

# Surf·Lock<sup>2</sup>

Vision Plug-In



## USER GUIDE



GenevaLogic  
ACTIVE TEACHING SYSTEMS

## Notice

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# Welcome to Surf-Lock

This guide explains how to install Surf-Lock and use it to manage student access to the Web during class time. Surf-Lock is a plug-in for Vision that allows you to:

- Turn Web surfing off for a group of students or the entire class with a single mouse click.
- Limit student browsing and research to Web sites appropriate for the assignment.
- Grant Web access as a reward for good work.
- Organize Internet shortcuts to your favorite Web sites so you can access them quickly during class.

## Technical Support

GenevaLogic offers a number of resources to help you make the most of Surf-Lock. When you need additional support, try one of the following.

### Refer to Surf-Lock Help

Surf-Lock Help offers information about common features. You can open Help from the toolbar on the dashboard.

### Visit Our Web Site

Our Web site, [www.genevalogic.com](http://www.genevalogic.com), offers a list of support resources, including a knowledge base, user documentation, and software updates.

### Contact Our Technical Support Team

You can contact Technical Support through by phone, e-mail, or our Web site.

#### In North America

**Phone:** 866-725-7803 (toll free)

**E-mail:** [support.us@genevalogic.com](mailto:support.us@genevalogic.com)

**Web:** [www.genevalogic.com](http://www.genevalogic.com)

Our hours are 7:30 AM–4:30 PM  
Pacific Time.

#### All Other Locations

Outside of North America, the technical support of our products is provided through our international network of distributors and resellers. Please contact the local GenevaLogic distributor in your area. For a list of distributors, visit our international support page at [www.genevalogic.com](http://www.genevalogic.com).

# Install Surf-Lock

## Installation Options

There are a number of ways to install Surf-Lock2 on your classroom computers. Use the table below to determine which installation method is best for you.

Installation Tool	Intended Use
Surf-Lock Installer	Manual installations; one computer at a time.
Accel	Remote installations; for use with GenevaLogic products Vision6, Surf-Lock, Pointer, and App-Control. <b>Note:</b> For more information about Accel, refer to the <i>Accel User Guide</i> or the <i>GenevaLogic Product Installation Guide</i> .
Microsoft Windows Installer (MSI)	Remote installations; for use with systems that support installations via command line, such as Microsoft SMS, and Altiris Deployment Solution.

## System Requirements

Before you begin to install Surf-Lock, verify that your network and classroom computers meet all of the product system requirements.

- Your classroom computers must have Vision6 installed.
- You must also have a valid serial number to activate a program. (You can install a 30-day evaluation version without a serial number).

**NOTE:** When you upgrade from an earlier version of Surf-Lock to Surf-Lock2, the setup program replaces the **Surf-Lock** button on the Vision toolbar with a new icon.



**Earlier Surf-Lock button**



**Surf-Lock2 button**

## Manual Installation

After you have verified that your computer meets the system requirements, you can begin to install Surf-Lock.

1. Log on to the computer as an administrator.
2. Quit all programs.
3. Quit all virus protection utilities or filters.
4. Run the Surf-Lock Setup program.
  - If you are installing from a file that you downloaded, open the folder where you saved the Setup program, and then double-click **Surf-Lock2\_Setup.exe**.
  - If you are installing from a CD, insert the CD in the proper drive, click **Surf-Lock**, and then click **Install Surf-Lock**.
5. Click **Next** to start the installation.
6. Read and accept the licensing agreement.
7. The wizard guides you through the installation. Follow the instructions on the screen.
8. After you complete the installation, restart the computer and any virus protection utilities that you use.



## Remote Installation with MSI

You can use Microsoft Windows installer service (Msiexec.exe) and a package file (surflock2.msi) to install Surf-Lock2 on Windows 2000 and XP. Windows 98 also supports Microsoft Windows Installer technology, but requires that you install it separately.class time

This technology is intended primarily for use in systems that support remote installation via command line, such as Microsoft SMS, Altiris Deployment Solution, and others. The package file (surflock2.msi) may be placed in a shared directory as defined by these systems, and executed remotely on supported computers.

Before installation, verify that the Install Shield script engine is installed on the computer. To install ISScript1050, use the following string:

```
msiexec /qn /i <pathname>\ISScript1050.Msi
```

To install the Surf-Lock2 package file locally on a Windows-based computer, open the **Command Prompt** window and type the appropriate command line parameters. For example, to install Surf-Lock2 in quiet mode (no user interaction) on a teacher computer, use the following string:

```
msiexec /qn /i <pathname>\surflock2.msi
```

where <pathname> is the directory path that contains the package surflock2.msi.

To uninstall Surf-Lock, use the following string:

```
msiexec /qn /x {9D45D1A4-D43C-426F-B82D-A4F706F37577}
```

For a list of Windows Installer parameters, type msiexec at the command prompt. Surf-Lock parameters are described below.

**NOTE:** These parameters are required for installing Surf-Lock on teacher computers. Student computers do not use parameters.

Property Name	Meaning	Value
SL2SERIAL	License number required to activate Vision on the teacher computer.	<assigned by GenevaLogic>
USERNAME	Registered user name.	<user defined>
COMPANYNAME	Registered company or school name.	<user defined>

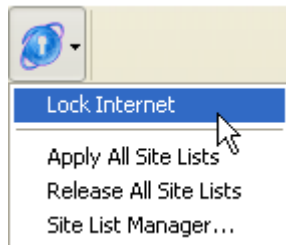
# Lock and Unlock Access to the Web

Surf-Lock helps you control student access to the Web. Use this feature to remove the ability to surf the Web during class time or reward students with access to the Web when they have completed their work.

When you lock the Internet, Surf-Lock prevents access to Web site addresses that use the Hypertext Transfer Protocol (HTTP). This is a typical protocol used by Web addresses, such as <http://www.genevalogic.com>. By blocking addresses that use HTTP, Surf-Lock can work with any Web browser. Surf-Lock does not prevent access to non-HTTP protocol items such as FTP and HTTPS.

## Lock Access to the Web

- On the Vision toolbar, click the **Surf-Lock** button, and then click **Lock Internet**. Students cannot access the Internet.



On the dashboard, a red badge on a student computer indicates that the Internet is locked on the student computer.



**TIP:** To control Web access for selected student computers (instead of the entire class), press and hold down CTRL, and click each student computer you want. Then click **Lock Internet**.

## Unlock Access to the Web

- To turn off Surf-Lock, click the **Surf-Lock** button again, and then click **Unlock Internet**. Students regain access to the Web and the red badge is removed.



# About Site Lists

A site list stores Web page addresses. By creating a site list of the Web pages that you use most often for teaching, you can quickly limit student Web access to the sites that are appropriate to your lesson. For example, you can create a list of your favorite biology sites and use Surf-Lock to grant your students access to only those sites and their pages.

## How Site Lists Work

When you apply a site list, Surf-Lock permits students to browse within the domain or Internet address of each Web site in the list. For example, if you add the New York Times Web site to your list, students may browse to any page with an address that begins with *www.nytimes.com*; however, if you add a Web address to a particular article, such as *www.nytimes.com/articlename.html*, students are limited to viewing only the article and cannot browse to other areas of *nytimes.com*.

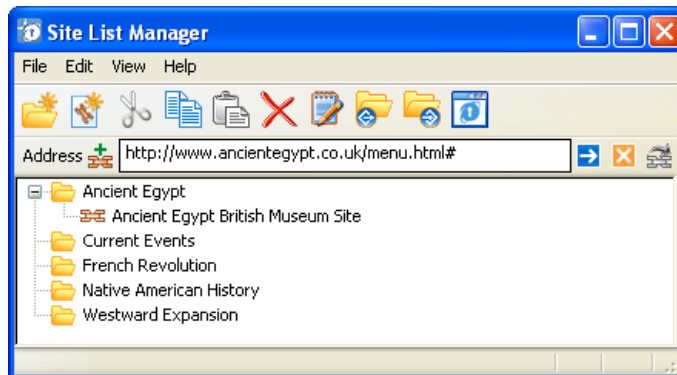
Add this Web address to a site list	To allow access to	And prevent access to
www.nytimes.com	All pages within www.nytimes.com.	Any Web pages that do not use the nytimes.com domain.
www.nytimes.com/articlename.html	A specific article on the New York Times Web site.	Any other Web pages, including other pages on nytimes.com.

## Create a Site List

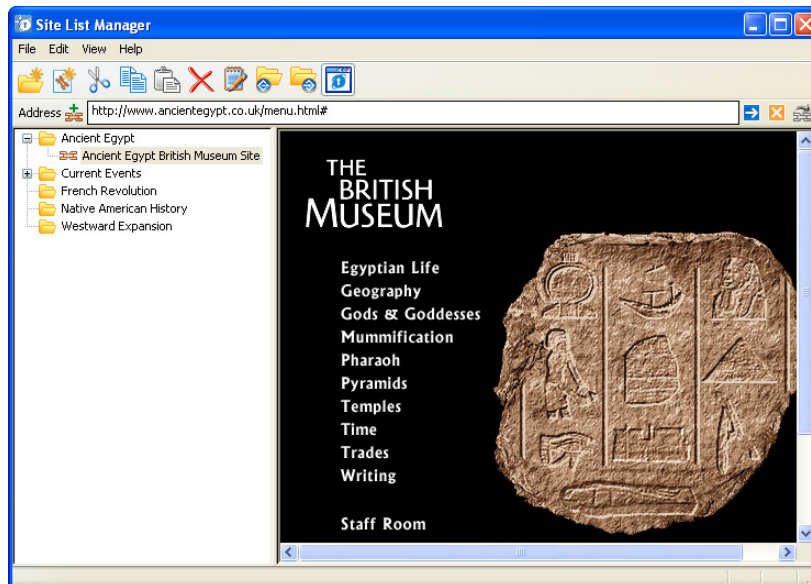
1. On the Vision toolbar click the **Surf-Lock** button, and then click **Site List Manager**.



The **Site List Manager** window opens.

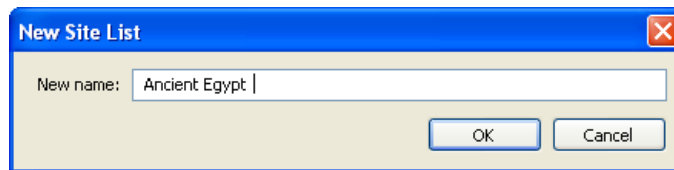


**TIP:** To view Web sites directly from the **Site List Manager** window, click the **View** menu, and then click **Preview Pane**.

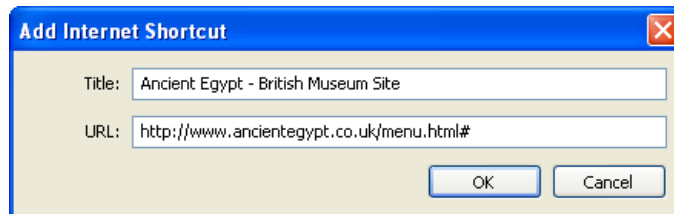


2. From the **File** menu, click **New Site List**.

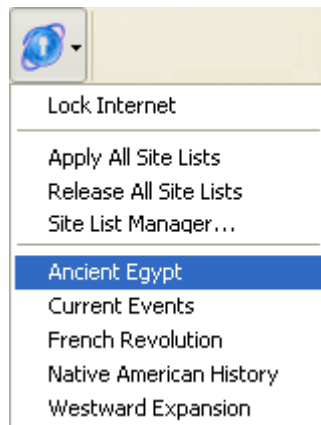
3. In the **New name** box, enter the name of your site list. This name appears in the Vision toolbar from the Surf-Lock drop-down menu.



4. Next, add Web sites to the list. From the **File** menu, click **New Internet Shortcut**. Enter a name for the site (Title) and its Web address (URL).



Your site list is now available from the Surf-Lock drop-down menu on the Vision toolbar.



## Additional Ways to Add Web Site to Your Site Lists

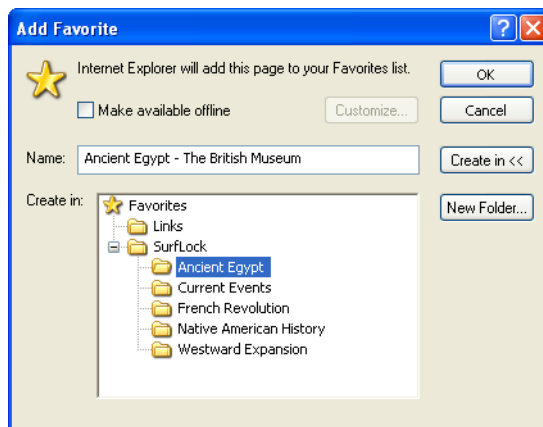
There are a number of other ways you can add a Web address to a site list.

- From the **Site List Manager** window, in the address bar, type a Web address and then click the **Add Internet Shortcut** button.



**Add Internet Shortcut**  
button

- From a browser such as Internet Explorer or Mozilla Firefox, locate the page you want, and then drag the icon for the Web site from the browser address bar to a site list folder in the **Site List Manager** window.
- From Internet Explorer, locate the page you want. From the Favorites menu, click **Add to Favorites**. Open the Surf-Lock folder, select the site list folder you created, and then click **OK**.



## Delete a Web Address or Site List

You can delete Web addresses (URLs) and site lists that you no longer use.

- On the Vision toolbar click the **Surf-Lock** button, and then click **Site List Manager**.



2. Locate the folder or Web address that you want to delete. Right-click it, and then click **Delete**.

**TIP:** You can delete all your site lists at one time. From the **Edit** menu, click **Select All**. Next, right-click one of the site list folders, and then click **Delete**.

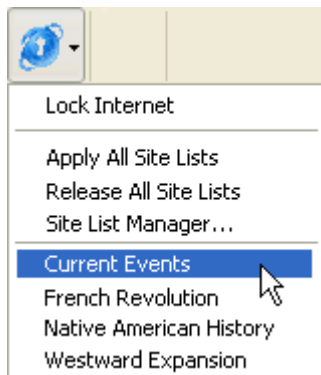


## Apply or Release a Site List

Site lists allow you to limit student Web access to pages that are appropriate to your lesson. For example, you can create a list of your favorite biology sites and use Surf-Lock to grant your students access to only those sites. Site lists ensure that students will not be able to visit Web sites that are not appropriate to the class subject.

### To apply a site list

- On the Vision toolbar, click the **Surf-Lock** button, and then click the name of the site list you want to use. You can choose more than one. Students have Web access only to the sites in the applied lists.



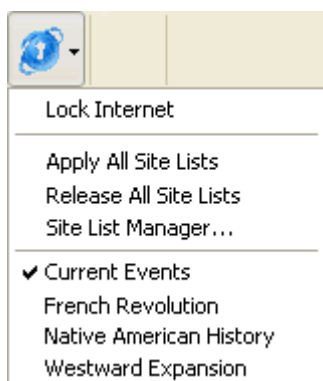
On the dashboard, a yellow badge indicates that a site list has been applied to the student computer.



**TIP:** You can also apply all your site lists at one time. Click the **Surf-Lock** button, and then click **Apply All Site Lists**.

## To release a site list

- On the Vision toolbar, click the **Surf-Lock** button, and then click the name of the site list in use, which is marked with a check mark. Students regain access to the Web. In the dashboard, the yellow badge is removed from the student computer thumbnail, unless another site list is in use.



**TIP:** You can release all applied site lists at one time. Click the **Surf-Lock** button, and then click **Release All Site Lists**.

## Sharing Site Lists

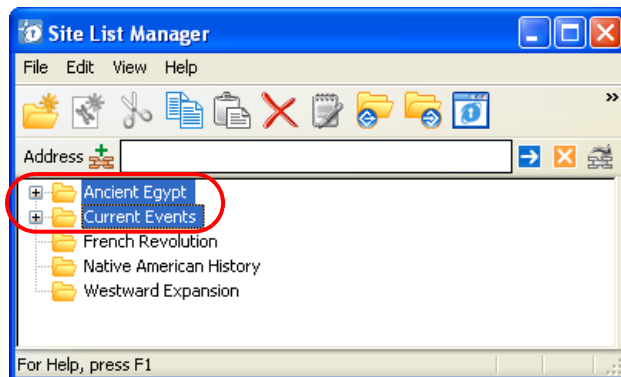
You can easily share your favorite Web sites by exporting and importing your site lists. This is helpful when you want your site lists to be available from different computers or when you want to share the links with students or other teachers.

### To export a site list

1. On the Vision toolbar click the **Surf-Lock** button, and then click **Site List Manager**.

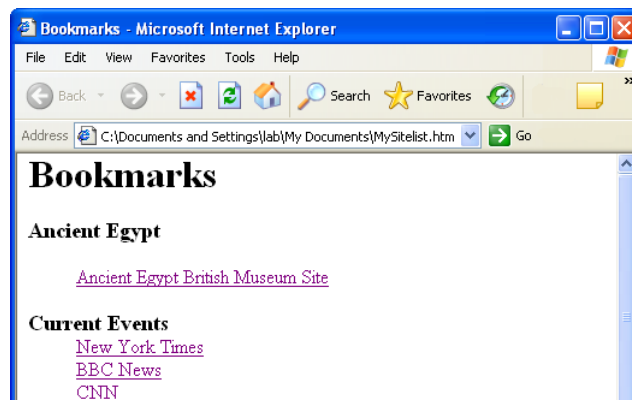


2. In the **Site List Manager** window, select the folder of the site list you want to export. You can select multiple folders or individual Web sites.



3. From the **File** menu, click **Export**.
4. Specify where you want to save the site list. In the **File Name** box, type in a name for the saved HTML file (filename.htm), and then click **Save**.

**TIP:** To view the site list that you exported, open the HTML file in a Web browser.



## Share Your List of Approved Web Sites with Students

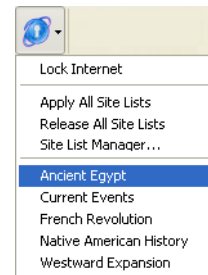
Using the Vision plug-in App-Control, you can easily display your list of approved sites as a Web page on student computers. Exported site lists are saved as HTML files, which App-Control can open in a Web browser on classroom computers. Instantly, you can direct your students to the Web sites they are permitted to view.

**NOTE:** You must have App-Control installed on your computer in order to use this feature. For information on how to purchase App-Control, visit our Web site at [www.genevalogic.com](http://www.genevalogic.com).

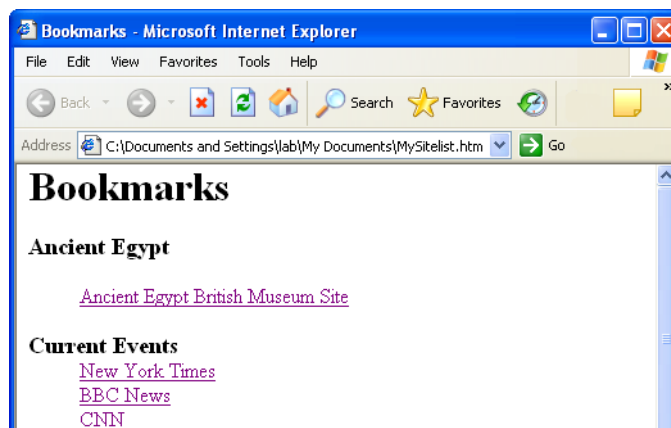
1. From the Site List Manager in Surf-Lock, export your site list. (For more information see “To export a site list” on page 15.)
2. On the Vision toolbar, click the **Surf-Lock** button, and then click the names of the site lists you want to apply.

**NOTE:** You must apply site lists before students can access them from your site list Web page.

3. On the Vision toolbar, click the **App-Control** button, and then click **Share Document**.



4. Locate the HTML file that contains your exported site list, and then click **Open**. A copy of the your site list opens on the student computers in a Web browser. Students can click the bookmark links to access the approved Web sites.



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## To import a site list

1. On the Vision toolbar click the **Surf-Lock** button, and then click **Site List Manager**.



2. In the **Site List Manager** window, from the **File** menu, click **Import**.
3. Select the name of the HTML file (filename.htm or filename.html) that contains the site list or Web site that you want to import, and then click **Open**. A new site list folder appears in your list.

## Preview a Web Site

You can preview a Web page before you add it to your site list.

1. On the Vision toolbar click the **Surf-Lock** button, and then click **Site List Manager**.



2. In the **Site List Manager** window, from the **View** menu, click **Preview Pane**.
3. Select a Web site from a site list or type a location in the address bar, and then click the **Go to** button next to the address bar or press ENTER.



Go to button

The Web site appears in the **Preview** window.



**TIP:** To stop loading a Web page, click the **Stop** button next to the address bar.

## Change Web Address in a Site List

You can update the Web addresses (URLs) in your site lists. This is useful when a Web page you use has been moved or renamed.

1. On the Vision toolbar click the **Surf-Lock** button, and then click **Site List Manager**.



2. In the **Site List Manager** window, select a site list folder and open it.
3. Right-click the Web site you want to change and select **Edit**.
4. In the **URL** box, enter the new Web address (URL) and click **OK**.

**TIP:** You can also update a selected Web site in a list to use the address (URL) that is currently in the address bar. From the **Edit** menu, click **Update URL**.

## Cut Copy and Paste

You can cut, copy, and paste text in the **Site List Manager** window. This is useful when you want to use a Web address you have copied from another browser or to edit the name of a site list folder.

To	Click
Cut Text	Select the text you want to cut, and then on the <b>Edit</b> menu, click <b>Cut</b> .
Copy Text	Select the text you want to copy, and then on the <b>Edit</b> menu, click <b>Copy</b> .
Paste Text	Place your cursor where you want to past the text you have cut or copied, and then on the <b>Edit</b> menu, click <b>Paste</b> .