

## Help Text Edwin Addition

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### Bar Options

Tutorial:	Screen for Addition Work (tut.mo1)
Paperwork Print	Print 12 Problems (prt.mo1)
Paperwork Correct	Correct 12 Printed Problems (cor.mo1)
Help	Access Help Screen
Options	Change Tutorial Options (opt.mo1)
Quit	Exit to windows manager.

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Tutorial	(tut.mo1)
Keyboard	Keystrokes may substitute for mouse. (key.mo2)
Mouse	Click the mouse on any buttons showing. (mou.mo2)
Buttons	Buttons are grey rectangles with names. (but.mo2)
Scoring	Right, Wrong, and a Score are calculated (sco.mo2)





100 indicates a good proficiency. A Penguin will appear at any score over 100.  
Scoring is restarted at entry to the tutorial screen.

Carry car.mo2

The carry is used as in paper work. Press carry once to hold a carry reminder. Twice is t. Three times clears the carry. Students should be encouraged to use carry at all levels.

Clear clr.mo2

Clear clears the answer and carry.

Keys key.mo2

If key is L, the next keyed digit appear to the left. This is the preferred method of least significant digit row addition. If the key is R, the next entry appears to the right as it does in a calculator. This should only be used for levels to 20, and should be discouraged except for learning addition tables.

Koala Break koa.mo2

Unless set off in the options section, a koala break will occur after every 10 correctly done problems. This a brief graphics presentation.

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Options

Levels: lev.mo2

The level determines the difficulty of the problems presented. There are seven levels:

0. Numbers up to and including 5.  
The easiest is  $0+0$ . The hardest is  $5+5$ .  
Apples for counting are used in the picture and answer presentations.
1. Numbers up to and including 10.  
The hardest is  $10 + 10$ .  
Apples for counting are used in the picture and answer presentations.
2. Numbers up to and including 20.

The hardest is  $20 + 20$ .  
Apples for counting are used. The  
concept of carry is introduced on  
the answer presentation.

3. Numbers in 2 rows of 2 columns.

99  
+99

4. Numbers in 2 rows of 3 columns.

999  
+999

5. Numbers in 3 rows of 2 columns.

99  
99  
+99

6. Numbers in 3 rows of 3 columns.

999  
999  
+999

Select the level by clicking on the pushbutton  
opposite the one desired. Only one level may be  
selected at a time. The current level is always  
shown on the window bar at the top of the tutorial  
screen.

Mode mod.mo2

The mode determines what help, if any, is  
available while doing problems.

Tutorial: Picture, Table, Answer, New, Key, Check  
and Exit are all available.

Drill: Picture, Table, New, Key, Check, and  
Exit are available.

Test: Key, Check, and Exit are available.

Standard Test: A series of choices is given and  
only one is selected by the mouse. Only Key and  
exit are available.

Scoring sco.mo2

Score is kept as problems are done. The basic score  
is (number right) - (number wrong) - (adjustments)

divided by (minutes taken.

The number right, the number wrong, the minutes, and the current score are always shown at the top of the screen. Minutes are shown as hundredths, not seconds.

The following tuning may be done by selecting or unchecking the boxes using the mouse:

Subtract for wrong Score - If checked, wrong are subtracted.

Divide by time - If checked, divide by time.

Subtract for table lookup - If checked, add 1 to the adjustments.

Subtract for picture - If checked, add 1 to adjustments if picture is used.

Subtract for answer - If checked, add 1 to adjustments if answer is used.

No Koala Break - If checked, do not show the koala break when 10 problems have been answered correctly.

Name           nam.mo2

Enter up to 6 characters for the current student.

Save - Save these selections. They will be kept even if the computer is turned off.

Exit - Use these selections, but only for the current session.

## **Windows Keys**

The keyboard topics below come from Help for Windows. You can create similar keyboard topics for your application's Help. Choose from the following list to review the keys used in Windows:

[Cursor Movement Keys](#)

[Dialog Box Keys](#)

[Editing Keys](#)

[Help Keys](#)

[Menu Keys](#)

[System Keys](#)

[Text Selection Keys](#)

[Window Keys](#)

## Cursor Movement Keys

<b>Key(s)</b>	<b>Function</b>
DIRECTION key	Moves the cursor left, right, up, or down in a field.
End or Ctrl+Right Arrow	Moves to the end of a field.
Home or CTRL+Left Arrow	Moves to the beginning of a field.
PAGE UP or PAGE DOWN	Moves up or down in a field, one screen at a time.




## Dialog Box Keys

<b>Key(s)</b>	<b>Function</b>
TAB	Moves from field to field (left to right and top to bottom).
SHIFT+TAB	Moves from field to field in reverse order.
ALT+letter	Moves to the option or group whose underlined letter matches the one you type.
DIRECTION key	Moves from option to option within a group of options.
ENTER	Executes a command button. Or, chooses the selected item in a list box and executes the command.
ESC	Closes a dialog box without completing the command. (Same as Cancel)
ALT+DOWN ARROW	Opens a drop-down list box.
ALT+UP or DOWN ARROW	Selects item in a drop-down list box.
SPACEBAR	Cancels a selection in a list box. Selects or clears a check box.
CTRL+SLASH	Selects all the items in a list box.
CTRL+BACKSLASH	Cancels all selections except the current selection.
SHIFT+ DIRECTION key	Extends selection in a text box.
SHIFT+ HOME	Extends selection to first character in a text box.
SHIFT+ END	Extends selection to last character in a text box

## Editing Keys

<b>Key(s)</b>	<b>Function</b>
Backspace	Deletes the character to the left of the cursor. Or, deletes selected text.
Delete	Deletes the character to the right of the cursor. Or, deletes selected text.

## Help Keys

<b>Key(s)</b>	<b>Function</b>
F1	<p>Gets Help and displays the Help Index for the application. If the Help window is already open, pressing F1 displays the "Using Windows Help" topics.</p> <p>In some Windows applications, pressing F1 displays a Help topic on the selected command, dialog box option, or system message.</p>
SHIFT+F1	<p>Changes the pointer to  so you can get Help on a specific command, screen region, or key. You can then choose a command, click the screen region, or press a key or key combination you want to know more about.</p> <p>(This feature is not available in all Windows applications.)</p>

## Menu Keys

<b>Key(s)</b>	<b>Function</b>
Alt	Selects the first menu on the menu bar.
Letter key	Chooses the menu, or menu item, whose underlined letter matches the one you type.
Alt+letter key	Pulls down the menu whose underlined letter matches the one you type.
LEFT or RIGHT ARROW	Moves among menus.
UP or DOWN ARROW	Moves among menu items.
Enter	Chooses the selected menu item.

## System Keys

The following keys can be used from any window, regardless of the application you are using.

<b>Key(s)</b>	<b>Function</b>
Ctrl+Esc	Switches to the Task List.
Alt+Esc	Switches to the next application window or minimized icon, including full-screen programs.
Alt+TAB	Switches to the next application window, restoring applications that are running as icons.
Alt+PrtSc	Copies the entire screen to Clipboard.
Ctrl+F4	Closes the active window.
F1	Gets Help and displays the Help Index for the application. (See <a href="#">Help Keys</a> )

## Text Selection Keys

<b>Key(s)</b>	<b>Function</b>
SHIFT+LEFT or RIGHT ARROW	Selects text one character at a time to the left or right.
SHIFT+DOWN or UP	Selects one line of text up or down.
SHIFT+END	Selects text to the end of the line.
SHIFT+HOME	Selects text to the beginning of the line.
SHIFT+PAGE DOWN	Selects text down one window. Or, cancels the selection if the next window is already selected.
SHIFT+PAGE UP	Selects text up one window. Or, cancels the selection if the previous window is already selected.
CTRL+SHIFT+LEFT or RIGHT ARROW	Selects text to the next or previous word.
CTRL+SHIFT+UP or DOWN ARROW	Selects text to the beginning (UP ARROW) or end (DOWN ARROW) of the paragraph.
CTRL+SHIFT+END	Selects text to the end of the document.
CTRL+SHIFT+HOME	Selects text to the beginning of the document.

## Window Keys

<b>Key(s)</b>	<b>Function</b>
ALT+SPACEBAR	Opens the Control menu for an application window.
ALT+Hyphen	Opens the Control menu for a document window.
Alt+F4	Closes a window.
Alt+Esc	Switches to the next application window or minimized icon, including full-screen programs.
Alt+TAB	Switches to the next application window, restoring applications that are running as icons.
Alt+ENTER	Switches a non-Windows application between running in a window and running full screen.
DIRECTION key	Moves a window when you have chosen Move from the Control menu. Or, changes the size of a window when you have chosen Size from the Control menu.





## **Clipboard**

This is a topic that describes the Windows term "clipboard". If you click the "clipboard" term within the Copying Text or Glossary topic, this Help topic will be displayed in a pop-up window.

This topic is also tagged with the keyword "clipboard," for use with the WinHelp Search option.

