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Installation

1.1 Installation Environment

System Requirements

**Recommended Requirements:** Android 4.0 and above

Network Requirements

1. Wireless Network: 802.11b/g/n/ac 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 tablet, and the student side program install on student tablets. To be connected with each other, the teacher tablet 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. 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.

To Install Student Side

4. Copy Classroom Management by Mythware into student tablets;

5. Touch the installation package, and install the program according to the Installation Wizard;

6. You can use the application after installation.
Teacher Side

2 Start Classroom Management by Mythware

After installation, a shortcut icon will be created. Touch 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 Teacher name and Password.
2. Click OK button to create the account.
Notes

راقية: 
١. خلق الواجهة التذكاري لنظام المدخلة التلقائي للدكتور المدخل في النظام.
٢. الدستور يمكن إنشاء حساب آخر عن طريق السباق نظام تسجيل الدخول التذكاري لخلق حساب آخر التذكاري.

٢.٢ نظام تسجيل الدخول

**To Log in the system**

١. السباق نظام تسجيل الدخول التذكاري لاختيار حساب;
٢. دخول كلمة المرور و会选择 Class;
٣. دخول Login.

Notes

راقية: 
١. الدستور و بعد الدكتر المدخل في النظام، اسمه سيفي في كل سطح المستخدم للإبلاغ إلى الطلاب أن الطالب المتصل إلى.
2.3 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.
3 The Classroom Management by Mythware Interface

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

3.1 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.
3.2 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.

3.3 View Mode

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

3.3.1 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.

<table>
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<td>Student is receiving Screen Broadcast.</td>
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### 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.

3.3.2 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.

3.3.3 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.

#### 3.3.4 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.

#### 3.3.5 File Submission View

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

#### 3.3.6 Answer Sheet View

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

#### 3.4 Class Model

In Class Model, teacher can view student list, view student state, select students to start function, etc.
4 The Function of Teacher Side

4.1 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.

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 hide 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.

4.2 Student Demonstration

The Classroom Management by Mythware 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.

### 4.3 Monitor & Control

Using Classroom Management by Mythware 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 window 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 5S to adjust the auto switching interval.

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

Press  to control student.

Press  to rotate the screen of monitored student.

Press  to switch between window and full screen.

**4.4 Interactive Whiteboard**

Interactive whiteboard is designed for active classroom atmosphere and enhancing interactions between teacher and students. Teacher can use whiteboard to share the painting and image with students, and teacher can also draw with students together. We offer kinds of tools, brushes and shapes for use. What’s more, teacher can monitor the students and select one to demonstrate to the others when students draw on their own canvas individually.
To Create New Drawing

1. Click the Interactive Whiteboard button in the Function Bar;
2. Click New button.

To Insert Element to the Drawing Board

1. Click Insert button;
2. Select element from text and images.

To Share Whiteboard

1. Click the Collaboration button;
2. Select Share.

To Draw with Student

1. Click Collaboration button;
2. Choose the students you want to draw together from student list;
3. Click OK.
To Make Students Draw Individually

1. Click **Collaboration** button;
2. Select **Draw individually**;
3. Monitor all students’ drawing board;
4. Click the thumbnail to monitor single student;
5. Click **Demonstrate** to demonstrate the drawing board of the monitored student to others.
6. Click **Back** to return to all students view.

To Use Tools

- **Draw**: Select pens.
- **Shape**: Select shapes.
- **Thickness**: Select the thickness of pen and shape.
- **Color**: Select the color of pen and shapes.
- **Erase**: Select the size of erase.
- **More**: Select other tools.

4.5 Quiz

With this function, teacher can evaluate student progress by creating quiz paper and administering quiz.
4.5.1 Create Quiz paper

Teacher can use Answer Sheet Editor to import quiz paper and edit the answer sheet.

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 5 types: Multi-choice question, True or false question, Fill-in-blank question, Essay question and Hand writing question.

4.5.1.1 Create an answer sheet with papers

Teacher can import pictures or take photos to generate quiz paper, as the following picture:
To Add Page as Quiz Paper

1. Click Quiz button;
2. Click Create Quiz;
3. Select Answer sheet with papers;
4. Select the page through screen shorts, pictures and photos.

To Add Multiple-Choice Question

1. Click button;
2. Increase or decrease the option;
3. Set the score and correct answer;
4. Click OK.
To Add True or false Question

1. Click button;
2. Set the score and correct answer;
3. Click OK.
To Add Fill in Blank Question

1. Click button;
2. Click Add more to increase options;
3. Set the score and correct answer;
4. Click OK.

To Add Essay Question

1. Click button;
2. Set the score and reference answer;
3. Click OK.
To Add Handwriting Question

1. Click button;
2. Set the score and reference answer;
3. Click OK.
To Set the Properties of the Answer Sheet

1. Click button;
2. Select Setting;
3. Set the Name and the Duration of the Answer Sheet.

4.5.1.2 Create an answer sheet without papers

Teacher can also create the answer sheet without papers, as the following picture:

To Create the Answer Sheet Only

1. Click Quiz button;
2. Click Create Quiz;
3. Select Answer sheet only;
4. Edit the answer sheet with five question types.
4.5.2 Start Quiz

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

**To Start Quiz**

1. Click Quiz button;
2. Click Start Quiz button;
3. Select the quiz;
4. Click Start.

**To Start Quiz with Quick Answer Sheet**

1. Enter Quick Answer Sheet tab;
2. Set quiz name, quiz time, question type, question number and question score;
3. Click Start Quiz.

**To Start Quiz with Exist Answer Sheet**

1. Enter Ready to Start Quiz tab;
2. Click Import to import the quiz;
3. Click Start.
During quiz, teacher switches to Answer Sheet tab to check the quiz paper, set the correct answer of subjective question, check the result of each question and check the correct rate of each question. And teacher can switch to student list tab to check students’ answer schedule.

**To Check Quiz Paper and Answer Sheet**

1. Start quiz;
2. Click Answer Sheet.

**To Check Each Question**

1. Start quiz;
2. Click Answer Sheet, and switch to Answer Sheet tab;
3. Click the question you want to check;

After the quiz, teacher can grade the quiz, export the quiz result and send results to students.
To Grade Quiz

1. Stop the quiz;
2. Click Grade button;
3. Select the student in the list to grade;
4. Click Back to grade other students.

To Send Result

1. Stop the quiz;
2. Touch Send Result button;

To Export the Quiz Result

1. Stop the quiz;
2. Touch Export button;
3. Select the destination folder;
4. Click Save button.

4.6 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 an Survey

1. Click the Survey button;
2. Select the question type (Two question types are available: multiple-choice questions and True-or-False questions);
3. Edit the question;
4. Set the duration;
5. Click the Start Survey button.

To Get the Students' Answers Immediately

1. Start a Survey;
2. The students' answering information will be displayed on the Survey dialog;
3. 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;
4. 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 from folders.

**4.7 File Distribution**

The Classroom Management by Mythware 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. Click the **File Distribution** button in the Function Bar;
2. Click **Add** button to select files or directories to the **Send** list;
3. Click the **Cast** button.

**Notes**

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

### 4.8 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** button on the Function Bar;
2. Click **Collect**;
3. **File Submission** dialog pops up on the student side;
4. Waiting for student to submit files.

**Notes**

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

**To Set File Submission Policy**

1. Click **File Collection** button;
2. Click **Enable** or **Disable** button.

**To Accept a Student's Submitted Files**

1. Click **Request List**;
2. Select **Accept All**.

**To Deny a Student's Submitted Files**

1. Click **Request List**;
2. Select Deny All.

4.9 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.

4.10 Response & Competition

Teacher conducts this activity to inspire students' enthusiasm in class. We offer three different kinds of question types, and teacher can use awards to assess the performance of students conveniently.
To create groups automatically

1. Click the **Response & Competition** button in the Function Bar;
2. Click **Create Group** button;
3. Click **Automatic Grouping**;
4. Select divide students by group number or divide by member number;
5. Set the number;
6. Click **Apply**.

To create groups manually

1. Click the **Response & Competition** button in the Function Bar;
2. Click **Create Group** button;
3. Click **Group Manual**;
4. Click the group name and select the students to add to the group;
5. Click **Apply**.
To use last group

1. Click the **Response & Competition** button in the Function Bar;
2. Click **Create Group** button;
3. Click **Use last group**;
4. Click **Apply**.

To dismiss groups

1. Click the **Response & Competition** button in the Function Bar;
2. Divide students into groups;
3. Click **Dismiss Group**;

4.10.1 First to Answer Question

The first student who presses the button can answer the question, and teacher need judge the answer manually.

To Start first to answer question

1. Click the **Response & Competition** button in the Function Bar;
2. Click **Question** button;
3. Select **First to answer** tab;
4. Set think time and answer time;
5. Click **OK**.

4.10.2 Enter an Answer Question

Teacher gives a correct answer, and the students who enter the same answer will be grade correctly automatically.

To Start enter an answer question

1. Click the **Response & Competition** button in the Function Bar;
2. Click **Question** button;
3. Select **Enter an answer** tab;
4. Enter the correct answer;
5. Set think time and answer time;
6. Click **OK**.

### 4.10.3 First to Demo Question

The first student who presses the button can demo the answer to the others, and teacher need judge the answer manually.

**To Start first to answer question**

1. Click the **Response & Competition** button in the Function Bar;
2. Click **Question** button;
3. Select **First to demo** tab;
4. Set think time and answer time;
5. Click **OK**.

### 4.11 Policy Management

#### 4.11.1 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**: 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. Click **Advanced** button;
2. Switch to **White List** tab;
3. Add 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. Click **Running Apps** button;

2. Click 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 and **Add to remote command list** to add this application to remote command list of **Launch application**.

### Notes

✧ Teacher can set different application policy to different students.

#### 4.11.2 Web Policy

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. Click **Advanced** button;
2. Switch to **White List** tab;
3. Add URL address and keywords;
4. The same steps to set black list.

Teacher can touch the student to change the web policy and check the opening websites of students. And there is an easy mode to add a running website to white or black list.

1. Click **Opening Websites** button;

2. Click one opening website;

3. Click **Add it to white list** or **Add it to black list** to add the website to corresponding list; teacher can also click **Terminate website** to let student side close this website.

### Notes

- Teacher can set different web policy to different students.

#### 4.12 Remote Command

The Classroom Management by Mythware 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.
4.12.1 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. Switch to **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. Switch to Launch Application tab.
4. Select the application you want to execute;
5. Click Launch Remotely to launch the application on student side.
6. Click Launch Locally to launch the application on teacher side.

4.12.2 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. Switch to 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. Switch to 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.

4.12.3 Shut Down Student PC

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

**To Shut Down Students' PCs**

1. Select students in the Class model.
2. Click the Remote Command button in the Function Bar;
3. Switch to Shut down Student PC tab;
4. Click OK.

4.12.4 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.

4.12.5 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. Switch to Close Student Application tab;
4. Click OK.

4.12.6 Application Manage

Teacher can use this function to install or uninstall the application remotely.

To Install Applications

1. Click the Remote Command button in Function Bar;
2. Switch to Application Manage tab;
3. Click Install;
4. Select the application you want to install;
5. Select the student from student list to install;
6. Click Install.
To Uninstall Applications

1. Click the Remote Command button in Function Bar;
2. Switch to Application Manage tab;
3. Click Uninstall;
4. Enter the application name or click browse to select the application;
5. Click OK.

4.13 Remote Setting

Remote setting helps you to set the date&time, display, sound, language and WiFi of student side conveniently.

4.13.1 Battery Power

Teacher use this function to save battery power for students and himself.

To Save Battery Power

1. Click the Remote Setting button in Function Bar;
2. Switch to Battery Power tab;
3. Click the button.
4.13.2 Date & Time

Teacher use this function to make sure the consistency of date & time of all students.

**To Set Date**

1. Click the Remote Setting button in Function Bar;
2. Switch to Date & time tab;
3. Click Set date;
4. Set the date;
5. Click OK.

**To Set Time**

1. Click the Remote Setting button in Function Bar;
2. Switch to Date & time tab;
3. Click Set time;
4. Set the time;
5. Click OK.

**To Set Time Zone**

1. Click the Remote Setting button in Function Bar;
2. Switch to Date & time tab;
3. Click Select time zone;
4. Select time zone;
5. Click OK.

4.13.3 Display

Teacher use this function to set the brightness, wallpaper and sleep time of student side remotely.

**To Set Brightness**

1. Click the Remote Setting button in Function Bar;
2. Switch to **Display** tab;
3. Click **Brightness**;
4. Set the brightness;
5. Click **OK**.

### To Set Wallpaper

1. Click the **Remote Setting** button in Function Bar;
2. Switch to **Display** tab;
3. Click **Wallpaper**;
4. Select the picture;
5. Click **OK**.

### To Set Sleep

1. Click the **Remote Setting** button in Function Bar;
2. Switch to **Display** tab;
3. Click **Sleep**;
4. Select the time;
5. Click **OK**.

#### 4.13.4 Sound

Teacher use this function to set sound of tablet and mic of student side remotely.

### To Set Sound

1. Click the Remote Setting button in Function Bar;
2. Enter Sound tab;
3. Adjust the volume bar.

#### 4.13.5 Language

Teacher use this function to set the interface language of student side remotely.

### To Set Language
1. Click the **Remote Setting** button in Function Bar;
2. Switch to **Language** tab;
3. Select the language.

### 4.13.6 Wi-Fi

Teacher use this function to set the Wi-Fi of student side remotely.

**To Set Wi-Fi**

1. Click the **Remote Setting** button in Function Bar;
2. Switch to **Wi-Fi** tab;
3. Select the Wi-Fi and connect to it.

### 4.13.7 Advanced Setting

Teacher use this function to set advanced properties.

**To Set Advanced Setting**

1. Click the **Remote Setting** button in Function Bar;
2. Switch to **Advanced Setting** tab;
3. Select the function you want to use.

### 4.14 Silent & Silent Off

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

**Notes**

- Teacher can define the message displayed while **Silence** in **Option-General**.
4.15 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.

To block student send message

1. Touch Option button;
2. Touch Block Student Send Message.
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 Raise Hand and Remote Message. Besides, he can set when to show the battery icon of each student.

5.3 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.

5.4 Screen Broadcast

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

5.5 File Distribution

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

5.6 File Receiving

In this tab, teacher can set the limitation of file size and number and the policy to save files.
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 pop up.
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 log in 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:

<table>
<thead>
<tr>
<th>Icon</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Set Name</td>
<td><strong>Set Name</strong>: To change your login name</td>
</tr>
<tr>
<td>Disconnect</td>
<td><strong>Disconnect</strong>: To connect /disconnect to the</td>
</tr>
<tr>
<td></td>
<td>teacher’s class</td>
</tr>
<tr>
<td>Raise Hand</td>
<td><strong>Raise Hand</strong>: To raise your hand to ask</td>
</tr>
<tr>
<td></td>
<td>questions.</td>
</tr>
<tr>
<td>Send Message</td>
<td><strong>Send Message</strong>: To send messages to your</td>
</tr>
<tr>
<td></td>
<td>teacher, or to view the messages sent by your</td>
</tr>
<tr>
<td></td>
<td>teacher.</td>
</tr>
<tr>
<td>File Receiving</td>
<td><strong>File Receiving</strong>: To View files received from</td>
</tr>
<tr>
<td></td>
<td>Teacher.</td>
</tr>
<tr>
<td>File Submission</td>
<td><strong>File Submission</strong>: To submit assignment files to</td>
</tr>
<tr>
<td></td>
<td>your teacher.</td>
</tr>
<tr>
<td>Quiz Result</td>
<td><strong>Quiz Result</strong>: To check the quiz result.</td>
</tr>
</tbody>
</table>
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.

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 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 Quiz Result**

During the class, you can check the quiz result.
To Check Quiz Result

1. Select a quiz in quiz result list;
2. Click the quiz to check the correct answer.

8.6 Response & Competition

When teacher launches response & competition during class, your screen will pop out a respond, and the first student who presses the button can answer the question and have chance to get awards.

To Answer First to Answer Response

1. Listen to the question;
2. Click the button when teacher starts response;
3. Answer the question with microphone;
4. Teacher access your answer with award.

To Answer Enter to Answer Response
1. Listen to the question;
2. Input your answer in the input box;
3. The software matches your answer with correct answer.

**To Answer First to Demo Response**

1. Listen to the question;
2. Click the button when teacher starts response;
3. Your screen will be broadcast to others directly;
4. Teacher access your answer with award.

### 8.7 Interactive Whiteboard

When teacher shares the whiteboard with you, teacher can invite you to draw together on his board or draw on your own board individually.

![Interactive Whiteboard - Codraw](image)

**To Draw on the Whiteboard**

1. Select a tool in tool bar;
2. Use the tool to draw on the whiteboard;
3. Click **Save** button to save the whiteboard.

**To Use Tools**

1. Click the **Tools** button;
2. Click the tool you want to use.

- Open the bird’s-eye view and drag the canvas.
- Rotate the selected area on the canvas.
- Fill the area on the canvas with the foreground color.
- Insert text into the canvas.
- Erase part of the canvas and replace it with the background color.
- Clear the foreground of the canvas.
- Pick a color from the picture and use it for drawing.
- Insert a picture to the canvas,

**To Use Brush**

1. Click the **Brush** button;
2. Click the brush type you want to use.

**To Use Shapes**

1. Click the **Shape** button;
2. Click the shape you want to use.

**To Save Canvas**

1. Click the **Save** button.
8.8 Quiz by answer sheet

Quiz by answer sheet is an activity developed by teacher. After teacher launch Quiz, student can view quiz paper and answer sheet in following interface.

To Answer Multiple-choice Question

1. Touch the question on answer sheet;
2. Select the correct answer.

To Answer True or false Question

1. Touch the question on answer sheet;
2. Select the correct answer.

To Answer Fill-in-blank Question

1. Touch the question on answer sheet;
2. Enter the answer in the input box.

To Answer Essay Question

1. Touch the question on answer sheet;
2. Enter the answer in the input box.

**To Answer Fill-in-blank Question**

1. Touch the question on answer sheet;
2. Using the tools to draw in the input box.

Click button to submit the answer after completing all answers.

**8.9 Survey**

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

![Survey Image]

**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.
<table>
<thead>
<tr>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>✷ If the answering time has run out, the quiz paper will be submitted automatically.</td>
</tr>
<tr>
<td>✷ Each instant quiz has only one question. There are only two types of questions available, multiple-choice questions and true or false questions.</td>
</tr>
<tr>
<td>✷ 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.</td>
</tr>
</tbody>
</table>
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