

## TELL ME MORE<sup>®</sup> Education Online Teacher Starting Guide

### Technical Requirements

Please note the following technical requirements:

Windows 98/2000/NT/XP/2003

- High Speed Internet connection
- Internet Explorer 5.5 or higher
- Netscape 6.2 or higher
- Flash 6.0 or higher
- Cookies, JavaScript, and Java Enabled
- Processor - Pentium-class or higher
- RAM - 64 MB (128 MB recommended)
- Display settings - 800x600 resolution  
(1024x768 strongly recommended) at thousands of colors
- 16 bit sound card
- Mouse
- Speaker or headphones
- Adobe<sup>®</sup> Reader<sup>®</sup> 5.0 or higher
- Windows Media Player 8 or higher



# Accessing Your Learning Program

## Step 1: Logging into your account

Point your browser to [www.tellmemoreeducation.com](http://www.tellmemoreeducation.com), and click on the "For Teachers" link to the left.



## Step 2: Computer Test

First-time users are required to download the Auralog speech recognition components. To start the download, please click on the icon

or

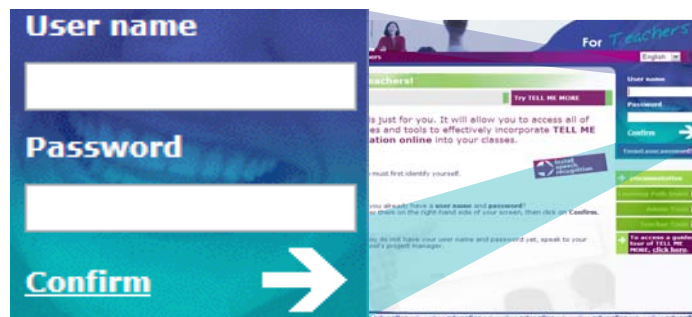
If you have downloaded the components previously, process to **Step 3**.



## Step 3: Logging In

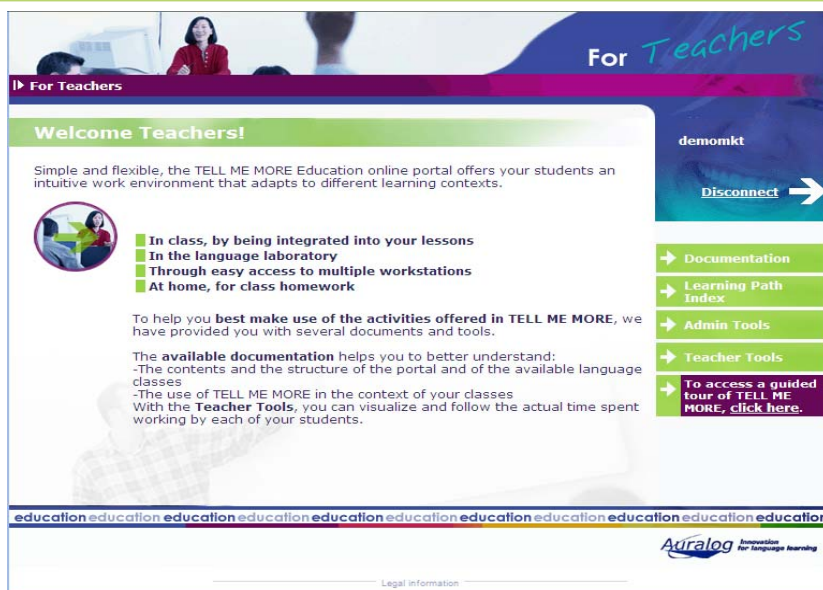
To log in, please enter your username and password (provided to you by your school's project manager) into the appropriate fields on the right hand side of the screen.

*Note: Should you not have your log in information, please contact your project manager.*



## The Welcome Screen:

Here, you have an overview of the teacher portal.



# Navigating Your Learning Program

## Documentation:

Lets you access all the documentation pertaining to TELL ME MORE® Education Online.

## Guided Tour:

At any time you can access a guided tour of the program

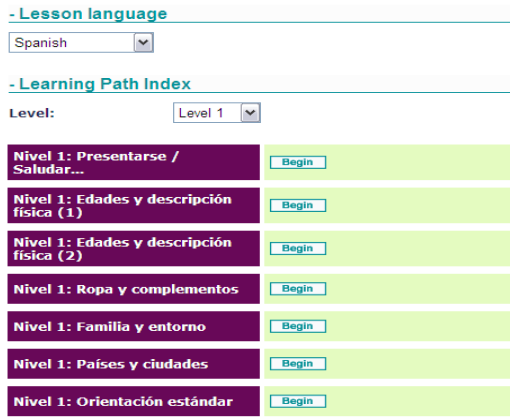


- [Documentation](#)
- [Learning Path Index](#)
- [Admin Tools](#)
- [Teacher Tools](#)
- To access a guided tour of TELL ME MORE, [click here.](#)

→ To access a guided tour of TELL ME MORE, [click here.](#)

## Learning Path Index:

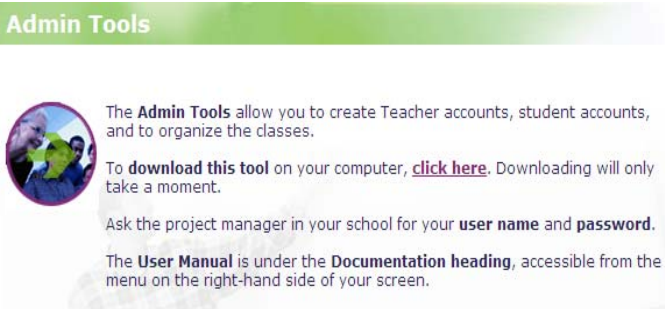
By selecting your lesson language and level, you can view the different learning paths available to students.



- [Documentation](#)
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- To access a guided tour of TELL ME MORE, [click here.](#)

## Admin Tools:

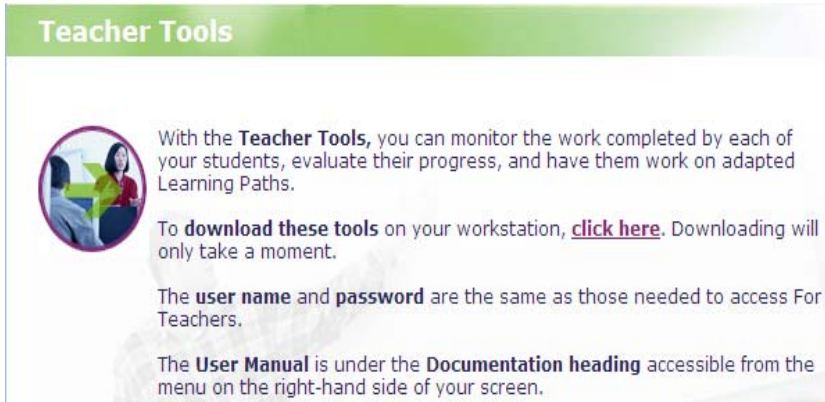
Here you can download the admin tools to create student and teacher accounts.



- [Documentation](#)
- [Learning Path Index](#)
- [Admin Tools](#)
- [Teacher Tools](#)
- To access a guided tour of TELL ME MORE, [click here.](#)

## Teacher Tools:

Here you can download the teacher tools to track progress.



- [Documentation](#)
- [Learning Path Index](#)
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- [Teacher Tools](#)
- To access a guided tour of TELL ME MORE, [click here.](#)

## Troubleshooting

### Microphone:

Check microphone using Microsoft's sound recorder

**START > ALL PROGRAMS > ACCESSORIES > ENTERTAINMENT > SOUND RECORDER**

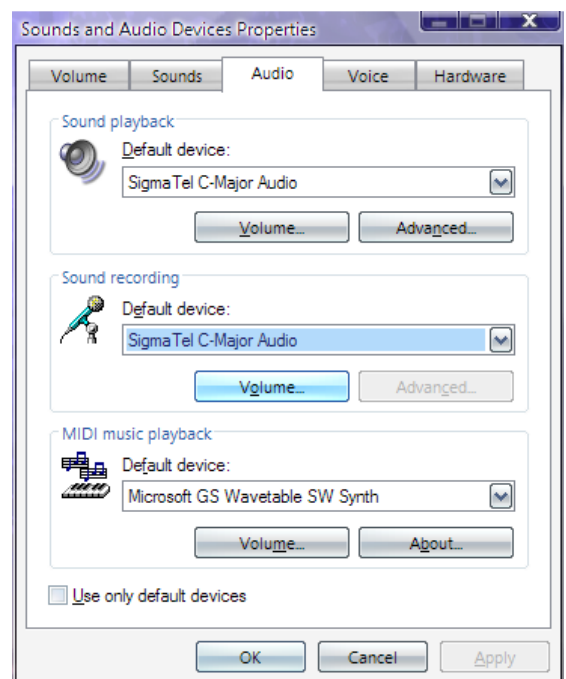
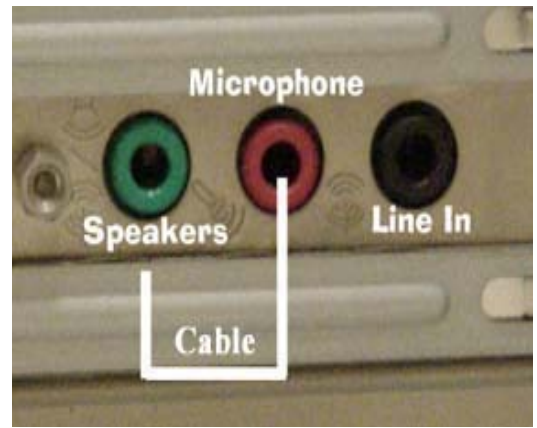
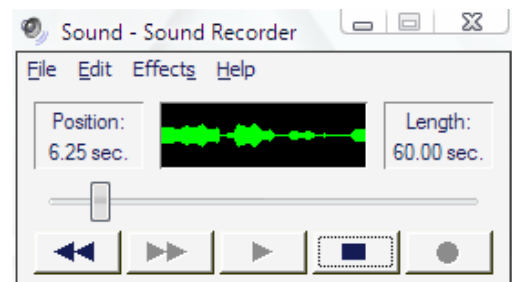
Click on red record button and speak into microphone. The green line should change wavelengths as it picks up sound.

If the green line remains unchanged as you speak into the microphone you need to check and make sure you are plugged into the correct microphone input on your computer. Sometimes, it may look like it is plugged in but it is not completely plugged in. Firmly push it into its input. Below are a few examples of a typical microphone input. Notice the microphone icon to the left of the input to help you identify the correct one.

If you still can not record sound with the Microsoft sound recorder, check your sound settings in the control panel to ensure the microphone is not muted. To do this, click on

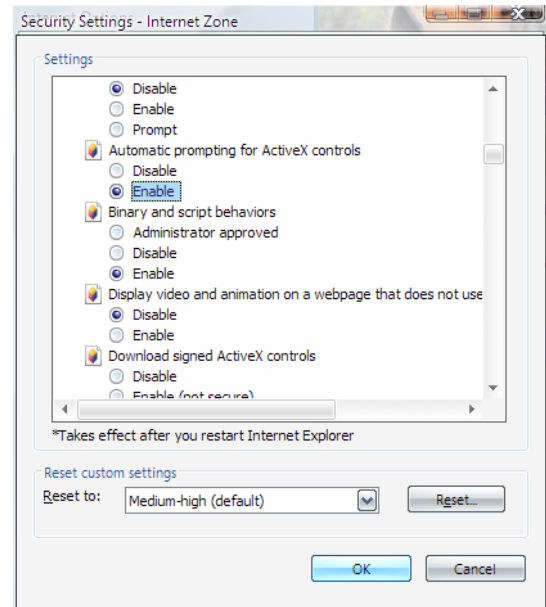
**START > SETTINGS > CONTROL PANEL > SOUNDS AND AUDIO DEVICES**

Depending on your audio card, your screen may appear different. What you are looking for is the sound recording settings. On this screenshot, I can find it on either the 'AUDIO' tab or the 'VOICE' tab.



## Troubleshooting

4. Enable "Automatic prompting for ActiveX controls"



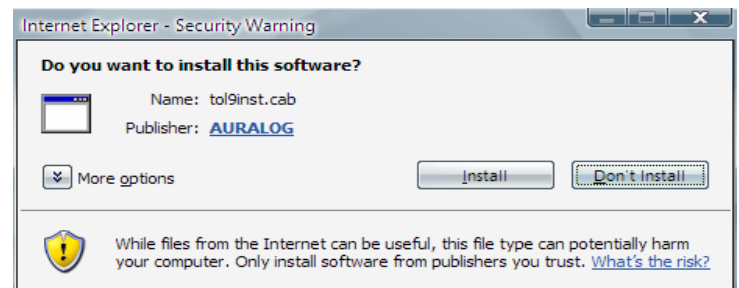
5. Click on *OK* button

6. Click *Apply*

7. Click *OK*

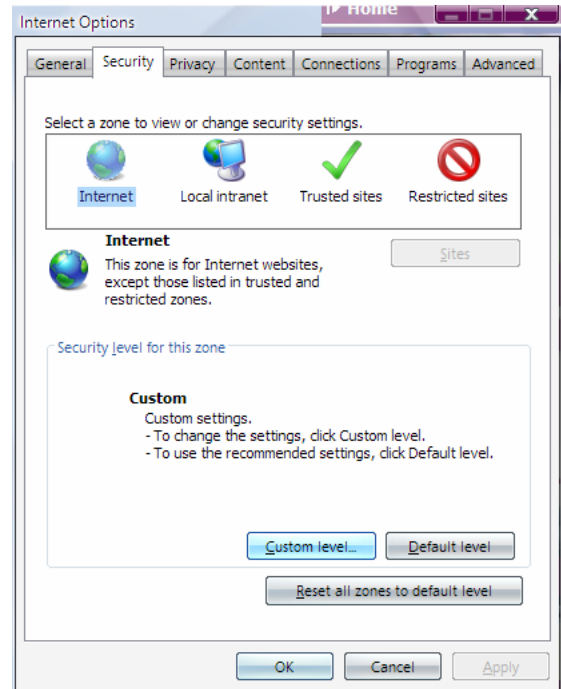
8. Restart the computer test.

9. You should now be prompted with a pop up similar to this. Click *Install*

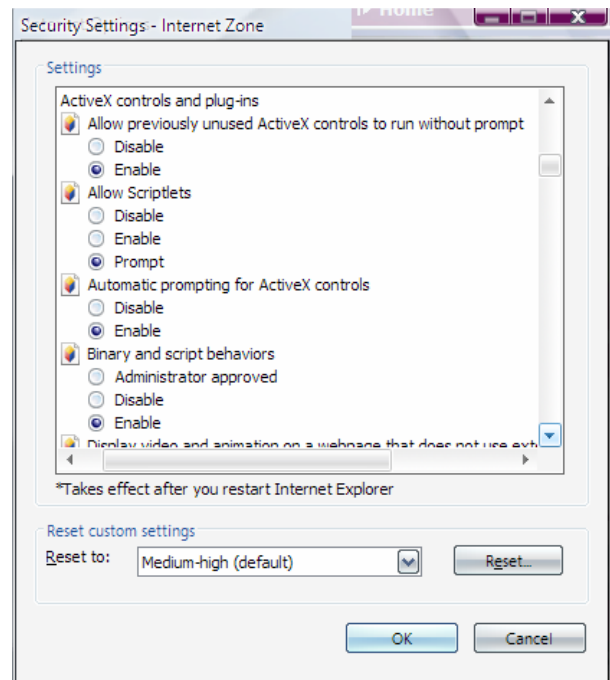


# Troubleshooting

2. Click on *Security* Tab and then *Custom Level* button



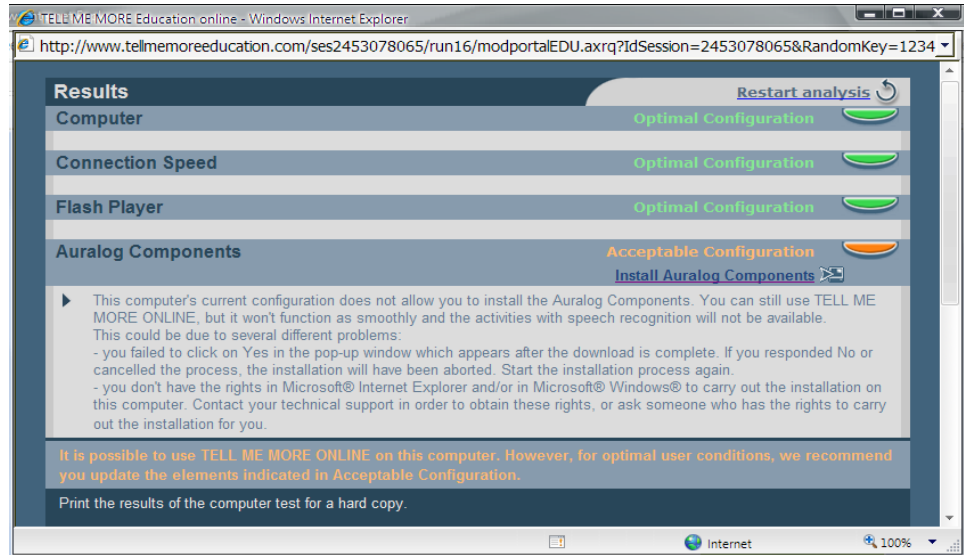
3. Enable "Allow previously unused ActiveX controls to run without prompt"



# Troubleshooting

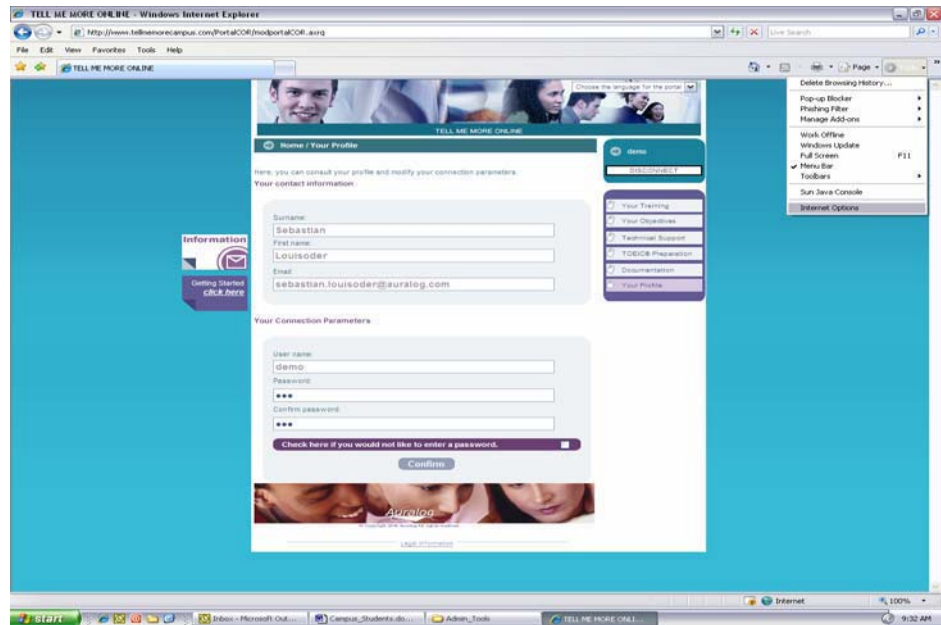
## IE 7 Configuration

The following error occurs when trying to install the components:



To solve:

1. Click on Tools>Internet Options



## Troubleshooting

### Pop-up Blockers:

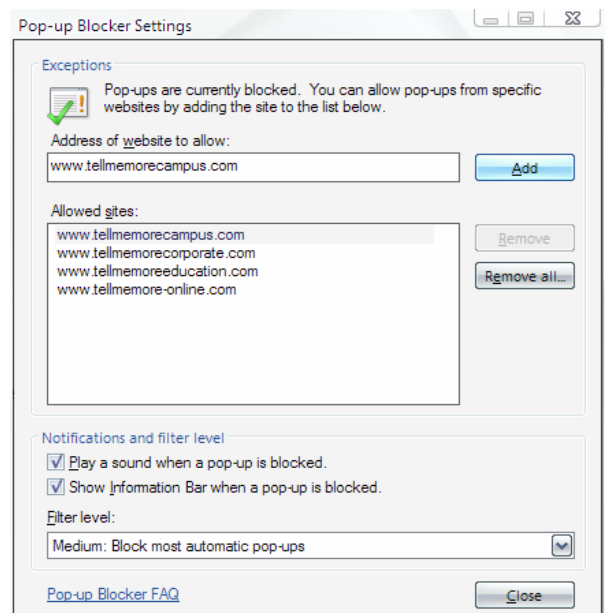
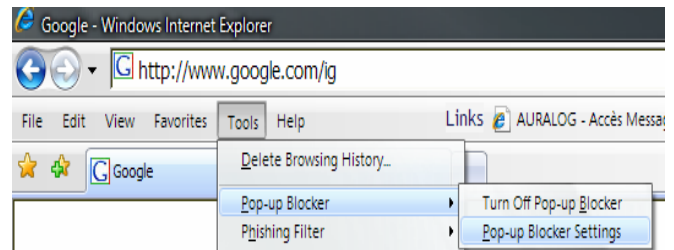
There are a lot of toolbars out there that block unwanted pop-ups. Tell Me More™ software creates *wanted* pop-ups which can not be blocked. So you must disable your pop-up blockers. Holding down the CTRL key temporarily disables some pop-up blockers but is not a sufficient solution. It is also very common to have more than one pop up blocker installed on your browser. Be certain all pop-up blockers are configured to allow the tell me more website to have pop-ups or disable the pop-up blocker all together.

#### EXAMPLE:

If you have installed Windows Internet explorer service pack 2, you have a pop up blocker installed by default. In order to turn this off, you simply open internet explorer and click on:

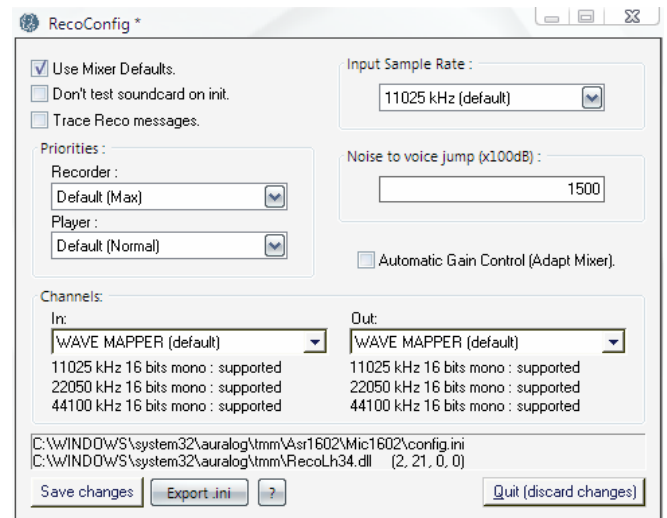
**TOOLS>POP-UP BLOCKER>TURN OFF POP-UP BLOCKER**

You can select '*Pop-up Blocker Settings*' and add the website as a site allowed to have pop-ups.



## Troubleshooting

Double click on the **RecoConfig.exe** program and select the checkbox, 'Use Mixer Defaults.' Then click on the **Save changes** button on the bottom left corner of this screen.



### Black Screen:

**TIP: MUST BE DONE WITH ADMINISTRATIVE PRIVILEGES!!**

At the moment, adobe tries to install the Yahoo toolbar as well which may cause some [pop-up blocker problems](#). Be sure to uncheck the box that says install yahoo toolbar!

Click on the **Install Now** button.

After installation, log back into Tell Me More™

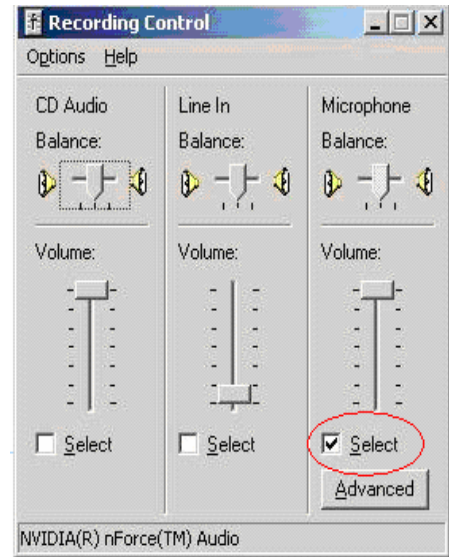
When the program starts up, you get a black or blank screen. The best way to fix this is to re-install flash. The easiest way to reinstall flash is to goto the following website and look for the 'Get Adobe Flash Player' link as seen below:

<http://www.adobe.com>



# Troubleshooting

If you click on the volume button for the sound recorder the following screen should appear. This is the screen you are looking for to verify microphone settings and the little checkbox is selected below the volume settings.

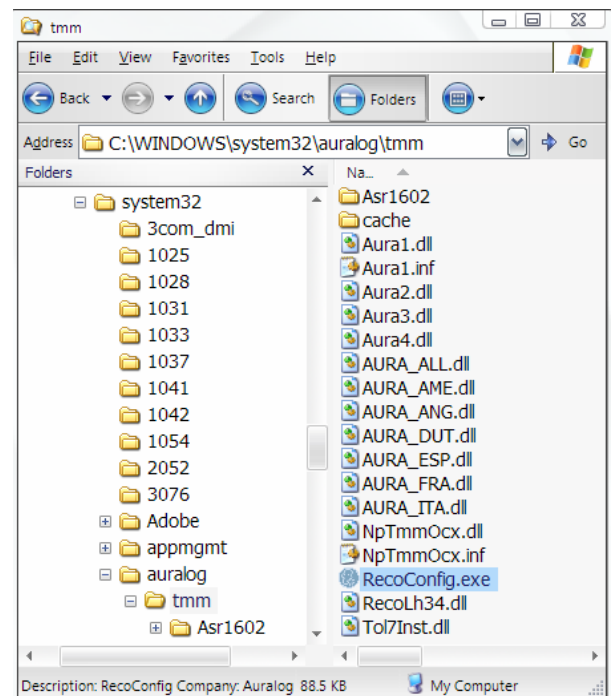


## Component Installation:

**TIP: MUST BE DONE WITH ADMINISTRATIVE PRIVILEGES!!**

If the components are stuck in what seems to be a loop, it may be because you have a sound card with multiple inputs such as the ones found in Microsoft's Windows Media Center operating system. The components are actually installed but the software does not know which input to use. To fix this, right click on your **START** button and click on **EXPLORE**.

Navigate to the following directory:



# Troubleshooting

The components should now show they are installing:

