

CrossTec SchoolVue 8.5

Getting Started Guide

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What is CrossTec SchoolVue?

CrossTec SchoolVue is a class leading training software solution, providing teachers with the ability to interact with their students either individually, as a pre-defined group or to the overall class.

Combining advanced multiple PC monitoring with an innovative customized test designer and the ability to create automated Lesson Plans, this latest version rises to the challenge and requirements of today's modern classroom.

Providing the very latest IT infrastructure is only half the equation. Ensuring it is used in the most effective way represents the other half. With CrossTec SchoolVue, full application and Internet control is offered as standard, allowing for individual or overall class restrictions to be applied whereby only approved websites are visited and appropriate applications are used. Combine this with the ability to blank the students screens and to simultaneously monitor all Student PCs either in thumbnail or full screen mode, complete Student attention and focus is encouraged at all times.

Recognizing that Students work at different speeds, CrossTec SchoolVue also embraces group work, enabling selected Students to be assigned as Group Leaders, where they temporarily act as the tutor within a group until such privileges are revoked. This is further complimented with the Group Chat function where a discussion box for selected Students is available, where comments can be posted together with the use of an interactive whiteboard for more effective demonstrations.

Available fully localized in English, German, French, Spanish, Italian, Brazilian Portuguese, Japanese and Arabic, CrossTec SchoolVue is the proven solution for Computer Based Training and commands the widest installation base of any product of its kind.

Features

CrossTec SchoolVue contains a wealth of features to assist you to Train, Support and Monitor Students.

Definitions

The 'Tutor' is the workstation that shows to or views/takes over the Student.

The 'Student' is the workstation that is being shown to, viewed or taken over.

Lesson Planner

SchoolVues Lesson Plan feature enables Tutor's to pre-plan the scope of a lesson, building in appropriate timings and prompts as required.

Class Wizard

The Class Wizard, which loads on startup, provides the Tutor with a simple to use interface in order to combine the elements required during a lesson.

Show

Display the Tutor's screen on all, some or one of the Student's screens. Display in full screen mode or in to a Window to enable the Student to carry on working.

Whilst the Tutor is showing their screen full screen the Student's keyboards and Mouse are locked out ensuring their full attention.

For greater interaction, the Tutor can nominate a Student to take over the Show.

This makes it the ideal training tool in a networked classroom or training room.

Exhibit

Display an individual Student's screen on selected or all Students screens.

Chat

Allows a two way on screen chat session between a Tutor and a Student so assistance can be provided without disturbing the rest of the class. The Tutor can also allow a group chat session between Students.

Interactive Whiteboard

SchoolVues full screen interactive whiteboard provides the Tutor with a range of drawing tools enabling them to present learning points in graphic form. The content of the whiteboard can be shown to Students at any point during a lesson.

Message

Send a message to an individual or groups of Students. " Ten Minutes to end of Exam".

Remote Control (Viewing)

Watch, Share or Control a Student's screen. Scale View Windows to fit and View multiple Student screens simultaneously. This is ideal for conducting one to one Training without affecting the other Students and without the Tutor needing to leave their desk.

Scan

Monitor up to 16 Student's screens on the Tutor workstation, at one time. This enables the Tutor to keep a discrete watch over what the Students are running on their workstations. Particularly important with modern Internet access! The Tutor does not even need to be in the same room.

Monitor Mode

The Tutor can display a Thumbnail View of all connected Student machines. Auto Zoom feature allows you to mouse over a specific Student Thumbnail for a better view.

Replay Files

Record activity at Student or Tutor machines, storing the information in a file which can be played back at a later date.

Help Requests

Students can raise a request for Help at the Tutor's screen without disturbing the rest of the class. The Tutor is instantly alerted to the Students need for assistance via a pop up box on their screen and a Help Request icon next to the Student icon.

File Transfer

Transfer and manipulate files between a Tutor and a Student workstations, using advanced 'Drag and Drop' technology. Includes support for Long File names.

File Distribution

Drag and drop files from the Tutor workstation to multiple Student workstations simultaneously. Ideal for classwork preparation.

Execute/Launch a program

Programs can be launched on the Student workstations from the Tutor workstation. On individual Student workstations or multiple workstations simultaneously. For example, the Tutor can launch the same application on all Student workstations in preparation for the next activity / exercise. You can even store and launch frequently executed applications from the quick Execute Toolbar.

Lock Students Keyboard and mouse

The Tutor can quickly lock all students keyboards and mouse to ensure that the Student workstations are not used whilst a demonstration/lecture is being given.

Group Function

Groups of Student workstations can be defined and used to maintain and work with sub-sets of Students. For example, you can execute a program, send a message, and initiate a scan on all Students that are a member of the group. The Tutor can nominate a Student to be Group Leader, providing a range of instructional tools for them to use.

Multimedia Support

SchoolVue provides full audio and video support.

Store Classroom Layout

The Control can organize Student icons into multiple layouts on the Control View Window. For example, once you have selected the members of a group you can rearrange the individual Client icons in the Control View Window, to reflect the layout of the classroom.

Send/Collect work

Prepare files for students to work on in advance and automatically distribute them as the lesson begins. Even better, once they have worked on the files you can automatically retrieve them for later review and marking.

Student Register

To keep in touch with each class you can prompt the Students to register their details. You can then display their name instead of a less meaningful computer name. Ideal for use with the classroom layout feature. Student registration details can be viewed in a Registration Report that can be saved for each class.

Student Connect to Class

Enables Students to connect to the required remote control session. Tutors create a list of 'class' names and when the Student connects to the network they can search for the class they would like to join.

Annotate the Screen

While remote controlling Student machines, emphasize key learning points on their screens using SchoolVue's range of annotation tools.

Power Management

Remotely shut down Client workstations in order to conserve energy.

Easy to Install and Configure

Install on Client workstations without the need to visit the individual machines using CrossTecs Remote Deployment Utility.

Silent Installations across the network.

Central maintenance of Student profiles.

Create 'ready-made' Tutor profiles.

Testing Module

Use CrossTec's Test Designer to create customized tests that can be remotely delivered to Student machines and marked in real-time.

Application and Internet Monitoring

Use the Application and Web monitoring modules to control the use of applications and websites. Restrict the Students use of certain applications and sites by creating an approved list. Real-time reporting provides the Tutor with details of currently open applications and sites.

Student Survey Facility

Obtain instant feedback by displaying a question on the Students screens. Receive real-time analysis of the Students responses.

Screen Capture

Keep a visual record of Student activity by taking a 'snapshot' of a Students screen.

Show Video

A quick and easy method for playing a video on Student screens.

Installation

Installing CrossTec SchoolVue is exceptionally easy and provided you follow a few simple rules you should be up and running within a very short time.

The first step is to decide what functions you want to install on each workstation.

Do you want it to be a Tutor or a Student?

To be able to Show to and Control this workstation from another you install a Student, sometimes called a Client.

If you want to be able to Show to or take over another workstation from this one, you install both a Tutor, also called a Control, and a Student.

What network protocol do you use?

The next step is to decide what networking protocol you have available on the workstation. CrossTec SchoolVue supports IPX/SPX, NetBIOS/NetBEUI and TCP/IP.

Note: By default the Tutor will be configured to use TCP/IP. If you are using a different protocol, you must configure this the first time you start a Tutor.

What naming convention are you going to use for the Student workstations?

CrossTec SchoolVue requires that each Student workstation be allocated a unique name. To take advantage of the full range of Connection and Administrative functionality of CrossTec SchoolVue you need to have a sensible naming convention for the Student Workstations.

For example, you might decide that all workstations in one classroom would start with the name CLASS1_WK. You can then configure the Tutor program to automatically connect to the workstations in that room only.

Alternatively you might decide to use the Machine Name or Computer Name that is already set up as part of your networking environment. Whichever method you use it is important that it easily identifies the individual workstations in a way that is recognisable to the user, at the Tutor workstation.

You are now ready to install CrossTec SchoolVue Tutor and Student programs.

System Pre-Requisites

Some areas of SchoolVue's functionality rely on the presence of certain files/applications, please ensure these are available before installing CrossTec SchoolVue.

General

Internet Explorer 4.01 service pack 2 or above.

Testing Module

The Test Designer requires MDAC 2.1 or higher and COMCTL32.dll version 5.80 or higher. During installation, SchoolVue will check to see if these files are present and advise if not. However, if installing 'silently' using the CrossTec Deploy utility, you will not be warned if the files are missing.

Starting the Installation

Insert the CrossTec SchoolVue CD.

The SchoolVue Welcome menu will automatically appear when you insert the CD. If it does not, access the CD-ROM drive from your workstation and run SETUP.EXE.

Notes:

- If you are upgrading Windows NT to Windows 2000/XP or 2000 to XP you must ensure that you de-install SchoolVue prior to upgrading the operating system. SchoolVue can then be re-installed once the operating system upgrade has been completed.
 - If you are installing to an NT/2000/XP workstation or server, make sure that you are logged in as an Administrator.
-

Selecting a Set-up Type

Choose CrossTec SchoolVue for the required language variant. This will start the install program.

CrossTec SchoolVue Setup Program

The Setup program Welcome screen will appear.

Please read the information on the screen carefully, before proceeding with the installation. Click Next to continue.

CrossTec Licence Agreement

The CrossTec Licence Agreement will be displayed. Please read the License Agreement carefully and select I Agree and click Next to continue.

If you reject the Licence Agreement, (I Disagree) click Cancel. CrossTec SchoolVue will not be installed and you will be directed to Exit from the install program.

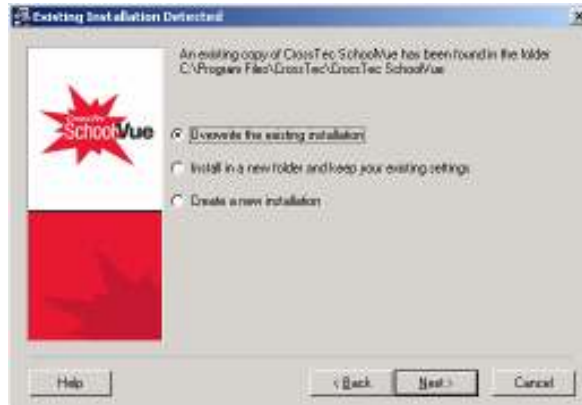
Licence Information

Enter the licence details as provided with your CrossTec product.

If you are evaluating SchoolVue, simply enter EVAL in the Licensee field and leave all other fields unchanged.

Existing Installation Detected

This screen will appear if a copy of SchoolVue is already installed on the workstation.



- **Overwrite the existing installation.**
Select this option if you want to install the new version of SchoolVue in the same folder as the existing installation. Although this overwrites the existing program, configuration files (.ini, .nss, .nsm, .lyt) containing details of known Clients, groups, classroom layouts etc will be retained.
- **Install in a new folder and keep your existing settings.**
Select this option, to retain the existing installation in its current folder. When prompted, you will need to choose a different folder for the new installation. The existing configuration files will be copied to the new location.
- **Create a new installation.**
Installs the new version of SchoolVue in the required folder but does not retain existing configuration files. If installing in a different folder, the existing version will remain on the workstation, you may want to manually delete these files after the workstation has restarted.

Select the required option and click Next.

Select Installation Type

Select the component(s) to install on the workstation.



Student

Install this component, sometimes called the Client, on workstations that will be remote controlled. By installing this component, you are enabling a Tutor machine to establish a link with the Student. The range of features available to students are limited to those that enable them to communicate with the teacher, for example sending a help request.

Tutor

This component, sometimes called the Control, should be installed on workstations which will be used to remote control other PCs. It gives teachers access to SchoolVue's full range of features, for example, viewing student screens and showing their screen to students.

Note: If you need the flexibility of allowing other machines to view this one, you can also install the Student component.

Install Configurator Component

The SchoolVue **Client Configurator** is used to customize the Student set up at each workstation. For example, setting the Transport to be used, allocating a Student name and setting security.

When you choose the Student component you will also be given the option of installing the Client Configurator. The advantage of installing this at the Student machine is that it makes it easier to make changes to the settings in the future. The disadvantage is that the Students themselves could unwittingly access the option and make changes.

Uncheck this box if you do not want to install the component, you can still configure the Student machine by running the Client Configurator at a later stage of this installation.

Remote Deployment Utility (NT/2000/XP Only)

The Remote Deploy Utility enables you to perform multiple SchoolVue installations without the need to visit each individual workstation.

Destination Folder

By default, SchoolVue will be installed in the folder **C:\Program Files\CrossTec**. If you want to install in a different folder, click Browse.

Click Next when ready to continue.

Start Installation

To start the installation, click **Next**. To change any of the previous selections, click **Back**. To quit the installation, click **Cancel**.

Note: If you have elected to install a Client (Student), Set-up will make the required amendments to your System.INI and or registry, to load the Client as Windows initializes. SchoolVue will not replace any of your existing Drivers.

Installation Complete

To complete the installation:

- Choose whether to create a desktop icon for the Control (Tutor) to enable easy access to the Tutor program.
- Choose whether to run the Client Configurator. This enables you to set basic Client information and security.

Click **Finish** to exit the Setup program. Remove the CD and restart the workstation.

Creating an administrative (network) installation

An administrative installation (distribution copy) of CrossTec SchoolVue is designed to assist administrators to install SchoolVue on Networked PCs where the installation media or License details may not be readily available and it is anticipated that a number of installs will be performed either at once or over a period of time.

This type of installation can also be preconfigured to setup CrossTec SchoolVue with certain options, therefore ensuring that all SchoolVue installations are configured the same.

Once created, the distribution copy can be used when performing a standard install, a Silent Installation or as part of a remote deployment.

To Setup a distribution copy of SchoolVue on a Server

1. Create a folder on the network that is accessible to all PCs that you may want to install on.
2. Copy, from your original source media (CD or download) the file SETUP.EXE.
3. Create and copy a valid NSM.LIC file to this folder. If a License file is not present in the folder when running the install, SchoolVue will be installed using the default Evaluation license.
4. Create and copy a CLIENT32.INI file to this folder.

Note: You can make the network folder 'read only' to avoid the configuration being altered by unauthorized users.

To Install SchoolVue from a Server onto individual workstations

1. At the required workstation, navigate to the network folder containing the CrossTec SchoolVue setup files.
2. Run Setup.exe.
3. Follow instructions in Starting the Installation.

Silent Installation

A silent installation is one which requires no input from the user, providing a convenient method for performing a set installation at several machines.

To perform a silent install

1. Create a distribution copy of SchoolVue containing the required SchoolVue Installation files.
2. To determine the properties for the Installation, at the command line run INSTCFG.EXE /S from the CrossTec SchoolVue program folder. The Install Configuration Options dialog will appear. The selected properties are stored in a parameter file, default name Values.TXT.
3. Choose {File}{Save} and save the 'Values.TXT' file to the folder containing the distribution copy of SchoolVue.

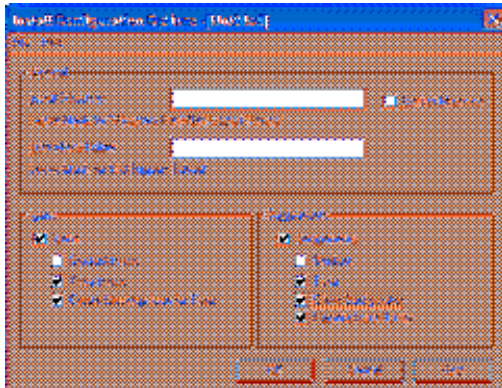
Note: For the purpose of a Silent Install, you can save this file with a name of your choosing.

4. To perform the Silent Install at the required workstation, from the folder containing the distribution copy, run:

Setup.exe /s /m=values.txt. (where Values.TXT = the filename created in 3)

Install Configuration Options Dialog

When performing a Silent Installation or using CrossTec Deploy, you can customize the installation to suit individual requirements. This dialog, accessed by running INSTCFG.EXE /S from the CrossTec SchoolVue program folder if performing a Silent Installation or if using CrossTec Deploy, via the Install Properties General Tab, enables you to specify the variables for the installation. The information is stored in a parameter file, default name Values.TXT.



General

Install Directory

Specify the directory where SchoolVue will be installed. Leave blank to install in the default directory, \Program Files\CrossTec.

Start Menu Folder

Specify a name for the program group or leave blank for CrossTec SchoolVue.

Restart Machine

Check this box to automatically Restart the Client workstations upon completion of the installation. The SchoolVue Client does not become active until the workstation has been restarted.

Note: Leave the box un-checked if using CrossTec Deploy to perform the installation. Additional Restart options are available within the Deploy routine.

Icons

Leave the Icons box un-checked if you want to install an icon for each CrossTec Component. Check the required boxes to limit the number of icons created.

Components

Check the relevant boxes to indicate which CrossTec Components will be installed on the Client machines.

CrossTec Deploy - CrossTecs Remote Install Utility

The CrossTec Deploy Utility provides Network Administrators with the facility to install and configure CrossTec SchoolVue on multiple workstations without the need to visit the machines individually.

You are provided with a view of your Network, allowing you to pick and choose which workstations you want to deploy to.

With CrossTec Deploy you can:

- Remotely Install a CrossTec package on multiple workstations simultaneously.
- Create and download specific Client Configurations to multiple workstations.
- Remotely update CrossTec License details on multiple workstations.
- Remotely Uninstall a CrossTec package from multiple workstations simultaneously.

Installing the Deploy Utility

When installing CrossTec you decide which combination of components to include. To install CrossTec Deploy, select the **Remote Deployment Utility** along with any other components you require.

Note: CrossTec Deploy is currently only supported on Windows XP, 2000 or NT workstations.

Planning

CrossTec Deploy is a powerful utility that makes installing CrossTec packages on multiple workstations a quick and easy process. However, while we endeavour to ensure that there are no limitations or incompatibility issues in the use of the software, it is recommended that a trial deploy is performed on a small number of workstations to ensure there are no conflicts with other similar products such as remote control or desktop security packages. In addition, for added security and protection you must have appropriate administrator rights for the machines you are deploying to.

Deploying on Windows XP

To enable you to deploy CrossTec on Windows XP Professional, you need access to the Admin\$ share on the remote machine in order to transfer the package to be deployed. By default there is no access allowed to Admin\$ share.

To enable Network access:

1. In Administrative Tools select Local Security Policy.
2. Select {Security Settings}{Local Policies}{Security Options}
3. Select {Network access : Sharing and security model for local accounts}
4. Alter the setting for this policy to {Classic - local users authenticate as themselves}

The Admin\$ share will now be available and you can deploy as normal.

Starting CrossTec SchoolVue

After installation the Client program is automatically loaded on the Student workstations as Windows starts up.

To start the CrossTec SchoolVue Control program, double click on the CrossTec SchoolVue Tutor icon in your CrossTec SchoolVue Program Group, or choose, {Start}{Programs}{CrossTec SchoolVue}{CrossTec SchoolVue Tutor}.

When CrossTec SchoolVue loads for the first time, the Control Configuration dialog will appear. This enables the Control to specify the Clients to connect to at Startup. The dialog will not appear in future sessions.

When starting CrossTec SchoolVue for the first time, it is advisable to Browse the Network for available Clients. To do this, click on 'Browse and Connect to Students starting with' and enter a prefix for the Computer Names. Click Ok.

A useful option within CrossTec SchoolVue is the Lesson Plan feature enabling a Tutor to pre-plan the scope of a lesson. A convenient Class Wizard is provided which guides you through the process and this will appear at startup. However this can be disabled if required.

As the Tutor program loads SchoolVue will then Browse the Network for the specified Students. While it is searching the Browsing message will be displayed.

All connected Clients will have their icons displayed in the Control Window.

Contacting CrossTec

CrossTec Corporation
500 NE Spanish River Blvd. Suite 201
Boca Raton, FL 33431
800-675-0729

www.crossteccorp.com

Technical Support: *tech@crossteccorp.com*

Sales (US): *services@crossteccorp.com*

Sales(Intl.):*services@crossteccorp.com*