

## 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**.