CNN NEWSROOM Global View

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CNN NEWSROOM Global View

System Requirements

To get the best overall performance while running CNN NEWSROOM Global View, you need a Multimedia PC (MPC) or equivalent computer which meets the following minimum system requirements:

- 486sx microprocessor or higher
- 4 MB of RAM
- 1.5 MB of hard disk space
- MPC compliant Double Spin CD-ROM drive
- Microsoft CD-ROM extensions (MSCDEX) version 2.2 or later
- Video card capable of displaying at least 256 simultaneous colors
- Windows compatible audio board
- Headphones or speakers attached to the audio board (not the CD-ROM drive)

See Also:
Memory Requirements and Hints
CD-ROM Drive Requirements and Hints
Screen Modes and Video Cards
Video Playback Hints
Sound Board Problems and Hints
User Support

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Sound Board Problems and Hints

Problem: No Sound

▪   This program makes use of special audio compression routines that are included with Microsoft Video for Windows 1.1.   Try <u>re-installing Video for Windows 1.1</u>.

▪   Other applications that play sounds may interrupt audio in CNN NEWSROOM Global View because your computer cannot play two sounds at the same time.   Typically, this is a temporary problem and will correct itself once all applications have been shut down.

▪   If you are running a screen saver that contains audio, you may need to de-activate the screen saver's sound in order to play audio in CNN NEWSROOM Global View.

▪   Make sure your sound board is MPC compatible.

▪   Your speakers must be connected to your sound board and not your CD-ROM player. CNN NEWSROOM Global View does not run with the PC's internal speaker driver, nor does it route sound through the CD-ROM player.

▪   Make sure that you have properly installed the Windows device drivers that specifically came with your sound board.   If you are not sure if your sound board is properly installed, review your sound card documentation.   If you are not sure if you have the latest Windows device drivers, contact your sound board's manufacturer.

▪   Adjust the audio card volume control to the mid-range position.   Make sure the sound board's software settings are also set at an audible level.   You may also have to adjust the volume control dial located on your speakers.

Problem: Sound Is Distorted or Choppy

▪   If you have lower quality speakers, you may experience some distortion.   If you want to raise the volume but don't want to hear the distortion, one solution is to lower the audio card volume control and use an external amplifier.

▪   Make sure your speaker cables are moved away from the power supply.   This will prevent background static and noise.

▪   Your software settings for your sound board may be causing distortion.   CNN NEWSROOM Global View uses "Wave" audio files.   If your sound board's software option for "Wave file input" is set at its maximum, you may hear static and amplified distortion.   To change your sound board settings and achieve maximum performance, read the documentation that came with your sound board.

▪   You may not have the latest audio device drivers for your sound board.   Contact the manufacturer of your sound board to obtain the latest Windows device drivers.

▪   You must have an <u>MPC compliant</u> CD-ROM drive to ensure that the audio does not sound choppy.   If you do not have an MPC compliant CD-ROM player, the CNN NEWSROOM Global View may experience long pauses when trying to access data off the disc.   This may

cause the audio to sound choppy and out of sync with the video.

▪ 　　Please note that sound device drivers are not included in CNN NEWSROOM Global View, nor does the program alter your sound board's device drivers in any way during installation.   If you did not receive Windows device drivers for your sound card when you purchased that board, you must obtain the device drivers directly from the manufacturer.

See Also:
System Requirements
Video Playback Hints
Screen Modes and Video Cards

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Video Playback Hints

Problem: No Video Playback

CNN NEWSROOM Global View uses Microsoft's Video for Windows 1.1 to play video clips in the program.   If you do not have Video for Windows 1.1   already installed on your hard drive, CNN NEWSROOM Global View will detect this and install it automatically.

If you cannot open any video files or are receiving error messages regarding playback, you should try re-installing Video for Windows directly from the CNN NEWSROOM Global View compact disc.   To install Video for Windows directly from the disc:

1. Go into the File Manager and click on the letter of your CD-ROM drive.

2. Select the directory DISK1.

3. Once inside the DISK1 directory, double-click on the file "setup.exe."   This will start the Video for Windows installation.

4. Follow the instructions that appear on your screen.

Problem: Video Frames Look Grainy

Since Video for Windows is designed to run in 256 colors or better, you should check to make sure your video card has at least 512 kilobytes of video RAM.   If your card supports 256 colors, make sure you have installed the proper video device driver for your specific card.

Please note that video device drivers which support 256 colors are not included in CNN NEWSROOM Global View.   If you did not receive Windows device drivers for your specific video card when you purchased your computer or your separately installed video board, you must obtain the device drivers directly from the manufacturer.

Problem: Jerky Motion During Video Playback

You must have an MPC compliant CD-ROM player to play videos.   If you do not have an MPC compliant CD-ROM player, CNN NEWSROOM Global View may experience long pauses when trying to access data off the CD, and the videos may appear jerky and too slow.

If you are not sure if your CD-ROM drive is MPC compliant, copy a video from the CNN NEWSROOM Global View to your hard drive.   Videos have the .AVI file extensions and are located in the \videos subdirectories (example: \vid\wpoland.avi) on the compact disc.   Once copied, use the Windows Media Player (mplayer.exe) to play the video off your hard drive.   If the video plays smoothly off the hard drive, it is likely that your CD-ROM drive is not MPC compliant.   You can also check the documentation that came with your drive, or contact the drive's manufacturer for more information.

See Also:
    System Requirements

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Screen Modes and Video Cards

CNN NEWSROOM Global View is designed to display 256 colors.   To display 256 colors, you need a graphics card with at least 512 kilobytes of video RAM (i.e. VGA+, SVGA, 8514, TGA, XGA, etc.).

You must also have installed your video card's device driver, which allows Windows to display screens in 256 colors.   To install this device driver, read your video card documentation and the Windows Set-Up documentation.

Please note that video device drivers which support 256 colors are not included in CNN NEWSROOM Global View.   If you did not receive Windows device drivers for your video card when you purchased your computer or your separately installed video board, you must obtain the device drivers directly from the manufacturer.

See Also:
System Requirements
Video Playback Hints

You need an MPC compliant Double-speed CD-ROM drive to use CNN NEWSROOM Global View.   Videos will not play properly without at least a double-speed CD-ROM drive.   Your CD-ROM player must have a data transfer rate of 300 kilobytes per second or higher, a 390 ms (or better) data access rate (also called average seek time), and use less than 40% of your computer's CPU bandwidth.

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Introduction

Welcome to CNN NEWSROOM Global View.   Global View explores today's most important issues through the powerful images and commentary of CNN NEWSROOM, the commercial-free classroom television program provided free of charge to schools by Cable News Network through Turner Educational Services, Inc.   Global View includes an extensive collection of specially edited CNN NEWSROOM video segments supplemented with articles, interviews, detailed maps, colorful charts, and statistical data from around the world.

CNN NEWSROOM simulates the CNN studio where videos and accompanying text articles, interviews, and commentary can be selected from the "video wall."   These "video essays" present today's global issues in six topic areas: Small World, Waging Peace, Collapse of Communism, African Politics and Poverty, Cultures in Conflict, and Earth Matters.   Select one of these topics to open a video menu of related sub-topics. Global View text supports and expands each video essay through an extensive menu of articles.   These sources range from Current History, National Interest, and World Press Review to the Human Rights Watch World Report, the World Factbook, and a large selection from news broadcasts and articles from around the world.

The ATLAS is a complete world, regional, and country atlas with detailed maps and statistical information.   Data is accessed through "information icons" which provide descriptions of the people, politics, military, and resources of every country.   An analysis of material selected from these sources helps users gain an understanding of the relationships among people, their land, and their culture.

WORLDCLOCK presents dynamic, interactive maps, with the actual up-to-the-second sunrise and sunset pattern and time displayed at any location the user selects.   It can also be used to measure distances, pinpoint latitudes and longitudes, and observe changes from season to season.

The TOOLBAR makes all of the functions of Global View available to you throughout the program.

CHART provides a database of world statistics for creating colorful charts and graphs in a variety of formats, such as line graphs, pie charts, and rankings.   Up to twelve different countries can be compared and contrasted on each chart.

SEARCH locates specific information from Global View materials - videos, articles, maps, and charts - clearly pointing out the connections between issues covered in the program.

From the UN's colorful charts measuring human progress to provocative interviews with world leaders - Global View offers an invaluable and entertaining way to explore the people, places, and events that shape our world.

As multimedia changes the way we access information, we hope that CNN NEWSROOM Global View will help you explore the world in new ways.   We look forward to hearing from you as we develop new leading edge products to keep you informed about our ever-changing world.

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CD-ROM Drive Requirements and Hints

MPC Compliance

You need an <u>MPC compliant</u> Double-speed CD-ROM drive to run all program features optimally, especially videos.   If you do not have an MPC compliant CD player, CNN NEWSROOM Global View may experience long pauses when trying to access data off the CD and the videos may appear jerky and too slow.   If you are not sure if your CD-ROM drive is MPC compliant, check the documentation that came with your drive, or contact the drive's manufacturer.

Error Message -- "Cannot Find CNN NEWSROOM Global View"

If CNN NEWSROOM Global View cannot find the data files it needs to start the program, it will display the message -- "Cannot find CNN NEWSROOM Global View -- Insert Disc."   To correct this problem, try the following:

1. Make sure the CNN NEWSROOM Global View compact disc is correctly inserted into the CD-ROM player.

2. Check to make sure your CD-ROM drive is plugged in, connected to your computer, and powered on.

3. Make sure the CD-ROM drive letter is active.   To ensure the drive letter is active, use the File Manager and select the letter of your CD-ROM drive.   If you cannot access the CD-ROM drive from the File Manager, try leaving Windows and rebooting your computer.

See Also:

<u>System Requirements</u>
<u>Video Playback Hints</u>

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Memory Requirements and Hints

In general, every time you open a window or application under Windows, it is placed in your system's memory or in a temporary Windows swap file on your hard drive.   The windows and/or applications reside in their assigned memory location until you close them.

The CNN NEWSROOM Global View requires approximately 4 MB of RAM to function properly and run smoothly.   If you are experiencing some slowness when opening windows in the program or receive an "Out of Memory" error message, you may be experiencing a low memory situation.   The following hints may help you avoid running out of system memory:

▪   Check to ensure that you have at least 4 MB of RAM on your system.   To check your system's memory using DOS 5.0, exit Windows and go to DOS.   At the DOS prompt, type MEM and press [ENTER].   If you do not have 4 MB of high memory, you will not be able to open many windows in the program, although it will run.   The only solution to low memory (less than 4 MB) problems is to close windows whenever possible or to add more memory to your computer.

▪   If you are running Windows in "standard mode," try switching to "386 enhanced mode." This will optimize the Windows environment for best overall performance on a 386 computer.   Review your Windows documentation or read the Windows Control Panel help screens for information about 386 enhanced mode.

▪   If you are already running Windows in "enhanced mode," try creating a permanent Windows swap file on your hard drive.   Windows usually creates a temporary swap file, but if your hard disk is full or fragmented, this file may be unavailable.   The size of the permanent swap file should be more than 2 MB.   Review your Windows documentation or read the Windows Control Panel help screens for instructions about changing your swap files.

▪   Defragment your hard drive.   If you cannot run Windows in enhanced mode, or if you cannot create a permanent swap file, try defragmenting ("cleaning up") your hard drive. This will ensure that Windows has access to it's temporary swap file.   Disk defragmentation utilities, such as Norton SpeedDisk, are available from most software resellers.

▪   Close some windows!   If you have many windows open in CNN NEWSROOM Global View, and/or you have other applications running, you may have exceeded your memory limitations and should close down some windows, or exit other programs which may be running.

See Also:
System Requirements

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User Support

If you have any questions about CNN NEWSROOM Global View that are not answered in the User's Guide or these Help files, you may call us during the hours of 10 AM to 4 PM Eastern Standard Time at 202-244-4770 to get help from our technical department.

Also, please read the COMPACT PUBLISHING INC. PRODUCT LICENSE AND WARRANTY for procedures for returning a disc you believe may be defective.   Please do not return any disc until you have spoken with a technical support representative.   We can usually solve the problem.

In order to receive user support, you MUST be a registered user. Be sure to mail the user registration card as soon as you open the package!

CNN NEWSROOM Global View

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The Newsroom Screen

The Newsroom Screen is the first screen that appears when you open CNN NEWSROOM Global View. You can choose from the main topic areas covered in Global View by clicking the mouse on one of the six monitor images on the "video wall".   Each of these monitors has a title beneath it indicating the general topic covered by that section.

The main topic areas covered in Global View are "Small World", "Waging Peace", "Collapse of Communism", "African Politics and Poverty", "Cultures in Conflict", and "Earth Matters".   Each of these topic areas are further divided into sub-topics. Choosing a sub-topic displays a menu of video essays and supporting materials about the sub-topic.   Video essays are selected by clicking the mouse the monitors at the top of the graphical menu.   The title of the video essay is displayed beneath the monitor. A scrolling list of related articles and maps is displayed in the lower part of the screen where you can select materials related to the topic.

In addition to the Video Wall, there are THE ATLAS, WorldClock, and CONTENTS.   Each of these may be accessed by clicking on their icon.

CONTENTS is displayed by clicking on the image of the computer terminal with the CNN NEWSROOM logo displayed on its screen.   Contents allows you to choose lists of videos from CNN NEWSROOM, interactive maps of all the countries in the Atlas, Human Development Index charts from the United Nations, and a guide to CNN NEWSROOM's programming used by schools.

See Also:
  Accessing the Contents of CNN NEWSROOM Global View
  Graphical Menus

CNN NEWSROOM Global View

Accessing the Contents of CNN NEWSROOM Global View

CNN NEWSROOM Global View offers several ways of viewing its contents.

When you first enter CNN NEWSROOM Global View you are in the Newsroom.   The Newsroom allows you to choose topics by clicking the left mouse button on one of the video monitors.

View WorldClock's interactive maps by clicking on the WorldClock display.

Go to the Atlas by clicking on the globe in the Newsroom.

View lists of the content by clicking on the computer monitor labeled CNN NEWSROOM.

The Toolbar at the bottom of the screen offers another way of accessing the contents. The toolbar allows you to display the Chart feature, giving you the ability to draw charts and graphs from CNN NEWSROOM's data.   The Search feature makes all of the articles available to you from anywhere in CNN NEWSROOM.

See Also:
The Toolbar
Graphical Menus
List Menus

CNN NEWSROOM Global View

Graphical Menus

Graphical menus are screens that present a series of pictorial hotspots. You can select information for viewing by clicking on the hotspots.   An example of a graphical menu is Global View's Newsroom screen, the first screen presented to you when you entered the program.

Using the mouse, move the arrow-shaped cursor to the button or hotspot you want to select. When the arrow changes to a hand-shaped cursor, that entry can be selected by clicking the left mouse button.

See Also:
Accessing the Contents of CNN NEWSROOM Global View
List Menus

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List menus

List menus display entries in a hierarchical list.

To manipulate a list menu with the keyboard, use the [Up/Down] arrow keys to move one entry at a time. Or press the [PgUp/PgDn] keys to go to the next or previous page. A colored bar on an entry indicates that the entry can be opened by pressing [ENTER].

When using the mouse, move the cursor to the entry you want to select, and click once with the left mouse button to open it.   To scroll the list with the mouse, click on the scroll bar marker and drag down to find the entry you want to select, then click on that entry.

List menu entries include icons that indicate whether the entry is an article, video, chart, or map. If an entry has a closed book icon , selecting that entry will open a nested list of additional entries.   Clicking on the closed book icon opens the book and displays its enclosed articles.   Notice that the book icon now appears open . To close the book icon, select the issue title again.

See Also:
<u>Accessing the Contents</u> of CNN NEWSROOM Global View
<u>Graphical Menus</u>

Search [S]

Look for specific articles and graphics that contain words entered in the search dialog box.

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The Toolbar

The Toolbar appears at the bottom of the screen. It provides easy mouse access to all the content areas as well as navigation and utility functions.   To select a toolbar button, click on it once with the left mouse button.

RESEARCHER SEARCH CHART PRINT COPY MARK NOTE HELP < > GO BACK NEWSROOM

The Toolbar

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The Toolbar

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Researcher

Researcher allows you to view a record of your travel through the contents. A list of each menu and file that you have opened is displayed. Any item you have marked or made notes about is displayed with an icon on the list. By clicking on an item in the list, you may return to that item.

Go Back [Esc] or [B]

Move back to the previous screen.

Next [>] [right arrow key]

Move to the next item on a list menu. If you select an article from a list and wish to page forward to the article that follows it on the list, click on [>].

Previous [<] [left arrow key]

Move to the previous item on a list menu. If you select an article from a list and wish to page back to the article that precedes it on the list, click on [<].

Search [S]

Look for specific articles and graphics that contain words you have entered in the Search window.   Click on SEARCH to open a window and enter up to nine words on the search line. When you click the OK button, Search finds the files that contain all of the words that you entered.

If you enter two or more words, you can select an option to search for files that contain those words only when they occur next to each other by clicking on the Adjacent Words button. When you click the OK button, Search finds files that contain your specific words only in the order that you entered them.

Mark [M]

Mark articles or graphics for future reference so that you can return to them later, view them again, and print them. You may also mark graphical menus.   The Researcher shows all currently marked items.

Note [N]

To make notes about articles and graphics. If you wish to record any information about an article or graphic, click on NOTE to open a dialog box that allows you to create a note or paste highlighted text from an article onto the clipboard.

Print [P]

Print an article, selected text from an article, or a graphic, and change your printer settings.   Click on PRINT to open a dialog box that gives you options for printing. All articles that you print will include a copyright notice which you must include in any further use of the material.

Copy [C]

Copy text or graphics to the Windows clipboard. Click on COPY to copy an entire article or a graphic that you are viewing to the clipboard. You can select a portion of text by holding down the left mouse button and dragging the mouse across the text to highlight it. Then click on COPY to place that text on the clipboard.

Help [F1]

Get help or information about Global View. Click on HELP to open a window with information that helps you learn to use Global View.

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Researcher

View a record of your travel through the contents. A list of each menu and file that you have previously opened is displayed. Any articles, videos, and menus that you marked or made notes about are indicated by icons placed on the list. By clicking on an item in the list, you may return to that item.

CNN NEWSROOM Global View

Mark

The Mark function keeps track of articles, menus or graphics that you wish to view again later.   Marked items are listed in the Mark dialog box.

See Also:
The Toolbar
Adding Marks
Deleting Marks

CNN NEWSROOM Global View

Mark

The Mark function keeps track of articles, menus, or graphics that you wish to view again later.   Marked items are listed in the Mark dialog box.

See Also:
The Toolbar
Adding Marks
Deleting Marks

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Adding Marks

To mark a menu, article, or graphic, click on the MARK button on the Toolbar   when you are viewing the item.   When the Mark dialog box opens, the title of the item appears in the list box.   Click on OK to mark the item.   This adds the item's title to the list of marked items and inserts a ribbon icon beside the article header.   Mark also adds an icon to the item on the Researcher list.

See Also:
 Mark
 Deleting Marks

All videos, maps, and charts are referred to as "graphics."   Videos cannot be printed or cut to the clipboard.

All text entries are referred to as "articles."

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Previous [<] [left arrow key]

Move to the previous item on a list menu. If you select an article from a list and wish to page back to the article that precedes it on the list, click on [<].

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Next [>] [right arrow key]

Move to the next item on a list menu. If you select an article from a list and wish to page forward to the article that follows it on the list, click on [>].

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Back [Esc] or [B]
  Move back to the previous window.

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Deleting Marks

To delete a mark from a menu, article, or graphic, click on the MARK button on the Toolbar.   When the Mark dialog box opens, use the arrow keys to highlight the title of the item and click on the Delete button.   This removes the title from the list of marked items and removes the Mark icon from the item and from the Researcher list.

See Also:
Mark
Adding Marks

CNN NEWSROOM Global View

Printing Articles and Graphics

Any <u>article</u> or <u>graphic</u> may be printed directly from CNN NEWSROOM Global View by clicking on the PRINT button on the <u>Toolbar.</u> If your printer cannot print graphics, the Print command is disabled when the active window contains a graphic.

Any use of articles printed from CNN NEWSROOM Global View must include the copyright source information found in the article header. If you neglect to include copyright notices, you could be guilty of plagiarism or copyright violation.

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Find

The Find dialog allows you to search for specific words within an <u>article</u>. (If you want to search for specific words within all articles, use the <u>SEARCH</u> function instead.) The search can be case sensitive or insensitive and can be limited to whole words.

To display the   Find dialog while viewing an article, press the F3 button. Type the word you would like to find in the "Find What" box.   Select the FIND NEXT button to find the first occurrence of that word in the open article.   Continue selecting FIND NEXT to advance through all occurrences of your search word in that article.   Select CANCEL to escape from the Find function.

See Also:
<u>Using Search</u>

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Note

The NOTE button on the Toolbar allows you to create notes to accompany articles. This feature is helpful if you want to record references to other articles or graphics, copy a bibliographical reference, or save a quotation.

Articles that contain a note display a paper clip to the left of the article's header when the article is displayed or next to the article's title on a list menu.

See Also:
Researcher
Adding Notes
Deleting   Notes
Viewing   Notes
Copying   Notes

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Note

The NOTE button on the Toolbar allows you to create notes to accompany articles. This feature is helpful if you want to record references to other articles or graphics, copy a bibliographical reference, or save a quotation.

Articles that contain a note display a paperclip icon to the left of the article's header when the article is displayed or next to the article's title on a list menu.

See Also:
Researcher
Adding Notes
Deleting   Notes
Viewing   Notes
Copying   Notes

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Adding Notes

1. Click the NOTE button on the <u>Toolbar.</u>
2. In the Note dialog box, type your note. Use [BACKSPACE] to correct any mistakes.
3. When you have finished typing your note, select the Save button.

See Also:
<u>Note</u>
<u>Viewing Notes</u>
<u>Copying Notes</u>
<u>Deleting Notes</u>

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Viewing Notes

When you have annotated an <u>article</u>, the paper clip icon will appear next to the article's <u>header.</u>

To view your note
Open the article, and click the paper clip icon next to the article's header.

See Also:
<u>Note</u>
<u>Adding Notes</u>
<u>Deleting Notes</u>
<u>Copying Notes</u>

Header

Every article includes a header that gives the source of the article. The header will always appear at the top of the article screen.

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Headers

Every article includes a header that gives the title of the article. The header will always appear at the top of the article screen.

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Copying Notes

You can copy a Note and paste text as a Note to another article.

1. Open the article that contains the note you want to copy.
2. Open the note by clicking on the paper clip icon to the left of the article's header.
3. Select the COPY button.
4. The note is now copied to the Windows Clipboard.
5. Press the CANCEL button to remove the Note dialog box from the screen.
6. Open the article to which you would like to add the note.
7. Click on the NOTE button on the Toolbar.
8. Select the PASTE button.
9. Select the SAVE button.

See Also:
Note
Viewing Notes
Adding Notes
Deleting Notes

Deleting Notes

1. Open the article from which you would like to delete the Note.
2. Click on the NOTE button on the <u>Toolbar.</u>
3. Select the DELETE button in the Note dialog box.

See Also:

<u>Notes</u>
<u>Adding Notes</u>
<u>Viewing Notes</u>
<u>Copying Notes</u>

CNN NEWSROOM Global View

Copy

The COPY button on the <u>Toolbar</u> allows you to copy contents of articles and graphics to the Windows <u>Clipboard.</u>

To Copy Text

1. Select the section of the article to be copied by holding the left mouse button and dragging over the text.
2. Click on the COPY button on the Toolbar.
3. The text is copied to the Windows Clipboard.

To Copy Graphics

1. Open the chart, cover, map, or photo that you would like to copy to the Clipboard.
2. Click on the COPY button in the the Toolbar.
3. The graphic is copied to the Windows Clipboard.

See Also:

<u>The Toolbar</u>

Clipboard

The Clipboard stores articles and graphics that are copied from CNN NEWSROOM Global View.   The copied information may then be pasted into other applications.

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Using Search

The Search feature is a tool to help you find specific <u>articles</u>, <u>graphics</u> and videos by entering words that relate to the topic of interest into the search word box .

1.   Click on SEARCH on the <u>Toolbar.</u>

2.   Type your search words in the search word box. You may enter up to nine words, separating each with a space.

3.   After you have entered the search words you want, click on OK or press [ENTER].

4.   If you are satisfied with the number of entries you have found, you can view an item by clicking on its title or using the [Up/Down] arrow keys to highlight the entry and pressing [ENTER]. Selecting a title takes you to the first occurrence in that entry of the first search word. The word appears highlighted. Use the Find function by pressing [F3] to find other occurrences of your search words within the entry.

5.   Press [ESC] to return to the Search dialog.

Refining Your Search

If your search results in a long list of entries, you may wish to use several Search features that help refine the results.   Return to the Search Dialog by clicking on the Search Button.

1.   After your first search results are posted, you may reduce the results by clicking on the Refine Search button and then entering new   words in the Search word box.   Search looks for the new words and the previous search keywords and produces a list of files that contain both sets of words.

   Example: Searching using the keyword "WAR" results in a large number of files to choose from.   To refine your search, click on the Search button, then click on the Refine Search box, and type in other keywords.   After clicking the OK button, a list of articles including all the keywords will be displayed.

2.   Use the   "Include" box to select types of files. You may limit your search to words found in articles, charts,   maps, and videos.   Click the graphic icon to select or deselect   a file type.   The green check mark indicates that the file type is selected.   A red X indicates that the file type is not included in the search.

3.   Use the "Search for:" feature to search for paired words, like proper names. When you type two or more words into the search box, the Adjacent Words button becomes available. If you select Adjacent Words, your search will be limited to finding the exact phrase that you enter into the search word box.

   Example: A search for the two words "COMMUNIST" and "REVOLUTION" results in a long list of articles.   While the same keywords using the Adjacent Words option gives a smaller, more manageable result.

See Also:

[Word List](#)
[Search Hints](#)
[Search Dialog](#)
[Find](#)

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Using Search

The Search feature is a tool to help you find specific articles, graphics and videos by entering words that relate to the topic of interest into the search word box .

1. Click on SEARCH on the Toolbar.

2. Type your search words in the search word box. You may enter up to nine words, separating each with a space.

3. After you have entered the search words you want, click on OK or press [ENTER].

4. If you are satisfied with the number of entries you have found, you can view an item by clicking on its title or using the [Up/Down] arrow keys to highlight the entry and pressing [ENTER]. Selecting a title takes you to the first occurrence in that entry of the first search word. The word appears highlighted. Use the Find function by pressing [F3] to find other occurrences of your search words within the entry.

5. Press [ESC] to return to the Search dialog.

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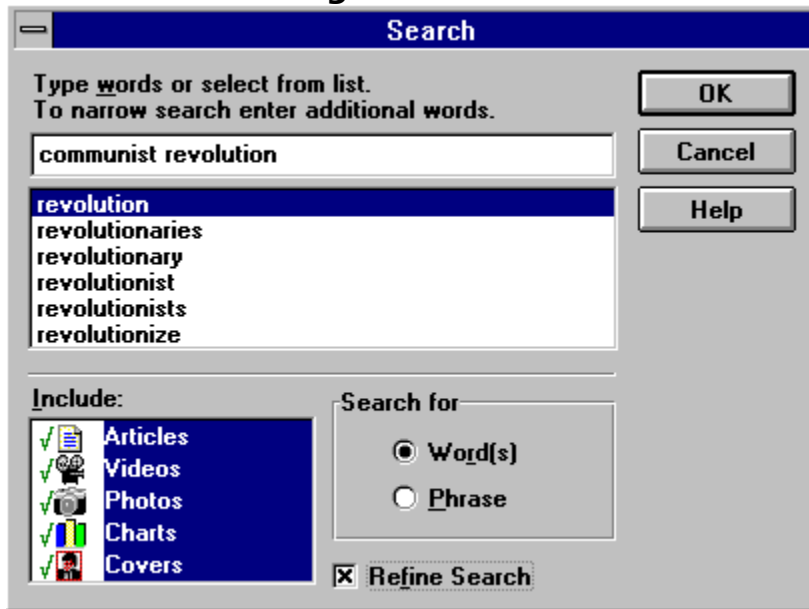
See Also:

Word List

Search Hints

Search Dialog

Find

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The Search Dialog

Refine
Allows you to add additional keywords to your previous search.

Search for:
  Allows you to search for people and place names.

Include

Allows you to limit your search to text or graphic types: articles, charts, and videos.

Word List

A list of words that are indexed in Global View.   You can use this list as a guide for spelling.

Word Box

Enter the search keywords.   You can type up to nine words.

(up to 255 characters total)

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Search Hints

▪   The more search words you use, the more accurate your search results will be. Entering only one word in the Search word box can result in a very long list of items.   Some of these may contain your search word but have little to do with your topic of interest.

▪   If the entries do not provide the information you are looking for, you can change the search words and repeat the process until you find what you want.

▪   If your search results in no entries, review those words not found and check them against the Word List.

▪   If the words you enter are too vague or general, Search may yield a much greater number of items than you want to look through.   By clicking on Search again, then selecting the Refine Search option, you can search for additional words in articles that were found in the previous search.   The scope of the search can be further reduced by unchecking items from the include section of the search dialog box.

See Also:
   Using Search

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The Word List

The Word List contains <u>every word</u> that occurs in the contents of CNN NEWSROOM Global View. If you type a word, and you're not sure if the word is in the database or if you want to check its spelling, the Word List will automatically display the   closest word that matches alphabetically .

1. To replace the word you typed with a word from the Word List, press [TAB] or click on the Word List box, then scroll through the list using the [Up/Down] or [PgUp/PgDn] arrows or the mouse.   As you scroll through the Word List, the program automatically replaces the word you typed with the highlighted word.

2. When you are ready to make your selection, press [SHIFT]+[TAB] to return to the Search word line (or click there with the mouse).

3. At this point you can add more search words or select the OK button to begin your Search.

See Also:
   <u>Using Search</u>
   <u>Search Hints</u>

(It does not include words from menus or unimportant words such as a/an, in, the, etc.)

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About Articles

To move around an <u>article</u> with the mouse, click on the scroll bar to move up or down a page at a time or click on the up and down arrows above and below the scroll bar to move a line at a time. With the keyboard, use the [Up/Down] arrows or [PgUp/PgDn] to advance the page.

See Also:
<u>Printing Articles and Graphics</u>

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Videos

- CNN NEWSROOM Global View contains video footage from Turner Educational Service's classroom instruction program, CNN NEWSROOM.

- Video entries may be accessed from graphical menus, selected from lists, or from Search.

- When you open a video, it will begin to play automatically.

- To pause the video while it is playing, click on the "stop" button

.

- To resume playing, click on the "play" button

.

- You can escape from a video at any time by pressing [ESC].

See Also:

Back [Esc] or [B]
Return to the previous window.

Next [>] [right arrow key]
Move to the next menu or item on a list.   <u>more</u>

Previous[<] [left arrow key]

Move to the previous menu or item on a list.   <u>more</u>

NEWSROOM [W]

Return to the Newsroom.

Search [S]

Look for specific articles and graphics that contain words entered in the search dialog box.   <u>more</u>

Mark [M]

Mark any menu, article, or graphic for later viewing.   <u>more</u>

Note [N]

Make, view, or delete notes in articles and graphics.   <u>more</u>

Print [P]

Print selected text, an entire article or a graphic and change printer settings.   <u>more</u>

Copy [C]

Copy text or graphics to the clipboard.   <u>more</u>

Help [F1]

Get help.

Chart [R]

Create customized charts.   [more](#)

Researcher

View a list of previously opened articles or graphics with marks and notes indicated.   <u>more</u>

CNN NEWSROOM Global View

WorldClock

View WorldClock by clicking on the WorldClock icon in the Newsroom or Atlas. The clock icon displays the times in Washington, London, Tokyo and your local time. The times are calculated using your computer's clock and your location.   Use the WorldClock Setup program to change your timezone.   Use the Windows control panel or enter "TIME" at the DOS prompt to set your computer's clock.

A panel of icons is displayed at the top of the WorldClock screen.   This is WorldClock's special toolbar.   Each icon represents a different tool or function you may use to access all the features of WorldClock.   You may use either the keyboard or the mouse to select these icons.

To select an icon using the mouse, place the arrow-shaped cursor over the icon and click the left mouse button.   To select an icon using the keyboard, press the icon's appropriate highlighted letter (accelerator) key.

Each icon, its function, and highlighted letter key is listed below:

ZOOM-UP   (Z)   Zooms up one map level at a time. Pressing [Z] displays a selectable list of all the maps in WorldClock

DISTANCE   (D)   Measures distance between any two locations on the current map.

LONG-LAT   (L)   Displays longitude and latitude grid lines over all of WorldClock's maps.

SPEED   (S)   Sets the rate of time passage in hours.   Use this function to watch the sun patterns and world clocks race forwards or backwards in time.

SET   (T)   Resets the current date and time to any point in the past or future.

HELP   (H)   Activates the on-line help screens.

CLOSE   (C) Closes WorldClock and returns to the Newsroom or the Atlas. Pressing the [ESC] key also closes WorldClock and returns to the Newsroom or Atlas.

Clicking the left mouse button on any location will zoom down to a lower-level map. Clicking the left mouse button on the ZOOM-UP icon, or clicking the right mouse button from anywhere else on the screen, zooms up one map level at a time.   Once you reach the orthographic map (view of the region from space), you can select ZOOM-UP once again to return to the opening world map display.

Moving the mouse off the right side of the screen, or pressing the [ALT] key on the keyboard, temporarily removes the Icon Panel from your screen.   This provides a complete and unobstructed view of the display map.   Moving the mouse back on the screen, or pressing the [ALT] key again, will restore the Icon Panel.

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ZOOM-UP

The WorldClock display opens with a complete world map showing all countries and major cities of the world.   From this screen, you can go directly to a country map by clicking the left mouse button over the area you want to view.   Or press the [Z] key on the keyboard and WorldClock will display a menu list from which you may choose a regional, country or view-from-space map.

After viewing a map, select the ZOOM-UP icon to zoom up one map level at a time. Once you reach the view-from-space, you can select ZOOM-UP again to return to the opening world map display.

If you are using the keyboard, press [Z] again to display the ZOOM-UP menu list.   Use the UP/DOWN arrow keys to scroll up and down the list and select a regional or orthographic map.   Press [ENTER] to display your selection.   To return to the WorldClock opening screen, press [Z] again and then select "World" from the map list.

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DISTANCE

The DISTANCE icon allows you to measure the distance between any locations on the current map and displays the longitude and latitude of each point.   Click on DISTANCE using the left mouse button, or press [D] on the keyboard, and WorldClock displays two locations, connected by a straight line.

City names remain on the map and a chart appears at the bottom of the screen.   This chart displays the latitude and longitude of both locations, and the distance between them.

When measuring distance, one point is stationary (red), and the other point (white) moves as you move the cursor across the screen.   To change the stationary point using the mouse, move the mouse cursor to any location and click the left mouse button. All new distances will be measured from this point.   To return to WorldClock's main screen, click on the RESET icon.

To measure DISTANCE using the keyboard, press [D] and move the cursor across the map using the UP/DOWN or LEFT/RIGHT arrow keys.   To change the stationary point with the keyboard, move the arrow cursor to any location and press [ENTER].   Press the [ESC] key or select [R] from the keyboard to return to the main screen.

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LONG - LAT (longitude - latitude)

The LONG-LAT icon displays longitude and latitude grid lines over all of WorldClock's maps.   To activate this feature, click on the LONG-LAT icon using the left mouse button, or select [L] from the keyboard.

Latitude is the distance north or south of the equator.   Longitude is the distance east or west of the Greenwich meridian (a line going from the north pole to the south pole through Greenwich, England).   Since the Earth is a sphere, these distances are expressed as angles.

To remove the longitude and latitude grid lines, click on the LONG-LAT icon once again, or select [L] from the keyboard.

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SPEED

The SPEED icon allows you to temporarily accelerate the world's clocks and sun pattern forwards or backwards in time at a specified rate.

When activated, SPEED will ask you to "Enter hours passed per timer cycle."   Enter a numeric value and WorldClock will advance the sun's pattern and world clocks according to the hourly increments you have specified.   For example, type "2" and press [ENTER]. The sun will rapidly move across the map showing the pattern of sunrise and sunset in two-hour increments.   At the same time, WorldClock reconfigures the clocks of the world to correspond to the changing sun pattern by advancing two hours per cycle. Do not enter speeds with more than six digits.

If you select a large number (e.g. 24), you can actually see the progression of the seasons as the pattern of sunlight changes dramatically in cycles representing a day or a week.   Zoom to any regional or orthographic map and watch as WorldClock continues to change the rate at which the sun moves across the screen.

To return to WorldClock's original clock, time zone and current sun pattern, click the RESET icon using the left mouse button, or select [R] from the keyboard.

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SET

The SET icon allows you to select a new date and time.   Type in a new date and WorldClock will reconfigure the Sun's position and all the clocks of the world according to your specifics!   You can select either past or future dates and times.

To activate this function, click the SET icon using the left mouse button, or select [T] from the keyboard.   WorldClock prompts you for a new display time in "YY/MM/DD" and "HH:MM:SS" format.   Enter the new date and/or time and press [ENTER].   All times in WorldClock are displayed in 24 hour format (beginning at midnight).   For example, 1:00 a.m. is displayed as 1:00, while 1:00 p.m. is displayed as 13:00.

The SET function does not change your PC's clock and is only active temporarily.   The new date and time will remain on each regional or orthographic map as you select them, until WorldClock is reset to its original clock.   To return to the current date and time, click on the RESET icon using the left mouse button, or press [R] from the keyboard.

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Chart

Create charts by clicking the mouse on CHART on Global View's <u>toolbar.</u>   The Chart dialog box contains all the controls necessary to create charts.   The toolbar <u>Print</u> and <u>Copy</u> features may be used to save or print your charts.

To Create Charts

Select a topic from the Topics menu by either double clicking with the mouse or highlighting a topic and pushing "Select".   Then, a sub-topic menu will appear from where you can make a topic selection.

Select a region from the Regions list.   Countries are listed under their region displayed in the list.   Select a region and then select countries from the region's list.   Up to twelve countries can be selected at one time.   The countries can come from different regions.   Chart will automatically replace entries over the twelfth item.

Selected topics and countries are shown in lists at the top of the Chart dialog box. Remove countries by highlighting the countries you wish to remove from you chart and click the Remove button at the top of the Selected Regions list.

Select a graph type using the radio buttons at the right of the Chart dialog box.   After a Chart is drawn, selecting Chart from the Toolbar allows you to modify your chart type by selecting a different radio button in the dialog box.   You may also modify your Topic and Region settings.

View data in tabular form by selecting View Data

Create Charts by selecting Draw Chart

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The Atlas

Global View's Atlas provides maps and information for every country in the world, including most territories and principalities.   When you enter the Atlas from the Newsroom, you are presented a map of the world labeled with the names of regions.   You click on the name of a region to view that region's map.   From the regional map, you can select a country.

Maps are surrounded by sets of icons that allow you to interact with the Atlas. Topic icons labeled "People", "Politics", "Military", and "Resources" appear in the lower right corner of the Atlas.   Click on one of these icons and a list menu appears over the map. Select items from the list to view that country's or region's information on the selected topic.   When a topic has no relevant information, its icon is grey and the cursor does not change shape when placed over it.

The name of the country or region you are viewing appears above the topic icons.   Click on the name and a list of all the countries and regions appears.   Click one of these to display that country's or region's map and information.

The flag for each country is displayed above the country's name.   Not every country and region has a flag.   In these cases, the flag of the United Nations is displayed.   This does not indicate any special relationship of the country or region to the United Nations.

A reference globe appears above the flag.   When you first enter a country or region in the Atlas, the globe spins and a highlighted image of the region appears.   This indicates the location of the region you are viewing.   Click on the reference globe to go directly to the world map.   If you are already viewing the world map, this feature is inactive.

WorldClock is displayed above the reference globe.   Click on WorldClock to interact with Global View's maps.   Invoking WorldClock from the Atlas sets WorldClock up at the country or region you are viewing in the Atlas.   Use WorldClock to measure distances between locations, establish latitude and longitude, and view the sunlight pattern.

Click on the icons in the upper-left area of the Atlas to go to any of the six Newsroom topics directly from the Atlas.

The Toolbar makes all of Global View's utilities available to you while in the Atlas.

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Using Search

The Search feature is a tool to help you find specific articles, graphics and videos by entering words that relate to the topic of interest into the search word box .

1. Click on SEARCH on the Toolbar.

2. Type your search words in the search word box. You may enter up to nine words, separating each with a space.

3. After you have entered the search words you want, click on OK or press [ENTER].

4. If you are satisfied with the number of entries you have found, you can view an item by clicking on its title or using the [Up/Down] arrow keys to highlight the entry and pressing [ENTER]. Selecting a title takes you to the first occurrence in that entry of the first search word. The word appears highlighted. Use the Find function by pressing [F3] to find other occurrences of your search words within the entry.

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    Example: Searching using the keyword "WAR" results in a large number of files to choose from.   To refine your search, click on the Search button, then click on the Refine Search box, and type in other keywords.   After clicking the OK button, a list of articles including all the keywords will be displayed.

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    Example: A search for the two words "COMMUNIST" and "REVOLUTION" results in a long list of articles.   While the same keywords using the Adjacent Words option gives a smaller, more manageable result.

See Also:

One Page Preview - All Jumps and Popups are linked to this page. Press the 'Back' button to return to One Page Preview, close the secondary window, or click again to close a popup.