



**Hungary-Croatia**  
IPA Cross-border Co-operation Programme

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*"Speak the same"*

## **USER MANUAL**

v.1.0

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The Programme is co-financed by the  
European Union

## 1. USER LOGIN

After starting a program, login screen will appear.



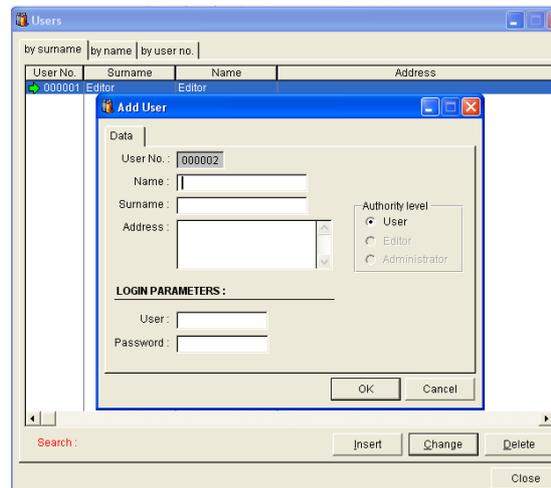
The login screen features the Hungary-Croatia logo at the top, which consists of a blue swoosh and several green dots. Below the logo, the text reads "Hungary-Croatia" and "IPA Cross-border Co-operation Programme". The slogan "Speak the same" is centered below. The login fields are labeled "User:" and "Password:", with "(NEW)" and "(1234)" respectively. There are "OK" and "Cancel" buttons at the bottom.

If you are starting the program for the first time, then in the field "**User:**" type "NEW", and in the field "**Password**" type "1234", and press **Ok** button.

If you already has your own username and password then type it into "User:" and "Password:" fields.

## 2. USER DEFINITION

If you use default username and password (NEW/1234), program will open a window for user definition.



The "Users" window displays a table with columns for "User No.", "Surname", "Name", and "Address". A record with "User No." 000001 and "Editor" role is visible. An "Add User" dialog box is open, showing fields for "User No." (000002), "Name", "Surname", and "Address". The "Authority level" section has radio buttons for "User" (selected), "Editor", and "Administrator". Below, the "LOGIN PARAMETERS" section has "User:" and "Password:" fields. "OK" and "Cancel" buttons are at the bottom of the dialog. The main window has "Insert", "Change", "Delete", and "Close" buttons at the bottom.

You have to input your Name, Surname and User / Password data that you will use for further logins. When you fill the required fields, press **Ok** button, and on the other window press **Close** button.

### 3. MAIN WINDOW

After successful login (and user definition) program mail window is opened. At the top of the window, there is a toolbar with mail program icons.

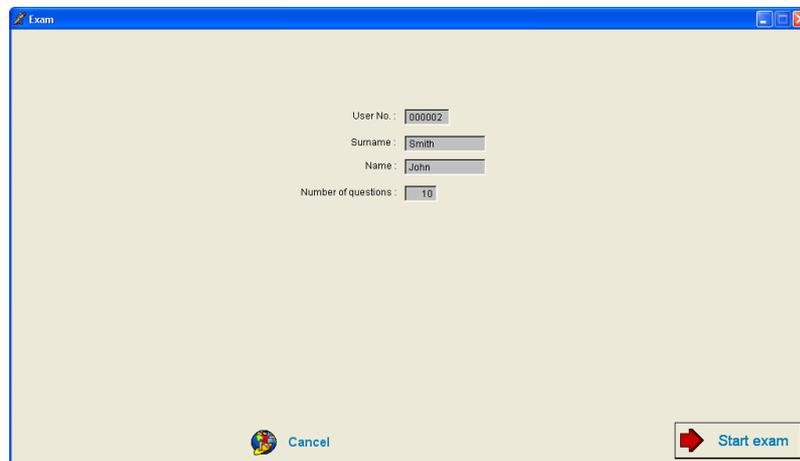


### 4. EXAM

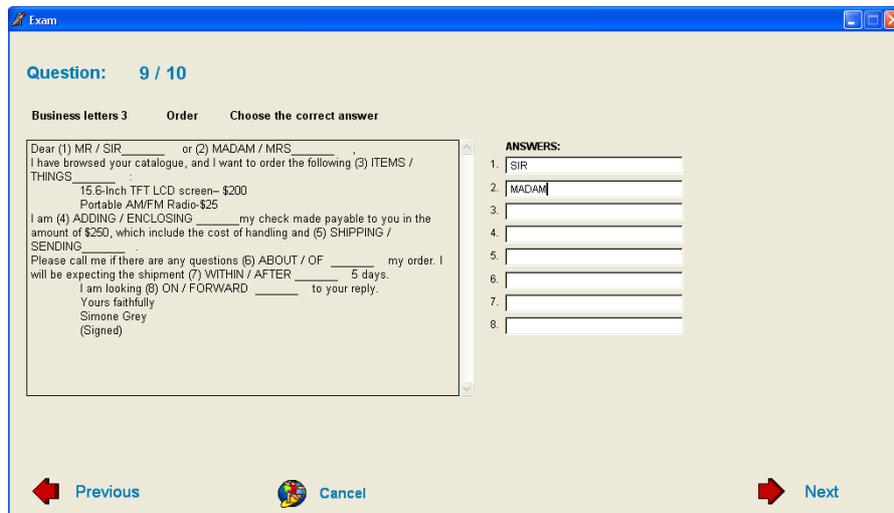
To take a new exam, press the **Start new exam** icon.



On new Exam window press **Start exam** button.

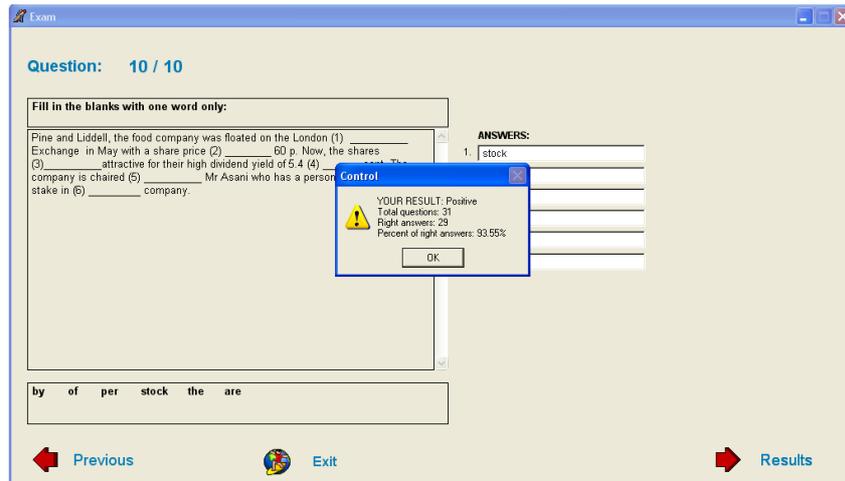


The program will generate new exam with 10 questions, and the first question will appear in the window. On a left side, there is a question text. On a right side, there are fields for writing results.

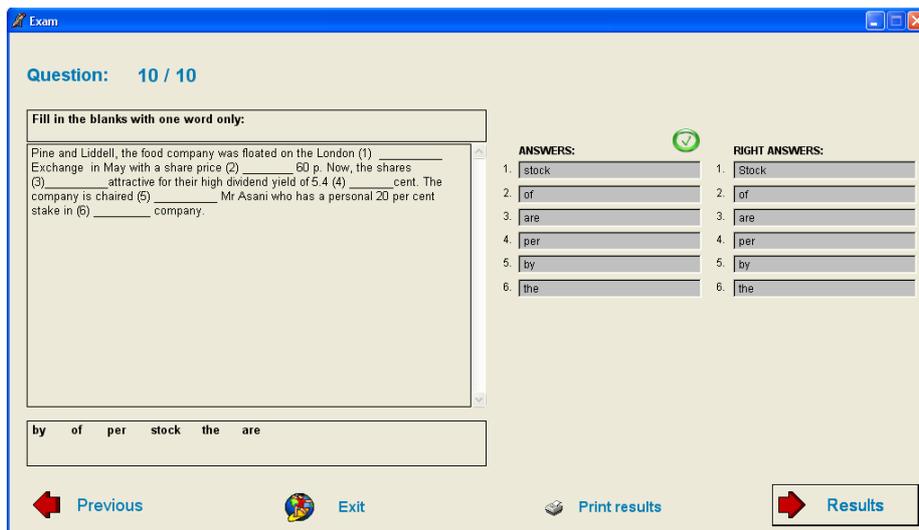


You must use **Next** and **Previous** buttons for navigation through test questions. If you want to cancel taking a exam, press **Cancel** button. On 10th question, instead of **Next** button, program will

give you **Finish exam** button. When you press **Finish exam**, the program will show your result.



If you have 60% correct answers or more, you will get positive result. When you press **Ok** button, program will show you the right answers to all your questions. You can use **Next** and **Previous** buttons to list all the questions, your answers and correct answers.



At the bottom of the window, there is a **Print results** button for printing results on default printer. To close the exam, use **Exit** button.

## 5. CLOSING THE PROGRAM

Use the Exit button in the toolbar to close a program.

