Quick Guide
Mythware
Classroom Management
Chapter
Preparation
Before Class

1.1 Create Account
1.2 Teacher Login
How to create an account

1. Click the Classroom Management icon from Applications

2. Input the User Name and Password

3. Click the OK button
• How to log in

1. Click the Classroom Management icon from Applications

2. Select the teacher name and password

3. Click the Login button
Chapter 2: Interactive Teaching

2.1 Screen Broadcast
2.3 Net Movie
2.5 Response & Competition

2.2 Student Demonstration
2.4 Interactive Whiteboard
2.6 Message

For Teachers
• **How to launch screen broadcast**

1. Click the **Screen Broadcast** button

2. Use floating toolbar to assist teaching
• **How to launch student demonstration**

1. Select one student in the class model

2. Click the **Student Demonstration** button
• **How to use net movie**

1. Click the **Net Movie** button
2. Add or delete media files in the list
3. Control the playing progress of the media files
Interactive Whiteboard

How to use interactive whiteboard

1. Click the Interactive Whiteboard button
2. Click New to create a new drawing board
3. Click Share to display teacher's drawing board on students' screens
• **How to interact with students**

1. Click **Co-draw** to invite students to draw on the same drawing board together.

2. Click **Draw Individually** to ask students to draw on their own drawing board.
How to launch response & competition

1. Click the Response & Competition button
2. Click the Question button
3. Select question type, set think time and answer time, and click Start
• How to send messages

1. Switch to the **Message** tab

2. Edit the message and click the **Send** button
3.1 Monitor & Control
3.3 Application Policy
3.5 Remote Command
3.7 File Collection

3.2 Student Sign in
3.4 Silent
3.6 File Distribution
Monitor & Control

• **How to monitor students**

1. **Click the Monitor & Control button**
2. **Monitor the students in this window**
How to implement students sign in

1. Click Sign in
2. Set the option and click Start

Sign In

Student should provide ID and name to sign in
- Verify Password
- Student will be considered late if signed in after this time

Manage Name List

Start
Cancel
• How to blank the screens of students

1. Click Silent button
2. Click Silent off button to cancel
• How to open websites remotely

1. Click Open website button
2. Edit the website addresses and click Launch Remotely
• How to shut down student PC remotely

1. Click **Shut down** button
How to reboot student PC remotely

1. Click Reboot button
• **How to distribute files**

1. Click the **File Distribution** button
2. Click the **Add File** button to add files
3. Click the **Send** button to distribute the files to students
• How to collect files from students

1. Click File Collection button
2. Select the operation to the file submission requests from students
Chapter 4: Teaching Evaluation

4.1 Quiz
4.2 Survey
• How to prepare a quiz paper

1. Click Create Answer Sheet
2. Click Select an image to import image as quiz paper
• How to edit answer sheet

1. Select question type
2. Locate the question on the quiz paper
• How to start a quiz

1. Click Start Quiz

2. Select the type of answer sheet and click OK
• **How to grade a quiz**

1. Click **Grade** button

2. Grade on the answer sheet directly
• How to conduct a survey

1. Click the Survey button

2. Edit the question and click Start

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: True or false question

Question text: The Earth is a round

Options: True, False

Duration: 1 min 0 sec

Remaining Time: 00:00

Start

Exit
Chapter 5: Student Functions

5.1 Raise Hand
5.2 Message
5.3 File Submission
How to raise hand

1. Click the **Raise Hand** button on the floating toolbar
2. Show the request on teacher's screen
• How to send messages

1. Click the Message button
2. Edit the message and click Send
• How to submit files

1. Click the File Submission button
2. Add files and click Submit