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## Starting a Review Session

To begin a new review, select the license class (Novice, Technician, General, Advanced, or Extra) from the **File** menu. If there is a saved review file for that license class question pool, a dialog box appears, asking if you wish to continue that review from where you left off. If you want to use the saved review, click on the **YES** button. If you want to start a new review session, click **NO**. If no saved review file exists, you automatically start a new session.

## Answering Questions in a Review Session

The bottom panel of the program window contains the current question, followed by four possible answers, each preceded by a button marked **A**, **B**, **C** or **D**.

**To select an answer:** Click the button next to the answer of your choice,  
**or** press the **A**, **B**, **C** or **D** key on the keyboard.

**If the answer is incorrect:** Its text changes from black to gray.  
You hear the Windows Exclamation sound.  
The number in the Wrong box increases.

**If the answer is correct:** Its text changes from black to red.  
You hear the Windows OK sound.  
The number in the Right box increases.

The status panel at the bottom of the window keeps score, telling you how many questions you have gotten right, how many wrong, and how many questions you have left to answer in the current review session.

Some questions refer you to a figure or diagram. For such questions, a button labelled Figure appears at the bottom of the window. Click on the button to view the picture associated with this question. On the picture screen, the same button is labelled Text. Once you have viewed the picture, return to the question text by clicking on this button.

## Moving Around the Question Pool

Each question pool is divided into broad categories called subelements. Each subelement is further divided into smaller categories called groups. You are free to answer the questions in whatever order you like. You can skip ahead to the next question, the next group, or the next subelement, or move back to the previous question, the previous group, or the previous subelement. Use the following buttons to move around the question pool:



The Forward button



The Reverse button

There is a Forward and Reverse button next to each subelement heading, each group heading, and each question. Click on these buttons to move to the next (or previous) subelement, group, or question.

Sometimes, you will notice that one or more of the triangles has changed from red to gray. When a Forward button turns gray, it means that you are at the last subelement, group, or question and you can go no further forward. When a Reverse button turns gray, you are at the first subelement, group, or question and cannot go any further back.

After you have answered a question, some of the buttons change. When you click on a correct answer, for example, its button changes to a Forward button, allowing you to move easily to the next question by clicking that same button a second time.

Once you have answered a question during a review session, you cannot answer it again. If you move to a question that you have already answered, the buttons normally marked **A**, **B**, **C** and **D** change to special navigation buttons.



The Fast Forward button takes you to the next unanswered question



The End button takes you to the last unanswered question in the pool



The Rewind button takes you to the previous unanswered question



The Start button takes you to the first unanswered question in the pool.

Each set of buttons turns gray when you are at the first or last unanswered question.



## **Saving a Review Session**

When you exit the program, or select a review session for another license class, a dialog box appears, asking if you would like to save the current review session. If you answer **YES**, the current session is saved to a file with the name review, followed by an extension with the first three letters of the license class (e.g. review.nov). If you answer **NO**, your review will not be saved.

You can save your current review manually at any time by selecting the Save item from the File menu, or by using the CTRL-S keyboard combination. As with any computer program, it is a good idea to save your work every few minutes, to safeguard against power failures, computer crashes and other (un)natural disasters.

