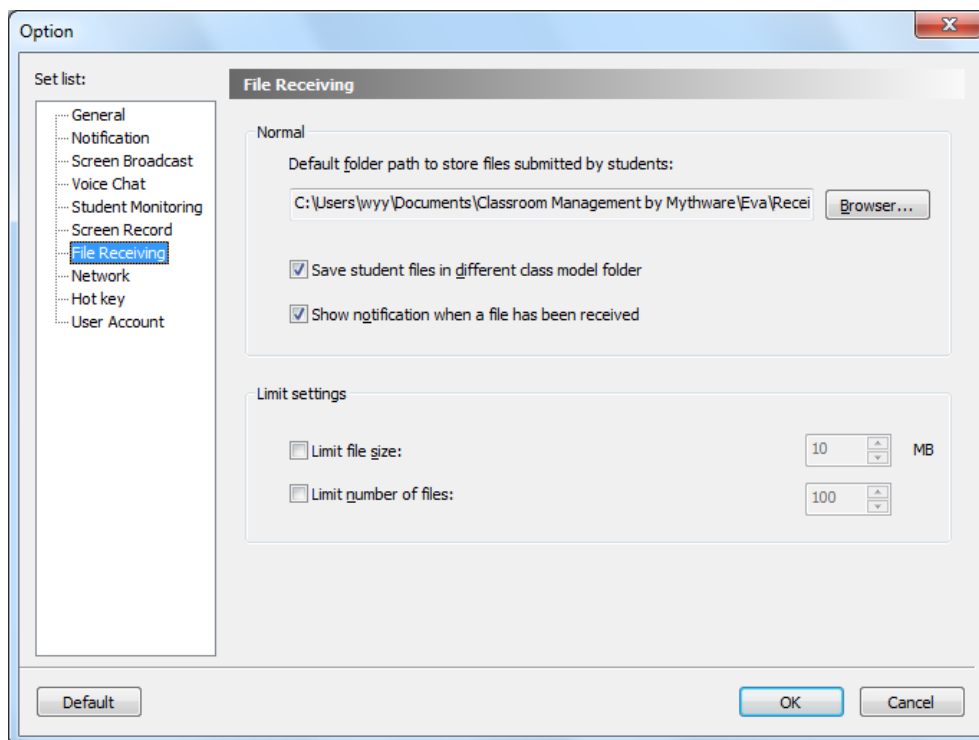
5.6 Screen Record

In this tab, teacher can set the quality scheme, recording scheme, and whether to record the voice during screen record.



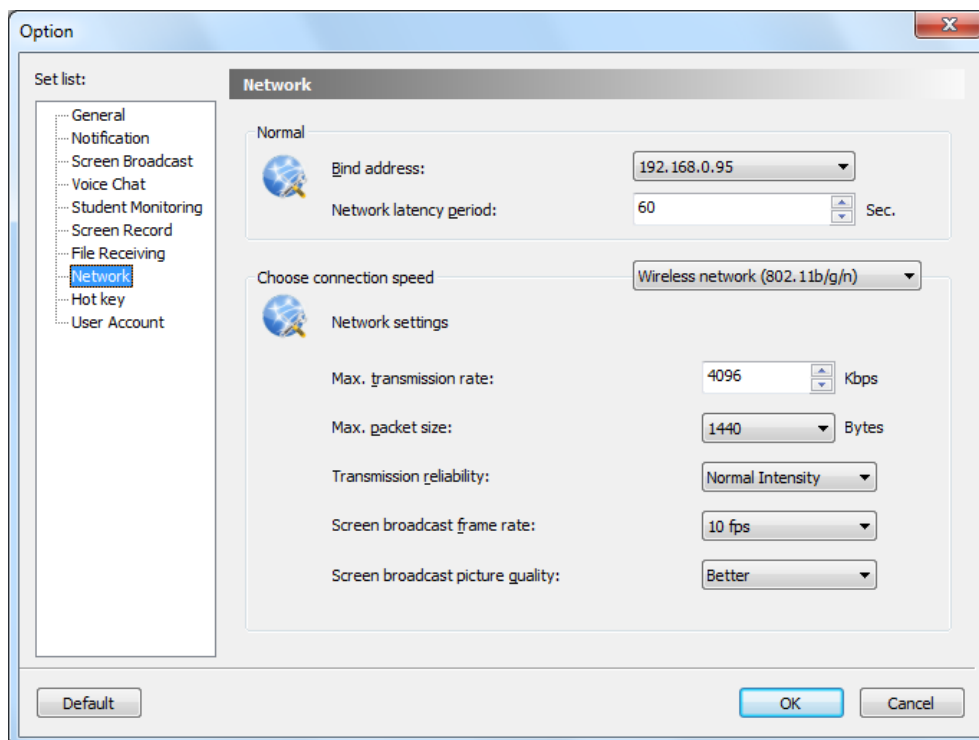
5.7 File Receiving

In this tab, teacher can select the folder which is used to save files submitted by students, and they can set the limitation of file size and number.



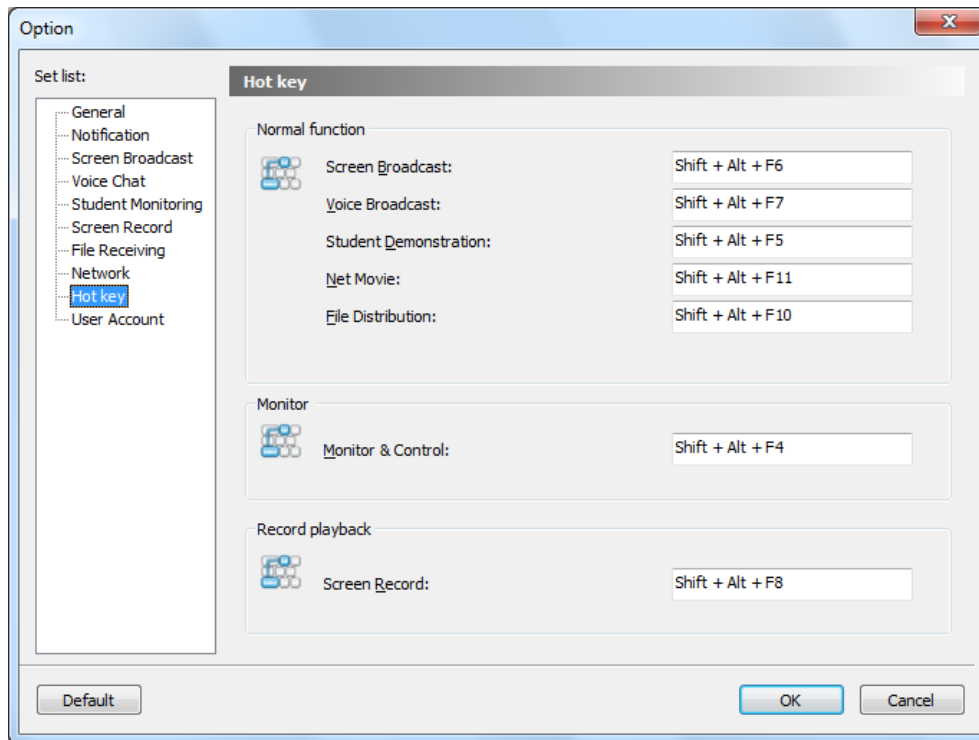
5.8 Network

In this tab, teacher can select an IP address to bind with teacher side and set the latency period of network. Besides, he can set some other fields of network.



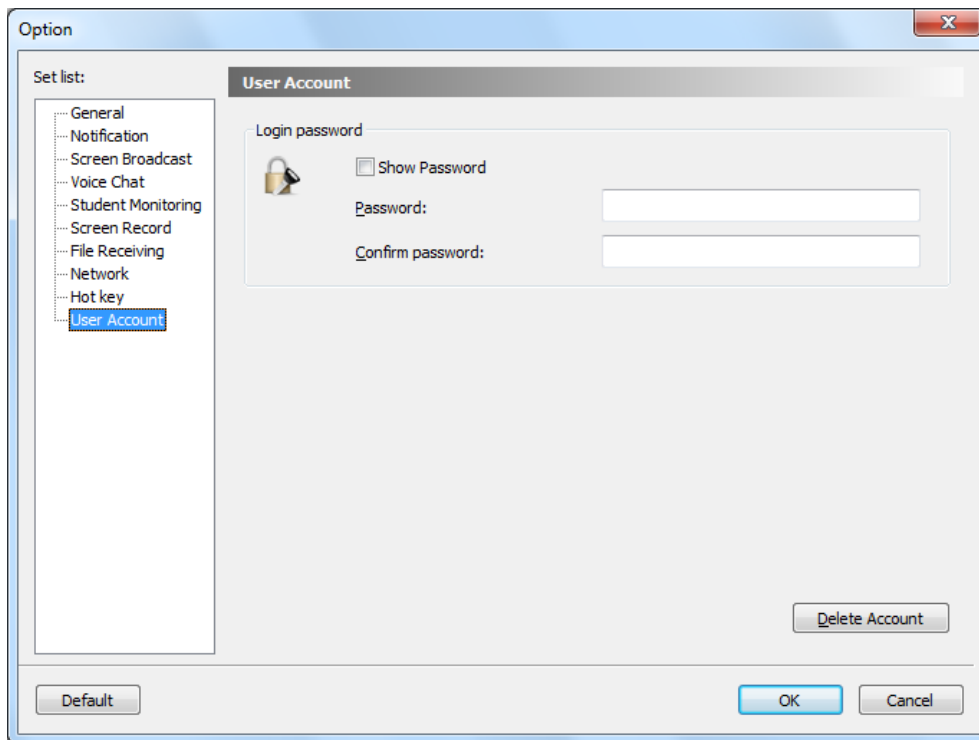
5.9 Hot key

In this tab, teacher can set hot key for some common functionalities.



5.10 User Account

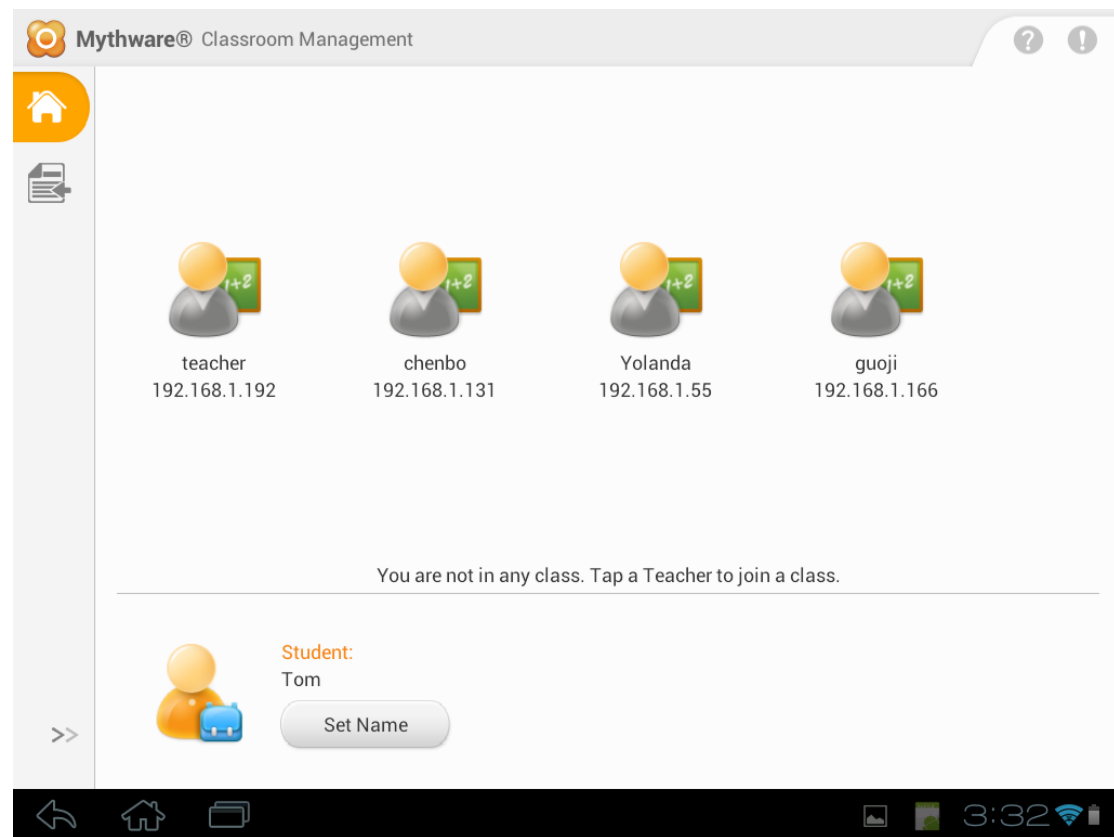
In this tab, teacher can set the login password.



Student Side

6 The Interface of Student Side

After the Classroom Management by Mythware software installed, students can join in class activities with the following touch UI.



6.1 Application Icon

After the software is installed, an application icon  will be added to the application list of the pad. After students touch the icon, they will enter the interface of this application.

7 Student Login

7.1 Set up the Login Name

Before you connect to a teacher, you must set up a User Name.

To Set Up a User Name

1. Touch the Set Name icon on the touch UI, the Set Name dialog will popup.
2. In the Set Name dialog, enter your login name.
3. Click OK.

Notes

- ✧ This name will be used as the unique ID for you to connect to your teacher. For students connect to the same teacher, identical names are not allowed. If you have the same User Name as another student, your teacher will automatically notify you of the situation and let you choose another name when you login the next time.
- ✧ You can change your name offline.

7.2 Connect to the Teacher-side Computer

After your computer is connected to the wireless network or LAN, the Classroom Management by Mythware software will automatically refresh the teacher list on the network. You can then choose a teacher by yourself and start to learn.

To Connect To a Teacher

1. Touch the teacher name on the touch UI.
2. If this is your first time to connect to a particular teacher, your request must be approved by that teacher before you can join the class. The teacher may accept

your connection request, or reject it.

3. If the teacher rejects your connection request, you will receive a prompt message:
"The teacher you selected has rejected your connection!"
4. If you reconnect to a teacher you have connected to before, your connection request will be accepted automatically.

Automatic Connection to the Teacher

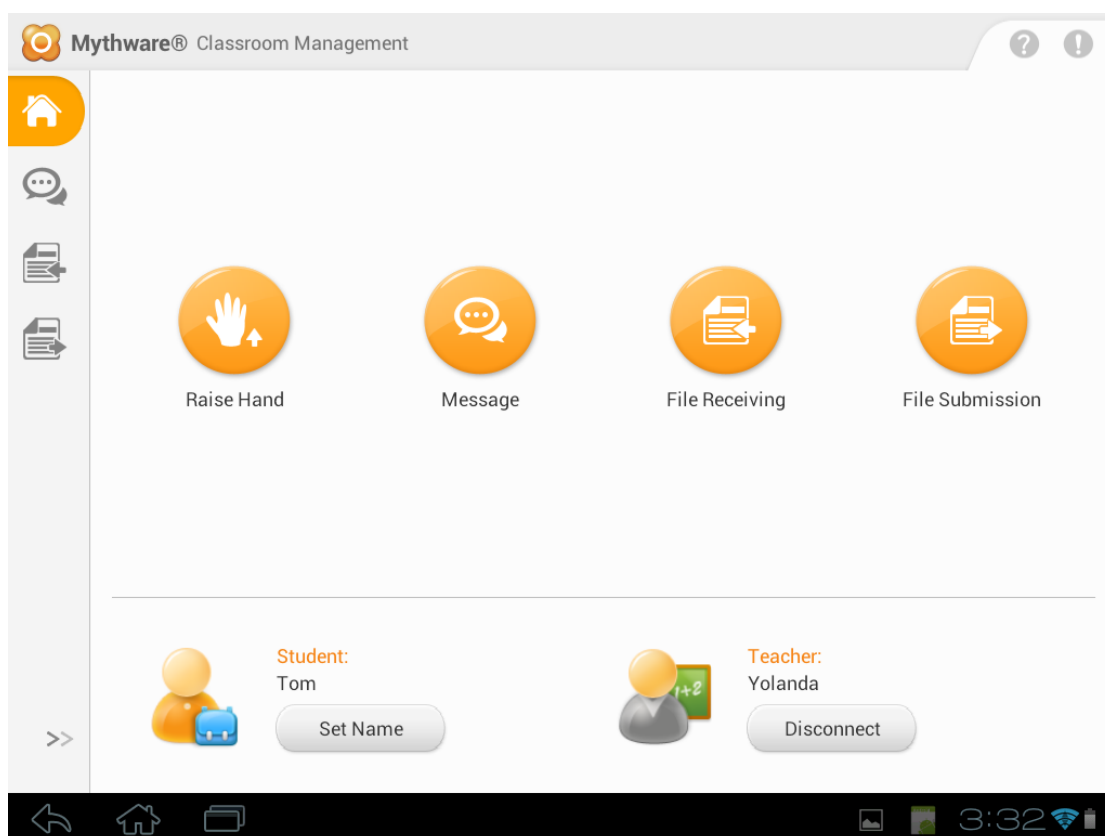
When a teacher launches the Classroom Management by Mythware software and executes the Lock function to enforce student connection, the student who has not connected to any teacher will connect directly to that teacher. The student cannot choose teachers in this case.

To Disconnect a Connected Teacher

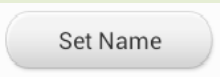
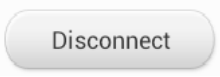
1. Touch the **Disconnect** button on the touch UI

7.3 Student UI

After you connect to teacher, the student UI will change to the following touch interface.



The meaning of each functional button on the toolbar is as follows:

Icon	Description
	Set Name: To change your login name
	Disconnect: To connect /disconnect to the teacher's class
	Raise Hand: To raise your hand to ask questions.
	Send Message: To send messages to your teacher, or to view the messages sent by your teacher.



File Submission: To submit assignment files to your teacher.



File Receiving: To View files received from Teacher

7.4 Student Register

When students connect to a teacher, the teacher can enforce the Student Register process. It allows students to enter their information and to inform the teacher that they are connected to his class.

When a teacher enforces the **Student Register** process, students' computers will pop up the **Student Register** window.

The screenshot displays the Mythware Classroom Management app interface. On the left is a vertical sidebar with icons and labels for 'Home', 'Message', 'File Receiving', 'File Submission', and 'Student Register' (which is highlighted in orange). The main area is titled 'Class Information' and shows 'Teacher name: Eva' and 'Comments:'. Below this, it says 'Please provide following infomation:' (note the typo). There are three input fields: 'Name:', 'Class name:', and 'Student ID:'. Each field has an asterisk (*) to its right, indicating it is required. A note at the bottom right of the form states '* This field is required.' Below the form is a 'Submit' button. At the very bottom of the screen is an Android-style navigation bar with icons for back, home, and recent apps, along with a status bar showing the time as 7:24 and battery level.

To Complete the Student Register

1. In the **Student Register** dialog, enter the name.
2. In the **Student Register** dialog, enter the class name.
3. In the **Student Register** dialog, enter the student ID.
4. Click the **Submit** button.

8 The Function of Student Side

8.1 Raise Hand

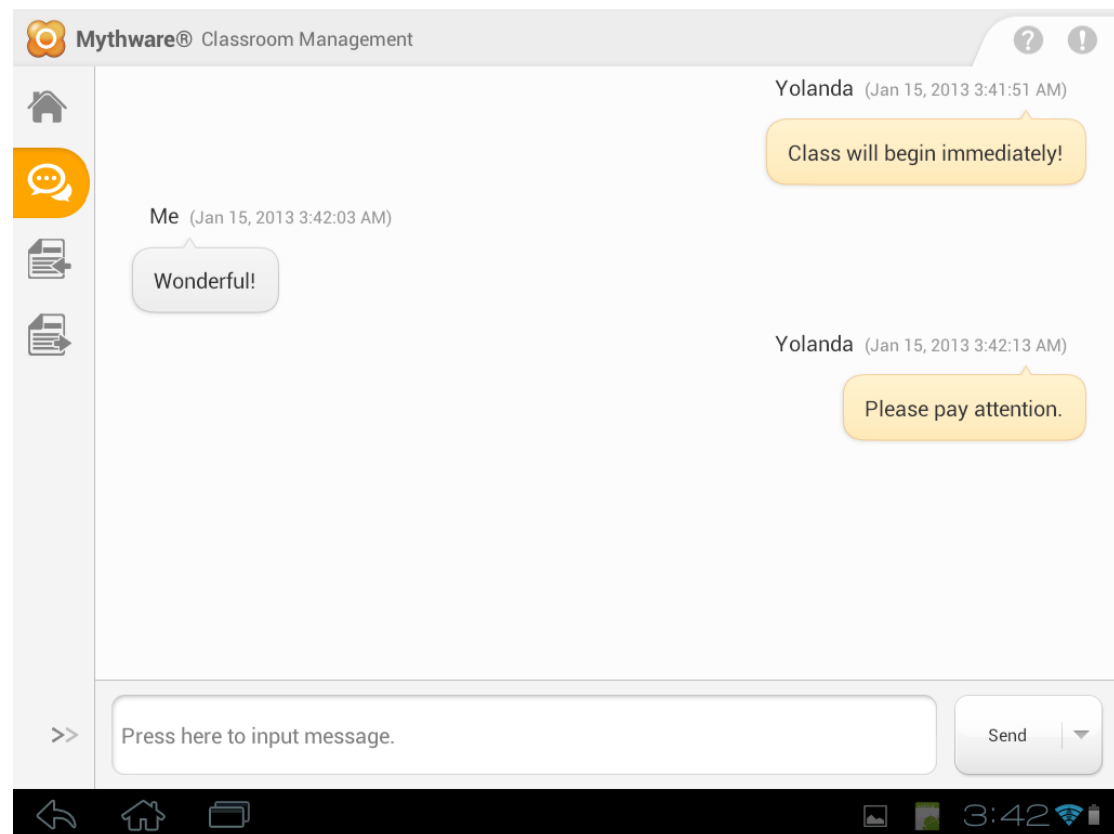
During the class, if you have any questions for the teacher, you can use the **Raise Hand** function.

To Raise Hand

1. Touch the **Raise Hand** button on the student interface.

8.2 Send Message

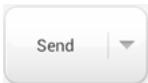
During the class, you can communicate with your teacher by sending text messages.



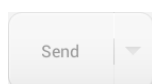
To Send Messages

1. Touch the **Message** button on the student interface.
2. Type text messages in the input box on the student interface.
3. Touch the **Send** button.

Notes

✧ Click the arrow of button  and you can insert common phrases in the input box.

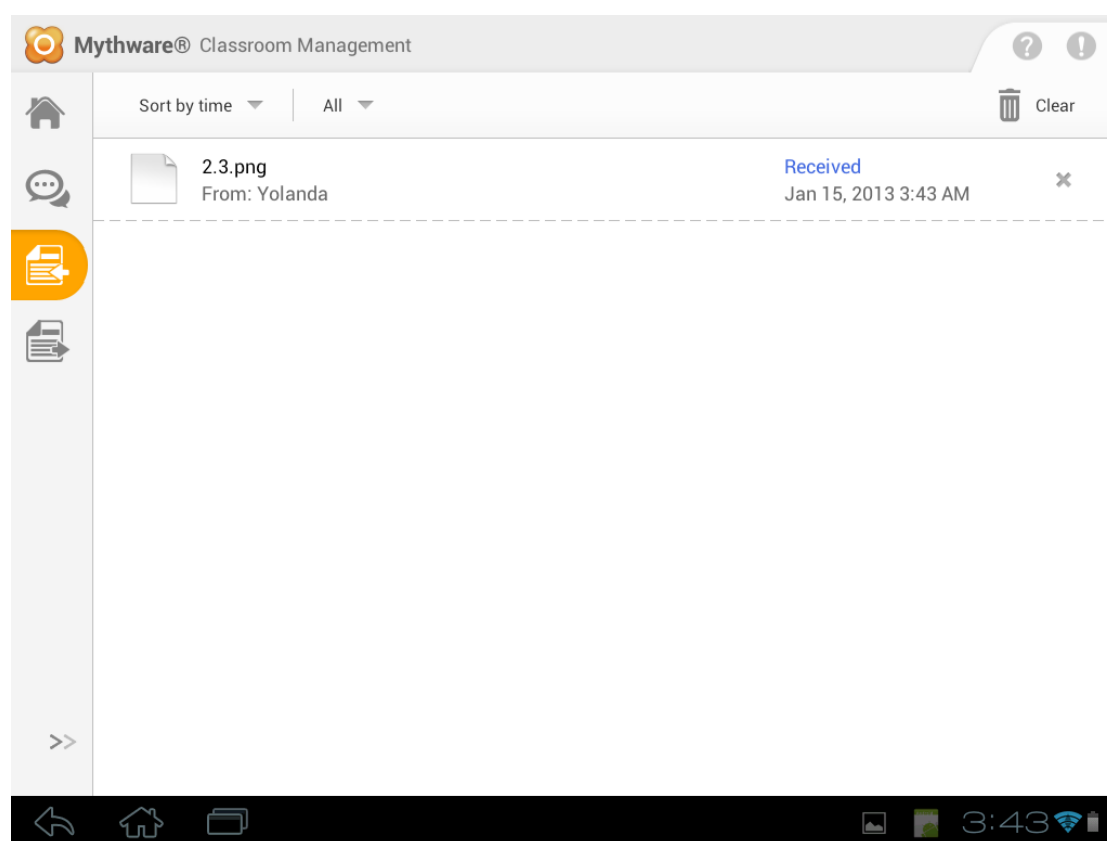
✧ If the teacher chooses to reject the text messages sent by a student, the **Send Message** button on the floating toolbar will change into a disabled status



. Then the student cannot send messages to the teacher.

8.3 File Receiving

During the class, you can view the files received from the teacher.



To Receive File from Teacher

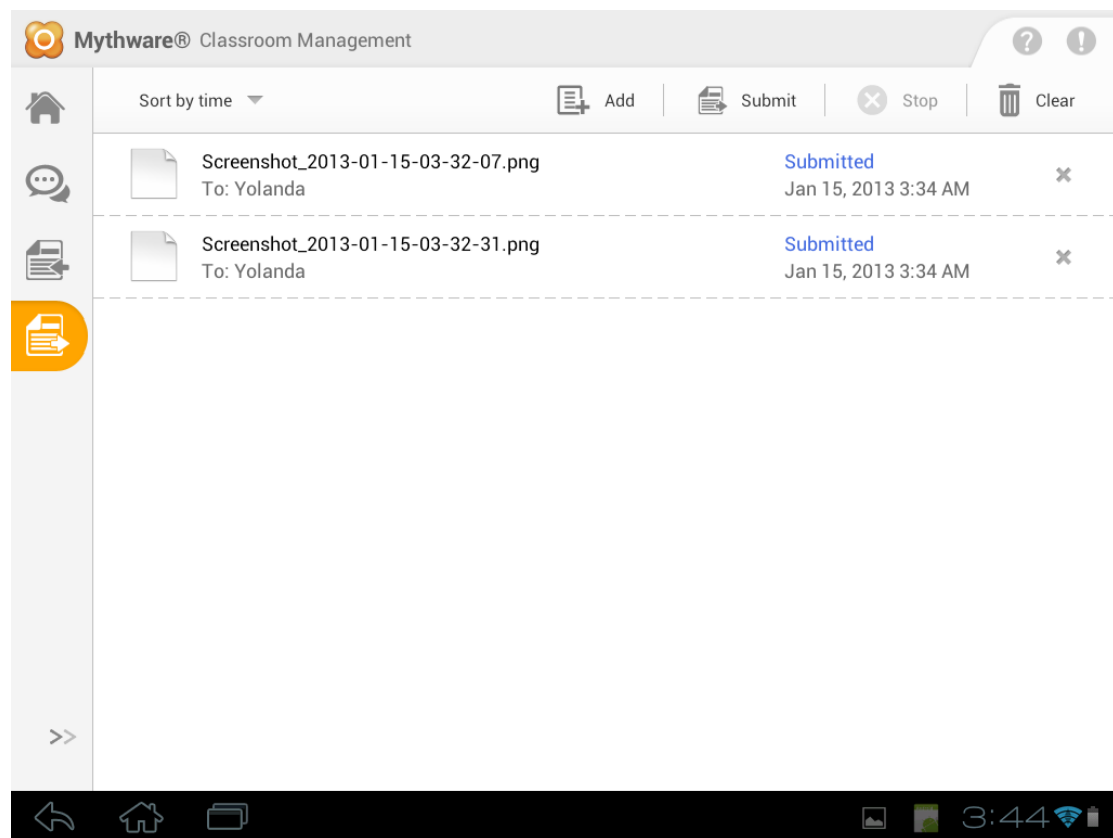
1. When the teacher executes the file distribution function, the student interface will

change to the file receiving interface.

2. In file receiving interface, touch the file to open it.
3. On the file receiving interface, you can touch the **Clear** button  **Clear** to clear the history of the file receiving.

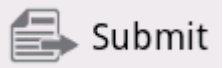
8.4 File Submission

During the class, you can send your class assignments to your teacher.



To Send Files to Teacher

1. Touch the **File Submission** button on the student interface.
2. In the pop-up **Submit File** interface, touch the **Add File** button  to add files.
3. Repeat step 2 until you have finished all the files or file folders you want to submit.

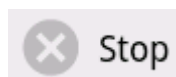
4. Touch the **Submit File** button  to send the file submission

request to the teacher.

5. Wait for the feedback from the teacher. If the teacher accepts your submission request, the file will be submitted automatically. If the teacher rejects your submission request, you will get a message prompt: **"Submission rejected! Teacher doesn't want you to submit any files now. Please submit later."**

The teacher may set a limit on the number and size of the files submitted at a time. Your teacher can send you messages such as: **"You can submit only 3 files"** or **"The size of the submitted file should be less than or equal to 2 MB."** This means the files you submitted must fall within the quota set by your teacher.

During the file submission process, you can touch the **Stop Submit** button



to cancel the current file submission.

On the file submission interface, you can touch the **Clear** button

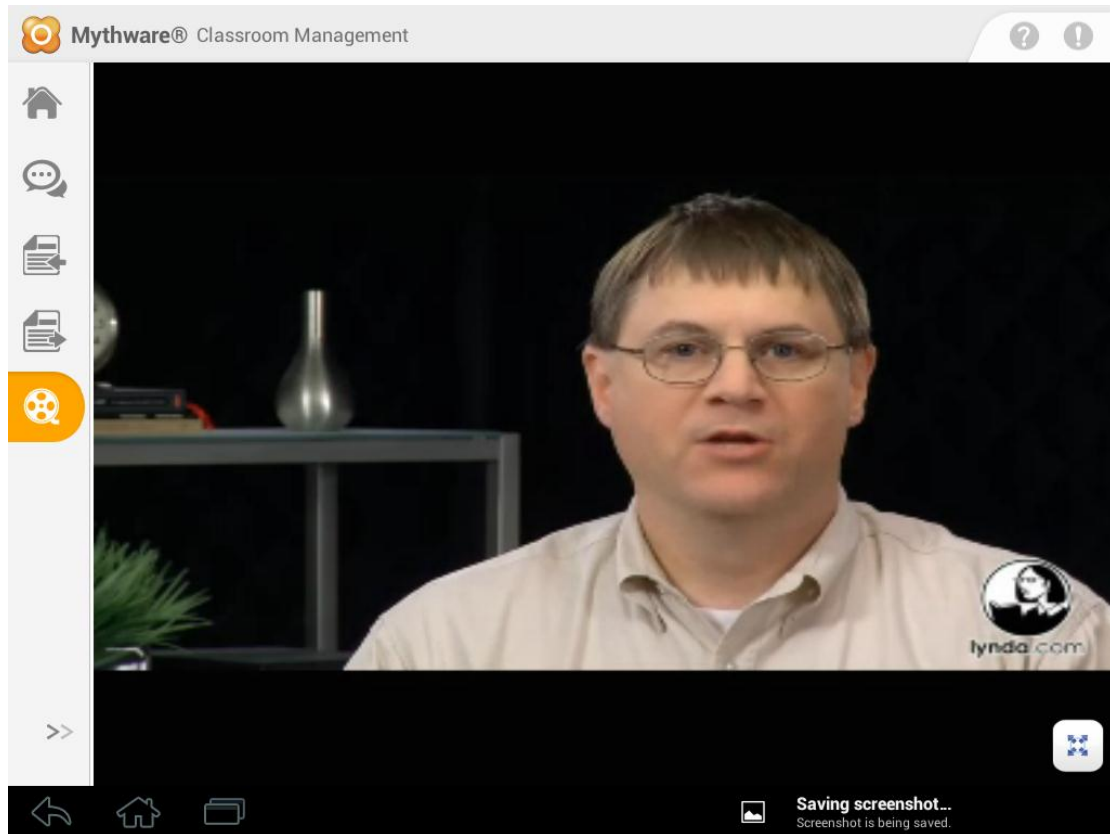


to

clear the history of the file submission.

8.5 Net Movie

During the class, you can watch the movie played by your teacher.

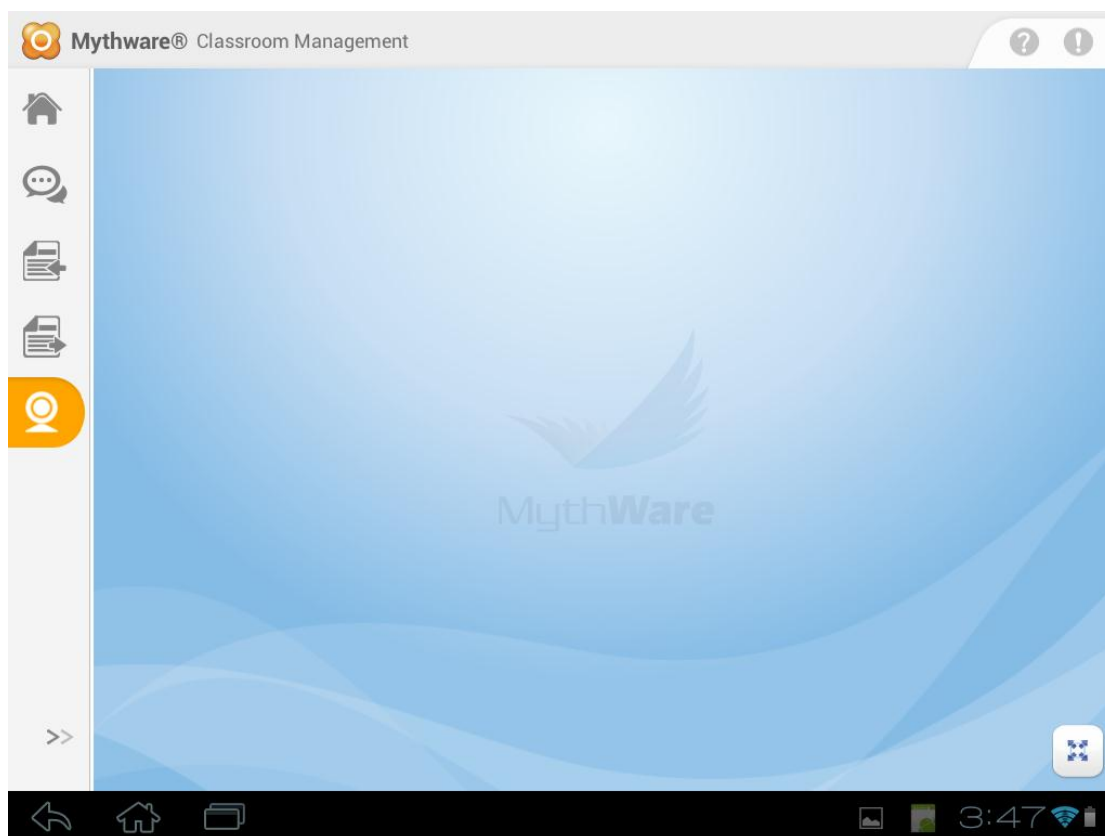


To Watch Net Movie

1. When the teacher executes the net movie function, the student interface will pop up a net movie window to play the movie.
2. Touch the  button to watch the movie full screen.

8.6 Camera

During the class, you can watch the image of teacher side.



To Watch the Image of Teacher Side

1. When the teacher executes the camera function, the student interface will pop up a camera window to display the camera image of teacher side.
2. Touch the  button to watch the image full screen.

8.7 Quiz by answer sheet

Quiz by answer sheet is an activity developed by teacher. After teacher launch **Quiz**, the students' interface will be as below.

⌚ Answer Time : 54 second(s)

Test 1

 Submit

1.

A

B

C

D

2.

✓

✗

3.

4.

←

🏠

📁

  2:23 PM  

To Answer Multi-choice Question

1. Touch certain option to select this option;
2. Touch certain option again to deselect this option.

To Answer True or false Question

1. Touch ✓ or ✗ to select this option;
2. Touch certain option again to deselect this option.

To Answer Fill-in-blank Question

1. Enter the answer in input box.

To Answer Essay Question

1. Enter the answer in input box.



Click button to submit the answer after completing all answers.

8.8 Survey

Teacher can give a **Survey** during the class session.

To Start Answering Questions

1. In the answer area, select the answers you think are correct.
2. Touch the **Submit** button.

After the Survey is finished, the correct answer will be displayed immediately on the top of the Instant Quiz window if it is not used as Survey.

Notes

- ✧ If the answering time has run out, the quiz paper will be submitted automatically.
- ✧ Each instant quiz has only one question. There are only two types of questions available, multiple-choice questions and true or false questions.
- ✧ If the **Survey** is for survey only, there will be no correct answer displayed after students submit their answers. If the **Survey** is set a correct answer, the correct answer will display on students' screen after they submit their answers.

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