iProf Monitor

Teacher User Manual >>

Content

Teacher Side

1 Start Classroom Management by iProf

To access iProf Monitor, touch the shortcut icon ![icon] in the Menu, the application will be launched.

1.1 Create an Account

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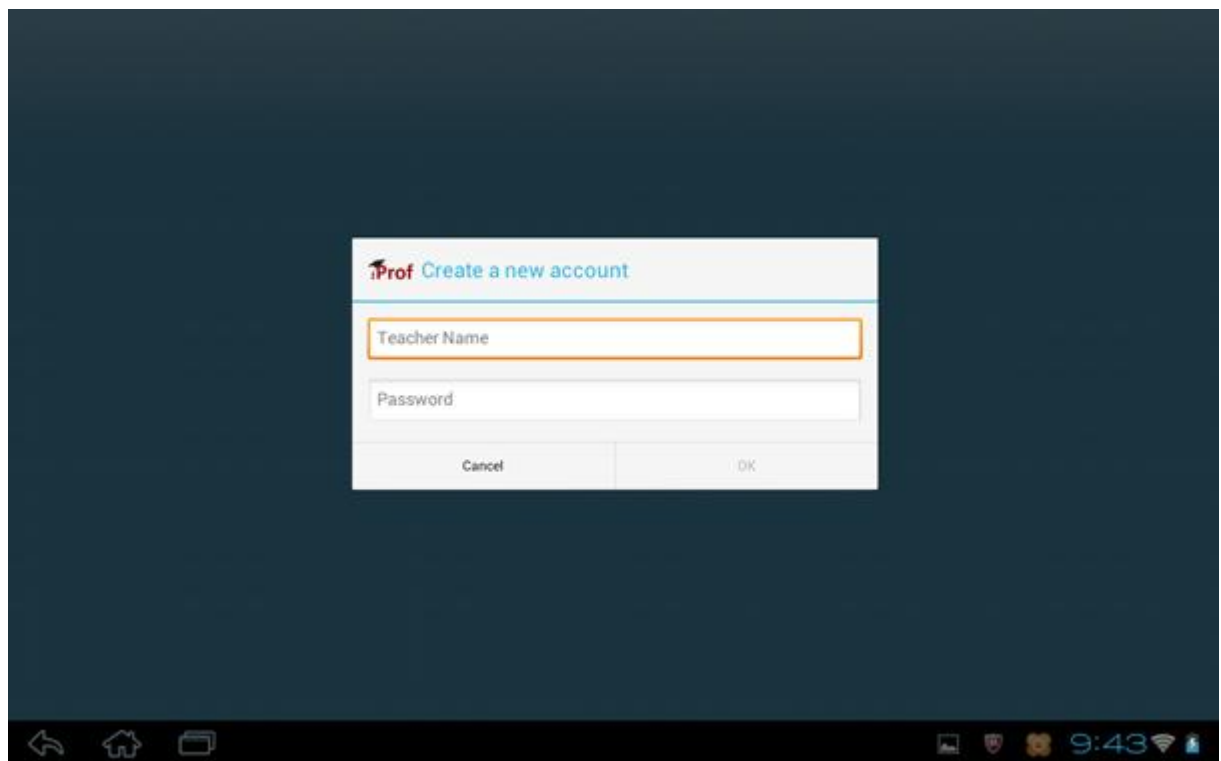
To Create an Account

1. Input Teacher name and Password.

2. Click OK button to create the account.

Notes
✧ Create account interface will pop out automatically the first time teacher logs in the system.
✧ Teacher can create another account by sliding System Login dialog to Create an account dialog.

1.2 System Login

To Log in the system

1. Slide the System Login dialog to choose an account;

2. Enter the password;

3. Click **Login**.

Notes

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

1.3 Student Connection

1. A student attempts to connect to your computer.

2. If the student has not been added to a Class Model, a **Waiting Connection List** dialog will appear on your screen.

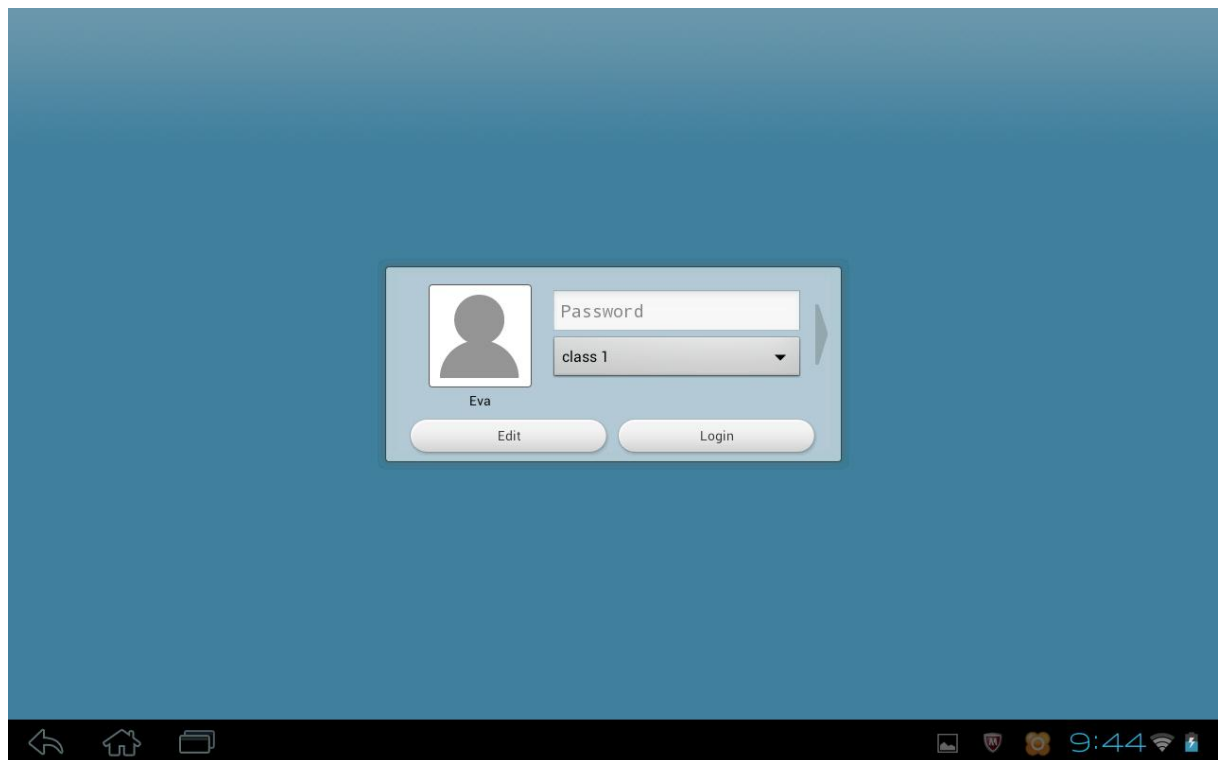3. The **Waiting Connection List** dialog lists all the students who have requested to connect to your computer.

4. Select the student from the list, and then click **Accept**. The student is added to the Class Model and logged in after a short time. If you click **Deny**, the students will receive a notification, saying that they have been denied by you.

Notes

✧ If you close the Waiting Connection List accidentally, you can reopen it in Settings.

2 The Classroom Management by iProf Interface

After the Classroom Management by iProf software installed, you can start your class with the following touch UI

2.1 Overall Function Bar

The Overall Function Bar provides you with the commonly-used minor functions, such as Silent & Silent Off. The Overall Function Bar consists of the following major parts:

1. Silent & Silent Off
2. Lock & Unlock Students
3. Message
4. Other Overall Functions: such as open **Waiting Connection List**, Block Raise Hand to all, Block Message to all and so on.

2.2 Function Bar

If you want to start a function, you only need to click on the function's icon. If you want to stop a function that is running, click the same icon again and the function will stop running.

2.3 View Mode
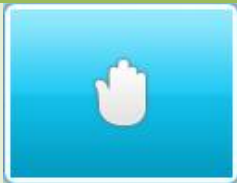
There are five view modes in the Class Model area, and they are Monitor view, Report view, Policy view, File submits view and Answer sheet view.

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.

2.3.1 Monitor View

Monitor View is the most important view of this software. In this view, teacher can select part of students to start function, and they can also see the states of students directly. The following table shows the various icons and the meanings of each icon.

State Icon	Description	State Icon	Description
	Student is raising hand.		Student is receiving Screen Broadcast.
	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.		Student is attending Survey.

To select part of students to start function

1. Long press the thumbnail icon of one student;
2. Select the checkboxes of relevant students;
3. Touch the function button to start function, or touch the **Cancel** or **Back** button to deselect these students.

To delete students from Class Model

1. Long press the thumbnail icon of one student;
2. Select the checkboxes of relevant students;
3. Touch the **Delete** button.

Notes

✧ If you want to start function to part of students, you must select students before you start each function, otherwise, the function will be start to all students.

2.3.2   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, Disk Space, Processes, CPU Usage, Memory Usage, Network Utilization, Battery Power, Software Version.

To view the detail information of students

1. Touch the student in Report View.

2.3.3   Application Policy View

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:** Student can only open the applications in white list;

> ➤ **Black List:** Student can't open the applications in black list;

To Set Application Policy

1. Touch Advanced button;
2. Choose White List tab;
3. Touch the prompt to enter Application name;
4. The same steps to set black list.

Teacher can touch the student to change the application policy and check the application students are using.

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

1. Touch **Running Apps** button;

2. Touch one application;

3. 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.

Notes
✦ Teacher can set different application policy to different students.

2.3.4　Web Policy View

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

➢ **All Open:** Student can open all the websites;

➢ **White List:** Student can only open the websites in white list;

➢ **Black List:** Student can't open the websites in black list;

To Set Web Policy:

1. Touch **Advanced** button;

2. Choose **White List** tab;

3. Touch the prompt to enter Web key;

4. The same steps to set black list.

Teacher can touch the student to change the application policy and check the application students are using.

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

1. Touch **Open Websites** button;

2. Touch one application;

3. 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.

Notes
✧　Teacher can set different application policy to different students.

2.3.5   File Submission View

The functions of File Submission View refer to File Submission.

2.3.6   Answer Sheet View

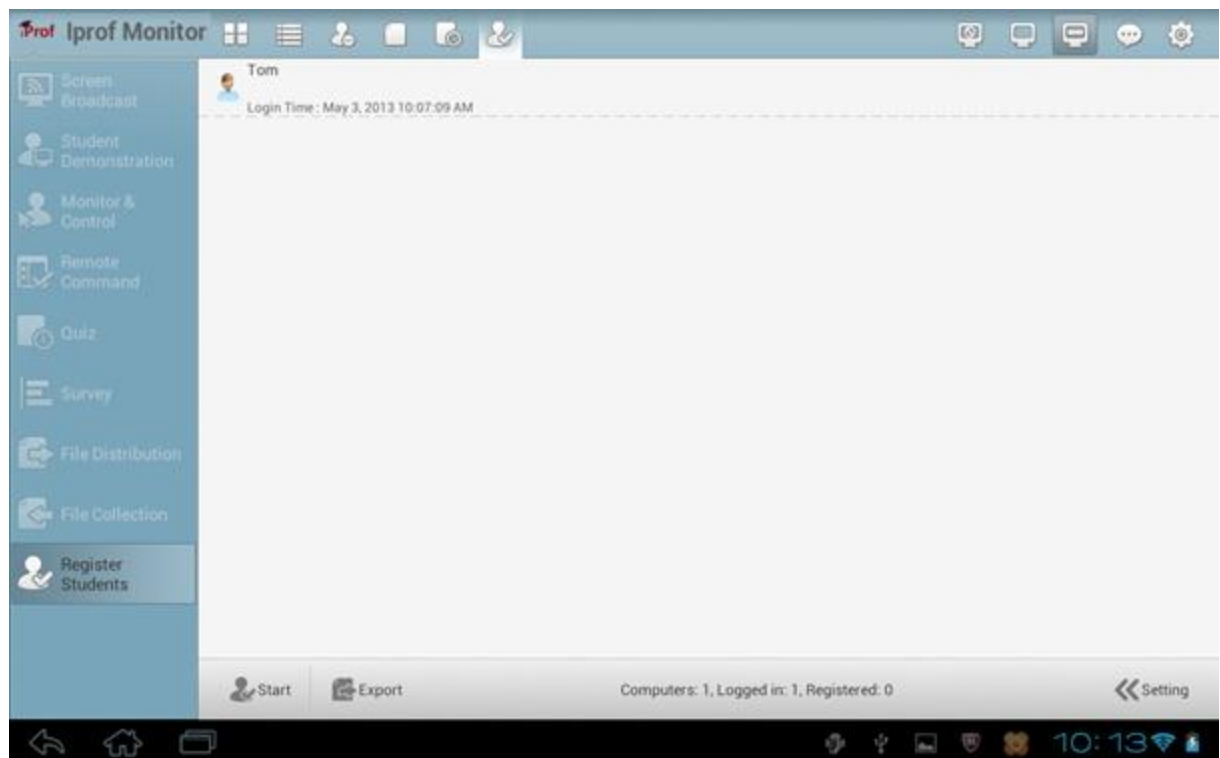The functions of Answer Sheet View refer to Quiz.

2.4 Class Model

In Class Model, teacher can view student list, view student state, select students to start function, etc.

3   The Function of Teacher Side

3.1 Register Student

This function allows students to check in to required online lessons.

To Prompt Students to Register

1. Click the Register Students button on the Function Bar;

2. Teacher can select the information which he want students provide in Setting;

3. Touch the Start button;

4. The Student Register dialog will appear on the student's screen.

3.2 Screen Broadcast

Screen Broadcast is one of the most important functions of the Classroom Management by IProf software. Teacher can broadcast his screen to one or more of the students in class.

To Start Screen Broadcast

1. Select the students to whom you want to show your screen;

2. Click the **Screen Broadcast** icon on the Function Bar.

After the teacher start Screen Broadcast, there will be a floating toolbar on teacher side screen. Teacher can touch button to expand the toolbar and touch other areas to contract it.

Return to the main interface of the software in the teacher-side.

Switch between the Full Screen mode and the Windowed Mode.

Screen Pen: Open the Screen Pen to annotate the desktop.

Exit Screen Broadcast.

Notes

Teacher can set the picture quality and broadcast mode in **Option-Screen Broadcast**.

3.3 Student Demonstration

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

To start a student's 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 you want to demo to.

4. The demonstration window will be displayed on the teacher's and on the other students' desktops.

3.4 Monitor & Control

Using Classroom Management by iProf software, teacher can monitor the desktops of students. The monitor window displays images of students' screens. He can view an individual student's desktop in a windowed or full screen view.

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 tablet.

Press ◄◄ to show the Student Display of the previous screen.

Press ►► to show the Student Display of the next screen.
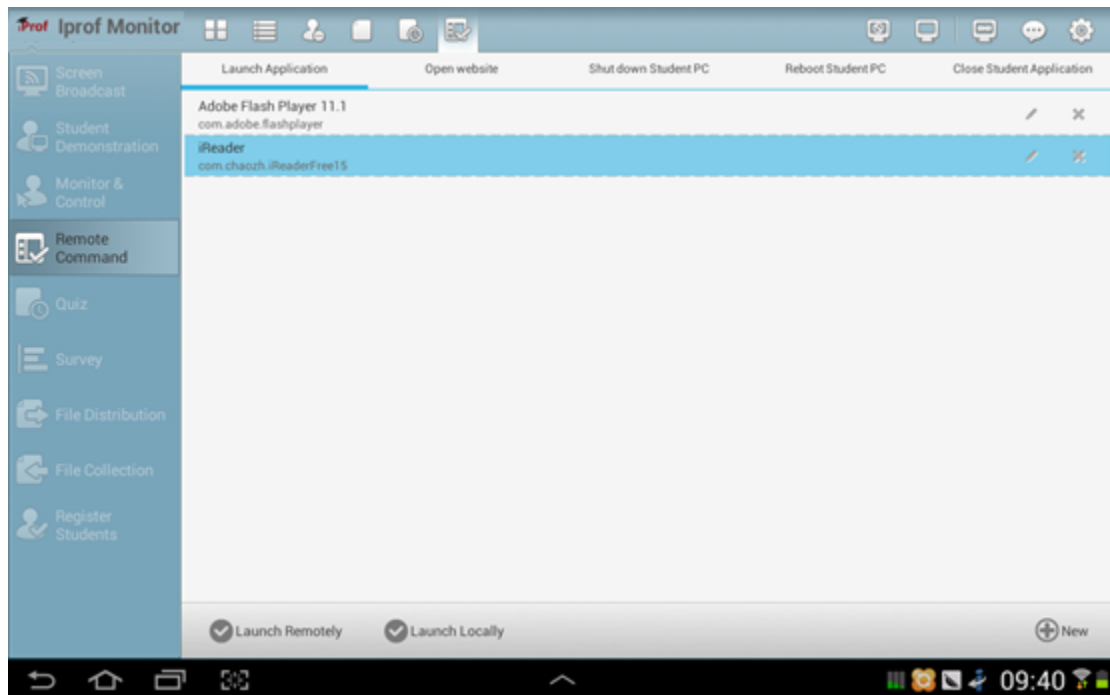
Press ► to auto-toggle the screens, and monitor each of the students in turn.

Press ⚙ to adjust the auto switching interval.

3.5 Remote Command

The Classroom Management by IProf software allows you to remotely launch application, open website, shut down all students' PCs, reboot all students' PCs, and close student application, all without leaving your computer.

3.5.1　Launch application

Teacher can use this function to launch an application on student side or teacher side.

To Add a New Application

1. Click the **Remote Command** button in Function Bar;

2. Enter Launch Application tab.

3. Click **New** in the dialog;

4. Enter the application name and name or click **Browse** to add a local application;

5. Click **OK**.

Notes
✧　Teacher can add a new application quickly from running applications list.

To Launch Application

1. Select students in the Class Model;

2. Click the **Remote Command** button in Function Bar;

3. Enter **Lanuch Application** tab.

4. Select the application you want to execute;

5. Click **Launch Remotely** to launch the appication on student side.

6. Click **Launch Locally** to launch the appication on teacher side.

3.5.2 Open Website

Teacher can use this function to open a website on student side or teacher side.

To Add a New Website

1. Click the **Remote Command** button in Function Bar;

2. Enter Open Website tab.

3. Click **New** in the dialog;

4. Enter the application name and website address;

5. Click **OK**.

To Open the Website

1. Select students in the Class Model;

2. Click the **Remote Command** button in Function Bar;

3. Enter Open Website tab.

4. Select the website you want to open;

5. Click **Launch Remotely** to open the website on student side.

6. Click **Launch Locally** to open the website on teacher side.

3.5.3   Shut Down Student PC

Teacher can use this function to shut down student PC remotely.

To shutdown students' PCs

1. Select students in the Class model.

2. Click the **Remote Command** button in the Function Bar;

3. Enter **Shut down Student PC** tab;

4. Click **OK**.

3.5.4   Reboot Student PC

Teacher can use this function to reboot student PC remotely.

To reboot students' PCs

1. Select students in the Class model.

2. Click the **Remote Command** button in the Function Bar;

3. Enter **Reboot Student PC** tab;

4. Click OK.

3.5.5   Close Student Application

Teacher can use this function to close student application remotely.

To close students' applications

1. Select students in the Class model.

2. Click the Remote Command button in the Function Bar;

3. Enter Close Student Aplication tab;

4. Click OK.

3.6 Quiz

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

To Start Quiz

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

2. Choose the mode between quick answer sheet, custom answer sheet and existed answer sheet;

To Start Quiz with Existed Answer Sheet

1. Enter Quick Answer Sheet tab in Answer Sheet dialog;

2. Click **Select an exist answer sheet** button;

3. Click **Start Quiz**.

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 **Start Quiz**.

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 [AB CD] to add Multi-Chioce Question, [✓×] to add True or False Question, [xyz] to add Fill-in-Blank Question and [xyz uvw] to add essay Question;

4. Repeat step3 until add all questions;

5. Click Start Quiz.
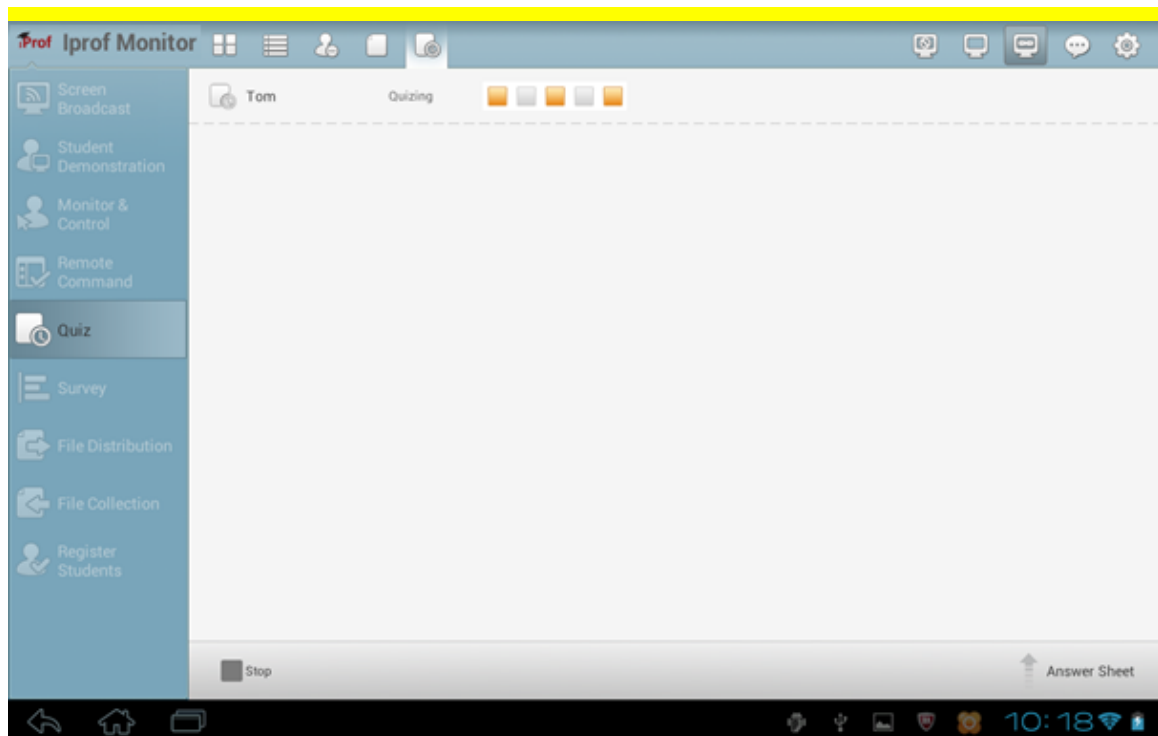
After choose the answer sheet, teacher can check answer status of students and accurate rate of objective questions directly. Teacher can click Answer Sheet button to check the quiz paper, set the correct answer of subjective question and check students' answers of each question.

To set the correct answer

1. Click the option button of correct answer.

To check students' answers of each question
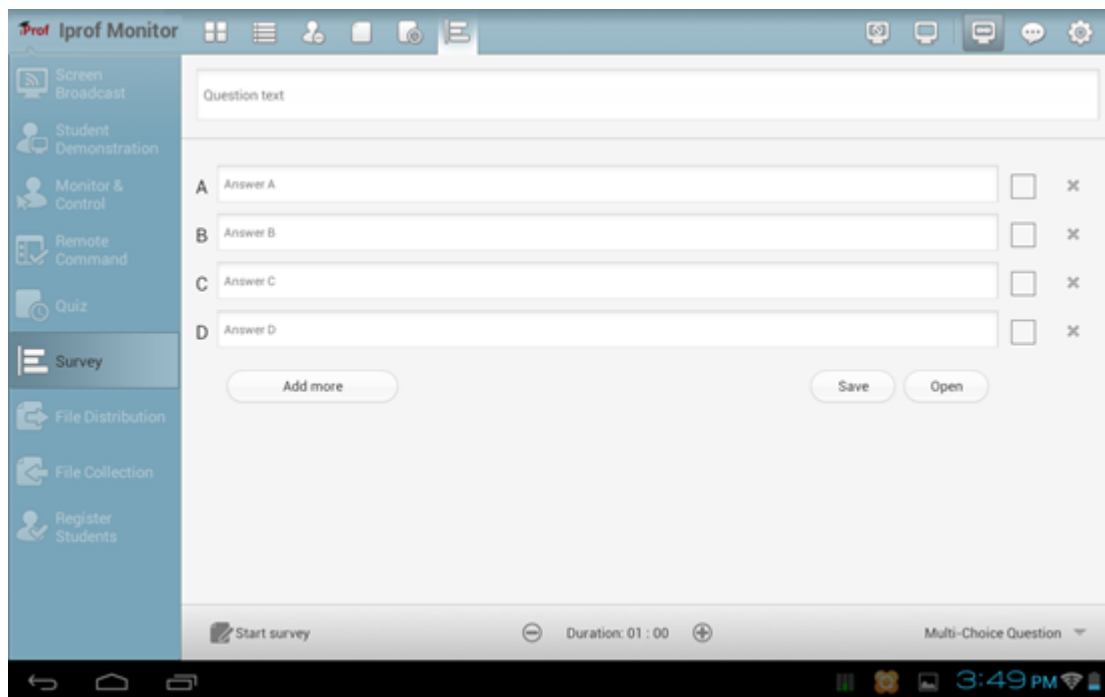
1. Click the question area.

After the quiz, teacher can export the quiz result to files in the type of HTML, PDF or XLS.

To Export the Quiz Result

1. Stop the quiz;

2. Touch Export button;

3. Choose destination folder, and click save.

3.7 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.

To Initiate a Survey

1. Click the **Survey** icon on the Function Bar;

2. Select the question type; (Two question types are available: multi-choice questions and True-or- False questions);

3. Enter question titles in the **Question title** input box;

4. Enter the contents for each option and also set the answer for each question;

5. Set the duration for the Survey;

6. Click the **Start Survey** 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 a Survey;

3. The students' answering information will be displayed on the **Survey** dialog;

4. During the **Survey** process, if a student answers a question, the student's name, finish time and actual answers will be displayed in the list;

5. Statistics will be updated real-time during the **Survey** process.

To save the survey paper

1. Edit the question;

2. Touch **Save** button;

3. Select the target folder to save the survey paper.

To open a survey paper

1. Touch **Open** button;

2. Select a survey paper.

3.8 File Distribution

The Classroom Management by IProf software allows teacher to distribute simultaneously a file or directory to multiple students. The files will be sent to the default folder of student side. If the target file and path already exist, the software will automatic overwriting of the original file. If the file you want to distribute is in use, the software will send a prompt.
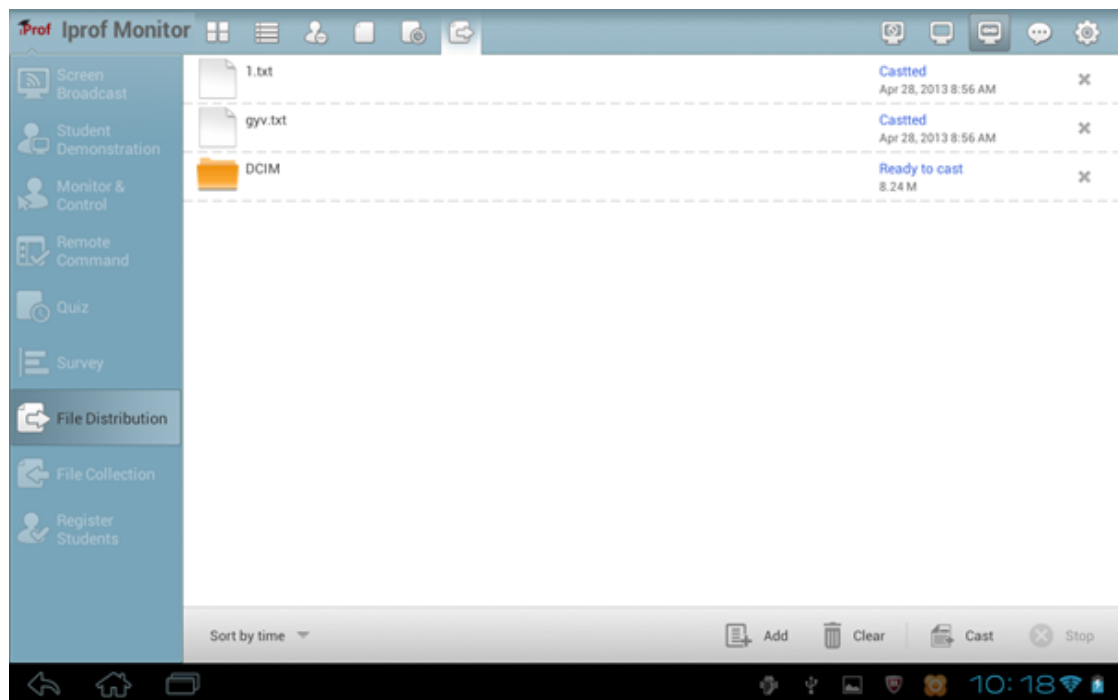
To Start File Distribution

1. Select students in the **Class Model**;

2. Click the **File Distribution** button in the Function Bar;

3. Click ![Add] button to select files or directories to the **Send** list;

4. Click the ![Cast] button.

Notes

✧ Teacher can set the policy of File Distribute in **Option-File Distribution.**

3.9 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. Click the student you want to set;
3. Click **Enable** or **Disable** button to set the policy of this student.

<div align="center">OR</div>

1. Change the Class Model area **View Mode** to **File Submission** Mode;
2. Click **Enable** or **Disable** button to set the policy of all students.

To Accept a Student's Submitted Files

1. The student sends the file submission request;
2. View **File Submission Request** in **File Submission View**;
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** or **Deny** from pop-up menu;
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. Click the student you want to view;

3. Click the file name and the file will be opened automatically.

3.10 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;

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.

Notes
✧ Teacher can set the number and size limit for student-submitted files in **Option-File Receiving.**

3.11 Silent & Silent Off

1. Click [icon] button to launch **Silent**.

2. Click [icon] button to launch **Silent Off**, the Screen of students will back to normal.

Notes
✧ Teacher can define the message displayed while **Slience** in **Option-General.**

3.12 Remote Message

Teacher can use this function to send messages to part of students or all students.

To send message to part of students:

1. Select students in class model;

2. Touch **send message** button;

3. Enter the message in input box and click **Send** button.

To send message to all students:

1. Touch **send message** button;

2. Enter the message in input box and click **Send** button.

Teacher can click **Return** button to return to chat list.

4   The Settings of Teacher Side

4.1 General

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

4.2 Notification

In this tab, teacher can set the properties of Raise Hand and Remote Message. Besides, he can set when to show the battery icon of each student.

4.3 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.

4.4 Screen Broadcast

In this tab, teacher can select the default mode and picture policy of student side during **Screen Broadcast** process.

4.5 File Distribution

In this tab, teacher can set the Duplicate policy and Error Control policy of File Distribution.

4.6 File Receiving

In this tab, teacher can set the limitation of file size and number and the policy to save files.

Technical support

The Technical Support team welcomes your questions and comments.

If you experience any difficulty with the software, you can contact us:

Toll Free: 8908

Mail: CustomerCare@TheDigiLibrary.com

Website: www.MT.TheDigiLibrary.com

When you call technical support, it is helpful if you have accessed to your software during the call.