

This document contains user manual for the IDL language lab and IdLLAB software.

Document edition: 1.0

Copyright © 2008 - 2017 Lain Ltd. All rights reserved.

CONTENTS

1. INTRODUCTION.....	4
2. THE IDL LANGUAGE LAB.....	5
2.1 Technical specifications.....	5
2.2 Shipment manifest.....	5
2.3 Hardware requirements.....	5
2.4 Software requirements.....	5
2.5 The audio hub.....	5
2.6 Student module.....	7
3. EQUIPMENT INSTALLATION.....	10
4. SOFTWARE INSTALLATION.....	12
4.1 Microsoft Windows.....	12
4.2 Linux.....	16
5. BEGINNER MODE.....	17
5.1 Overview.....	17
5.2 Class files and class layout.....	18
5.3 Class menu.....	21
5.4 Group menu.....	22
5.5 Student menu.....	23
5.6 Audio panel.....	25
5.7 Grouping of students.....	26
5.8 Roll call registration.....	26
5.9 Students calling for help.....	27
5.10 Turning self listening off.....	28
5.11 Message to all.....	28
5.12 Polling.....	29
5.13 Student activities.....	29
5.13.1 Discussion.....	29
5.13.2 Pairs.....	30
5.13.3 Listening.....	30
5.14 Monitoring students.....	32
5.15 Conversation with students.....	33
5.16 Recording.....	33
5.17 Settings and customization.....	34
6. ADVANCED MODE.....	35
6.1 Additional features.....	35
6.2 Teacher accounts.....	35
6.3 Activities.....	37
6.4 Class log book.....	38
6.5 Statistics.....	39

1. INTRODUCTION

The **IDL** language lab can be used in enhancing conversational skills of language learning students.

The language lab consists of:

- the audio hub;
- several student modules;
- the **IdILAB** software running on teacher's computer.

An intuitive user interface helps the teachers to quickly familiarize themselves with the language lab and start using it effectively in the class.

The **IDL** language lab features:

- support for up to 60 students in the class;
- grouping the students in up to 4 teams and further assigning them in pairs inside the group;
- manual and automatic pair assignment;
- group discussion modes;
- monitor or engage in a conversation with a group, pair, or particular student;
- class announcements;
- students calling the teacher for help;
- up to 4 concurrent audio sources (one for each group);
- audio sources can be:
 - external, connected to the 4 auxiliary inputs of the audio hub;
 - teacher's voice;
 - a mix of teacher voice and external source;
 - voice of any student, pair or group of students.
- audio level controls for external sources;
- any audio source (student, pair, group, teacher, or external) can be fed to the audio hub outputs for recording, further amplification, or any other purpose;
- audio hub is controlled from the teacher's computer via RS-232 interface;
- teacher's computer audio interface can be connected to the audio hub for recording and playback;
- likewise, student computer audio interfaces can be connected to the student modules;
- visual editing of the class layout;
- maintaining the class list and class layout in a separate file;
- beginner and advanced modes for the software.



Important: The software has two modes: beginner and advanced. Advanced mode allows managing teacher accounts, assigning activities to groups, and keeping class records for attendance and student scores for each teacher separately.

2. THE IDL LANGUAGE LAB

2.1 Technical specifications

Power: audio hub - 220V AC; student modules are powered from the audio hub power supply.

Frequency response: 100 – 20000 Hz at -3 dB.

SNR: >40 dB.

THD: <0.1%.

Audio hub: size - 625x294x90 mm, weight - <10.0 kg.

Student module: size - 107x150x42 mm, weight - <0.6 kg.

2.2 Shipment manifest

Each shipment of the **IDL** language lab includes:

- audio hub;
- up to 60 student modules;
- cables for connecting the student modules to the audio hub;
- USB-to-Serial adapter;
- RS-232 serial cable;
- 3.5 mm male to 3.5 mm male audio cable;
- RCA to RCA audio cable;
- teacher headset;
- up to 60 student headsets;
- **IdILAB** software.

2.3 Hardware requirements

Teacher's PC running the **IdILAB** software must meet the following minimum hardware requirements:

- CPU clock frequency >1GHz;
- RAM: 512 MB (1GB recommended);
- at least 140 MB hard drive space for software installation;
- graphics display with 1280x800 resolution and 16 bit color;
- an audio interface;
- a network interface.

2.4 Software requirements

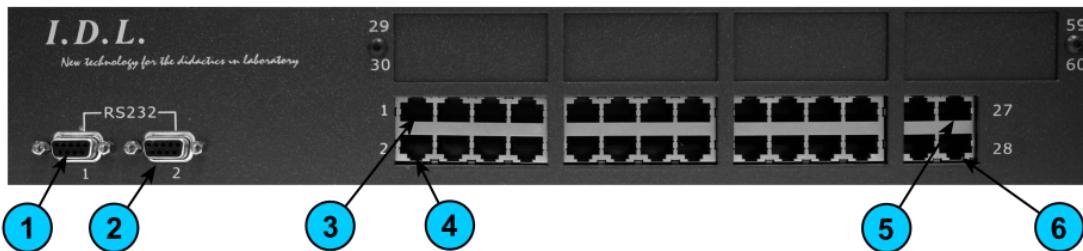
Operating system:

- Windows XP or better;
- Linux (kernel version 2.6.31 or better);
- Mac OS X (version 10.5 or better);

2.5 The audio hub

The audio hub connects, switched, amplifies, and distributes different audio sources. The hub is controlled from a PC running the **IdILAB** software, connected to the hub via **RS-232** interface.

Connectors for the student modules and two **RS-232** interface connectors are located on the rear panel of the audio hub ([Figure 1: on page 6](#)).

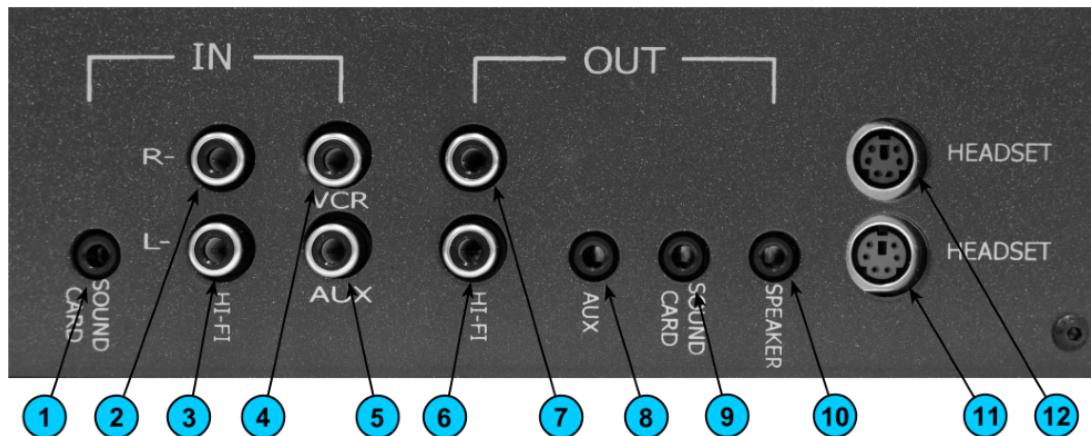


[Figure 1: Audio hub, rear view.](#)

Elements on the rear panel:

-
- | | |
|---|--|
| 1 | RS-232 DE-9 connector 1 |
| 2 | RS-232 DE-9 connector 2 |
| 3 | Student module connector for seat 1 (RJ-45) |
| 4 | Student module connector for seat 2 (RJ-45) |
| 5 | Student module connector for seat 27 (RJ-45) |
| 6 | Student module connector for seat 28 (RJ-45) |
-

The left panel contains connectors for external audio sources and teacher headset(s) ([Figure 2: on page 6](#)).



[Figure 2: Audio hub, left panel view](#)

Elements on the left panel:

-
- | | |
|---|--|
| 1 | Computer sound interface in (3.5 mm) |
| 2 | Hi-Fi in, right channel (RCA) |
| 3 | Hi-Fi in, left channel (RCA) |
| 4 | VCR in (RCA), for connecting a VCR or any other line level external audio source |
| 5 | AUX in (RCA) |
| 6 | Hi-Fi out, left channel (RCA) |
| 7 | Hi-Fi out, right channel (RCA) |
| 8 | AUX out (3.5 mm) |
-

-
- 9 Computer sound interface out (3.5 mm)
 - 10 Powered speaker out (3.5 mm)
 - 11 Teacher headset 1 (PS/2)
 - 12 Teacher headset 2 (PS/2)
-

The right panel contains the 220V AC power connector and power on/off switch ([Figure 3: on page 7](#)).

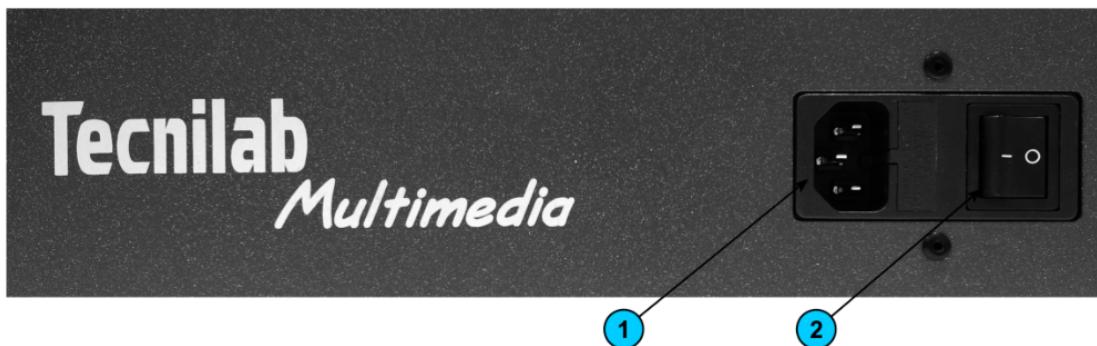


Figure 3: Audio hub, right panel view

Elements on the right panel:

-
- 1 220V AC power connector (IEC 60320 type C14/C15 coupler)
 - 2 Power on/off switch
-

2.6 Student module

The student module is used to interconnect the student headset with the audio hub.

Call button and power indicator light are located on the top panel of the module ([Figure 4:](#) on page 8).

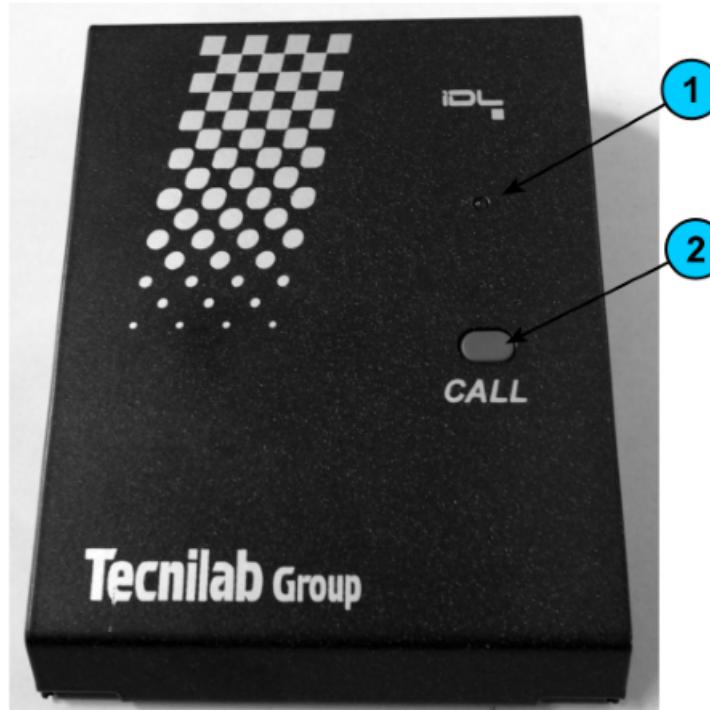


Figure 4: Student module, top view

Elements on the top panel:

-
- 1 Power indicator light
 - 2 Call button
-

The headset and external audio sources connectors are located inside the student module ([Figure 5:](#) on page 8).

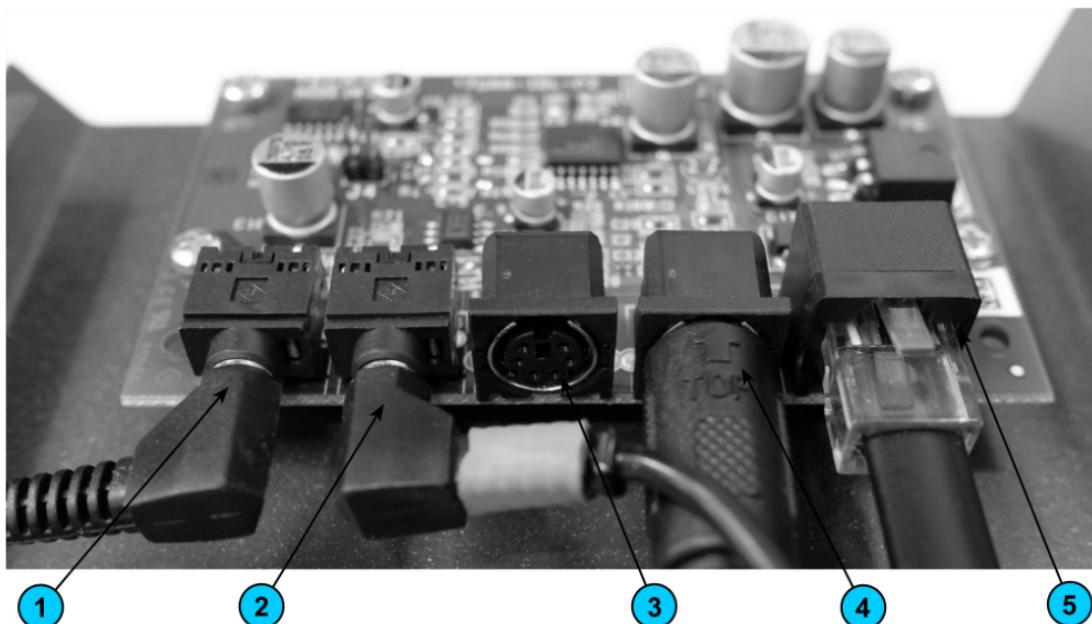


Figure 5: Inside the student module

Connectors inside the student modules:

- 1 Line in (3.5 mm)
 - 2 Line out (3.5 mm)
 - 3 Headset 1
 - 4 Headset 2
 - 5 Audio hub (RJ-45)
-



Tip: The audio hub connector and headset connectors are only accessible with the module cover removed as they only need to be connected during equipment installation.

3. EQUIPMENT INSTALLATION

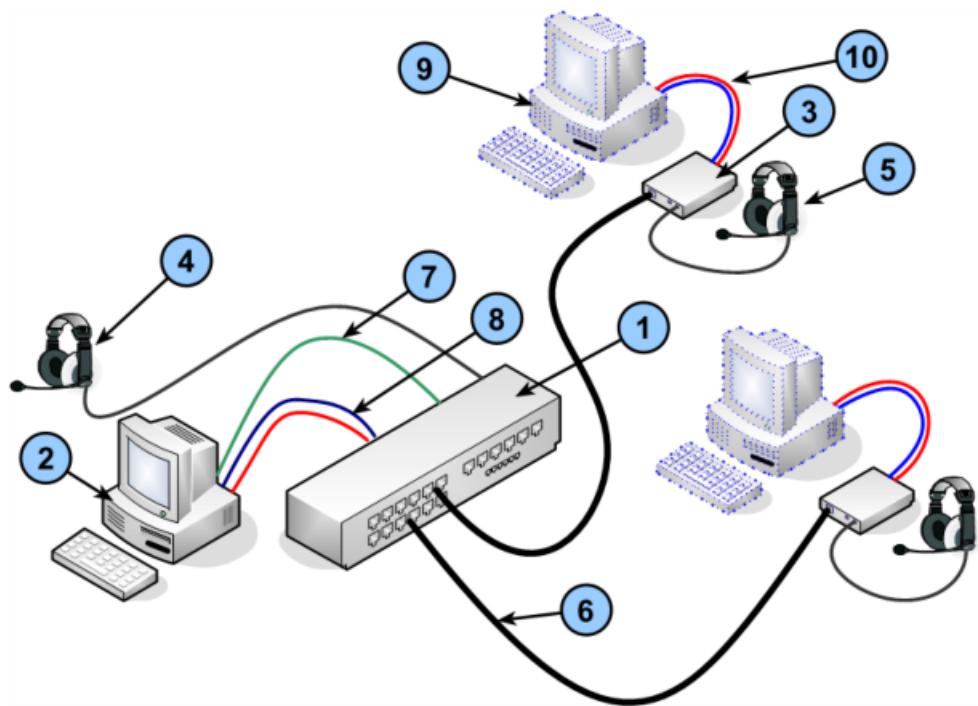


Figure 6: Connections diagram

On this diagram:

-
- 1 Audio hub
 - 2 Teacher PC
 - 3 Student module
 - 4 Teacher headset
 - 5 Student headset
 - 6 Audio hub to student module connector cable
 - 7 RS-232 cable
 - 8 Audio cables to PC sound interface
 - 9 Student PC (optional)
 - 10 Audio cables to PC sound interface (optional)
-

Student modules are connected to the audio hub via an 8-wire flat cable (6) with 8P8C (a.k.a. RJ45) connectors on both ends ([Figure 7](#): on page 11).

The 8-wire flat cable is installed between the audio hub and each of the student modules. The cable is terminated by 8P8C connectors that are crimped on by a special crimping tool.



Important: The connector cable is wired in "straight through" mode (known as T568), i.e. pins 1 through 8 on one end are connected to pins 1 through 8 on the other end.

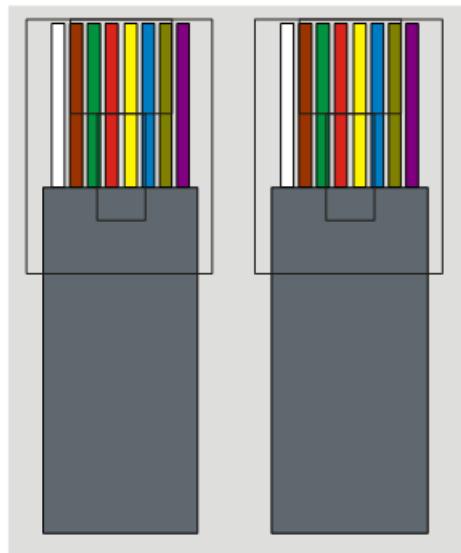


Figure 7: Connector cable

After connecting the cables and replacing the student module cover, the module can be permanently mounted on the student desk.

4. SOFTWARE INSTALLATION

4.1 Microsoft Windows



*Tip: At any point in the installation process you can press the **Back** button if you need to return to the previous step. You can also press **Cancel** to terminate the installation.*

1. Insert installation disc into CD-ROM or DVD-ROM of your computer.
2. If the autostart splash window has not appeared on your screen after some time, you'll need to start setup-idllab.exe from the installation disc manually.
3. Language selection window ([Figure 8](#): on page 12) will appear on your screen. Select your language and press **OK**.

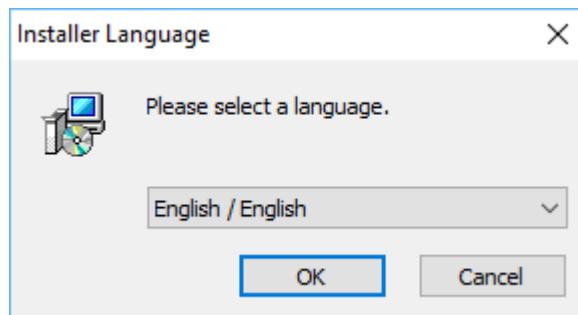


Figure 8: Installer language selection window

4. A welcome window will appear on your screen ([Figure 9](#): on page 12), Press the **Next** button to proceed.



Figure 9: Installation welcome screen

5. Software license agreement window (*Figure 10*: on page 13) will appear next. You have to accept the license agreement by pressing **I Agree** to proceed any further.

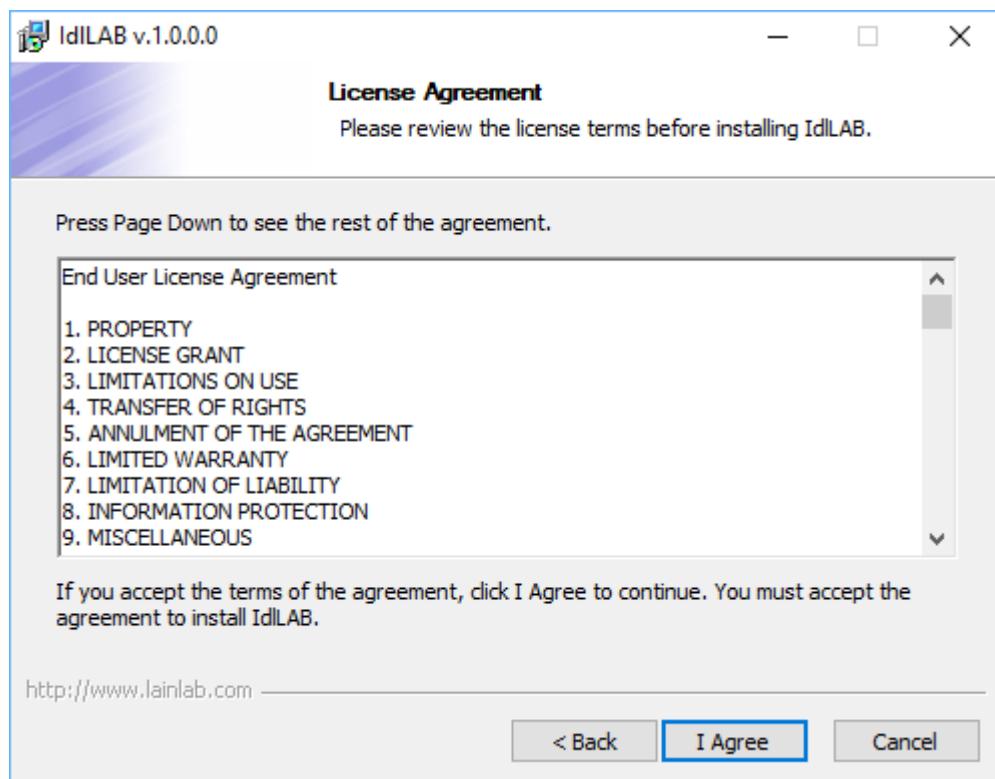


Figure 10: License agreement window

6. Install location selector window will appear next (*Figure 11*: on page 13).

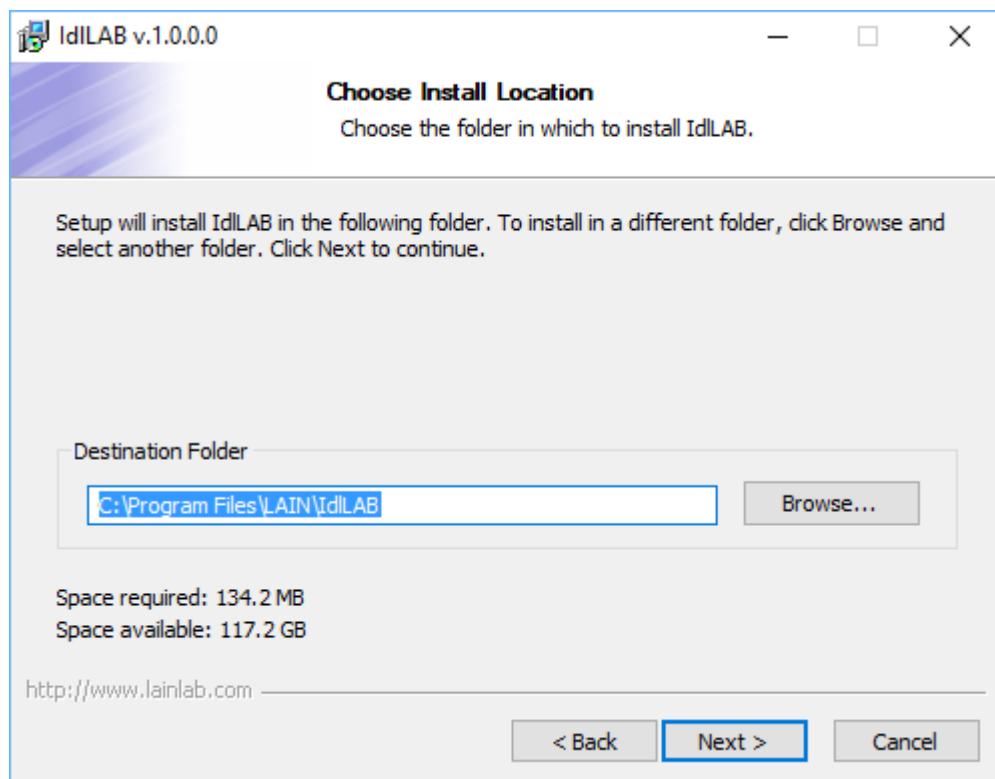


Figure 11: Install location selector window



Tip: Default destination folder for installation is C:\Program Files\LAiN\IdLLAB.

- You can select another destination folder by pressing **Browse** button. Press **Next** to proceed to the next step.
7. Next window (*Figure 12:* on page 14) allows you to choose a folder in the **Start** menu for IdLLAB entries.

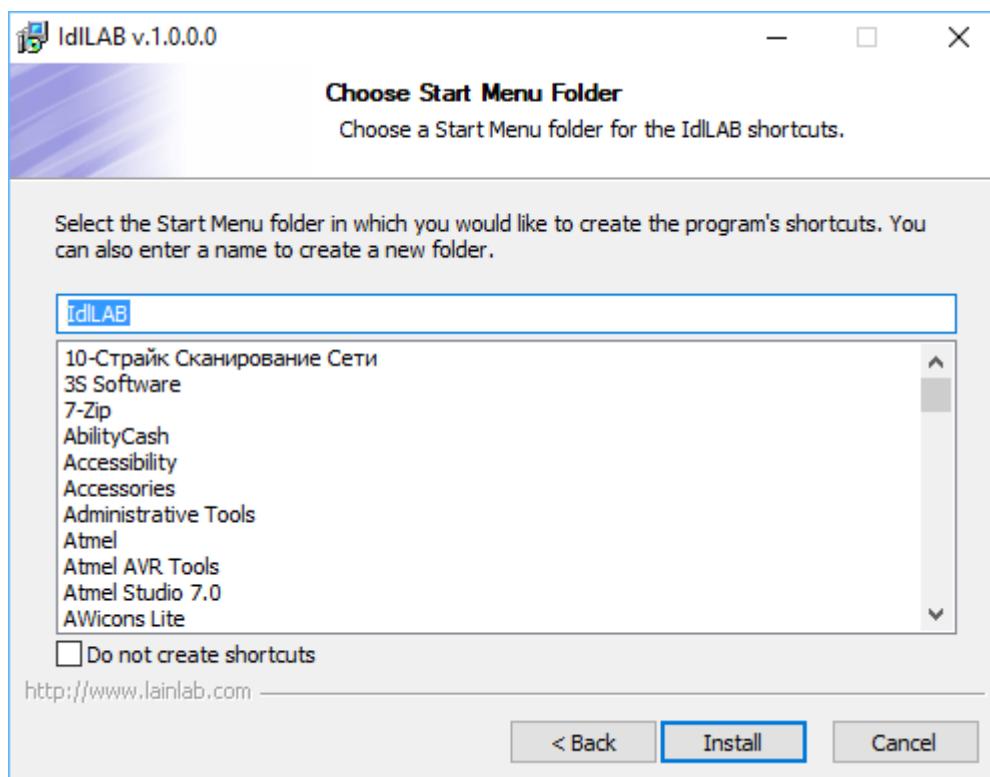


Figure 12: **Start** menu folder selection window

Press **Install** to start the installation.

8. Installation progress window will now appear on your screen (*Figure 13:* on page 15).

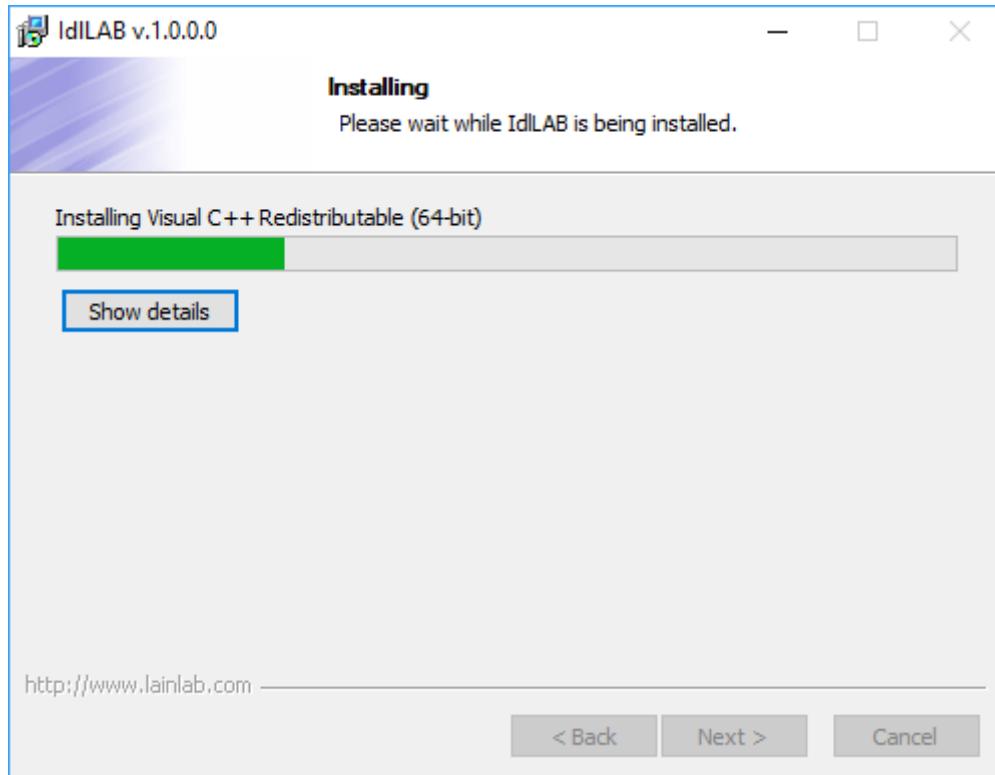


Figure 13: Installation progress window

9. Installation complete window (*Figure 14:* on page 15) will inform you about successful installation of the software. Press **Finish** to close that window.



Figure 14: Installation complete window

An **Idllab** entry will appear in the **Start > All Programs** menu after successful completion of the installation. This entry contains icons to start **Idllab**, remove it from the computer, and open the help file.



Tip: The help file is in **PDF** format. It can be opened using **Adobe Acrobat Reader**. Installation files for **Adobe Acrobat Reader** are included on **IdILAB** disc for your convenience.

An **IdILAB** start icon will also be placed on your desktop.



Figure 15: **IdILAB** start icon

4.2 Linux



Important: **IdILAB** Linux binaries compiled for the i386 architecture can be found in the **Linux/** directory of the installation disc.

For **Linux** distributions supporting **DEB** package format (Debian, Ubuntu, Linux Mint, Knoppix, etc.), open a terminal window and run from the command prompt:

```
dpkg -i idllab-release_version.deb
```

For **Linux** distributions supporting **RPM** package format (Red Hat, Fedora, CentOS, OpenSUSE, etc.), open a terminal window and run from the command prompt:

```
rpm -i idllab-release_version.rpm
```



Tip: A somewhat comprehensive list of distributions supporting both the **DEB** and **RPM** package formats can be found in Wikipedia: https://en.wikipedia.org/wiki/List_of_Linux_distributions.

Please contact the manufacturer to obtain source code for **IdILAB**: support@lainlab.com.

5. BEGINNER MODE

5.1 Overview

IdLLAB ([Figure 16: on page 17](#)) is the software that controls the **IDL** language lab.

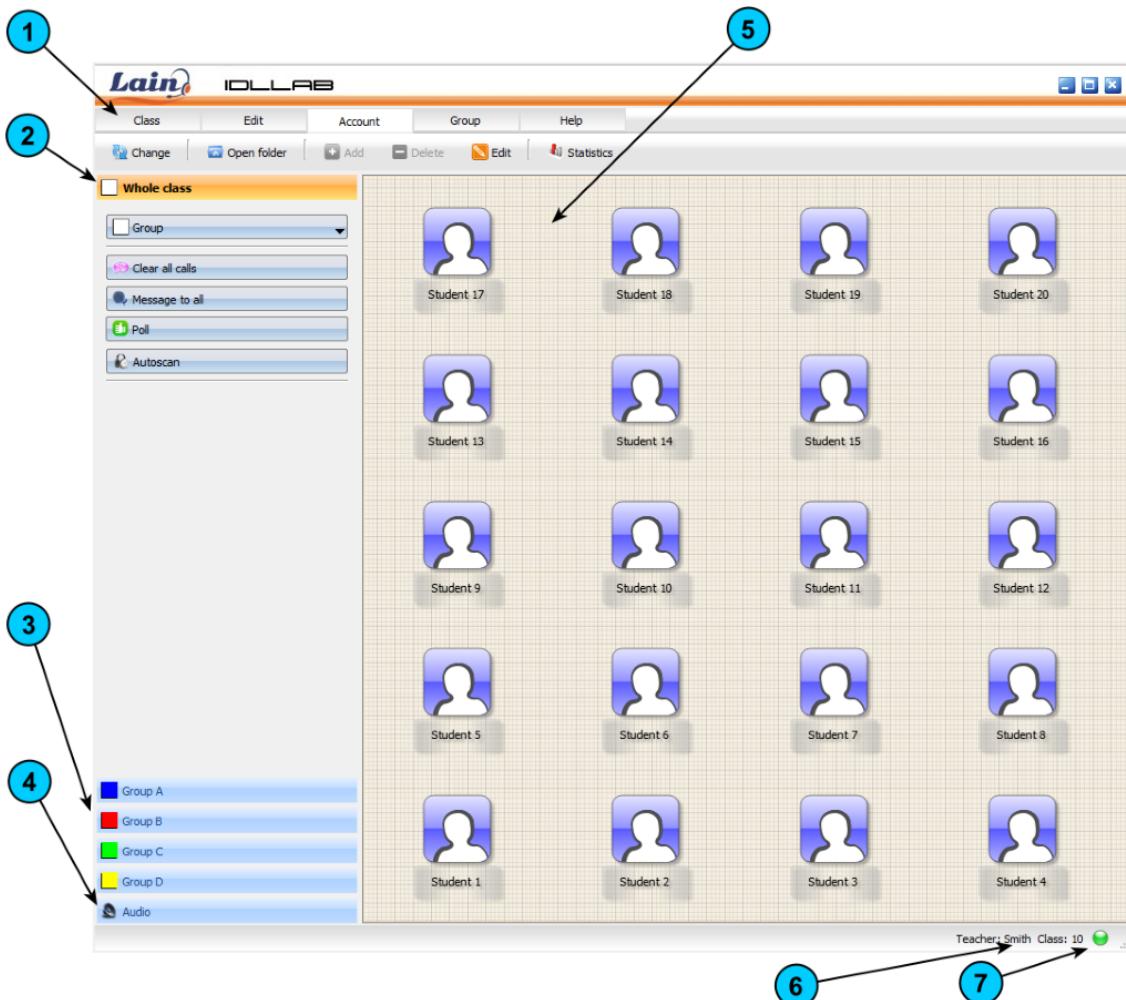


Figure 16: **IdLLAB** window after startup

Elements of the main window:

- | | |
|---|---|
| 1 | Menu tabs |
| 2 | Class menu |
| 3 | Group menu |
| 4 | Audio menu |
| 5 | Class layout panel |
| 6 | Teacher name (advanced mode only) and current class |
| 7 | Audio hub connected indicator |

Upon startup **IdILAB** starts looking for an audio hub connected to the computer. Indicator (7) will start blinking green once connection to the hub has been established, .



Figure 17: Connection indicator

An error message will pop up on your screen ([Figure 18: on page 18](#)) if the software failed to contact an audio hub within reasonable time.

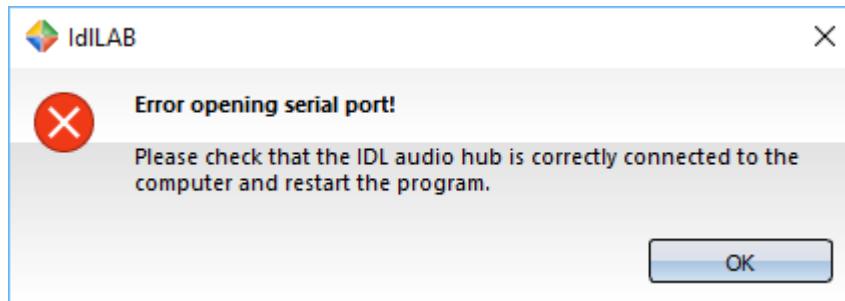


Figure 18: Audio hub connection error

Open a previously existing class file or create a new class (see [Class files and class layout](#) on page 18) to start an **IdILAB** session.

The teacher can then proceed with a roll cal registration of the student to check their attendance (see [Roll call registration](#) on page 26).

Every student has to be a member of a group to take part in any activity in the class (see [Grouping of students](#) on page 26). Right click on an icon of a student not belonging to any group and select a group from the drop down menu. You can also set student name from the same menu.

Right click on an icon of a student who is a member of a group to display the student menu (see [Student menu](#) on page 23).

Select **Whole class** tab (2) to perform actions to all the students in the class (see [Class menu](#) on page 21).

Select a group (3) to perform actions upon specific group in the class (see [Group menu](#) on page 22).

Select the **Audio** tab to use teacher PC as a sound source or use it for recording (see [Audio panel](#) on page 25).

5.2 Class files and class layout

Each **IdILAB** session starts with either opening an existing class file or creating a new one..

Select **Class > New** from the menu to create a new class. A **New class** window will appear on your screen (*Figure 19:* on page 19), where you can specify total number of students in the class and number of rows in the onscreen class layout.

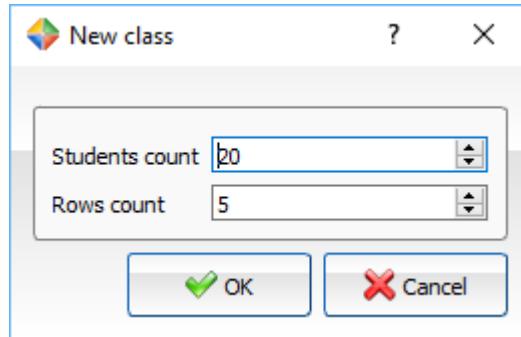


Figure 19: **New class** window



Important: Maximum number of students in a class is 60.

The software will populate the student panel with student seat icons according to the numbers specified in the **New class** window.

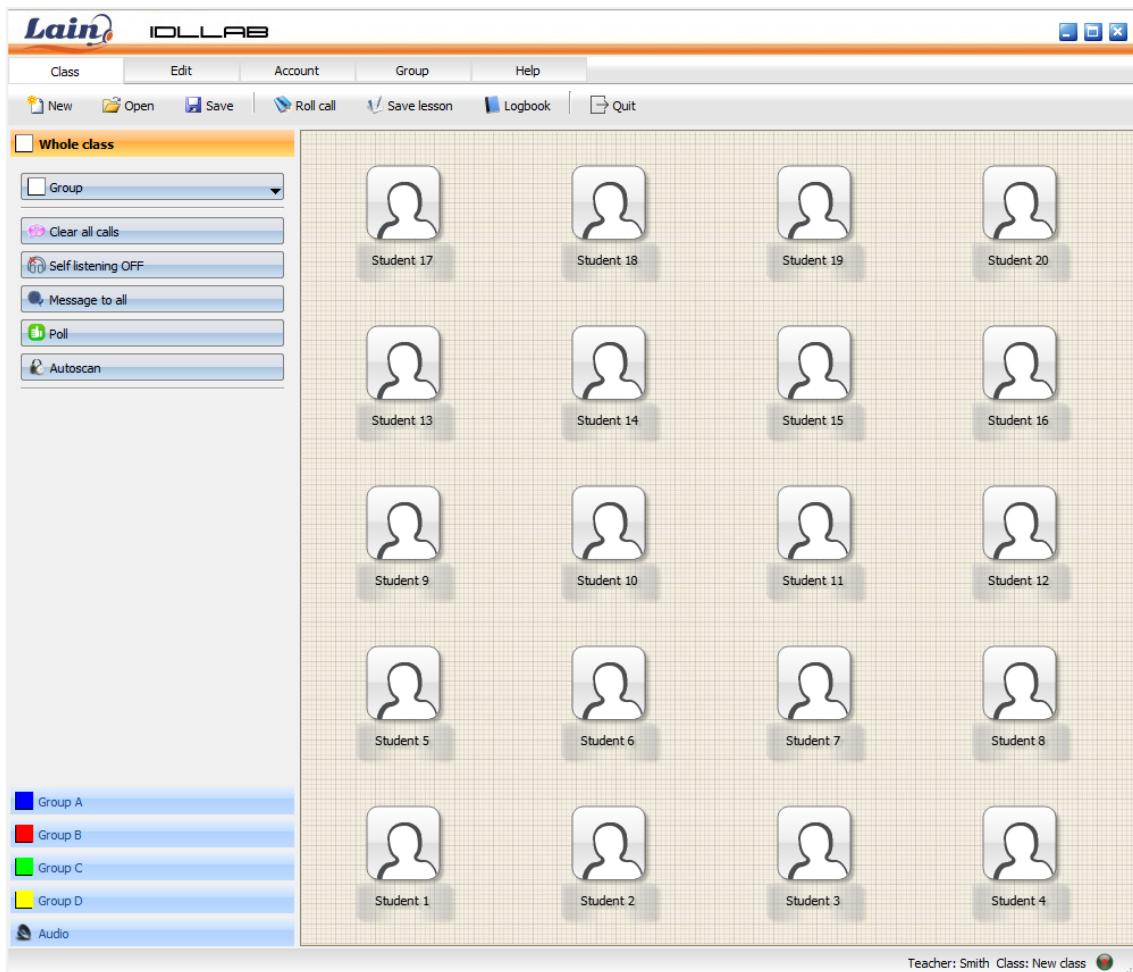


Figure 20: Main wind before connection to the audio hub

Student seats in the panel are represented by icons (*Figure 20:* on page 19). The onscreen class layout is determined solely by the class parameters and generally has no relation to the physical layout of student modules in the classroom.

Right click on a student icon and select **Change name** from the drop down menu to set the name of a student in the window that appears (*Figure 21:* on page 20).

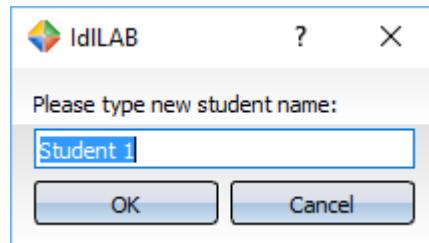


Figure 21: Student name window

You can manually edit class layout by selecting **Edit** menu tab, then **Edit layout** from the menu, and dragging and dropping student icons.

Whenever a class is in edit mode, **Add** and **Delete** menu items become available, which allow you to add a student to the class and remove selected students.

Select **Rearrange** from the menu to automatically rearrange icons in the class layout.

Select **Edit layout** from the menu again to finish editing class layout and exit the edit mode.

Select **Class > Save** from the menu to save class layout to a file for further reuse (*Figure 22:* on page 20)

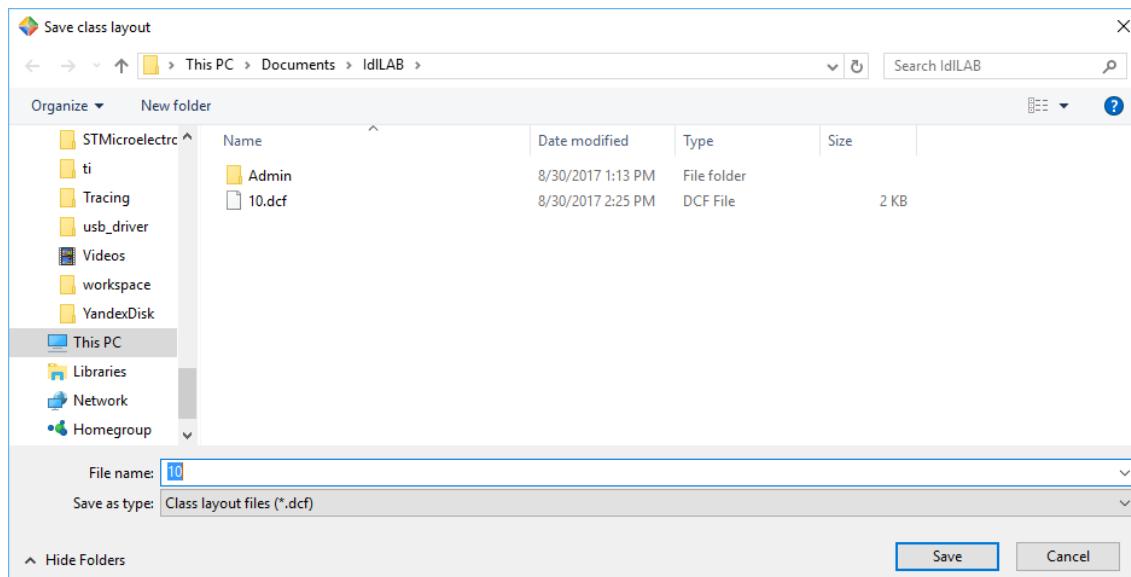


Figure 22: Save class layout window

Select **Class > Open** from the menu to open a previously saved class layout file ([Figure 23: on page 21](#)).

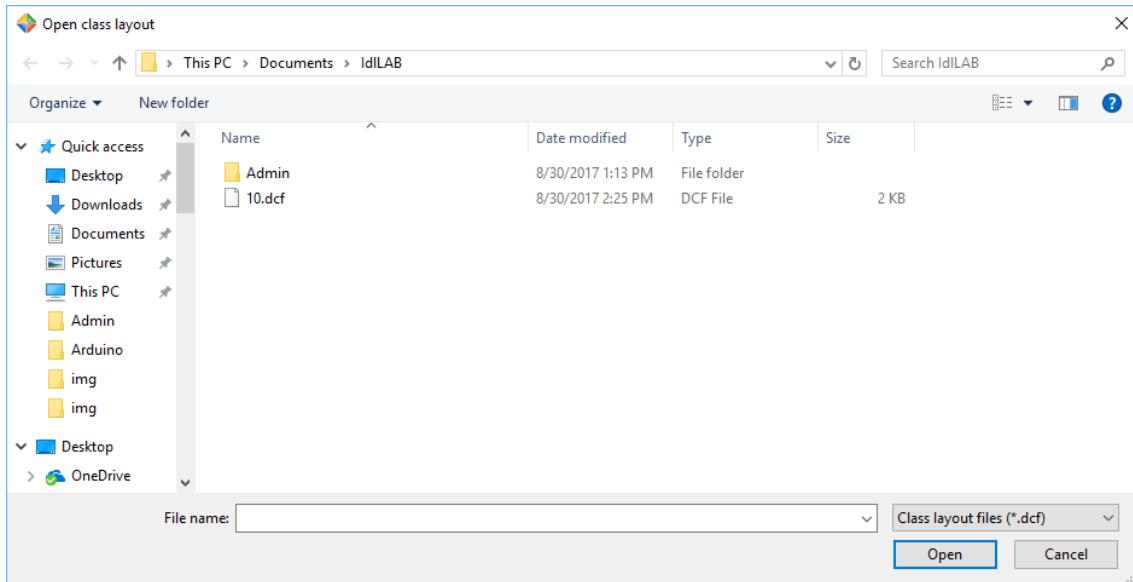


Figure 23: Open class layout window

5.3 Class menu

This menu allows you to perform actions to all students in the class, irrespective to a group they belong to.

Select the **Whole class** tab to open the class menu ([Figure 24: on page 22](#)).

Class menu includes following items:

- **Group** (see [Grouping of students](#) on page 26)
- **Clear all calls** (see [Students calling for help](#) on page 27)
- **Self listening OFF**
- **Message to all**
- **Poll**
- **Autoscan**

Press **Self listening OFF** button to turn off self listening mode (see [Turning self listening off](#) on page 28) for all students. Press this button again to turn self listening back on.

Press **Message to all** button to deliver a spoken message to the students (see [Message to all](#) on page 28). Press this button again to exit the message to all mode.

Press the **Poll** button to start polling the students (see [Polling](#) on page 29). Press this button again to finish the poll.

Press **Autoscan** button to start covertly listening to students in the class one by one. Interval for autoscan listening can be specified in the settings menu (see [Settings and customization](#) on page 34). Press this button again to exit the autoscan mode.

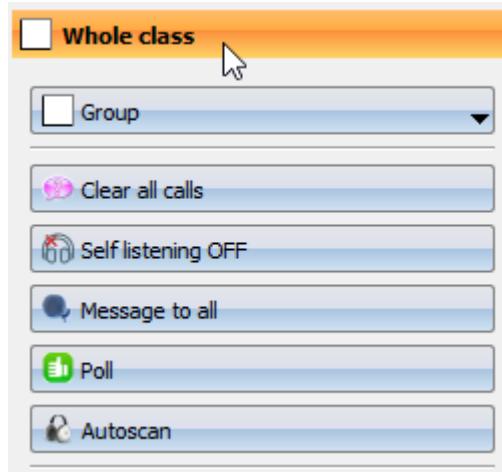


Figure 24: **Whole class** menu

5.4 Group menu

The group menu allows you to perform certain actions to the students forming a group in the class.

Select a group tab ([Figure 25:](#) on page 23) to open the group menu.

Group menu includes following items:

- **Clear all calls** ([Students calling for help](#) on page 27)
- **Self listening OFF**
- **Message to all**
- **Poll**
- **Autoscan**
- **Discussion**

- Pairs

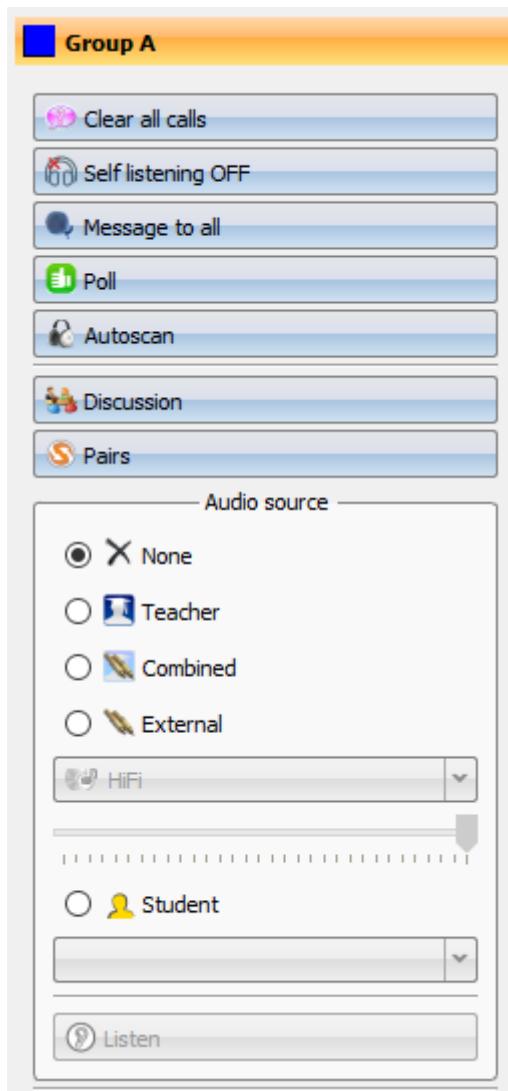


Figure 25: Group menu

Press **Self listening OFF** button to turn off self listening mode (see [Turning self listening off](#) on page 28) for the students in this group. Press this button again to turn self listening back on.

Press **Message to all** button to deliver a spoken message to the students in this group (see [Message to all](#) on page 28). Press this button again to exit the message to all mode.

Press the **Poll** button to start polling students in this group (see [Polling](#) on page 29). Press this button again to finish the poll.

Press **Autoscan** button to start covertly listening to students in the group one by one. Interval for autoscan listening can be specified in the settings menu (see [Settings and customization](#) on page 34). Press this button again to exit the autoscan mode.

Press the **Discussion** to initiate discussion mode between students of the group (see [Discussion](#) on page 29). Press this button again to exit discussion mode.

Press the **Pairs** to enter the pairing mode for the students of the group (see [Pairs](#) on page 30), at which point pairing buttons will appear in the menu. Press the **Pairs** button again to exit the pairing mode.

5.5 Student menu

Right click on a student icon to open the drop down student menu.

Item	Icon
Clear call	
Self listening OFF	
Monitor	
Conversation	
Audio source for...	
None	
Group A	
Group B	
Group C	
Group D	
Change name	
Registration	
Group	<input type="checkbox"/>
None	
Group A	
Group B	
Group C	
Group D	
Grade	
None	
1	
2	
3	
4	
5	



Attention: The **Grade** submenu is only available in advanced mode (see [Additional features](#) on page 35).

5.6 Audio panel

This panel allows you to play back audio files in many popular formats to use the computer as a sound source for the lab, as well as record external sources connected to the line in of the sound interface.

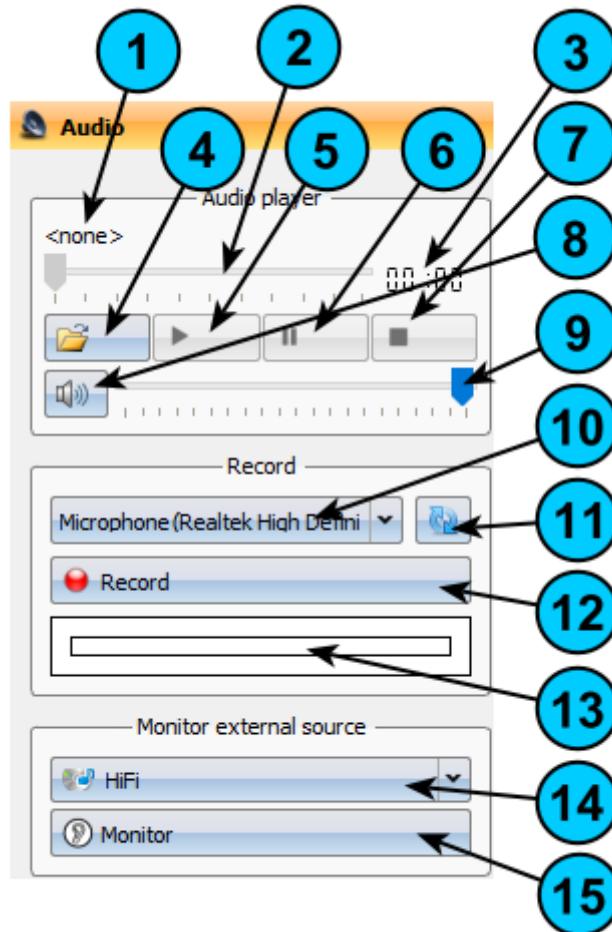


Figure 26: **Audio** panel

Elements of the audio panel:

- | | |
|----|-------------------------------|
| 1 | Playback filename |
| 2 | Playback position |
| 3 | Playback counter |
| 4 | Open file button |
| 5 | Play button |
| 6 | Pause button |
| 7 | Stop button |
| 8 | Mute button |
| 9 | Volume control |
| 10 | Device selected for recording |
| 11 | Rescan devices |
| 12 | Record button |

- 13 Recording level
- 14 External source selector
- 15 Monitor external source



Tip: Recordings can be saved to disk in **WAV**, **OGG** or **FLAC** formats.

5.7 Grouping of students



Important: Students must be assigned to one of the groups in order to take part in class activities.



Tip: A class can have up to 4 groups.

Students can be assigned to groups in several ways:

- by pressing the **Group** button in the **Whole group** tab ([Figure 24: on page 22](#)) you can quickly assign all the students in the class to one group;
- right click on a student icon and assign a group from the drop down menu;
- select several students in the class, then right click, and assign selected students to a group from the drop down menu;
- select one or more students, then select the **Group** tab and click on a group (see [Figure 25: on page 23](#)).



Figure 27: **Group** menu

After a student is assigned to a group, their icon will be highlighted with this group color.

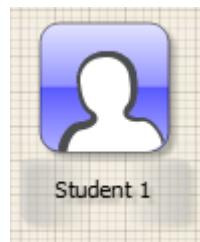


Figure 28: Highlighted student icon

5.8 Roll call registration

The teacher may want to perform an attendance call at the beginning of a class. Select **Class > Roll call** from the main menu to initiate student roll call registration.



Tip: Performing the roll call registration resets assignment of students to groups as all registered students are automatically assigned to group A. It is therefore advantageous to perform registration at the beginning of the class.



Tip: Student attendance is recorded in the class logbook which is accessible in **IdILAB advanced mode** (see [Student menu](#) on page 23).

Students must press **Call** button on their modules to perform the registration.

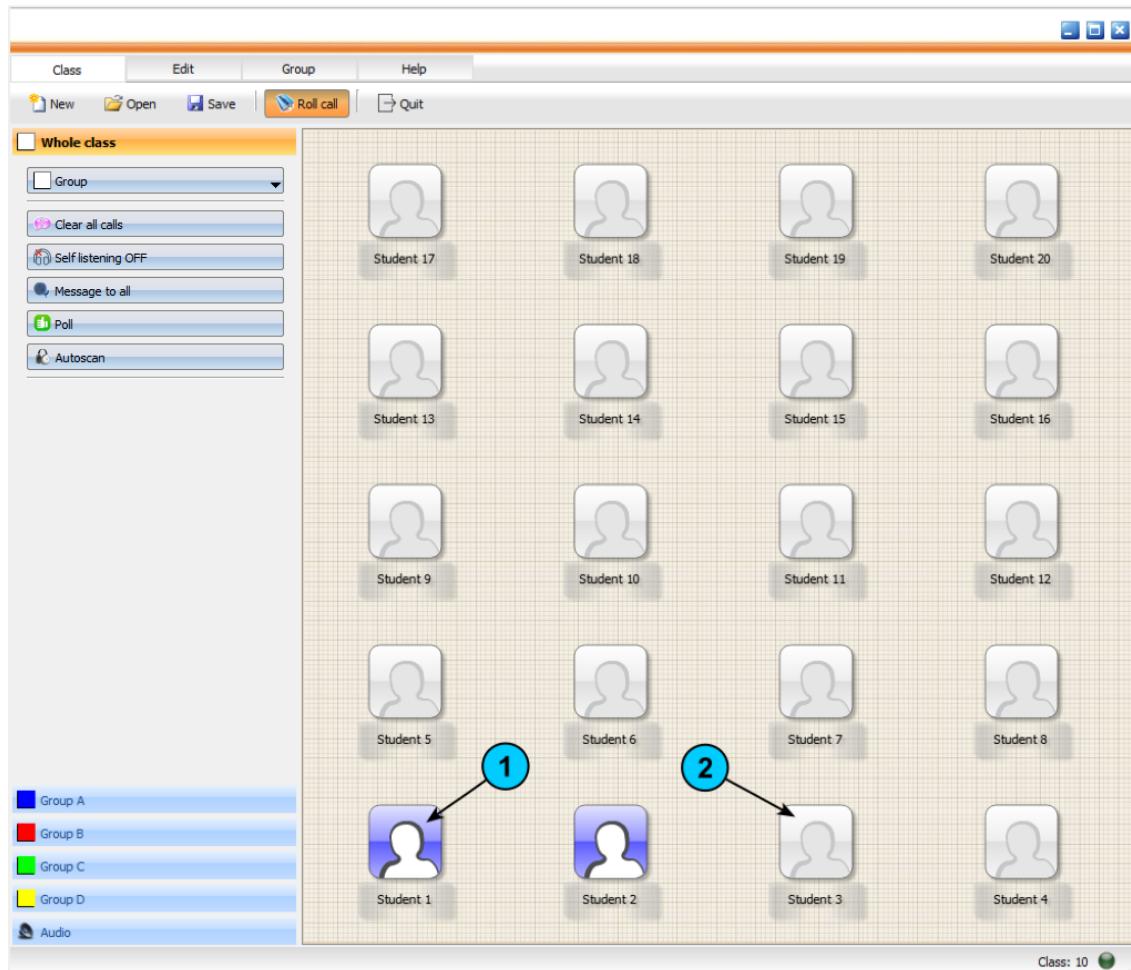


Figure 29: Student panel during registration

In this picture:

-
- | | |
|---|---------------------------|
| 1 | Registered student icon |
| 2 | Unregistered student icon |
-

Select **Class > Roll call** again to finish the roll call registration.



Tip: Use the student menu (see [Student menu on page 23](#)) to manually change registration status of individual students.

5.9 Students calling for help

Students can call the teacher by pressing the **Call** button on their modules.

A bubble displaying time since last call will be superimposed on this student seat icon ([Figure 30:](#) on page 28) indicating there is a call pending.

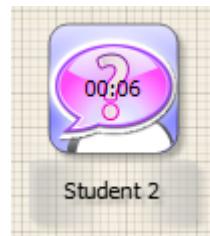


Figure 30: Pending call

You can take the call by opening a dialogue with the student (see [Student menu](#) on page 23), or reject the call and clear status by either of the following:

- selecting **Clear call** item from the [student menu](#);
- pressing the **Clear all calls** button in the [group tab](#) clears all calls from students in this group;
- pressing the **Clear all calls** button in the [class tab](#) clears all calls from all students.

5.10 Turning self listening off

Press the **Self listening OFF** button to turn self listening off. This button can be found in:

- the [student menu](#);
- the [group tab](#);
- the [class tab](#).

The student icon will indicate that self listening for this student is turned off ([Figure 31:](#) on page 28).



Figure 31: Student icon with self listening turned off

5.11 Message to all

This mode allows you to broadcast a voice message to all students in the class. Self listening for the students is turned off so they can listen to the teacher ([Figure 32:](#) on page 28).



Figure 32: Student icon in **Message to all** mode

In addition, when this mode is active a microphone icon appears in the upper right corner of the main window, indicating that teacher microphone is now broadcasting to the student headsets ([Figure 33: on page 29](#)).



Figure 33: Message to all icon

5.12 Polling

Teacher can poll the students either in the class or per group using the polling function.

Press the **Poll** button in the class tab (see [Class menu on page 21](#)) to initiate polling of all students in the class. Press **Poll** button again to finish the poll.

Press the **Poll** button in the class tab (see [Group menu on page 22](#)) to initiate polling of students in this particular group. Press **Poll** button again to finish the poll.

Students' self listening is turned off and they can hear teacher's voice in their headsets when a poll is active.

Students must press the **Call** button on their modules to answer **yes**. If the **Call** has not been pressed when the poll was active, these students are assumed to have answered **no**.

Students who answered **yes** will have their icon indicate so ([Figure 34: on page 29](#)).



Figure 34: Student who answered yes

5.13 Student activities

5.13.1 Discussion

Discussion activity can be used to engage students in a conversation among members of a group. An active discussion activity is indicated on the icons of participating students ([Figure 35: on page 29](#)).

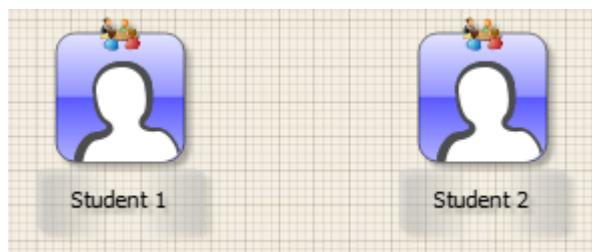


Figure 35: Student icon during Discussion activity

Select a group tab and press the **Discussion** button to initiate the activity in this group (see [Group menu on page 22](#)). Press **Discussion** button again to finish the discussion.



Important: We recommend to start discussions in groups of 15 students or less in order to minimize noise and chances of feedback.

5.13.2 Pairs

Pair activity is used to engage pairs of students in a dialogue. Students working in pairs will be indicated in the class panel ([Figure 36: on page 30](#)).



Figure 36: Paired students

Select a group tab (see [Group menu](#) on page 22) and press **Pairs** button to initiate this activity. Additional pair assignment buttons will appear in the tab ([Figure 37: on page 30](#)):

- **Neighbor** - pairs are assigned between neighboring student seats.
- **Random** - pairs are assigned randomly.
- **Manual** - pairs are assigned manually.
- **Reset** - dissociate all assigned pairs in the group.

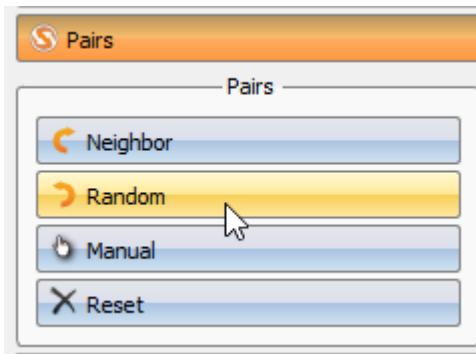


Figure 37: Pair assignment buttons

Tip: Student seats are numbered sequentially in the order of hub ports they are connected to.



5.13.3 Listening

This activity allows groups of students to listen to a variety of audio sources, including external ones, teacher, or other student.

Select a group tab (see [Group menu](#) on page 22) and then select the audio source ([Figure 38:](#) on page 31) to use for the listening activity.

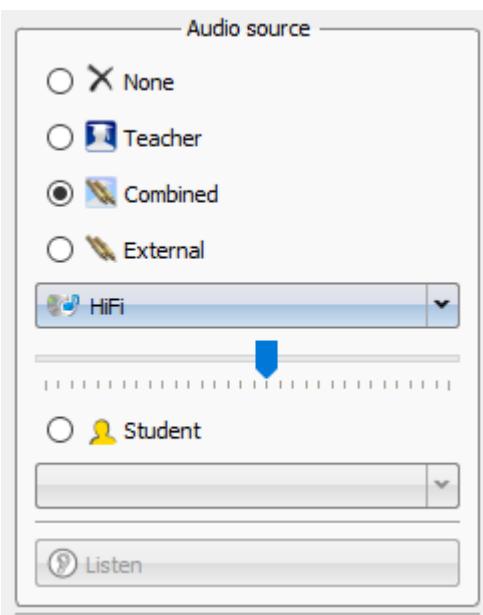


Figure 38: Audio source selection panel

Select **External** then select the corresponding audio hub input from the drop down list. Volume control slider for the selected external source is located immediately below the drop down list.

External sources will be indicated on the icons of students listening to this source ([Figure 39:](#) on page 31).

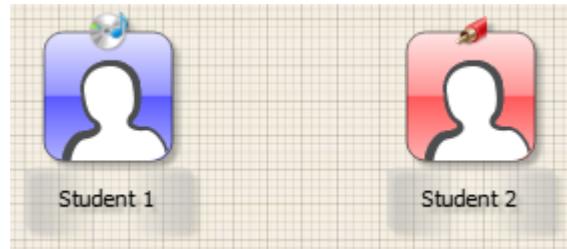


Figure 39: Student icons: listening to an external source

Select **Teacher** radio button to use teacher headset as the source for listening.

Teacher headset source will be indicated on the icons of the students listening to it ([Figure 40:](#) on page 31).



Figure 40: Student icon: listening to the teacher

Teacher headset microphone can also be combined with an external source, e.g. to provide a commentary. Select **Combined** radio button and select an external source to be combined with teacher headset. Volume control slider for the selected external source is located immediately below the drop down list..

Combination of an external source with teacher will be indicated on the icons of students who have this as a listening source ([Figure 41: on page 32](#)).

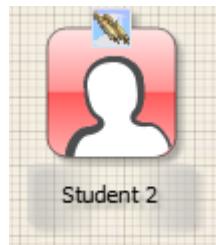


Figure 41: Student icon: listening to an external source combined with teacher

Any student, even those who are not members of the group, can be selected as a source for listening. Select **Student** radio box and the select a student from drop down list to assign this student a a source for listening.



*Tip: If this student is engaged in **Pairs** or **Discussion**, then all other students from the participating pair or group also become the source for listening.*

Student source will be indicated on the icons of student listening to it ([Figure 42: on page 32](#)). Icon of a student who is the source will be marked with a sign matching color to the group which is listening to her or him.

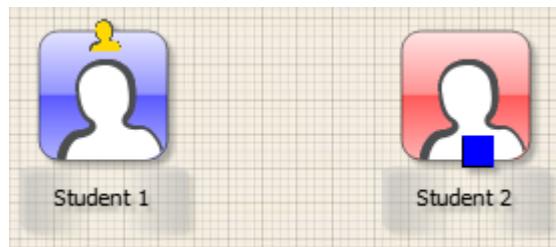


Figure 42: Student icon: listening to another student (left), student is a source for another group (right)



*Tip: A student can also be assigned as a source for listening by selecting **Audio source for...** from the student menu (see [Student menu](#) on page 23).*

A teacher can monitor the source for listening by pressing **Monitor** button in the **Audio source** selection panel.

Select **None** radio button to turn the source off and finish the listening activity.

5.14 Monitoring students

A teacher can monitor any student, pair, or discussion group without necessarily alerting them to the fact. Right click on a student icon and select **Monitor** from the student menu (see [Student menu](#) on page 23) to monitor a student. If the student is engaged in **Pairs** or **Discussion** activities, then other participants in the conversation will be monitored as well.

Student icons in the class panel will indicate monitoring ([Figure 43: on page 32](#)).

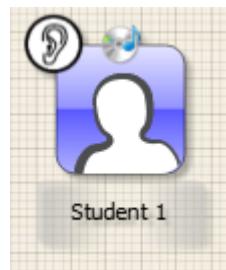


Figure 43: Student icon: being monitored

Select **Monitor** again from the student menu for any monitored student to cancel the monitoring.



Tip: Monitoring will also be automatically canceled whenever monitored student/pair/group is assigned Listening activity or a **Conversation** is started with the student/pair/group.



Tip: The **Autoscan** button can be used to monitor all the students in a group or class.

5.15 Conversation with students

A teacher can open a conversation with a student, a pair, or a group engaged in discussion. Right click on a student icon and select **Conversation** from the student menu (see [Student menu](#) on page 23) to start a conversation with the student. If the student is currently engaged in **Pairs** or **Discussion** activities, the conversation is started with all participating students as well.

Student icons will indicate that the student(s) is in conversation with the teacher ([Figure 44:](#) on page 33).

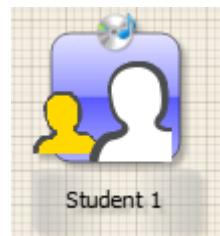


Figure 44: Student icon: conversation with the teacher

Select **Conversation** from the student menu again to close the conversation.



Important: Conversation with a student/pair/group will also be closed whenever the student/pair/group is assigned the **Monitor** activity or another **Conversation** is opened with a different student/pair/group.

5.16 Recording

The audio hub is equipped with 4 outputs that can be connected to various recording devices, including line input of a computer sound interface.



Tip: A public address system can also be connected to one of the audio hub outputs.

All hub outputs receive a combination of the audio source signal the teacher is listening to and signal from the teacher headset microphone. Any one of the outputs can be connected to the line in of the teacher PC for recording. Press **Record** button in the **Audio** tab (see [Audio panel](#) on page 25) to initiate recording. The software will prompt you to choose the recording format between WAV, OGG and FLAC and will start the recording once you confirm this. Recording indicator in the **Audio** tab ([Figure 45:](#) on page 33) starts blinking when recording is on. Press the **Stop record** button to finish the recording.



Figure 45: Recording indicator

Recordings are saved as idllab\Teacher\recordings\YYYY-MM-DDTHH-mm-ss.{wav|ogg|flac} files, where

- Teacher is teacher name in advanced mode (see [Additional features](#) on page 35) and is omitted in beginner mode;
- YYYY, MM, DD are year, month, and date of the recording;
- HH, mm, and ss are hours, minutes and seconds of the start of the recording.

5.17 Settings and customization

You can change user interface language and customize names and icons for the external inputs of the audio hub.

Select **Edit > Settings** from the main menu. A **Settings** window will appear on your screen ([Figure 46](#): on page 34), where you can change user interface language, customize audio hub connections, set time out interval for autoscan and enable/disable the advanced mode.



Tip: The settings are stored in a plain text XML file located in %APPDATA%\LAIN\idLAB\settings.xml. The file can be opened and edited in any text editor supporting Unicode (for example, Notepad++). We strongly advise this to be performed only by very experienced users familiar with the XML syntax.



Figure 46: **Settings** window

6. ADVANCED MODE

6.1 Additional features

IdILAB in advanced mode presents you with additional features that are not available in beginner mode:

- individual teacher accounts (see [Teacher accounts](#) on page 35);
- class log book (see [Class log book](#) on page 38);
- lesson statistics (see [Statistics](#) on page 39);
- more student activities (see [Activities](#) on page 37).

Select **Advanced mode** checkbox and press **OK** button in the **Settings** window (see [Settings and customization](#) on page 34) to enable advanced mode.

6.2 Teacher accounts

The user is presented with a login window ([Figure 47:](#) on page 35) every time IdILAB is run in advanced mode. Access to the system is only possible upon entering valid credentials - name and password.

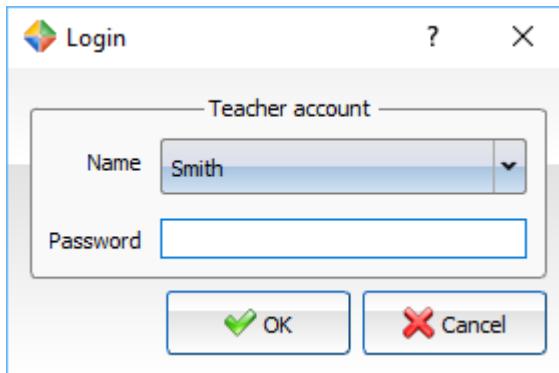


Figure 47: Login window

Each teacher has their own personal folder that stores all the files pertaining to this account: class files, recordings, log books, etc. The name of this folder is the same as the teacher's login name.



Tip: A default **Admin** account with **Admin** password (case sensitive) is created during IdILAB installation.



Attention: It is imperative to change the default **Admin** password on your first login into the system. Failure to do so will put your classroom into an extremely vulnerable position for computer intrusion.

Teacher accounts can be switched during an active session. Select **Account** tab and press **Change** button to switch the accounts. A login window will appear on your screen ([Figure 47:](#) on page 35).

Select **Account** tab and press **Add** button to add a new teacher account. An **Add teacher account** window will appear on your screen ([Figure 48: on page 36](#)), where you can specify name and password for the new account.

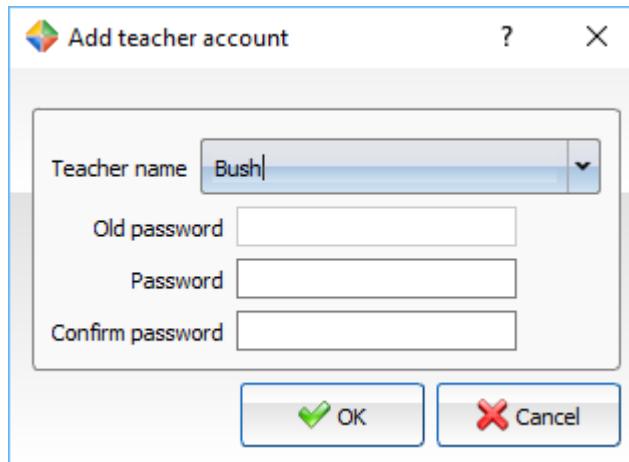


Figure 48: **Add teacher account** window

Select **Account** tab and press **Delete** button to remove a teacher account. A **Delete teacher account** window will appear on your screen ([Figure 49: on page 36](#)) where you can choose the account to be removed from the system.

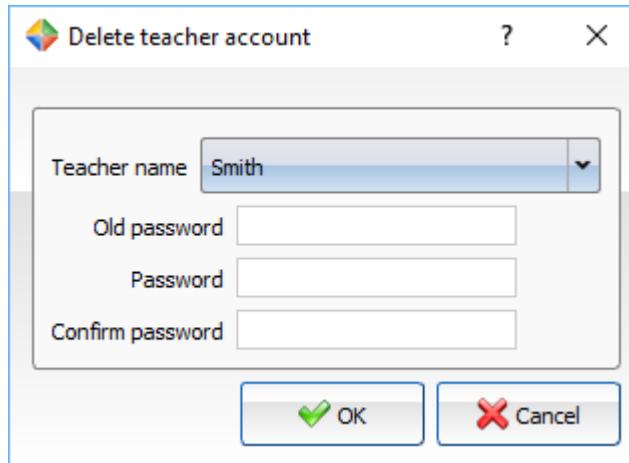


Figure 49: **Delete teacher account** window



Attention: Adding and removing teacher accounts is only possible when logged in with **Admin** credentials.

The teachers are able to change their own passwords. Select **Account** and press **Edit** button. **Change password** window will appear on your screen ([Figure 50: on page 37](#)) where you can specify a new password after confirming the old one. Press **OK** to save changes.

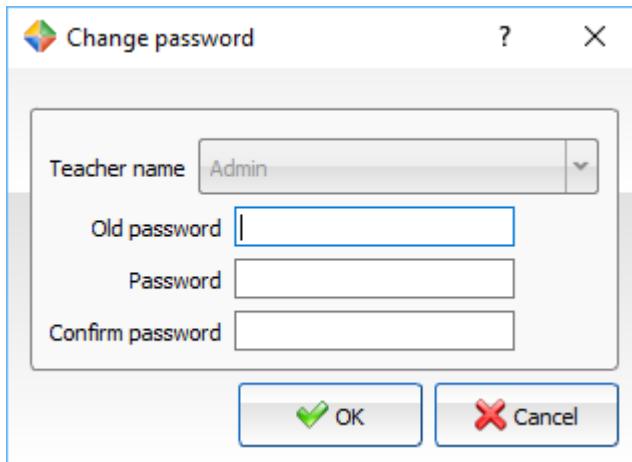


Figure 50: **Change password** window



Tip: Select **Account** tab and press **Open folder** button to display contents of the teacher folder.

6.3 Activities

Advanced mode offers you a significantly expanded list of student activities compared to the beginner mode.

Activity	Icon
Self access	
Discussion	
Pairs	
Listing comprehension	
Reading practice	
Model imitation	
Simultaneous translation	
Consecutive translation	



Tip: Please note that these activities can only be assigned to student groups.

Pairs and **Discussion** allows students to practice conversations either in pairs (see [Pairs](#) on page 30) or groups (see [Discussion](#) on page 29), and are described elsewhere in this manual.

Listing comprehension, **Model imitation**, **Simultaneous translation**, and **Consecutive translation** activities are very similar to the **Listening** activity in beginner mode (see [Listening](#) on page 30) and differ only in the contents of the audio signal.

Self access and **Reading practice** allows students to study on their own. **Self access** activity allows you to use the **Audio source** selection panel described in section [Listening](#) on page 30 .

Reading practice activity assumes no audio is fed to the student headsets and is used to record student voices reading study material (see [Recording](#) on page 33).

6.4 Class log book

IdLLAB in advanced mode supports the concept of a lesson with associated records of student attendance and grades. Together they form a class log book

Attendance recorded during a roll call registration (see [Roll call registration](#) on page 26) is automatically recorded in the log book.

Teachers can score student performance and record grades using the student menu (see [Student menu](#) on page 23).

Select the **Class** tab and press **Save lesson** button to save current lesson to the log book. A **Save lesson** window will appear on your screen ([Figure 51:](#) on page 38).

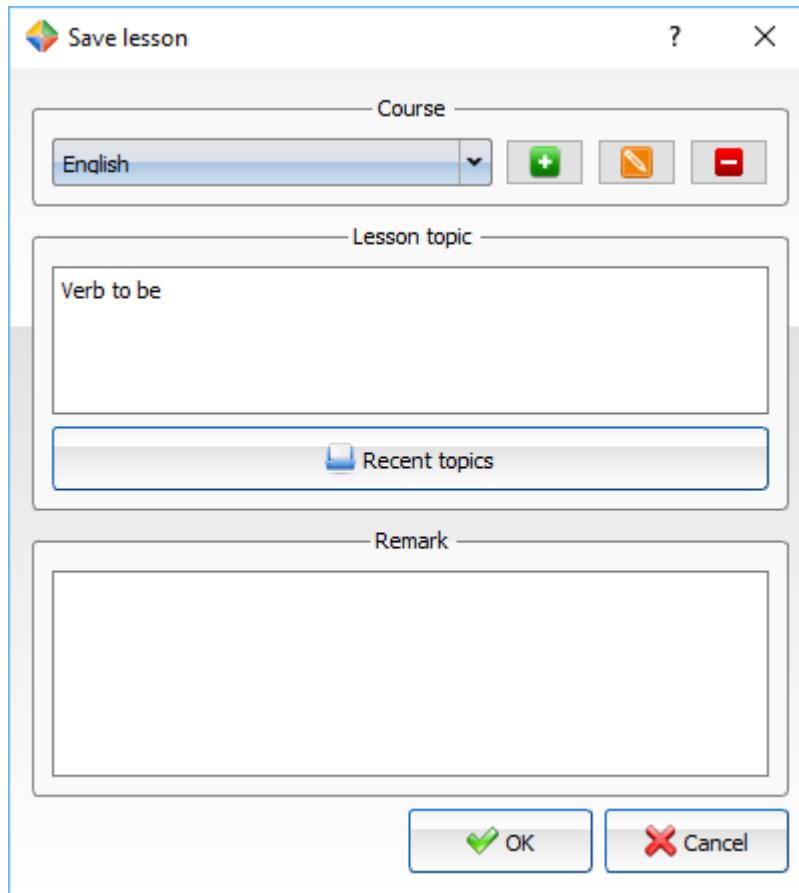


Figure 51: **Save lesson** window

Here you can enter topic of the lesson or select one from the recent topics list. The list is fully editable.

Remark field can be used to enter any additional comments about the lesson.

Press **OK** to save the lesson

Select the **Class** tab and press **Logbook** button to view the class log book.

Lesson selection window will appear on your screen ([Figure 52: on page 39](#)), where you can view the list of save lessons and filter them by course, class, and date. You can also edit **Topic** and **Remark** fields by clicking in correspondent cells.

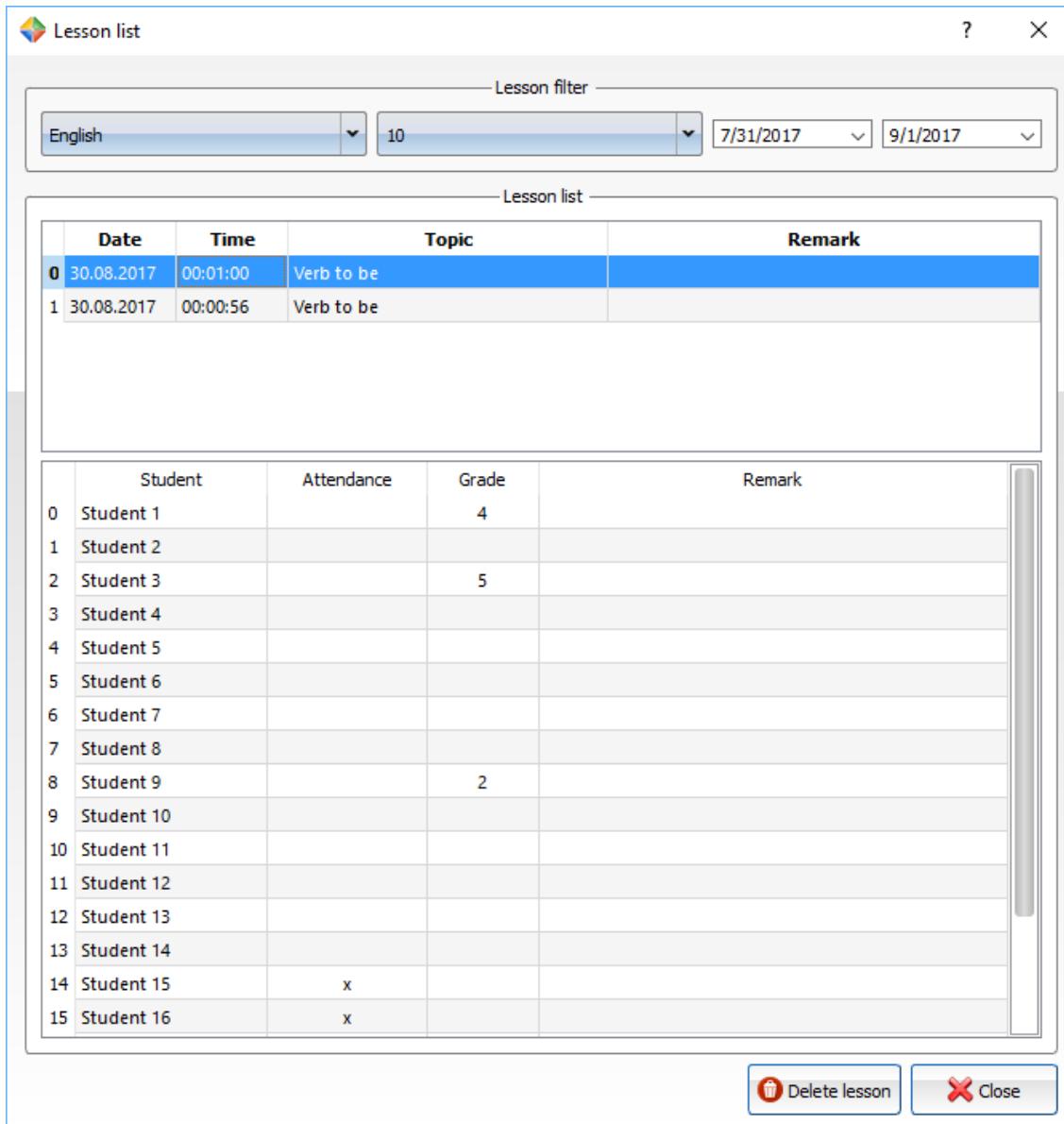


Figure 52: Lesson list window

Select a lesson from the list to display lesson details in the lower panel. Here you can edit attendance, grades, and remarks by clicking on corresponding cells in the table .

Use **Delete lesson** button to remove the lesson from class log book.

6.5 Statistics

IdLLAB in advanced mode allows you to view and print performance and attendance statistics reports.

Select **Account** tab and press **Statistics** button to view the reports.

Statistics window will appear on your screen ([Figure 53: on page 40](#)). Select course, class, and time interval for the report. Select type of the report -- summary or detailed -- in the **Statistics type** panel (see examples below on the contents of each type). **Attendance**, **Performance** and **Classes** will contain

reports for attendance and performance of individual students and statistical overview for whole classes, respectively.

The screenshot shows the 'Statistics' window with the following interface elements:

- Lesson filter:** English, 10, 7/31/2017, 9/1/2017
- Statistics type:** Summary (selected)
- Report tabs:** Attendance (selected), Performance, Classes
- Table Data:** A grid showing student attendance details. The columns are Student, Lessons, Missed lessons, and Attendance, %.

	Student	Lessons	Missed lessons	Attendance, %
1	Student 1	2		100 %
2	Student 10	2	1	50 %
3	Student 11	2	1	50 %
4	Student 12	2	1	50 %
5	Student 13	2	1	50 %
6	Student 14	2	1	50 %
7	Student 15	2	2	0 %
8	Student 16	2	2	0 %
9	Student 17	2	2	0 %
10	Student 18	2	2	0 %
11	Student 19	2	2	0 %
12	Student 2	2		100 %
13	Student 20	2	2	0 %
14	Student 3	2	1	50 %
15	Student 4	2	1	50 %
16	Student 5	2	1	50 %
17	Student 6	2	1	50 %
18	Student 7	2	1	50 %
19	Student 8	2	1	50 %
20	Student 9	2	1	50 %

- Buttons:** Print, Close

Figure 53: **Statistics** window: attendance summary report

Summary attendance report presents total number of lessons, number of missed lessons, and attendance percentage per student.

The screenshot shows the 'Statistics' window with the following details:

- Lesson filter:** English, 10, 7/31/2017, 9/1/2017
- Statistics type:** Detailed (selected)
- Attendance tab:** Active
- Data table:** Shows attendance status for 20 students across two dates. 'X' marks indicate present, while empty cells indicate absence.

	Student	2017-08-30 13:11:06	2017-08-30 13:12:03
1	Student 1		
2	Student 10		X
3	Student 11		X
4	Student 12		X
5	Student 13		X
6	Student 14		X
7	Student 15	X	X
8	Student 16	X	X
9	Student 17	X	X
10	Student 18	X	X
11	Student 19	X	X
12	Student 2		
13	Student 20	X	X
14	Student 3		X
15	Student 4		X
16	Student 5		X
17	Student 6		X
18	Student 7		X
19	Student 8		X
20	Student 9		X

- Buttons:** Print, Close

Figure 54: **Statistics** window: detailed attendance report

Detailed attendance report ([Figure 54: on page 41](#)) present attendance for each lesson and student in table form.

The screenshot shows the 'Statistics' window with the following configuration:

- Lesson filter:** English, Lesson 10, Date range: 7/31/2017 to 9/1/2017.
- Statistics type:** Summary (selected).
- Performance tabs:** Attendance (selected), Performance, Classes.

The main table displays student performance data:

	Student	Cumulative score	Grades recorded	Average grade
1	Student 1	9	2	4.5
2	Student 10			
3	Student 11			
4	Student 12			
5	Student 13			
6	Student 14			
7	Student 15			
8	Student 16			
9	Student 17			
10	Student 18			
11	Student 19			
12	Student 2	3	1	3
13	Student 20			
14	Student 3	5	1	5
15	Student 4			
16	Student 5			
17	Student 6			
18	Student 7			
19	Student 8			
20	Student 9	2	1	2

Buttons at the bottom: Print and Close.

Figure 55: **Statistics** window: performance summary report

Performance summary report ([Figure 55](#): on page 42) presents cumulative score, number of grades recorded, and average grade for each student.

The screenshot shows the 'Statistics' window with the following configuration:

- Lesson filter:** English, 10, 7/31/2017, 9/1/2017
- Statistics type:** Detailed
- Performance tab selected:** Attendance, Performance, Classes

The main table displays 20 student records:

	Student	2017-08-30 13:11:06	2017-08-30 13:12:03
1	Student 1	4	5
2	Student 10		
3	Student 11		
4	Student 12		
5	Student 13		
6	Student 14		
7	Student 15		
8	Student 16		
9	Student 17		
10	Student 18		
11	Student 19		
12	Student 2		3
13	Student 20		
14	Student 3		5
15	Student 4		
16	Student 5		
17	Student 6		
18	Student 7		
19	Student 8		
20	Student 9	2	

Buttons at the bottom right: Print (blue icon), Close (red X icon).

Figure 56: **Statistics** window: detailed performance report

Detailed performance report ([Figure 56: on page 43](#)) presents all recorded grades for each student in table form.

The screenshot shows the 'Statistics' window with a blue border. At the top, there's a 'Lesson filter' section with dropdown menus for 'English', '10', '7/31/2017', and '9/1/2017'. Below it is a 'Statistics type' section with radio buttons for 'Summary' (unchecked) and 'Detailed' (checked). A navigation bar at the bottom has tabs for 'Attendance' (selected), 'Performance', and 'Classes'. The main area displays a table with two rows:

	Class	Lessons	Attendance, %	Average grade
1	10	2	40 %	3.8
2	New class	1	100 %	

At the bottom right are 'Print' and 'Close' buttons.

Figure 57: **Statistics** window: class statistics report

Class statistics report ([Figure 57: on page 44](#)) presents total number of lessons, attendance percentage, and average grade per class.

You can print any report or save it as a PDF file by pressing **Print** button at the bottom of the window. A print preview window will appear on your screen (*Figure 58:* on page 45) from where you can send it to printer or save as a PDF file.

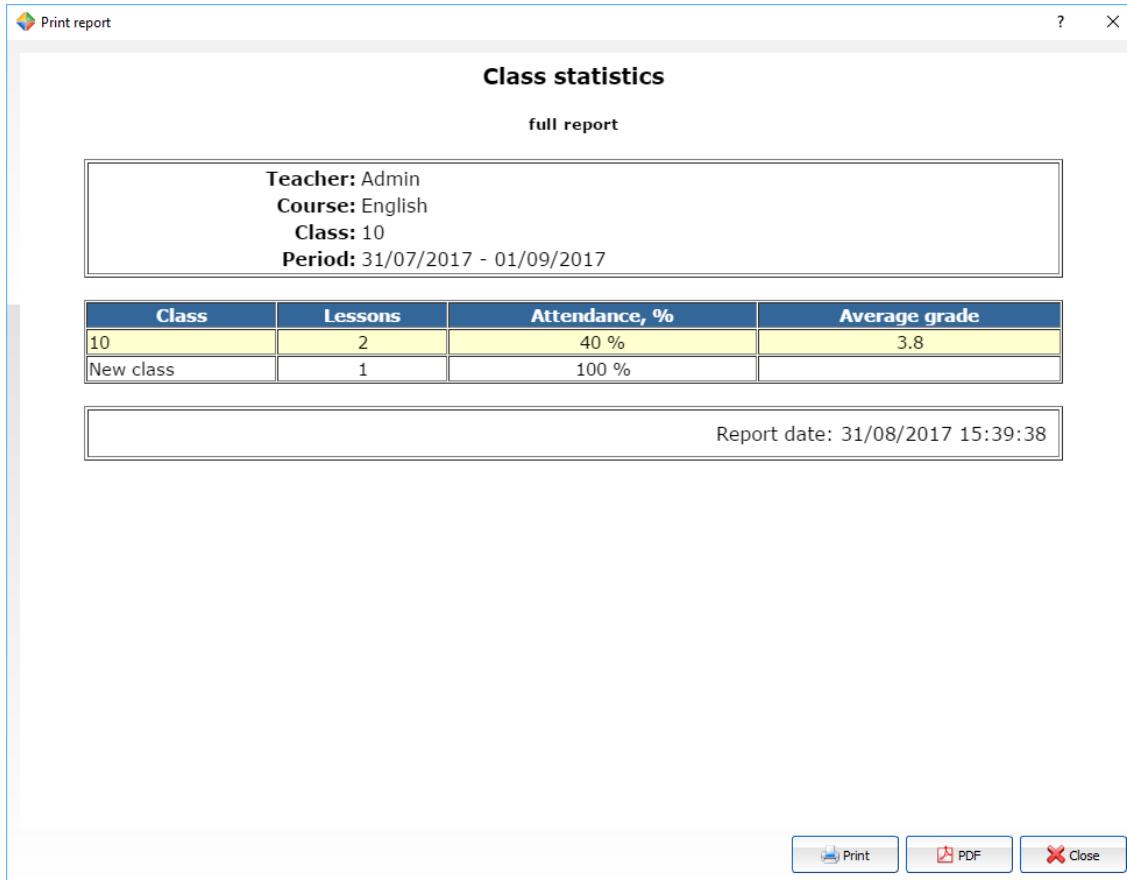


Figure 58: **Print report** window