

Internet Records Guide

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Questions?

Contact Info : [Support](#)

Web: www.dyned.com/support

E-mail: support@dyned.com

Phone: 1-800-765-4375 or 1-650-375-7011

9 am – 5 pm (PST)

I. Before Installation

Make sure that you have the following:

- DynEd DVD
- Login ID and password that have been registered in the DynEd Records Server
 - IT person/Teacher: Group Login ID and password given by DynEd
 - Students: A student e-mail address and password given by the teacher
- Records Server name (given by DynEd)
- Minimum Hardware/System Requirements
(See <http://www.dyned.com/support/> for system requirements.)
- Internet access
- Speakers and/or multimedia compatible headset with a microphone
- Access privileges to the system directory

Access privileges required for all users:

1. On the client (during installation and the first time that you run)...

Directory Name	Privileges Needed:	

c:\windows		QuickTime
c:\windows		Acrobat Reader
c:\program files\dyned		
c:\Documents and Settings\All Users\Application Data\DynEd		(Windows XP)
c:\programdata\dyned		(Windows Vista)
HD:Applications:Dyned		(Mac OS-X)
HD:Users:Shared:Dyned		(Mac OS-X)

2. On the client always...

Directory Name	Privileges Needed:	

c:\Documents and Settings\All Users\Application Data\DynEd		(Windows XP)
c:\ProgramData\dyned		(Windows Vista)
HD:Applications:Dyned		(Mac OS-X)
HD:Users:Shared:Dyned		(Mac OS-X)

3. On the server...

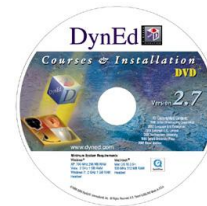
Directory Name	Privileges Needed

dyned	read/execute
dyned\launch	read/execute
dyned\doc	read/execute
dyned\techw	read/execute
dyned\techm	read/execute
dyned\content	read/execute
dyned\data	full rights (*)
dyned\data_i	full rights (*)
dyned\support	full rights (*)

* By "Full rights" we mean Read, Write, Create, Delete, Modify, and Execute

II. INSTALLING THE COURSEWARE

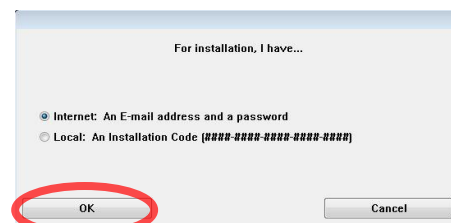
1. Connect to the Internet.
2. Insert the **DynEd DVD** into your computer.
On a Mac OSX, open “DynEd DVD” and double click **Setup**.
IMPORTANT: If this is a network installation, run the installation from a client machine and not at the server itself.



3. Click **Install** or click on **Help** to view installation documents. **Note:** Hold down **Ctrl** while clicking **Help** to see all documentation.



4. Choose “Internet: An E-mail address and a password”. Click **OK**.



5. Read the License Agreement.
Click **I Accept**.



6. Click **Browse** if you are installing to a server or if you want to change the default installation directory.
Click **Install**.

Important: When installing to a server, make sure your share point is **not** called DynEd. You need the following access privileges to the installation directory that you select:

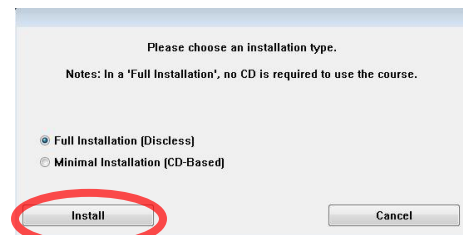
- DynEd directory: read/execute
- DynEd\data directory: full privileges
- DynEd\data_i00X directory: full privileges



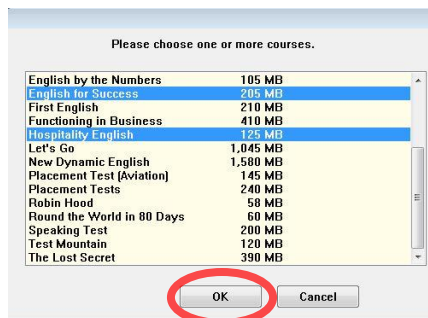
7. Enter your **Student e-mail address** and **Password**. Select the **Records Server** name provided by DynEd. Click **OK**.
Note: You can also use the GroupLogin ID. and the password for that group.
 For DVD 2.6 or earlier you will need the GroupLogin ID and add @dyned.net (ie. groupid@dyned.net) and password.



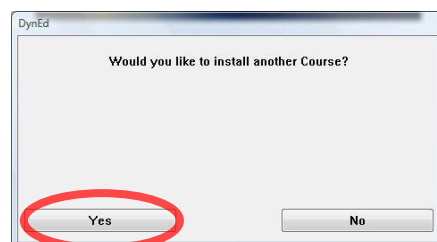
8. Choose installation type: **Discless** or **CD-Based**. Click **Install**.
(Discless is recommended)



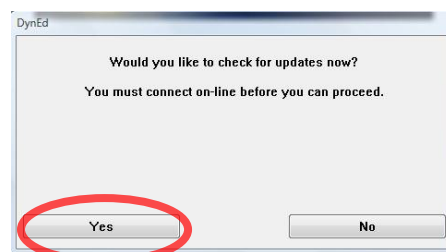
9. Select the course or courses and support language you want to install. Click **OK**.



10. Click **Yes** if you want to install another course.
Note: You will be asked to install **QuickTime** and/or **Adobe Acrobat Reader** if you don't already have them.



11. Click **Yes** if you want to check for updates (recommended). Make sure you are connected to the Internet.



12. If this is a **Networked** installation do the following on each client:

- Copy the 'DynEd\Shortcuts\DynEd Courseware' file from the server to each client machine.

- Make sure you have full rights to the folders:

c:\Documents and Settings\All Users\Application Data\DynEd

(Windows XP)

c:\ProgramData\dyned

(Windows Vista)

HD:Users:Shared:Dyned

(Mac OS-X)

DynEd\Data:

(on the server)

DynEd\Data_i:

(on the server)

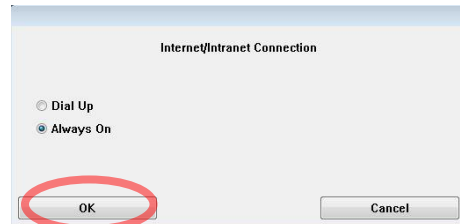
III. Creating Classes and Students in the Records Manager

1. Run the Records Manager application by clicking on the “Records Manager” shortcut icon on your computer desktop.
Note: Use your Group Login ID and password to login. If there is no Records Manager icon on your desktop, create a shortcut or alias to the “Records Manager” application in the DynEd directory.
2. Click **Add**.
3. Enter a **Class Name** and a **Teacher Name**.
Note: Teacher Passwords are recommended but not required.
4. Click **Continue**.
5. Highlight your newly created class. Click **Select**. Enter the password (if you entered one). Click **OK**.
6. Click **Add** to create a student. Type in student’s name and e-mail address. Click **OK**.
Note: There is a limit of 1,000 students per class. Student passwords are recommended but not required.
7. Click **Back** when you are finished adding student names. Click **Quit**.

IV. RUNNING THE COURSEWARE

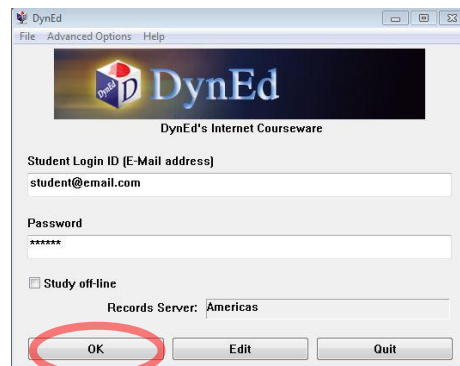
1. Connect to the Internet.
2. Double-click the **DynEd Courseware** icon on your desktop.
Note: If you have installed to a network, create a shortcut to the "Launchw.Exe" (Windows) or "Launcher" (Mac) application in the DynEd directory on the server.
4. Indicate if you access the Internet via a **Dial Up** connection or an **Always On** connection like DSL or Cable. Click **OK**.

Note: You will only see this prompt the first time.

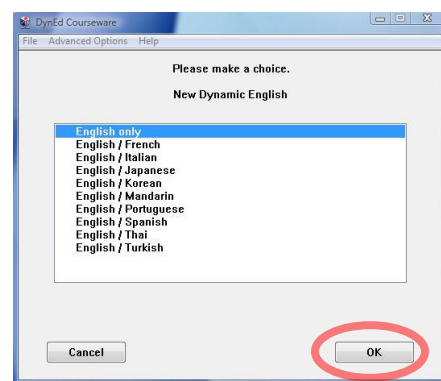
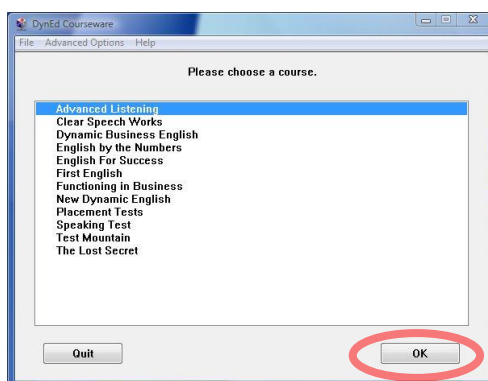


5. Enter your assigned **Student E-Mail Address** and **Student Password**. Click **OK**.

Note: The first time you study each course you must be connected to the Internet. Once you have studied a given course at least once, you can enable the "Study Off-line" option. You will be prompted to connect to the Internet later to synchronize your study records.



6. Choose the course you want to study. Click **OK**.
If prompted, select your desired support language.



7. Begin studying!

V. Tips for Teachers

Teacher Guides

DynEd provides extensive Teacher Guides for most of our courses. Teacher Guides include Scope & Sequences, Study Tips, Teaching Tips, Classroom Activities, and reproducible Written Exercise worksheets. The Records Manager application has a Help menu that will give you access to the Teacher Guides as well as Study Guides, Installation Guides, Networking Guides, Records Manager Guide and additional pedagogical resources.

Mastery Tests

Mastery Tests are pre-locked so that students cannot take them ahead of time. See the Records Manager Guide to learn how to unlock Mastery Tests.

Placement Tests

Taking the Placement Test is a good way to see which DynEd Courses and Levels are appropriate for your students. After the Placement Test is taken once, it is locked so that the students can't learn the test. See the Records Manager Guide to learn how to unlock the Placement Tests. General Placement Test part 2 can only be taken after part 1 has been taken and passed with a level 1.2 or higher.

Study Records

Students can view their own study records from within the course. Teachers can view and manage the study records for the entire class by using the Records Manager application. See the Records Manager Guide for complete explanations including how to know when your students have studied enough.

Speech Recognition

Many DynEd courses use Speech Recognition. See the course study guides for an explanation of how best to use it. For technical issues concerning with Speech Recognition, go to [Support](#) on our website.

Video Based Courses

Many DynEd courses have Video-based lessons. Playing videos over a network can put a strain on the server. See the Records Manager guide to see how to select alternate videos that are easier on the server and network. For technical issues concerning Video, go to [support](#) on our website.

VI. Verifying your Installation

Follow the steps on this [checklist](#) to verify your installation.

VII. Updating Installation

Run the UpToDate application located in your installation directory in your DynEd folder.