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Teacher Side

After installation, a shortcut icon will be created. Touch the shortcut to launch teacher side.

1.1 Create an Account

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

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.

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
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 Mythware Interface

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

![Touch UI of the Classroom Management by Mythware software](image)

2.1 Overall Function Bar

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

1. Silence & Silence 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 three view modes in the Class Model area, and they are Monitor view, Policy view and file submission view.

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

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

The file submission view is used to change or check the file submission policy.

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.

<table>
<thead>
<tr>
<th>State Icon</th>
<th>Description</th>
<th>State Icon</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Student is raising hand.</td>
<td></td>
<td>Student is receiving Screen Broadcast.</td>
</tr>
<tr>
<td></td>
<td>Student is being monitored by teacher.</td>
<td></td>
<td>Student is being required to keep silence.</td>
</tr>
</tbody>
</table>
1. Long press the thumbnail icon of one student;
2. Select the check boxes 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 check boxes 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 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 to white list** or **Add to black list** to add the application to corresponding list; teacher can also click **Terminate application** to close the application, **Add to remote command** list to add this application to remote command list of Launch application and **Uninstall** the application.

### Notes

- Teacher can set different application policies to different students.

#### 2.3.3 File Submission View

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

#### 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 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 students in class.

To Start Screen Broadcast

1. Select the students you want to show your screen;
2. Click the Screen Broadcast icon on the Function Bar.

Notes

Teacher can set the picture quality in Option-Screen Broadcast.
3.2 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.

3.3 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 \( \rightarrow \) to show the Student Display of the previous screen.

Press \( \rightarrow \) to show the Student Display of the next screen.

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

Press \( \rightarrow \) to adjust the auto switching interval.

Press \( \rightarrow \) to control student.

Press \( \rightarrow \) to rotate the screen of students.

Notes

✧ You can only control Windows and Android student.
3.4 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 overwrite 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 the 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.

### 3.5 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 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.

Or

1. Change 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 to File Submission Mode;
2. Click the student you want to view;
3. Click the file name and the file will be opened automatically.

### 3.6 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.

### 3.7 Register Students

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 to provide in Setting;
3. Touch the Start button;
4. The Student Register dialog will appear on the student's screen.

3.8 Silence & Silence Off

1. Click button to launch Silence.
2. Click button to launch Silence Off, the Screen of students will be back to normal.

Notes

❖ Teacher can define the message displayed while Silence in Option-General.
3.9 Remote Message

Teacher can use this function to send messages to all students.

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 Message button to return to chat list.

To block student send message

1. Touch Option button;
2. Touch Block Student Send Message.
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 Silence.

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.
5  The Interface of Student Side

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

![Interface screenshot]

5.1 Application Icon

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

6.1 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.

6.2 Connect to the teacher

After your device is connected to the wireless network, 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

**6.3 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 teacher’s class</td>
</tr>
<tr>
<td>Raise Hand</td>
<td><strong>Raise Hand</strong>: To raise your hand to ask questions.</td>
</tr>
<tr>
<td>Send Message</td>
<td><strong>Send Message</strong>: To send messages to your teacher, or to view the messages sent by your teacher.</td>
</tr>
<tr>
<td>File Submission</td>
<td><strong>File Submission</strong>: To submit assignment files to your teacher.</td>
</tr>
<tr>
<td>File Receiving</td>
<td><strong>File Receiving</strong>: To View files received from Teacher</td>
</tr>
</tbody>
</table>
7 The Function of Student Side

7.1 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.

7.2 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 student interface will change into a disabled status. Then the student cannot send messages to the teacher.

### 7.3 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.

### 7.4 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.

### 7.5 Screen Broadcast

Receive the screen of teacher side when he launches screen broadcast. You can take picture during the broadcast.
7.6 Student Demonstration

When teacher select you to demonstrate, your screen will broadcast to others.

7.7 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’ devices 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.
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The software Technical Support team welcomes your questions and comments.

If you meet any difficulty with the software, you may first contact your local agents, as they may be able to solve the problem more quickly.

Relevant telephone, fax and email information contained in the software:

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When you call technical support, it is helpful if you have accessed to your software during the call. The support representative may ask you for the following information:

1. When you purchased the product.

2. The agent's name.

3. The version of your operation system.