TUTORIAL HELP FILE

The display on the screen shows the current tutorial set up.

The *shelves*

There are ten *shelves* with ten *books* on each. The *books* on each *shelf* cover the subject area indicated by the text on the left end of the *shelf.*

During the test or tutorial you will progress from left to right along the shelves.

The *books*

Each *book* corresponds to a single topic. The particular topic for a book is displayed under the bottom *shelf* when the mouse pointer is moved over the *book*.

The *books* are colour coded as follows:

A **blue** *book* is one that you have not viewed.

A **red** *book* is one that you have viewed.

The **yellow** *book* is the last book that you viewed in the current session. (The **yellow** *book* will not be shown if a *book* has yet to be viewed in the current session.)

A **green** *bar* under a *book* indicates the topic on that *shelf* currently being studied in the tutorial.

The *ticks* and *crosses*

At the end of each shelf there is a *tick* or a *cross*. A *tick* indicates that the books on the shelf are to be included in the current tutorial. To exclude the subject area from the tutorial click on the *tick* to change it to a *cross*.

How the tutorial works

Once the tutorial begins, topics are displayed one at a time. Each topic is followed by a number of questions to test your knowledge of the topic. If a question is answered incorrectly, the topic is displayed again followed by the same question. (If you do not know the answer to a question, clicking the *HINT* button will allow you to read the topic again.) Once two consecutive questions are answered correctly, another topic is selected and displayed.

The topic selected for each *shelf* is the one with a **green** *bar* under the *book*. The *shelves* are chosen at random from those available (indicated by **ticks**). Once the questions on that *book* have been answered correctly, the **green** *bar* moves to the next *book* to the right and a new *book* is chosen from another *shelf*.

The tutorial finishes when the last topic on each of the available *shelves* has been completed, though a break can be taken at any time by pressing the *BREAK* button on the screen.

Tailoring the tutorial

The tutorial can be configured to concentrate on selected subject areas by changing the **ticks** and **crosses** at the end of the *shelves*. Only those with **ticks** are included in the tutorial. (There must be at least one **tick**.)

The **green** *bars* indicate which *books* (topics) will be used to start the tutorial. This starting point can be changed by clicking on a different *book* on the *shelf*. (*Books* to the left of the **green** *bar* will not be used.) As you progress through the tutorial, these **green** *bars* will move towards the right.

Tutorial reset

When a test is completed, the tutorial is reset to your position at the end of the completed test (incomplete tests are ignored).

Using an existing tutorial

Providing the current player has not completed a test since last using the tutorial, the tutorial will continue from the point where he or she left it.

Corrections tutorial

Once a test has been started and one or more questions have been answered incorrectly, these incorrectly answered questions are reviewed before arriving at the tutorial configuration screen.

Help

Click on the *HELP* button to display this help file.

Begin

Click on the *BEGIN* button to start (or resume) the teaching tutorial.

Exit

Click on the *EXIT* button to save the current tutorial configuration and return to the *Main menu.*