USER MANUAL

Dialog NIBELUNG

Digital Language Laboratory

www.lainlab.com

Lain

LABORATORY

This document contains Dialog Nibelung user manual.
Document edition: 3.1.0.1

CONTENTS

1. NOTATION

Notation in this document:

 Critical note

 Important note

 For your information

Nibelung	- software and window titles
Start	- user interface elements (menus, buttons, etc.)
\Nibelung\	- file names, paths, etc.
`Admin`	- keyboard input
Ctrl+Enter	- keyboard shortcut
google.com	- Internet addresses

2. INTRODUCTION

Dialog Nibelung is a feature rich software based learning tool. This software product transforms a computer classroom into a language lab enriched with interactive multimedia environment. At the same time it allows effective teaching of many other educational subjects and test students with its integrated quiz system.

Dialog Nibelung can be installed in an existing computer classroom equipped with Local Area Network (LAN). Audio and video materials, documents, and other files can be easily transferred from one computer to another. Student computers can be remotely controlled from the teacher's workstation.

Dialog Nibelung is a software complex, easily installable and configurable, which does not require any additional hardware.

Intuitive user interface helps the teacher to quickly master the software and effectively use it to teach virtually any course.

Features of **Dialog Nibelung**:

- supports up to 64 student seats in single installation (actual number limited by a hardware dongle);
- students can be organized into up to 10 groups, with further pairing of students within the group;
- a group can perform several tasks simultaneously;
- simulation of phone conversations;
- teacher can monitor or talk to individual students, pairs and groups;
- general call (for all the students);
- send audio to students and groups;
- up to 10 independent audio/video sources (one for each group);
- ability to use several audio interfaces;
- ability to use several different CD drives;
- send video to student workstation, including from an external source (video capture card);
- show live screen from teacher workstation on student computers;
- show live screen from a student workstation to the teacher and other students;
- automated monitoring of student workstations;
- teacher can monitor screen thumbnails and web cam feeds for the whole class or selected students;
- send and receive files and documents to/from students;
- prepare, distribute, and collect homework assignments;
- complete remote control of student computers from the teacher workstation: take control of keyboard and mouse, launch applications, block input, power off, limit Internet access, block application launch, terminate processes;
- ability to disable all removable media on student workstations;
- students can record audio to their local or teacher's file system in **WAV** and **MP3** formats;
- students can work independently with a digital media player/recorder;
- playback of audio files in **WAV**, **MP3** or **WMA** formats on student workstations;
- playback of video files on student workstations;
- audio tracks can be subtitled;
- visualization of audio tracks;
- visualization of recorded students voices;
- up to 9 bookmarks in media players;
- record audio from different sources (aux input, CD drive, teacher and student voices) into files for further work;
- different groups can listen to different audio tracks from one CD;
- instant messaging between teacher and students and chat sessions for student groups;
- use web pages as teaching aids;
- wireless networking support (with some limitations);
- graphic layout of the virtual classroom;
- information on each class (teacher’s name, student list, class layout) stored in a class file;
- separate personal folders for different teachers to store class files, audio and video materials, etc.;

- individual logs books for every teacher to track attendance and grades;
- integrated quiz subsystem;
- automatic online updates.

3. INSTALLATION AND SETUP

3.1 Overview

Dialog Nibelung includes two principal modules: teacher module and student module, together with some additional modules, some of which can be run as standalone programs: quiz module, configuration module, media player, video converter, etc. Teacher module should be installed on the teacher workstation and student module should be installed on each student workstation.

Teacher module (*Figure 1:* on page 10) controls the computer classroom, transmits audio and video materials, documents, and other files. It also implements other functionality of the language lab.

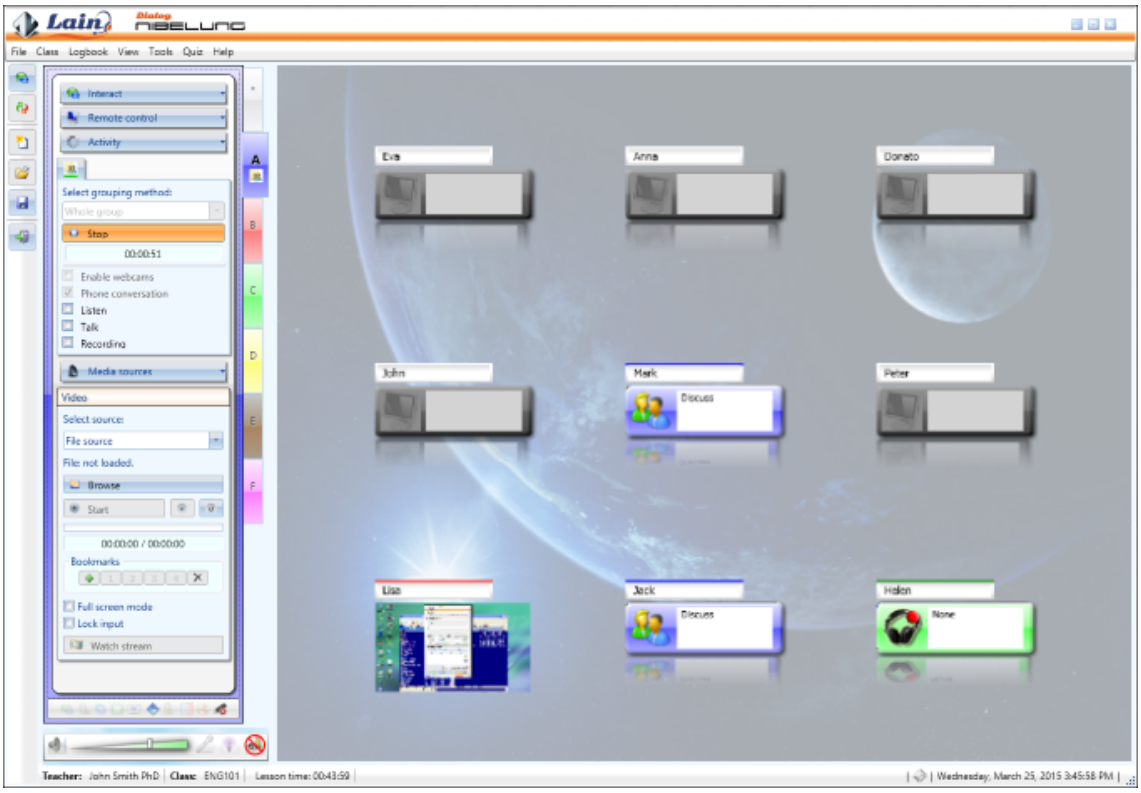


Figure 1: Teacher module window

Student module (*Figure 2:* on page 10) works under control of the teacher module. It can also be used as a standalone audio player.

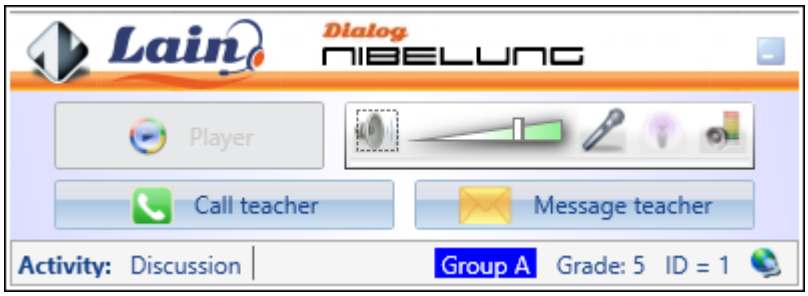


Figure 2: Student module window

3.2 System requirements

- Operating system:
  - Windows XP SP2;
  - Windows Vista;
  - Windows 7;
  - Windows 8, Windows 8.1;
  - Windows 10;
  - Windows Server 2003;
  - Windows Server 2008, Windows Server 2008 R2;
  - Windows Server 2012, Windows Server 2012 R2;
- .NET Framework 4.0 Client Profile;
- Java Runtime Environment (JRE) 1.6 or higher (*for the quiz system*);

.NET Framework 4.0 Client Profile and **JRE** are included in **Dialog Nibelung** installation package.

Windows Media Player 10 comes as a standard part of Windows Vista and subsequent Windows versions.

Attention: *Some anti-virus software may interfere with certain functions of* ***Dialog Nibelung*** *(e.g. file transfer). If this is the case, this anti-virus software will have to be properly set up or even disabled.*

3.3 Hardware and network requirements

PC hardware prerequisites:

- at least 1 GHz CPU clock frequency;
- at least 1 GB of RAM (2 GB or more recommended);
- 30 MB hard drive storage for software installation;
- screen resolution of at least 1024x768 with color depth of at least 16 bits;
- AC97 or RealTek HD Audio compatible sound interface;
- 100 Mbps network interface;
- headset equipped with a microphone.

Attention: *Local Area Network switch in the classroom must support* ***IGMP v2*** *protocol.*

Important: *We recommend that the teacher workstation be provided with a static IP address.*

3.4 Installation notes

Contents of the installation package:

- Docs – **Dialog Nibelung** documentation;
- Nibelung – **Dialog Nibelung** distribution folder;
  - DotNetFX40ClientKB2468871 – **.Net Framework 4.0 Client Profile** runtime software environment for **Dialog Nibelung** (already included in Windows 7, 8 and 10);
  - jre – **Java Runtime Environment** for the quiz system;
  - WindowsInstaller4_5 – for installation on outdated versions of Windows that do not include the Installer);
  - nibelungmain.msi – **Dialog Nibelung** teacher module installation file;
  - nibelungclient.msi – **Dialog Nibelung** student module installation file;
  - setup-nibelungmain.exe – teacher module installer;

  - setup-nibelungclient.exe – student module installer;
- NPlayer – **Dialog NPlayer** installation files for standalone use (e.g., on a home computer);
- NPW – **Nibelung Power Watch** installation file, NPW is an application for displaying tablets battery status;
- NQuiz – **Dialog NQuiz** test system with documentation and cross platform installer for standalone use (e.g., on a home computer);
- SampleContent – audio and video examples;

The following is also included on the installation CD for your convenience:

- AdobeReader – PDF files viewer;
- KB – Windows system updates necessary to install and run **Dialog Nibelung**;
- Lang – autorun language files;
- SimpleDict – freeware crossplatform multiformat dictionary distributed under Academic Free License;
- VideoConverter – freeware video editor and format converter;
- WMP – **Windows Media Player 10** (might be necessary for older versions of Windows);

Before you begin

Attention: *We highly recommend to familiarize yourself with the Installation Guide before you start the installation.*

Since **Dialog Nibelung** student module has to be installed on a number of computers, it is advantageous to first copy the installation files (Nibelung folder on the CD) to a network share (if available) and start installation program from there:

\Nibelung\setup-nibelungclient.exe

Dialog Nibelung installation program will first check your Windows system for missing components and will automatically install them as necessary. This might take up to 30 minutes and may require the computer to be rebooted.

During the student module installation you will have to enter the **Student Workstation ID** (a number unique to every workstation), and **IP address** or network name of the teacher workstation. Click the **Start** button on the teacher workstation, then right-click on **Computer**, select **Properties** to look up the network name. Your computer name will be listed near the bottom of the window that opens under **Computer name -> domain and workgroup settings**.

During the teacher module installation you will have to enter your company name, license number and license key.

Important: *Default teacher name:* `Admin`*, default password:* `Admin`*. We highly recommend creating* ***Dialog Nibelung*** *accounts for every teacher and use the* `Admin` *account only for administration purposes.*

3.5 Installation guide

Attention: *You will need Windows administrator privileges to install* ***Dialog Nibelung****.*

Important: *Only teacher module should be installed on the teacher workstation and only student modules on the student workstations. Do not attempt to install both teacher module and student module on the same computer.*

Important: *The following packages will be automatically installed whenever necessary:* ***Microsoft .NET Framework 4.0 Client Profile****,* ***Windows Installer 4.5****,* ***Java Runtime Environment (JRE)****.*

Important: *Although the installation software described in this section is referred to as the* ***Setup Wizard*** *(consistent with the Windows ecosystem practices), it is in fact an installation wizard. It will produce a usable setup with default settings. Please refer to section* *Teacher module setup on page 32)* *for further setup instructions.*

Related Links

3.5.1 Teacher module installation

1. Insert installation CD into your computer CD drive.
2. An autorun window should appear on the screen (*Figure 3:* on page 13). Select teacher module installation (Install Dialog Nibelung teacher module). In case the autorun window has not appeared, you will have to launch \Nibelung\setup-nibelungmain.exe from the installation disk manually.

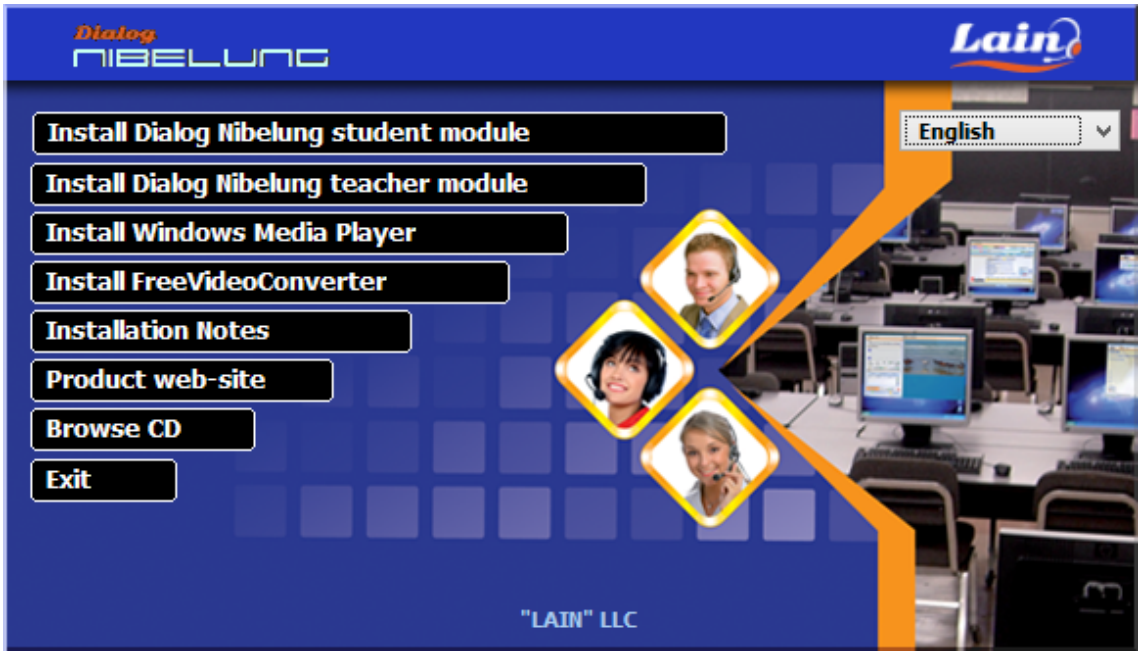


Figure 3: **Autorun** window

3. **Dialog Nibelung Setup Wizard**window should appear on your screen (*Figure 4:* on page 14). Press the **Next** button.

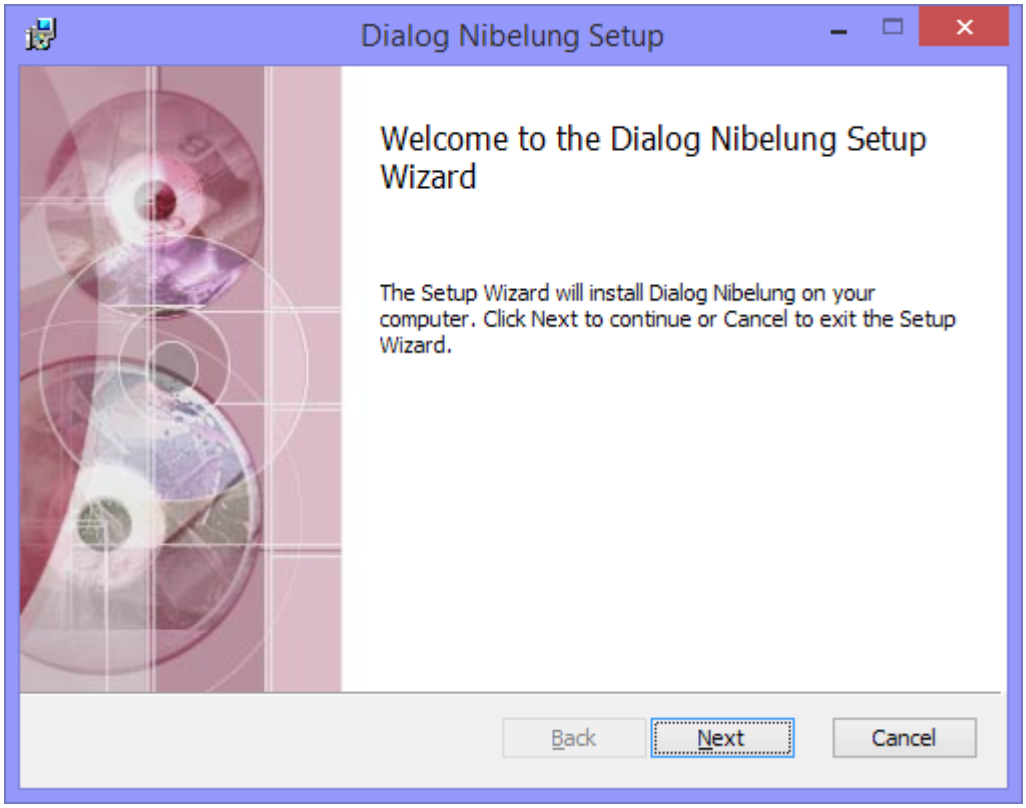


Figure 4: Teacher module **Setup Wizard** window

4. **End User License Agreement**window will appear on your screen (*Figure 5:* on page 15). You must accept the License Agreement to proceed by checking **I accept the terms of the License Agreement**

box, followed by pressing the **Next** button. You can cancel the installation at any time by pressing **Cancel** button.

Figure 5: Teacher module **License Agreement** window

5. You should enter your company name, license number and license key into the **License Key** window that will appear next (*Figure 6:* on page 16). The license number and key are unique for every customer and you have received them when you purchased the software.

   Press the **Next** button after you are finished.

Important: *All our customers receive a USB dongle that sets the limits on the number of student seats. The USB dongle is only necessary to run the teacher module and is not required during installation.*

Figure 6: Teacher module **License Key** window

6. The next window on your screen will be the **Setup Type** selection window (*Figure 7:* on page 17). You can choose between:
   - **Typical installation** - installs default configuration that should suit most users
   - **Custom installation** - you can select which **Dialog Nibelung** components to install

- **Full installation** - installs all the components.

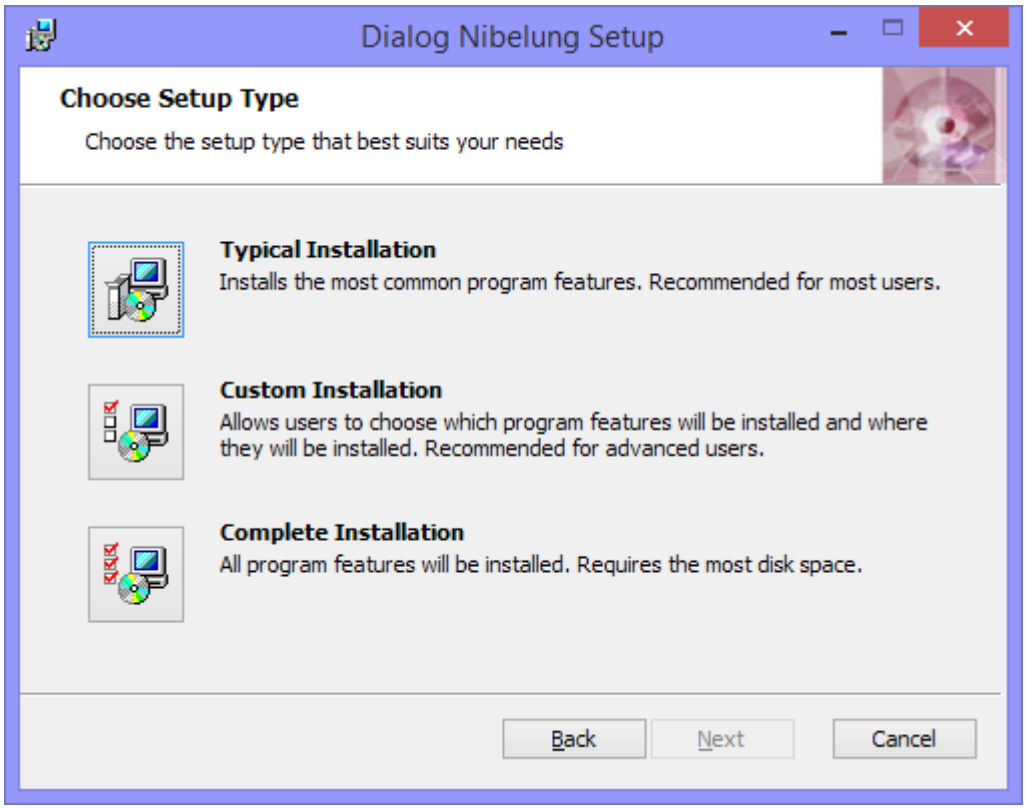


Figure 7: Teacher module **Setup Type** window

Important: *Most users should select* ***Typical installation****.*

7. If you have selected **Custom installation**, you will be able to choose components to install in the next window (*Figure 8:* on page 18) .

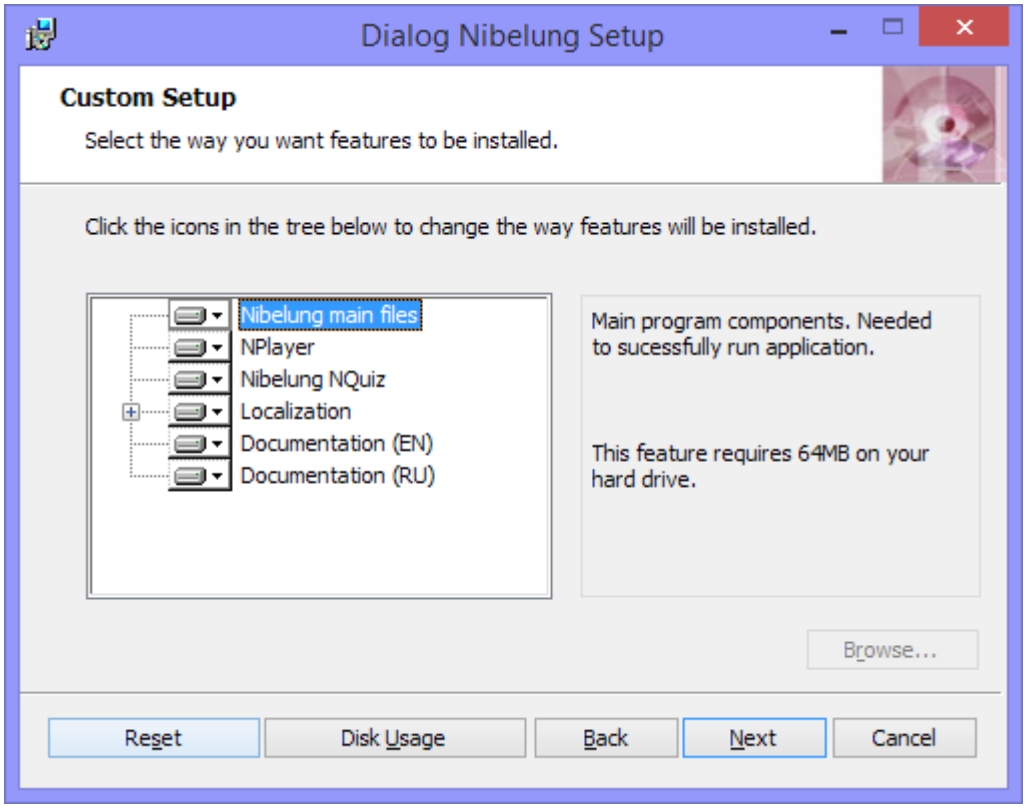


Figure 8: Teacher module **Custom Setup** window

Attention: *Only select* ***Custom installation*** *after you have had sufficient experience working with* ***Dialog Nibelung****.*

8. After selecting installation type and pressing the **Next** button, you should see the **Destination Folder** window (*Figure 9:* on page 19) on your screen.

Tip: *Default destination path is C:\Program Files\LAIN\Nibelung.*

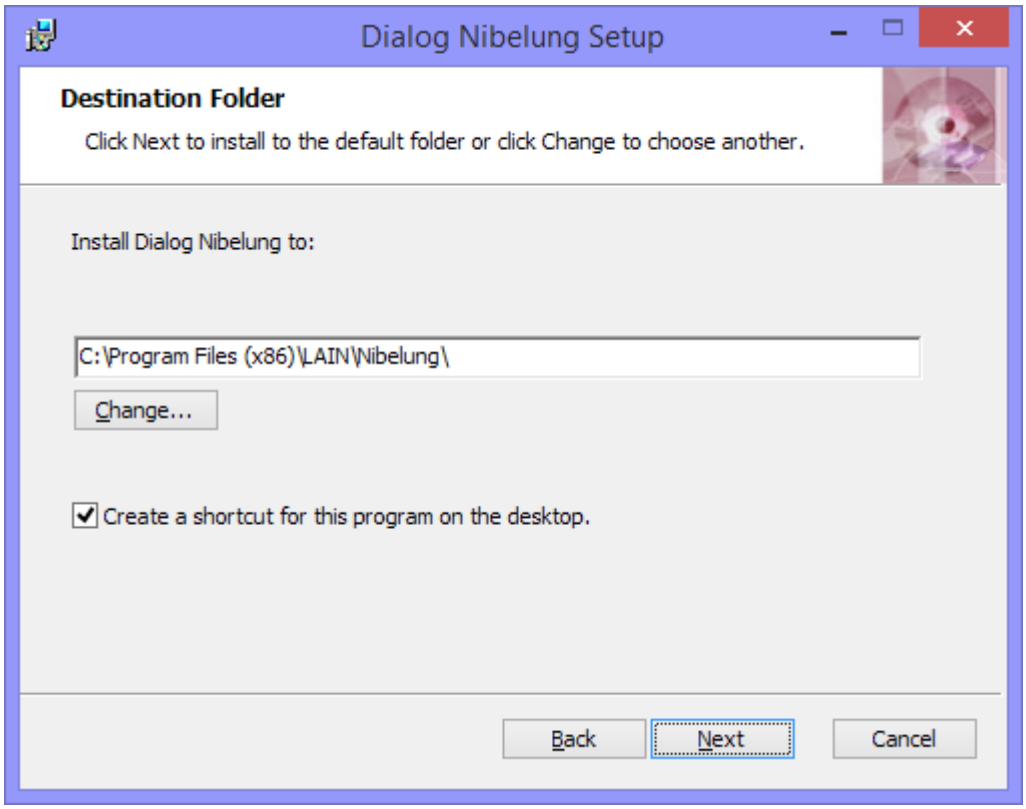


Figure 9: Teacher module **Destination Folder** window

You can choose a different destination by pressing the **Change** button. Press **Next** after you have finished.

9. The next window on your screen informs you that everything is ready to start the installation (*Figure 10:* on page 20).

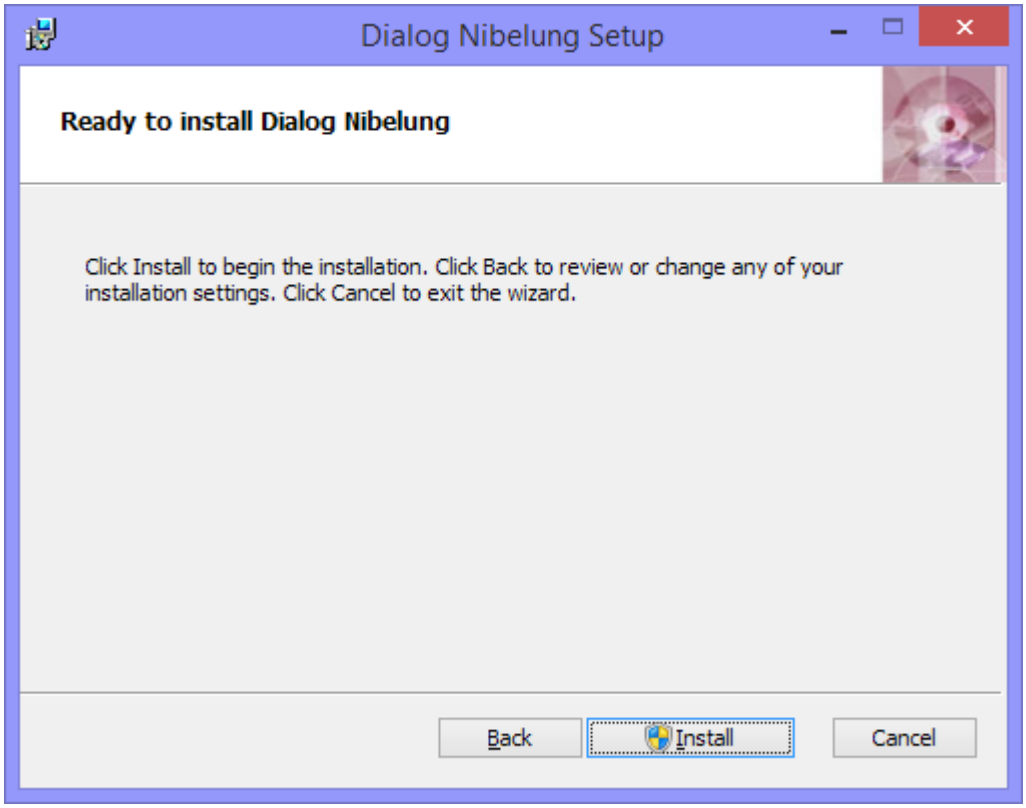


Figure 10: **Ready to install** window

Press the **Back** button if you need to change installation parameters.

Press **Cancel** to abort the installation.

Press **Install** when you are ready to start the installation. (*Figure 11:* on page 21).

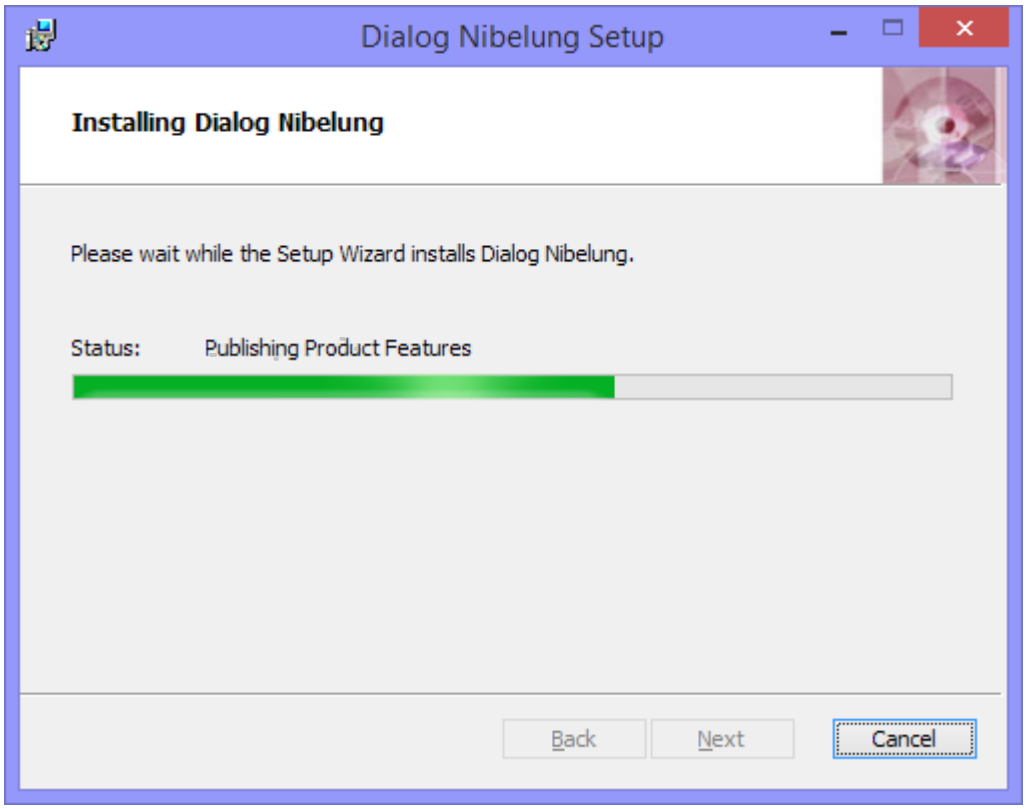


Figure 11: Installation progress window

10. After the installation has successfully completed, **Installation complete** window will appear on your screen (*Figure 12:* on page 21). Press the **Finish** button to exit **Setup Wizard**.

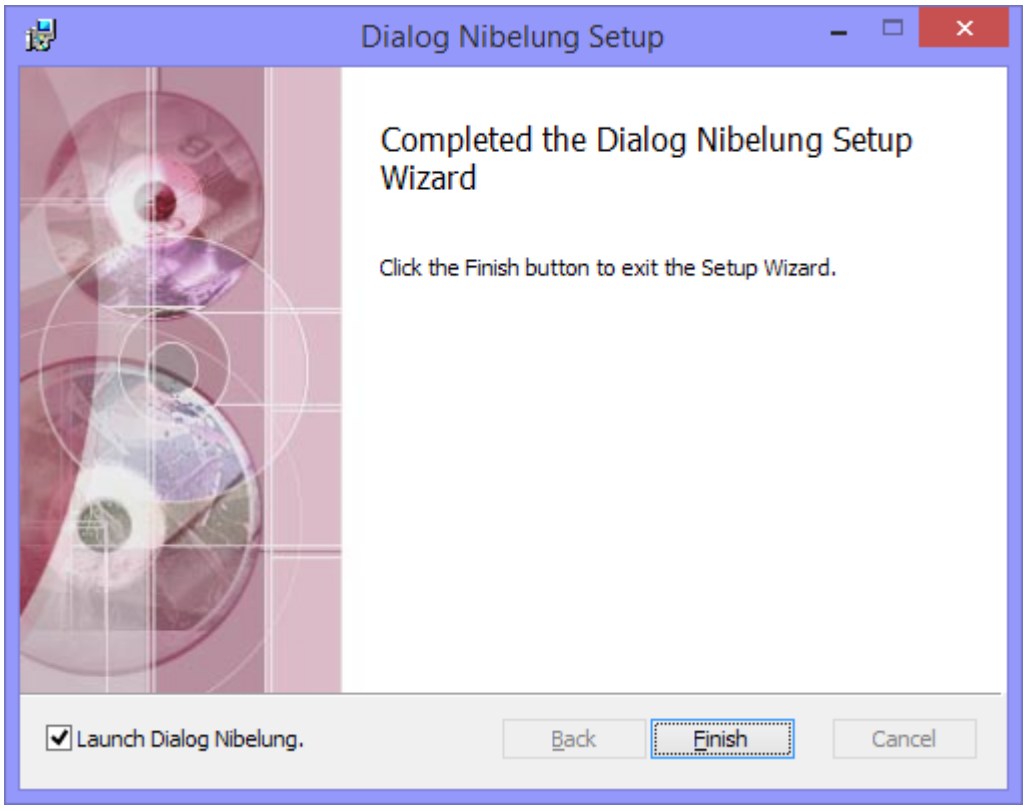


Figure 12: Installation complete window

Dialog Nibelung Setup Wizard will add a **Nibelung** menu item to your **Start** > **All programs** menu. The newly created **Nibelung** menu contains items to launch the software, remove it, and open this user manual in **PDF** format.

Tip: *You can open the user manual using* ***Adobe Acrobat Reader****, which is included on the installation disk for your convenience.*

An icon to launch the teacher module will also be placed on your desktop.

Figure 13: Teacher module icon

11. If the Setup Wizard is launched on a computer that already has **Dialog Nibelung** installed, then **Change, repair or remove** window (*Figure 14:* on page 22) will appear on your screen. This window allows you to:
    - Add or remove **Dialog Nibelung** components
    - Repair existing installation
    - Uninstall **Dialog Nibelung** from this computer.

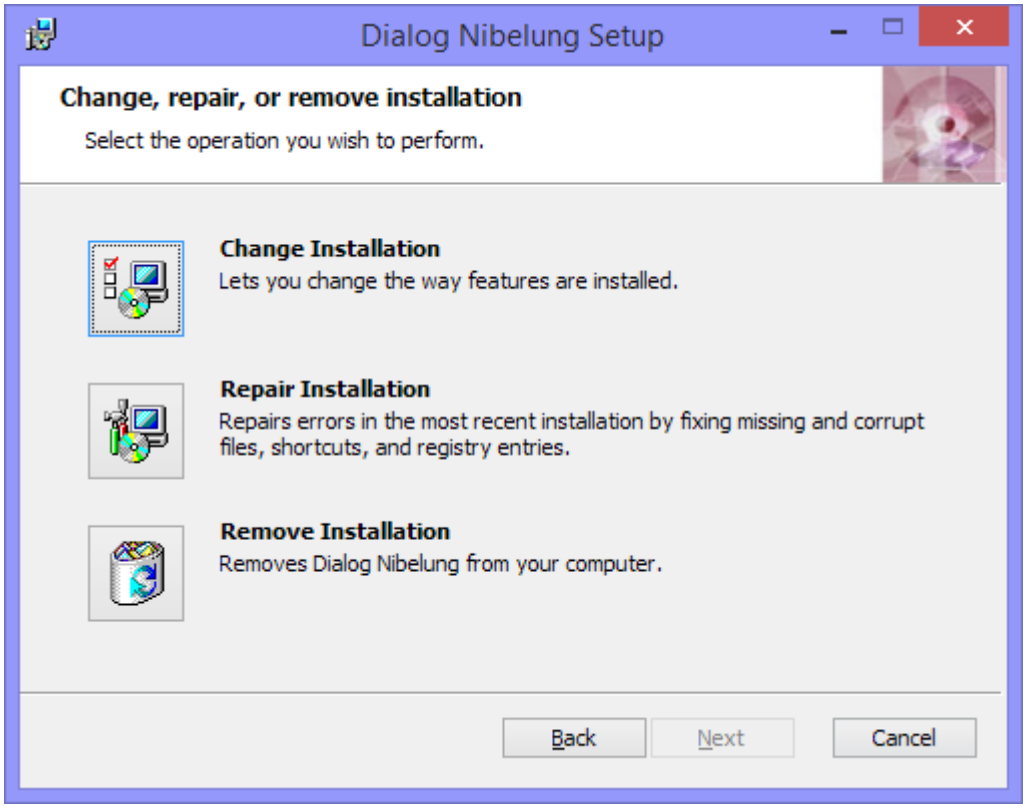


Figure 14: Teacher module **Change, repair or remove installation** window

12. Press a corresponding button to change, repair or remove the installation and follow the instructions shown on your screen.

Related Links

Installation guide on page 12

3.5.2 Student module installation

1. Insert installation CD into your computer CD drive.

2. An autorun window should appear on the screen (*Figure 15:* on page 23). Select student module installation (Install Dialog Nibelung student module). If the autorun window has not appeared, then you will have to launch setup-nibelungclient.exe from the installation disk manually.

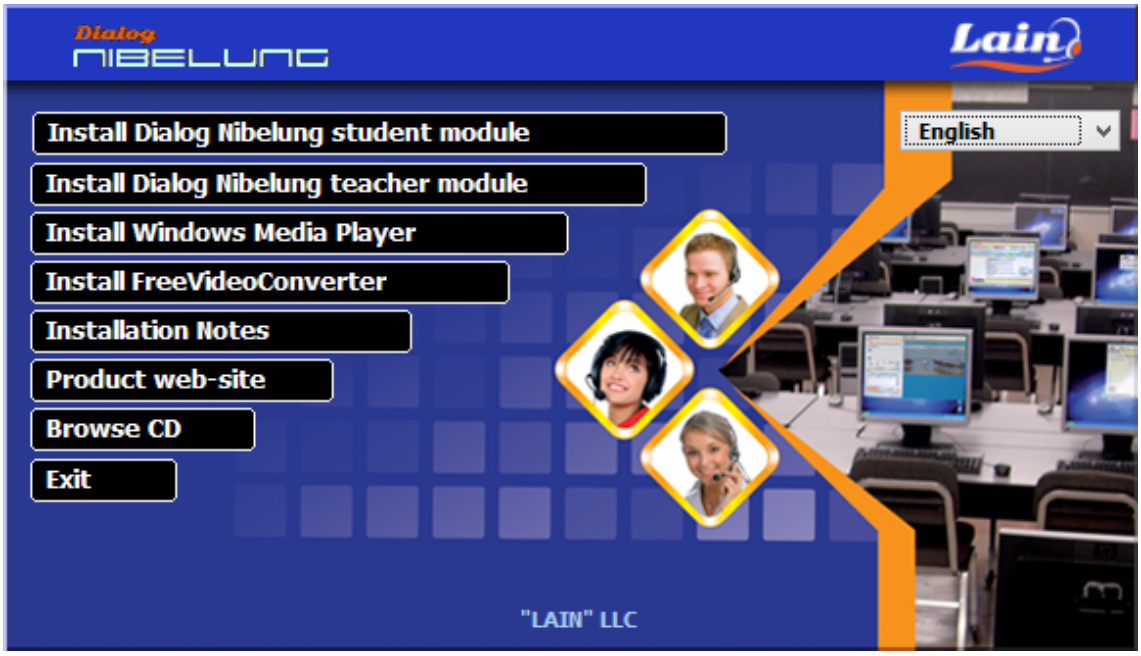


Figure 15: **Autorun** window

3. **Dialog Nibelung student module Setup** wizard window will appear on your screen (*Figure 16:* on page 23). Press the **Next** button.

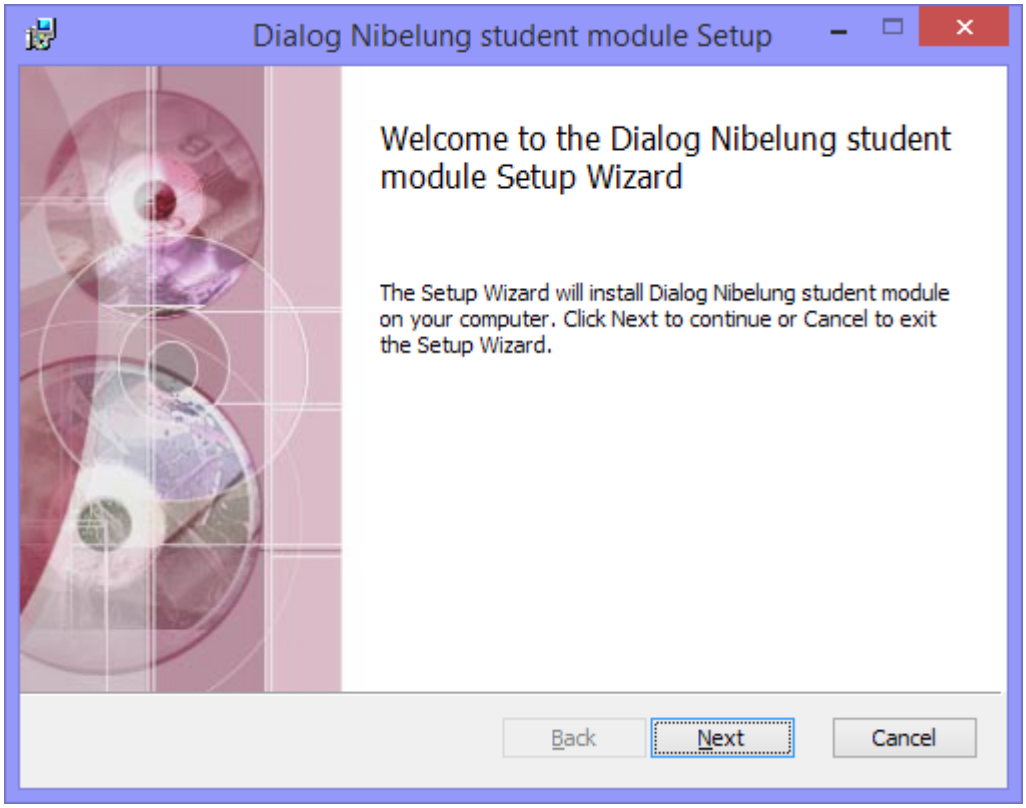


Figure 16: Student module **Setup Wizard** window

4. **End User License Agreement**window will appear on your screen (*Figure 17:* on page 24). You must accept the License Agreement to proceed by checking **I accept the terms of the License Agreement**

box, followed by pressing the **Next** button. You can cancel the installation at any time by pressing the **Cancel** button.

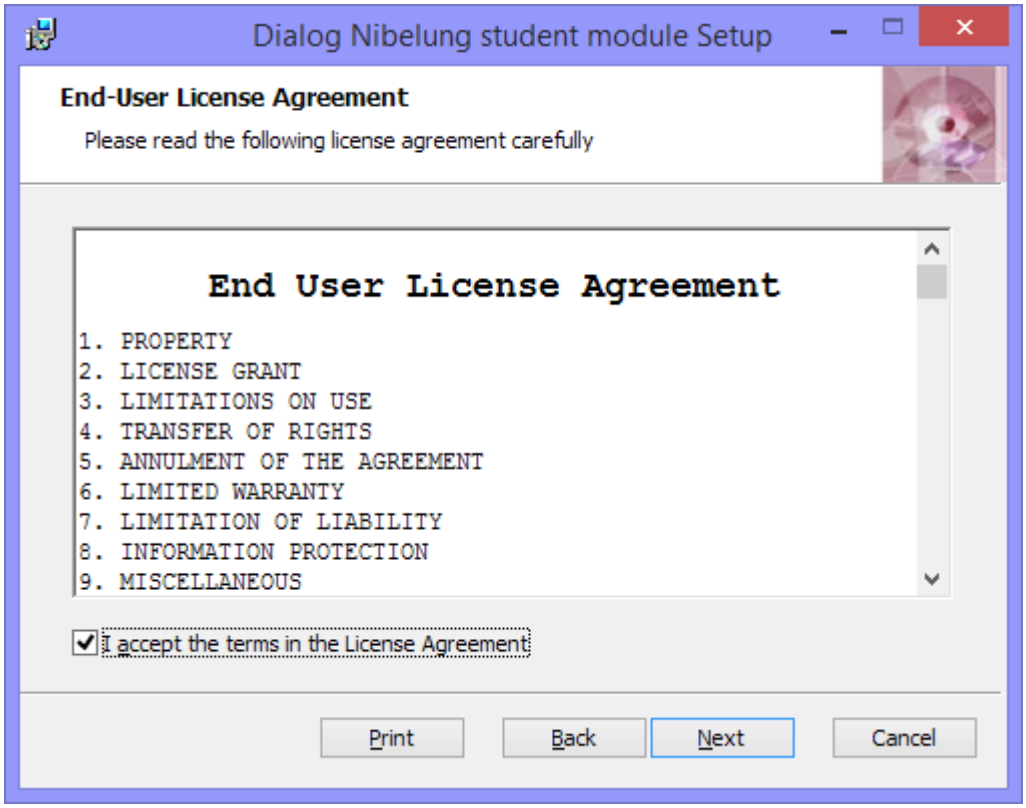


Figure 17: Student module **License Agreement** window

5. Student module setup window will appear on your screen (*Figure 18:* on page 24). You should enter **IP address** or network name of the teacher workstation and the **Student Seat ID** of this student workstation.

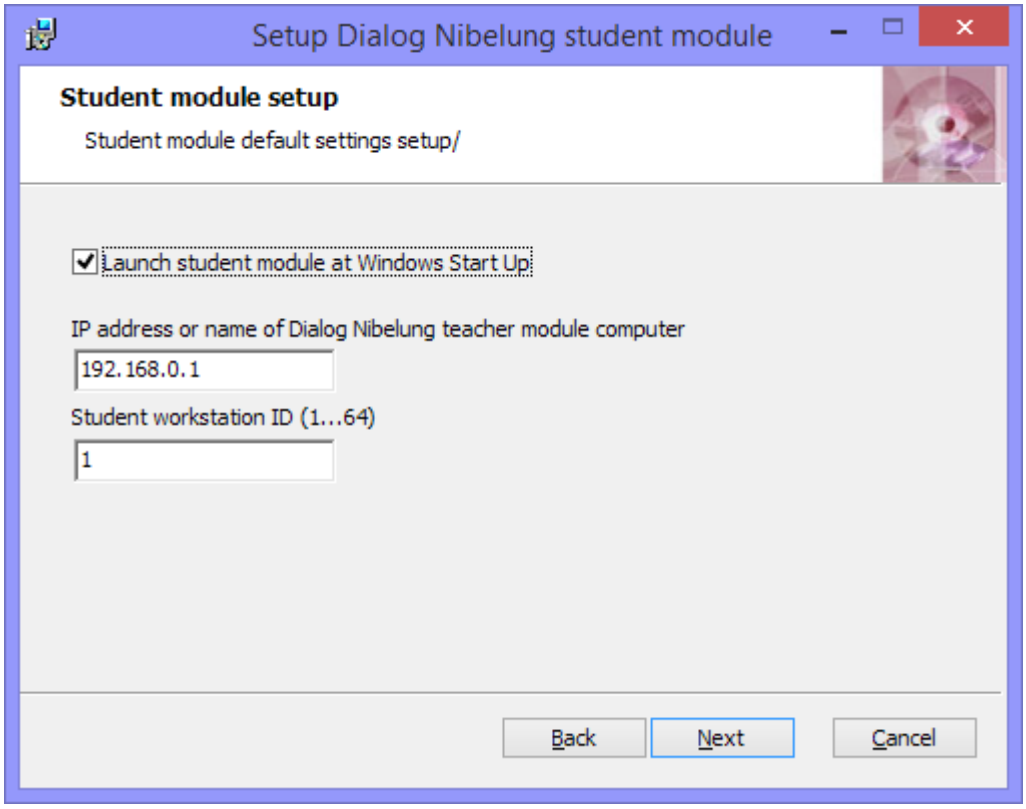


Figure 18: Student module setup window

Select the **Launch program at Windows Start Up** check box to automatically launch the student module upon each Windows start.

Important: *When the* ***Launch student module at Windows Start Up*** *option is selected, a special* ***Windows*** *service is controlling launch of the student module. The student module will be automatically relaunched in case of an abnormal termination, whether malicious or not. This service also tracks logged in* ***Windows*** *users and prevents several copies of the student module from running at the same time.*

6. The next window on your screen will be the **Setup Type** selection window (*Figure 19:* on page 25).

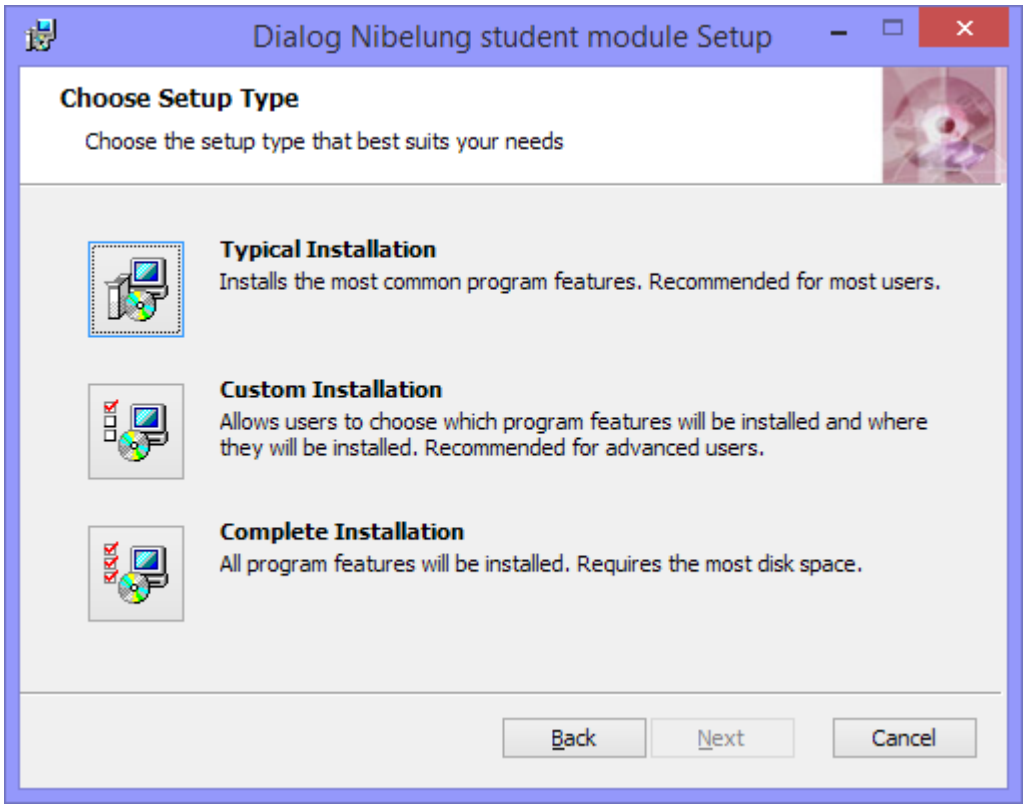


Figure 19: Student module **Setup type** window

You can choose between:

- **Typical installation** - installs the default configuration that should suit most users
- **Custom installation** - you can select which **Dialog Nibelung** components to install
- **Full installation** - installs all the components.

Important: *Most users should select* ***Typical installation****.*

Attention: *Only select* ***Custom installation*** *after you have had sufficient experience working with* ***Dialog Nibelung****.*

7. If you have selected **Custom installation**, then you will be able to choose components to install in the next window (*Figure 20:* on page 26).

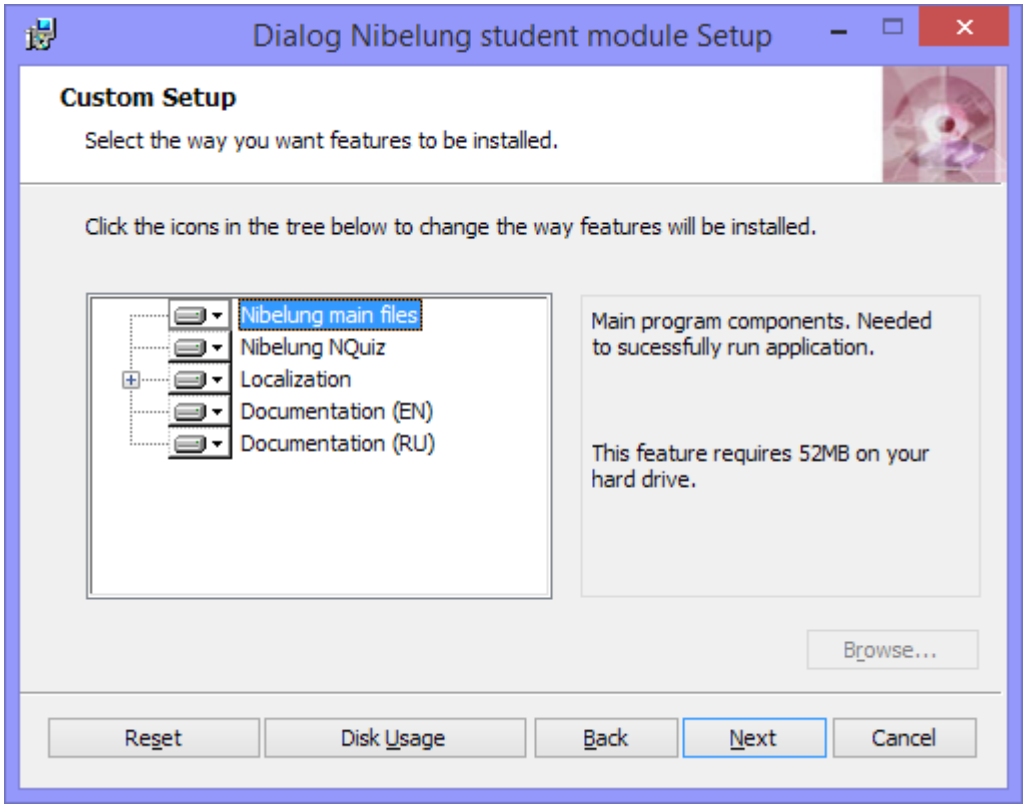


Figure 20: Student module **Custom installation** window

8. After selecting installation type and pressing the **Next** button, you should see the Destination Folder window (*Figure 21:* on page 27) on your screen.

Tip: *Default destination path is C:\Program Files\LAIN\Nibelung.*

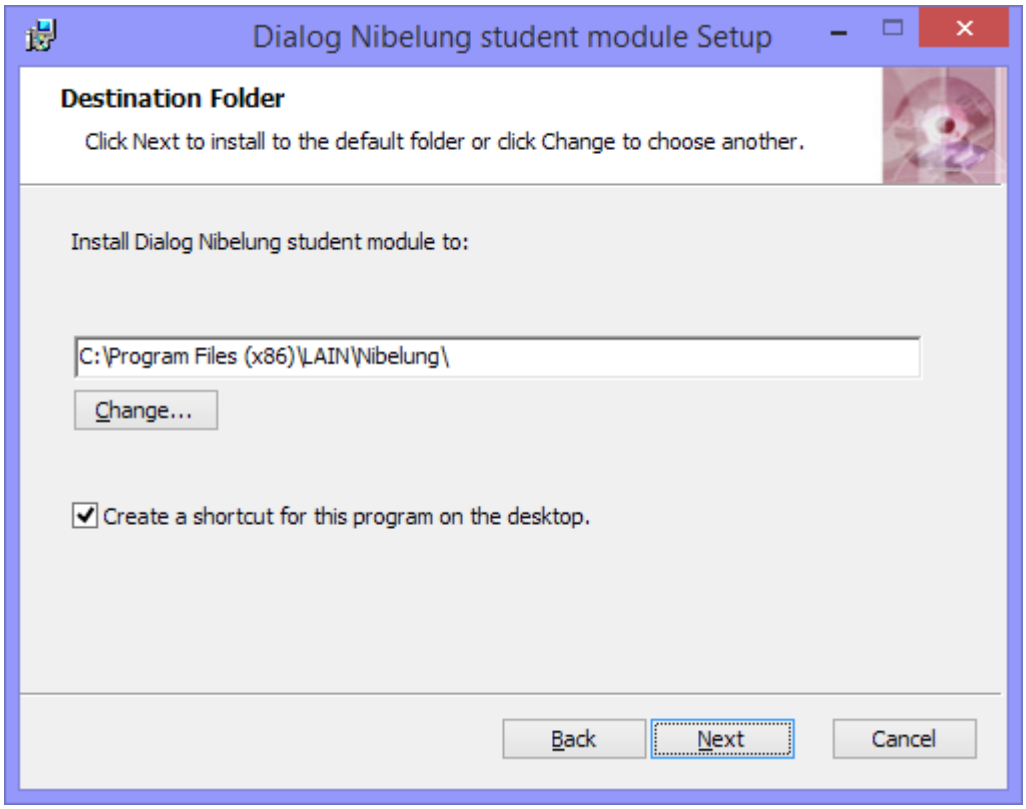


Figure 21: Student module **Destination folder** window

You can choose a different destination by pressing the **Change** button. Press **Next** when you are finished.

9. The next window on your screen informs you that everything is ready to start the installation (*Figure 22:* on page 28).

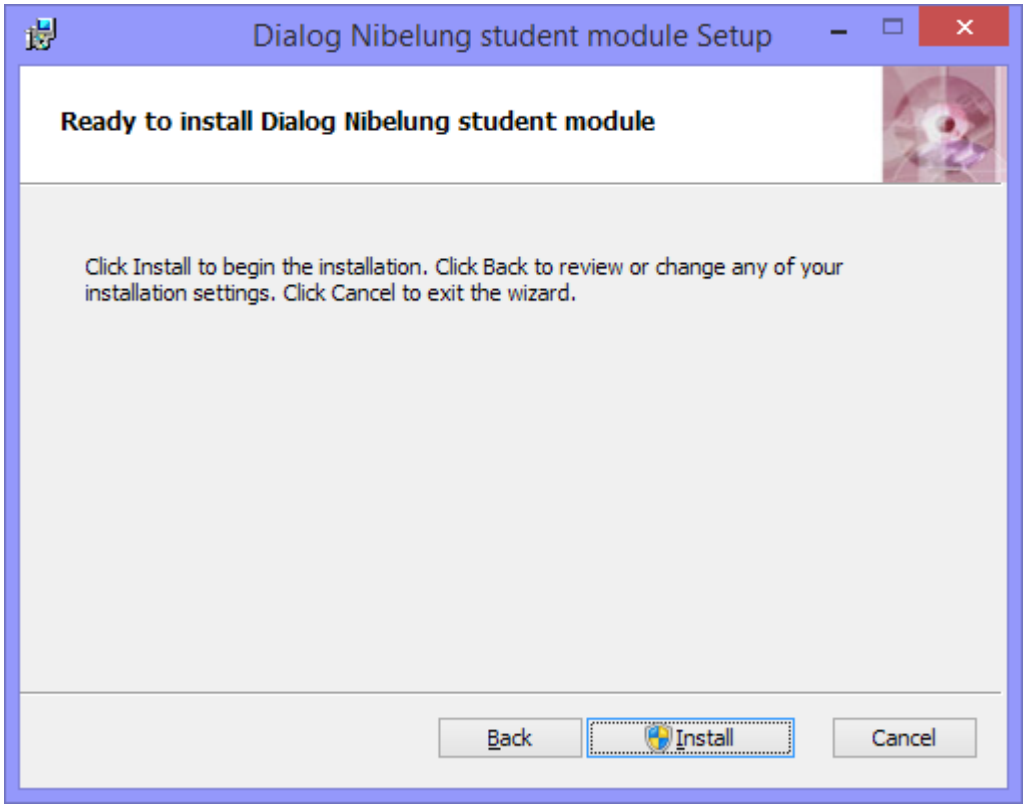


Figure 22: **Ready to install** window

Press the **Back** button if you need to change installation parameters.

Press **Cancel** to abort the installation.

Press **Install** when you are ready to start the installation. (*Figure 23:* on page 29).

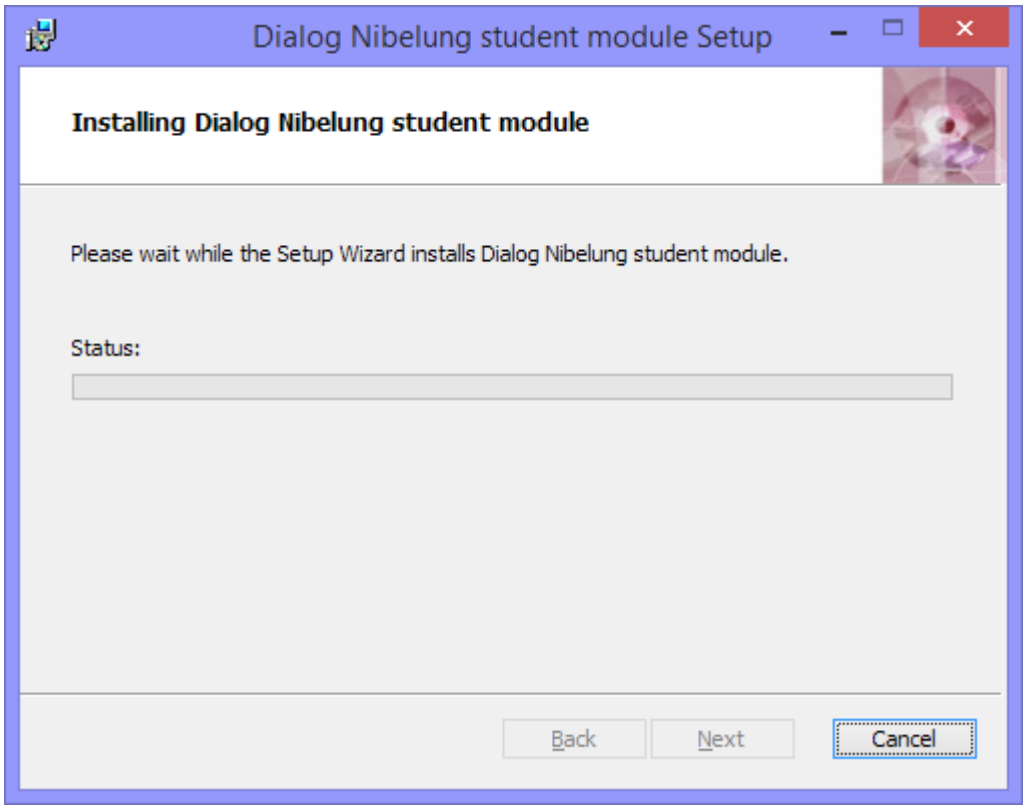


Figure 23: Installation progress window

10. After the installation has successfully completed, **Installation complete** window will appear on your screen (*Figure 24:* on page 29). Press the **Finish** button to exit **Setup Wizard**.

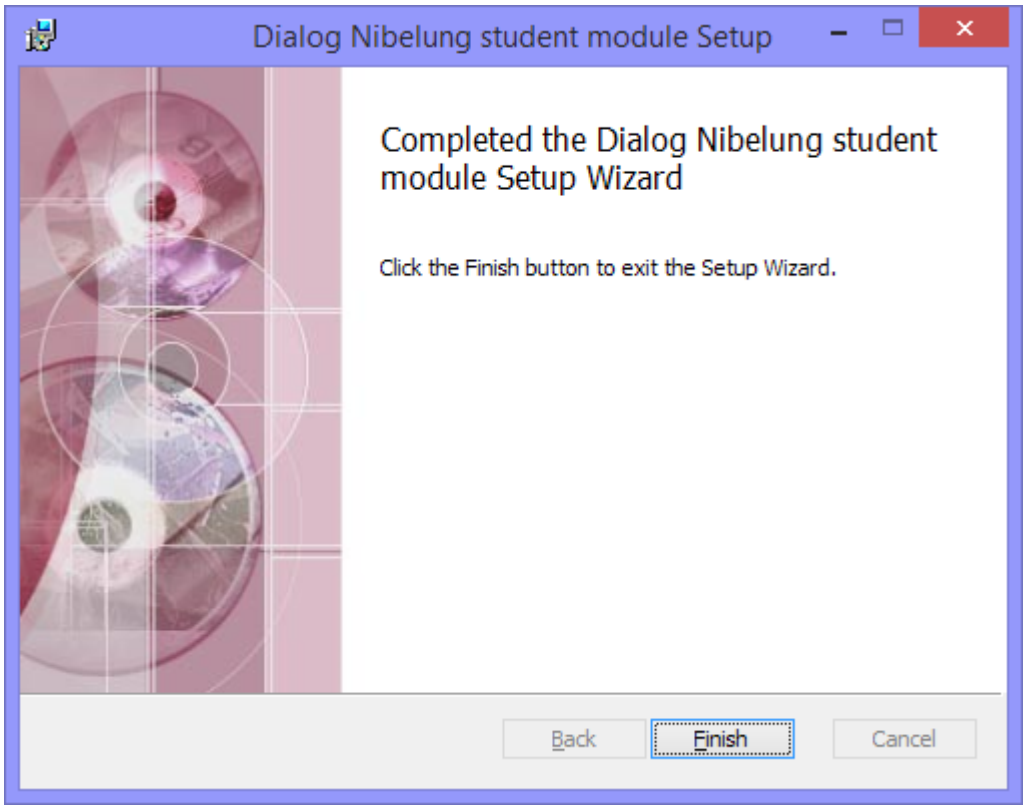


Figure 24: Installation complete window

Important: *Please note that the* ***Start Dialog Nibelung Student module*** *will only appear in this window if the check box* ***Launch program at Windows Start Up*** *was selected earlier on.*

Dialog Nibelung Setup Wizard will add a **Nibelung** menu item to your **Start** > **All programs** menu. The newly created **Nibelung** menu contains items to launch the software, remove it, and open this user manual in **PDF** format.

Tip: *You can open the user manual using* ***Adobe Acrobat Reader****, which is included on the installation disk for your convenience.*

An icon to launch the student module will also be placed on your desktop.

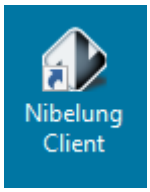


Figure 25: Student module icon

11. If the **Setup Wizard** is launched on a computer that already has **Dialog Nibelung** installed, the **Change, repair or remove** window (*Figure 26:* on page 30)will appear on your screen. This window allows you to:

- Add or remove **Dialog Nibelung** components
- Repair existing installation
- Uninstall **Dialog Nibelung** from this computer.

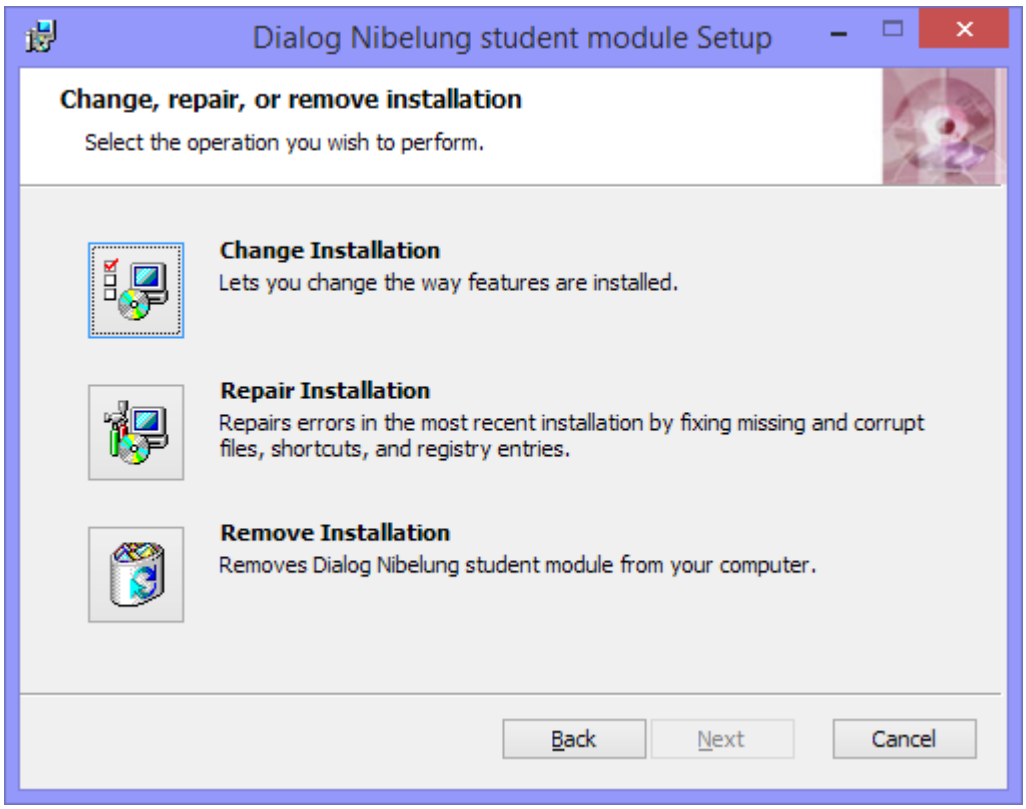


Figure 26: Student module **Change, repair or remove installation** window

Select a corresponding button and press **Next** to change, repair or remove the installation and follow the instructions shown on your screen.

Related Links

Installation guide on page 12

3.5.3 Post install notes

Windows Media Player 10 installation

Windows Media Player 10 or higher is required to operate **Dialog Nibelung** media player. **Windows Media Player 10** is included on the **Dialog Nibelung** installation disk for your convenience. Run \WMP \MP10Setup.exe from the installation disk to install **Windows Media Player 10** if it is missing from your system.

Windows Firewall setup

Dialog Nibelung must be included in the exceptions list of your **Windows Firewall** setup. Usually the **Firewall** will offer you to create this exception during first launch of the software. We recommend to double check if the following exceptions have been created for **Dialog Nibelung**:

- on the teacher workstation: NibelungUI.exe
- on student workstations: NibelungClient.exe and NibelungHelper.exe

Windows Firewall exception list can be found under:

- Windows XP:

  Start > **Control Panel** > **Windows Security Center** > **Windows Firewall** > **Exceptions**
- Windows Vista and 7:

  Start > **Control Panel** > **System and Security** > **Allow a program through Windows Firewall**

  or

  Start > **Control Panel** > **Windows Firewall** > **Exceptions**
- Windows 8/10:

  Enter "firewall" into the search bar, select **Windows Firewall**, then select **Allow an app or feature through Windows Firewall**, press the **Change settings** button (you will need Administrator privileges), and then press **Allow another app...** at the bottom and add **Dialog Nibelung** to the list.

Some anti-virus software may also issue warnings regarding **Dialog Nibelung**. You will have to create appropriate exceptions and/or add it to the list of trusted software as well.

Audio interface setup

The sound quality directly depends on proper setup of your computer audio interface (whether internal or external).

Setup procedures vary greatly between different sound cards. Below are the just the general guidelines to help you to achieve optimal sound quality.

1. Disable the **Stereo Mixer**. Whenever stereo mixer is enabled, your conversation partners will hear their own voice, which can be distracting.
2. Adjust the microphone gain. Voice can get distorted and an echo may appear when microphone gain is too high.
3. Enable microphone noise reduction. This function may or may not be present, depending on the type of your sound card.
4. Only enable those capture and playback streams that are necessary. Usually that will be **Playback** and **Microphone** streams for playback and **Microphone** stream for the recording. Disable all other streams.

Please see section *Operating System and hardware setup* on page 34 of this user guide for further information on audio setup.

For **Windows 7** without the **Service Pack 1** we highly recommend installing Windows Update **KB 981679**. You can find it on the **Dialog Nibelung** installation disk under the \KB\ folder. You can also download it from Microsoft Support at *http://support.microsoft.com/kb/981679*.

Miscellaneous tips

1. Simultaneously press `Ctrl + Alt` on your keyboard and right click of the window title to enter setup menu of the **Dialog Nibelung** student module. The student module has to be launched with the administrator privileges to change its settings.
2. In Windows Vista, 7, 8 and 10 (with UAC enabled), right click on the software icon and select **Run as Administrator** to launch a program with administrator privileges.
3. If the teacher module would not launch after the installation, we recommend to launch it at least once with administrator privileges.
4. For day to day operations, we highly recommend running the teacher module **without** the administrator privileges for security reasons.
5. In Windows Vista, 7, 8, and 10 in some cases it is recommended to disable the **TCP/IPv6** protocol in Network Connection Properties.
6. When applying Windows Updates application software like **Dialog Nibelung** may become unstable. Close application software, finish installation of all updates, and restart the computer.

Important: ***VirtualBox*** *virtualization software installed on the same computer may interfere with audio and video streaming. If this is the case, try disabling* ***VirtualBox Host-Only Ethernet Adapter*** *in the network adapter list.*

Related Links

Installation guide on page 12

3.6 Setup guide

3.6.1 Teacher module setup

Select **File** > **Settings** from the main menu to set up the teacher module.

Teacher module settings window (*Figure 27:* on page 33) will appear on your screen. Here you can change **Path to teacher folders** where each teacher can store class files, session files, student records, etc.

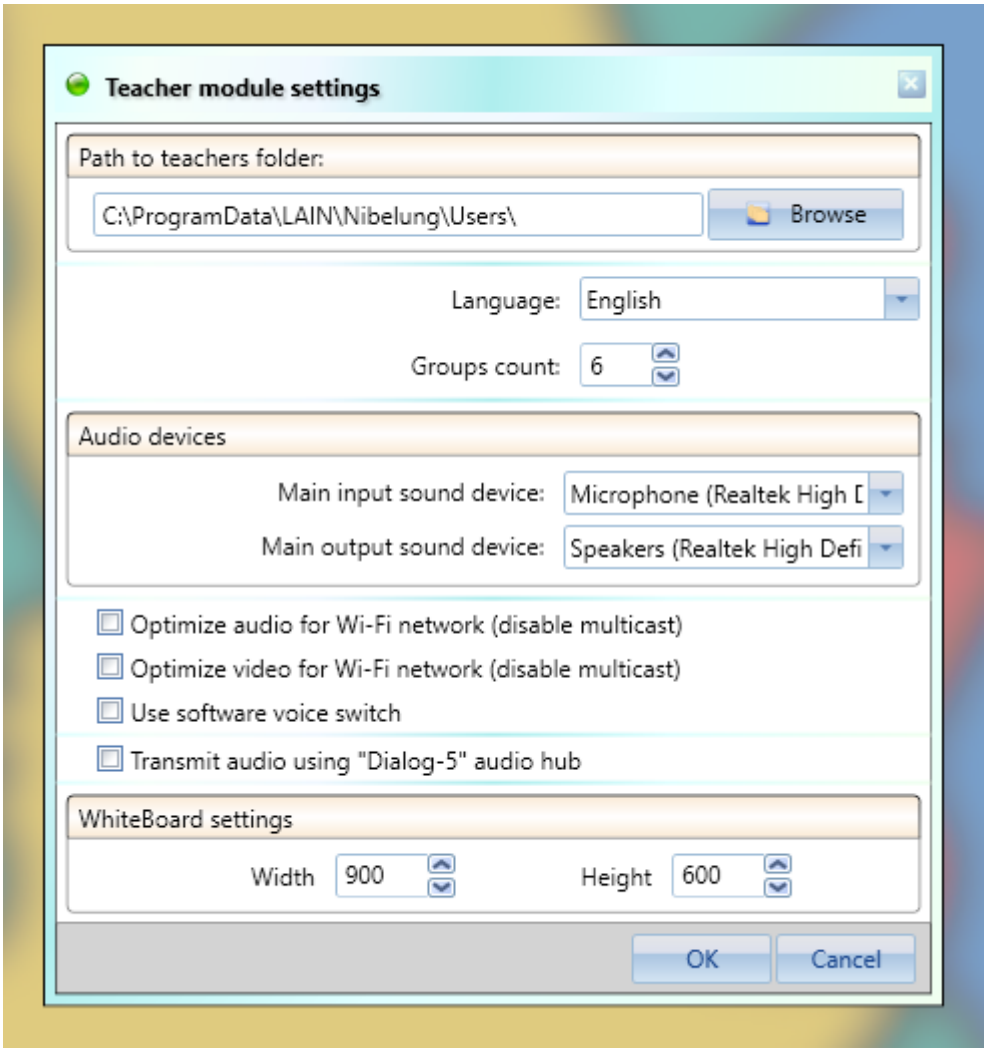


Figure 27: **Teacher module settings** window

Here you can also change user interface language, maximum number of groups in the class, and default sound devices for playback and capture.

By selecting **Optimize audio for Wi-Fi networks (disable multicast)** option you can increase sound quality over the Wi-Fi networks at the expense of increase in network traffic.

By selecting **Optimize video for Wi-Fi networks (disable multicast)** option you can increase video quality over the Wi-Fi networks at the expense of increase in network traffic. Once this option is enabled, students will also be able to adjust video playback position.

Important: *Check the **Use voice switch** option if you are experiencing poor sound quality over Wi-Fi networks. This will enable software voice switch that will increase sound quality at the expense of increase in sound delays and CPU load on the teacher workstation.*

If you are using **Dialog Nibelung** together with the **Dialog 5** audio hub (see *Audio hub overview* on page 216), you will have to set the **Transmit audio using Dialog 5 audio hub** option here.

You can also set the deafault size for the whiteboard (see section *Whiteboard* on page 87) here.

3.6.2 Student module setup

Select **Settings** item from the drop down menu to set up the student module.

Important: *The drop down menu will appear after depressing* ***Alt*** *and* ***Ctrl*** *on the keyboard while simultaneously right clicking on the window title bar. This menu is only accessible when the student module has been launched with administrator privileges.*

Student module settings window will appear on your screen (*Figure 28:* on page 34). You can change the **Student workstation ID** number, IP address or domain name of the teacher workstation, user interface language, sound devices for capture and playback, and device for video capture.

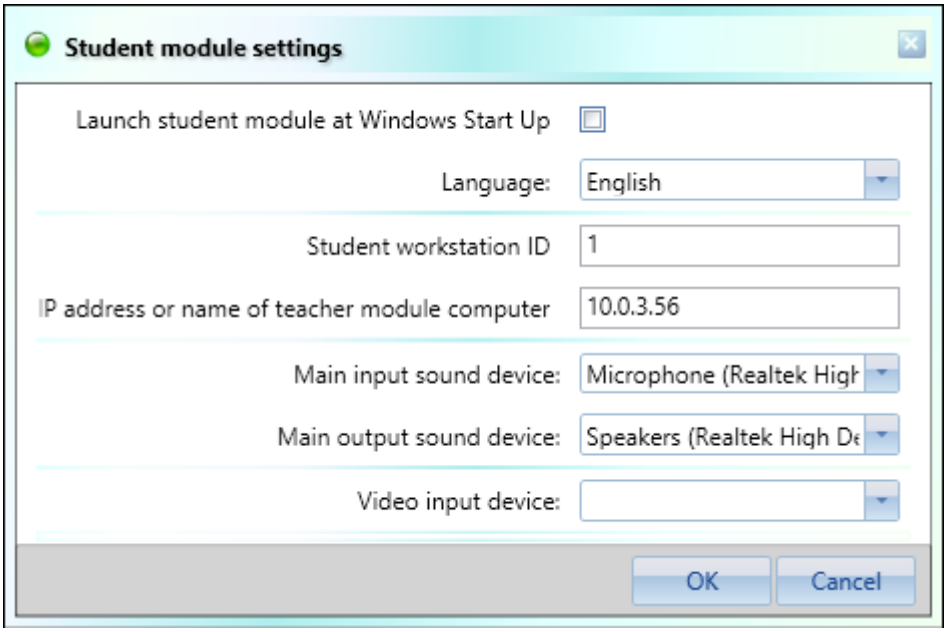


Figure 28: **Student module settings** window

Whenever the **Launch student module at Windows Start Up** option is enabled, the student module will be launched automatically every time the computer is started, regardless of the Windows user.

Important: *When the* ***Launch student module at Windows Start Up*** *option is selected, a special* ***Windows*** *service is controlling launch of the student module. The student module will be automatically relaunched in case of an abnormal termination, whether malicious or not. This service also tracks logged in* ***Windows*** *users and prevents several copies of the student module from running at the same time.*

Important: *We highly recommend that the students be issued logins with very limited privileges for security purposes. For more information, please refer to* ***User accounts*** *section in* ***Windows Help and Support****.*

3.6.3 Operating System and hardware setup

You will need to set certain properties of your network interface for the optimal operation of **Dialog Nibelung**.

Press the **Start** button and select **Control Panel**. The **Control Panel** window (*Figure 29:* on page 35) will appear on your screen. Click on **System and Security** and then click on the **System** icon.

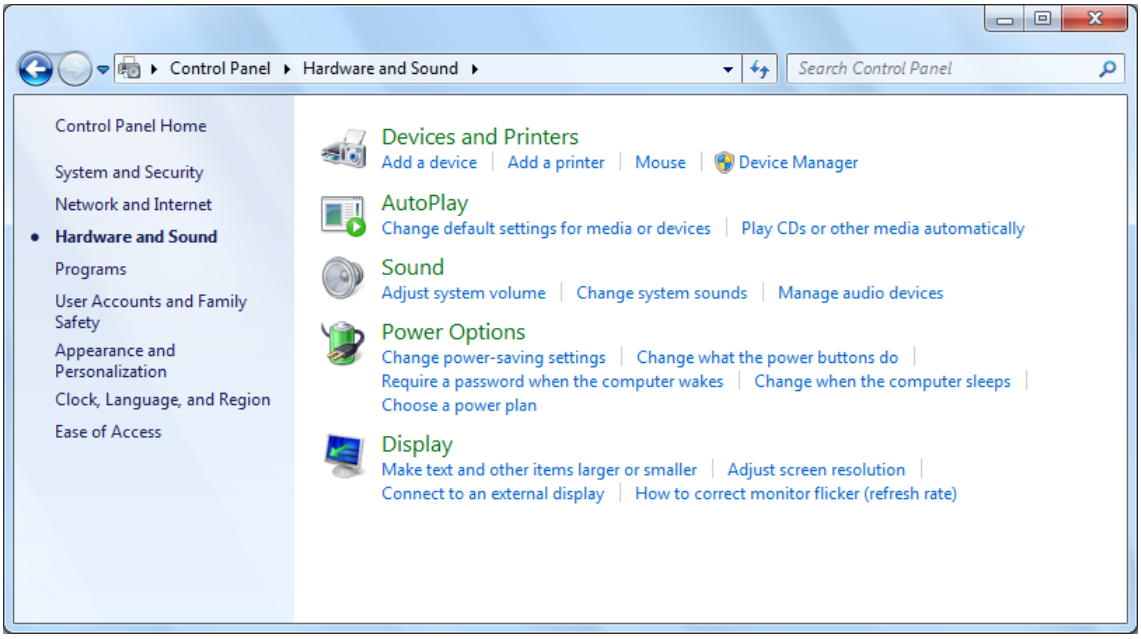


Figure 29: **Control Panel** window

Related Links

Network interface setup on Windows Vista and windows 7 on page 36
Network interface setup on Windows 8 and 10 on page 38
Microphone setup on Windows Vista and Windows 7 on page 41
Microphone setup for Windows 8/10 on page 45

Network interface setup on Windows Vista and windows 7

The **System** properties window (*Figure 30:* on page 36) will appear on your screen. Click on the **Device Manager** link located in the left column of the window.

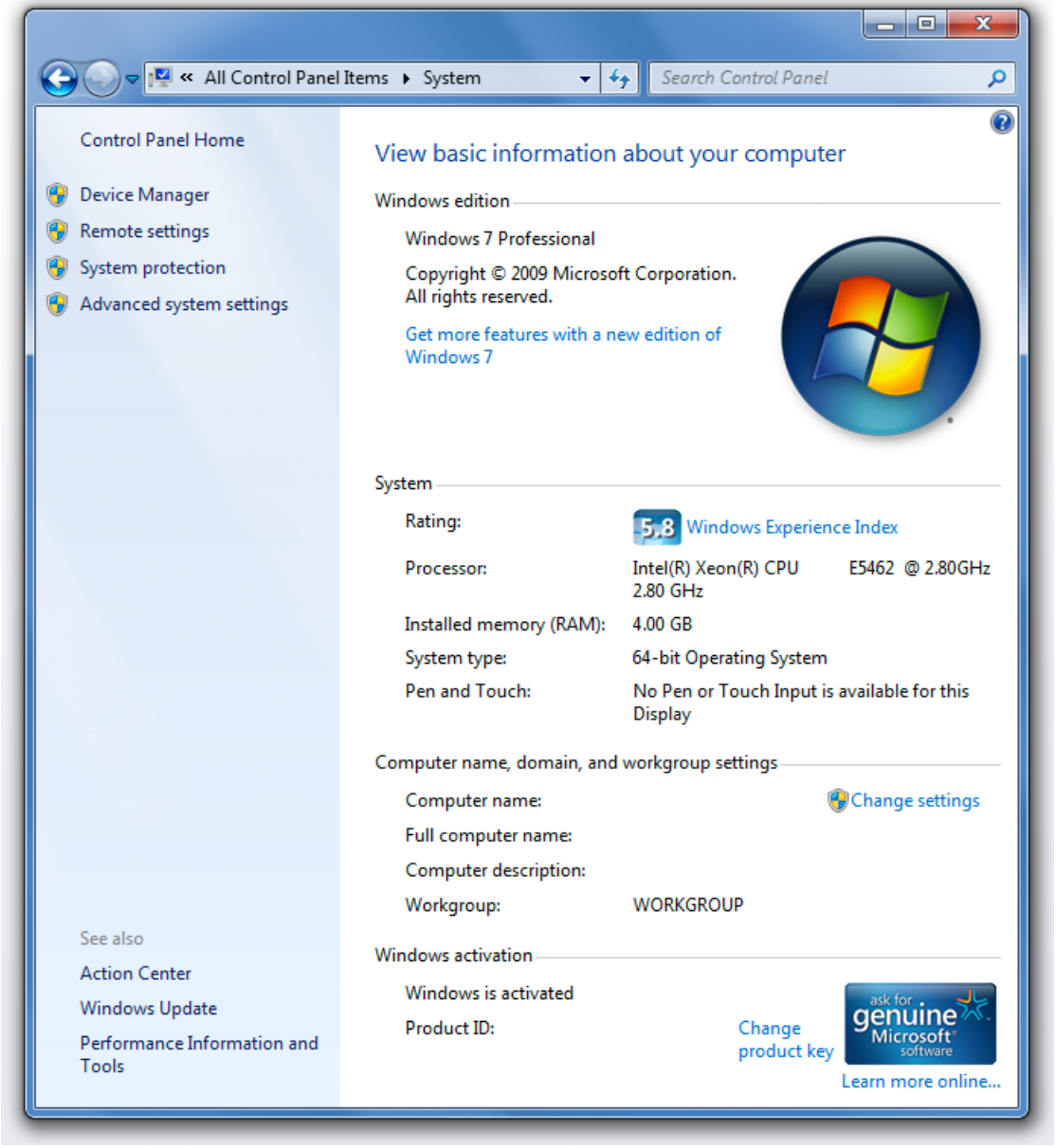


Figure 30: **System** properties window

Device Manager window (*Figure 31:* on page 37) should appear on your screen. Expand the **network adapters** sub-menu and double click your network adapter name (for example **Intel(R) PRO/1000 MT Desktop Adapter**).

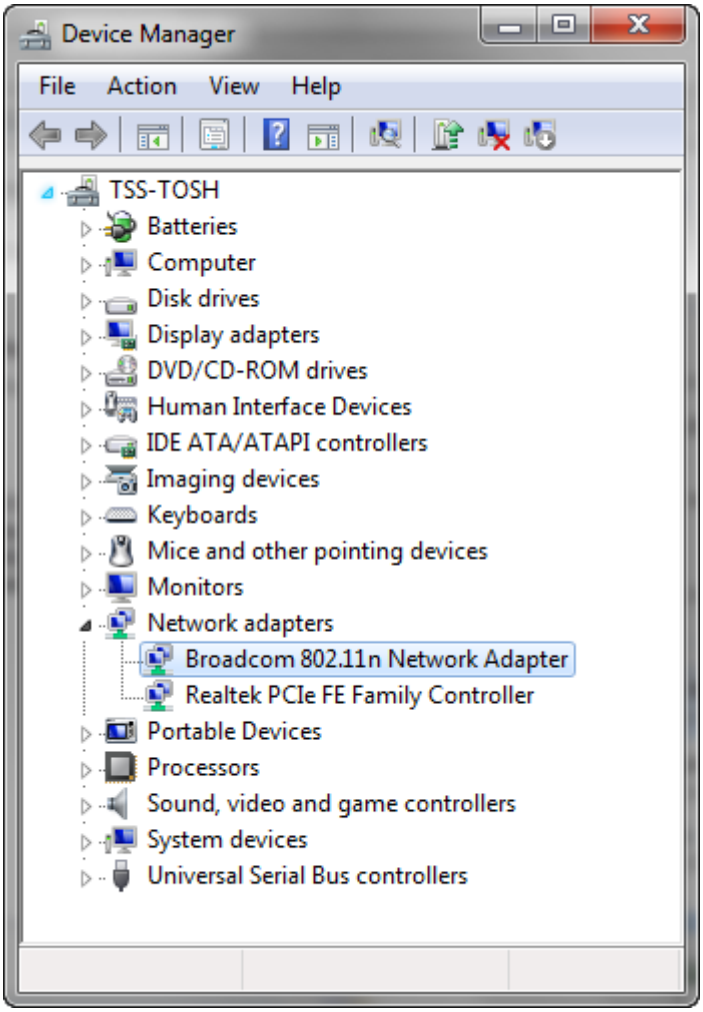


Figure 31: **Device Manager** window

Select the **Power management** tab in the **Network Adapter Properties** window (*Figure 32:* on page 38) and set the following properties:

Network Adapter Properties	Recommended setting
Allow this device to wake computer	Enabled

Network Adapter Properties	Recommended setting
Only allow a magic packet to wake the computer	Enabled

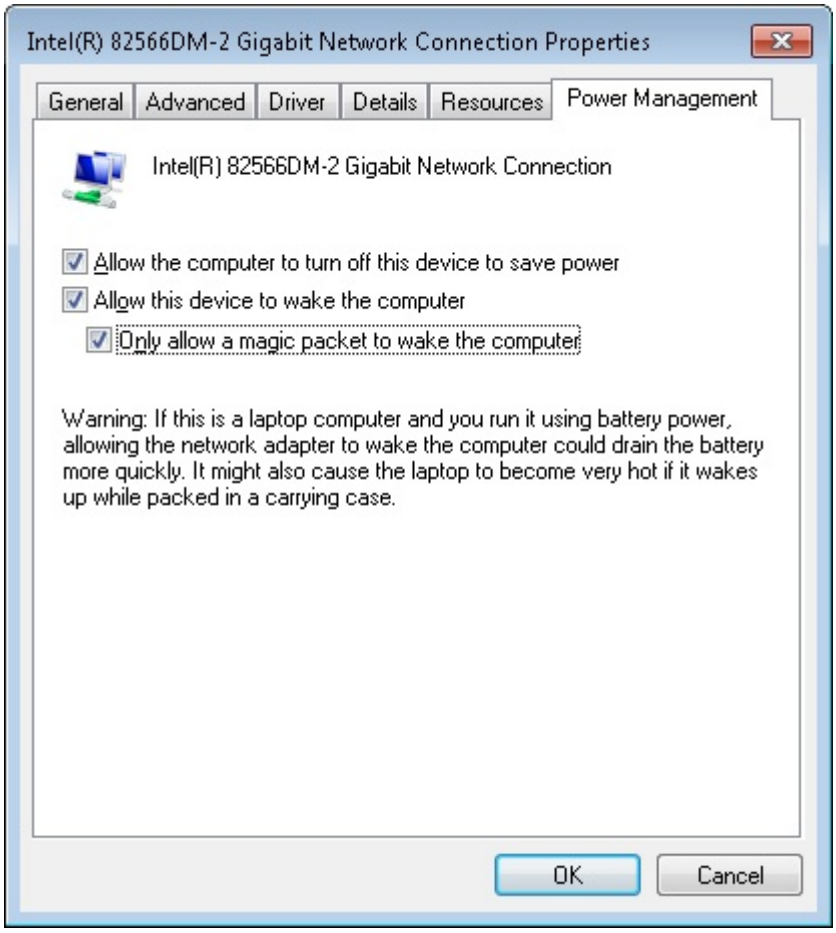


Figure 32: Network Adapter Properties window

This property is necessary to turn on the student computer remotely from the teacher workstation.

Important: *It may also be necessary to add* ***Dialog Nibelung*** *into the* ***Windows Firewall*** *list of trusted software, as well as perform appropriate adjustments to other firewall and anti virus software installed on the computer.*

Related Links

Operating System and hardware setup on page 34

Network interface setup on Windows 8 and 10

Right click on the **Start** button or press **Win + X** on your keyboard and select **Device manager** from the menu.

In the **Device manager** window (*Figure 33:* on page 39) select **Network adapters** and double click on the name of the network interface (e.g., **Realtek PCIe GBE Family Controller**).

Figure 33: **Device Manager** window in Windows 8/10

Select **Advanced** tab in the **Properties** window (*Figure 34:* on page 40) and set the properties according to the table below.

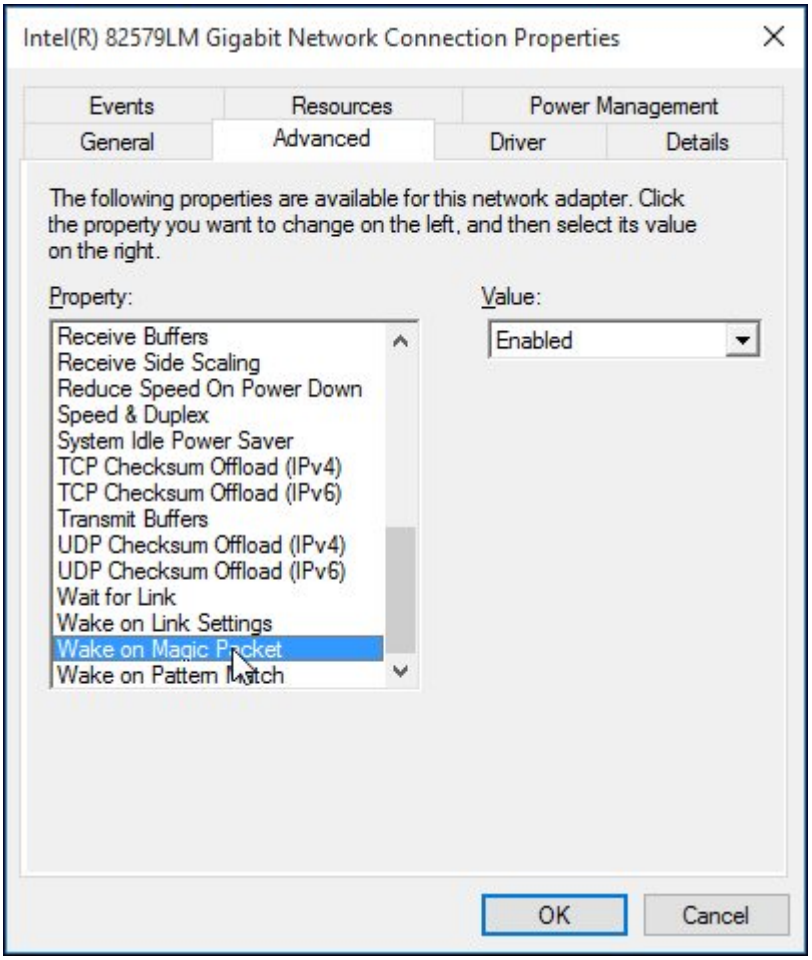


Figure 34: Network interface properties window for Windows 8/10

Realtek PCIe GBE Family Controller properties	Recommended value
Wake on Magic Packet	Enabled

This property enables student workstation to be woken up remotely from the teacher module.

Important: *During the first run of teacher or student module you may have to allow their network access in either built in Windows firewall or a third party one. Usially the firewall will prompt you about* ***Dialog Nibelung*** *network access, which you should confirm.*

Related Links

Operating System and hardware setup on page 34

Microphone setup on Windows Vista and Windows 7

Open the **Control Panel** (*Figure 35:* on page 41) window and select **Hardware and Sound** to set up the microphone.

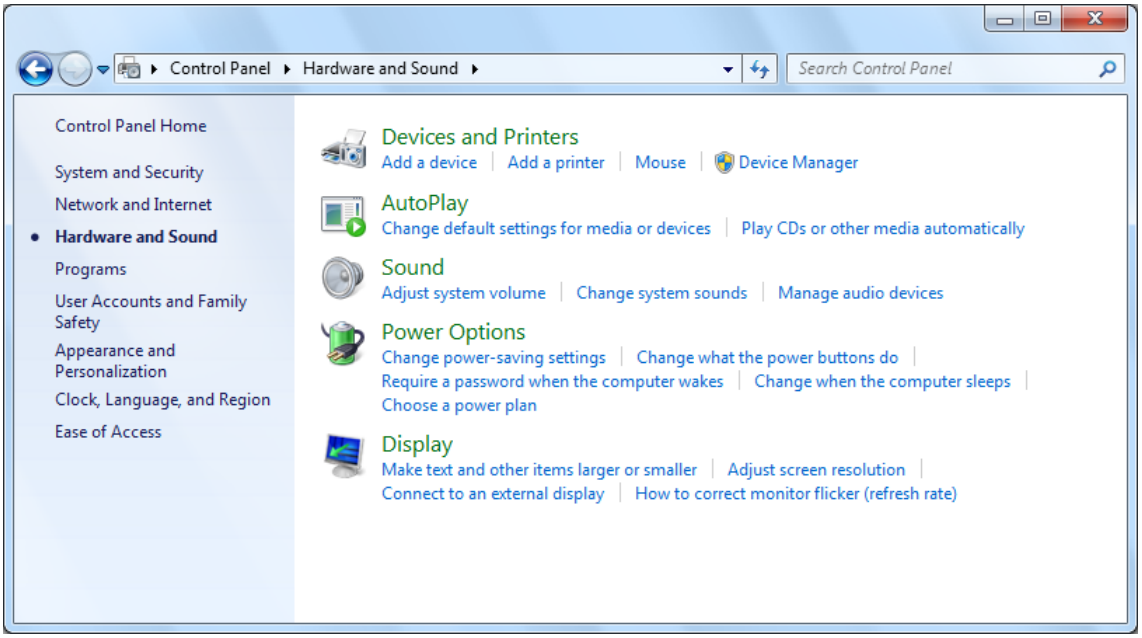


Figure 35: **Control Panel** window

Sound (*Figure 36:* on page 42) window will appear on your screen. Select the **Recording** tab. Select the microphone and press **Properties** button.

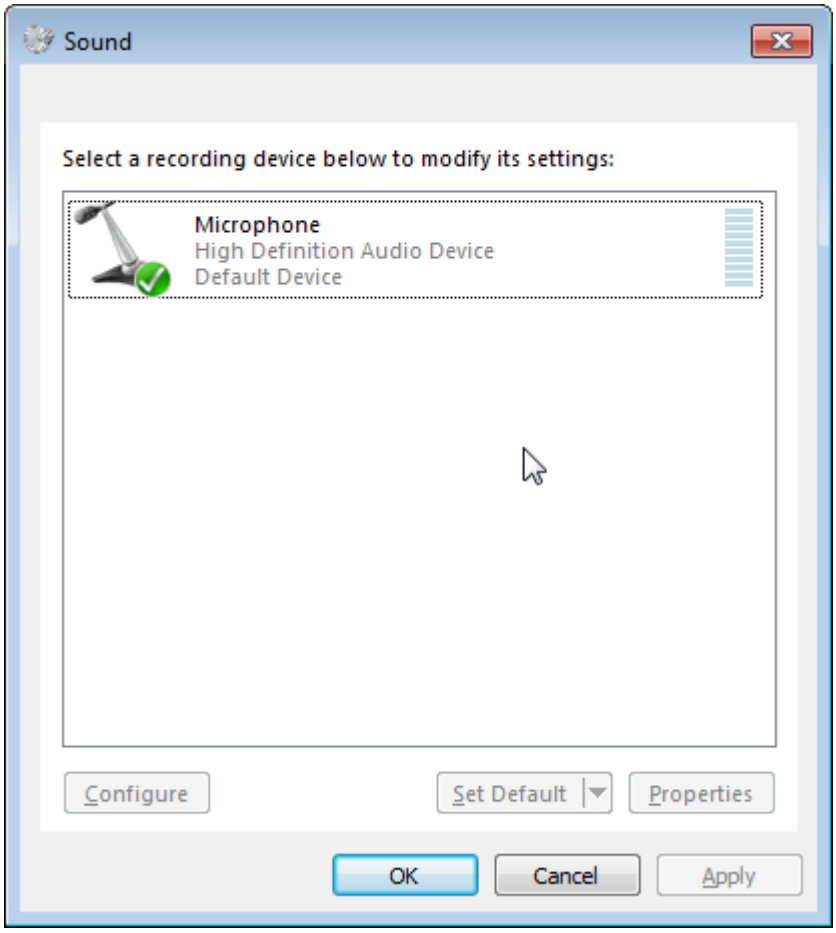


Figure 36: **Sound** window

Microphone Properties window (*Figure 37:* on page 43) will appear on your screen. Select the **General** tab and check that **Device usage** option is set to **Use this device (enable)**.

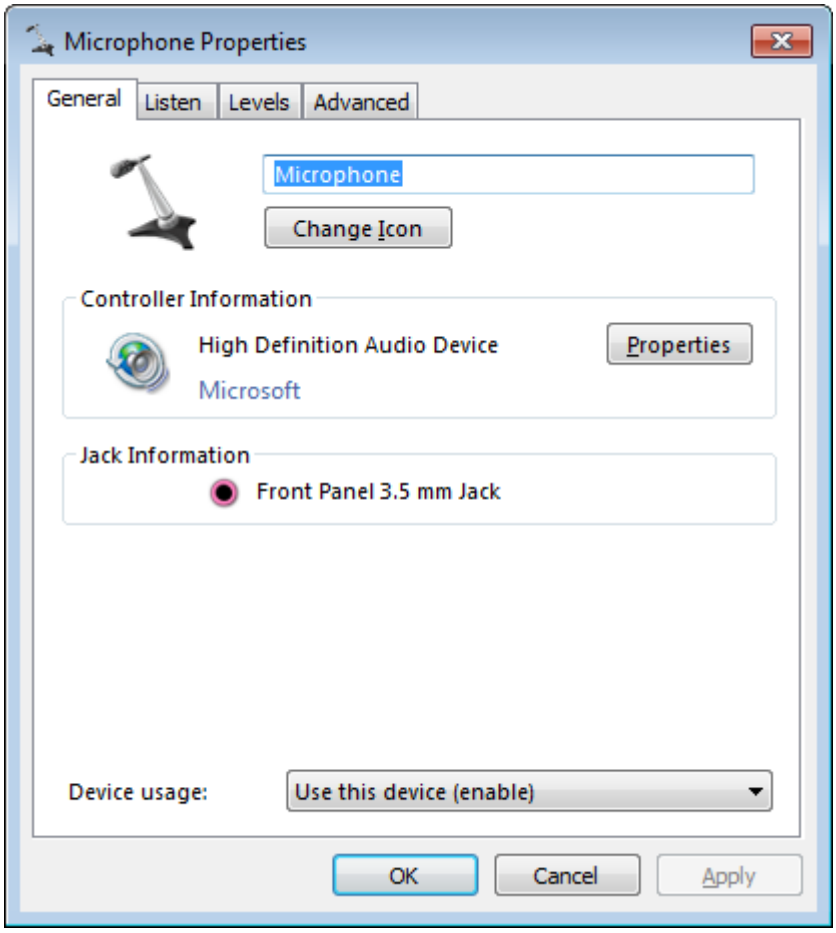


Figure 37: **Microphone Properties / General** window

Next, select the **Levels** tab (*Figure 38:* on page 44). Here you can adjust the microphone gain to boost its sensitivity if necessary.

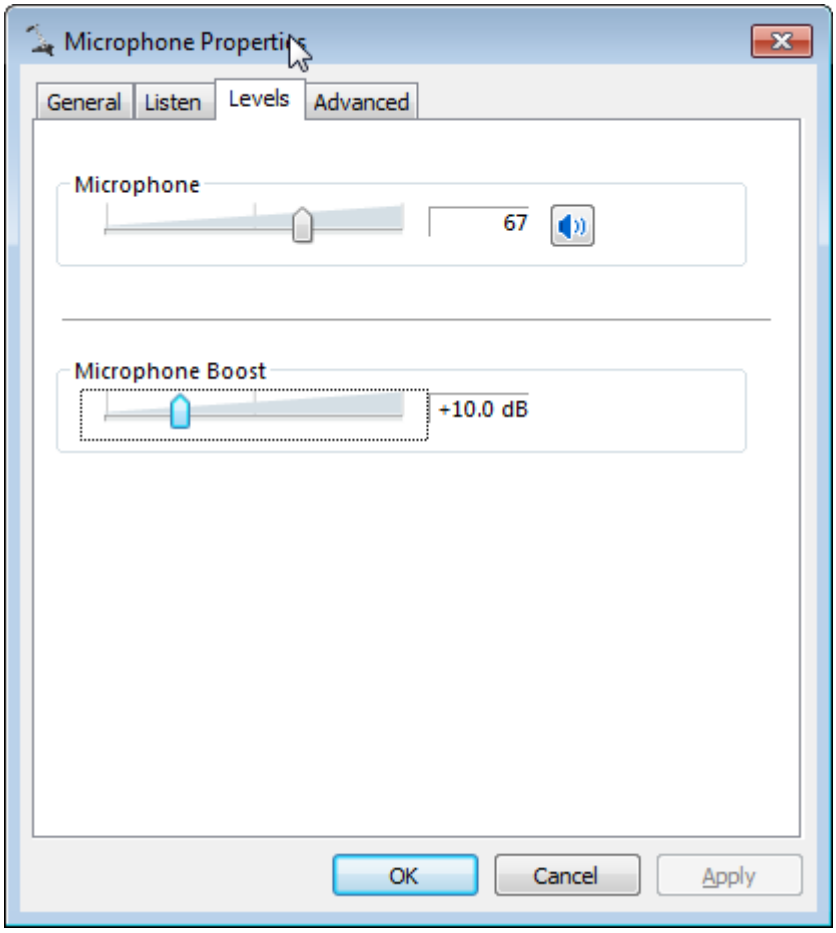


Figure 38: **Microphone Properties / Level** window

The **Advanced** (*Figure 39:* on page 45) tab contains additional settings that might prove to be useful, such as noise reduction, echo cancellation, etc.

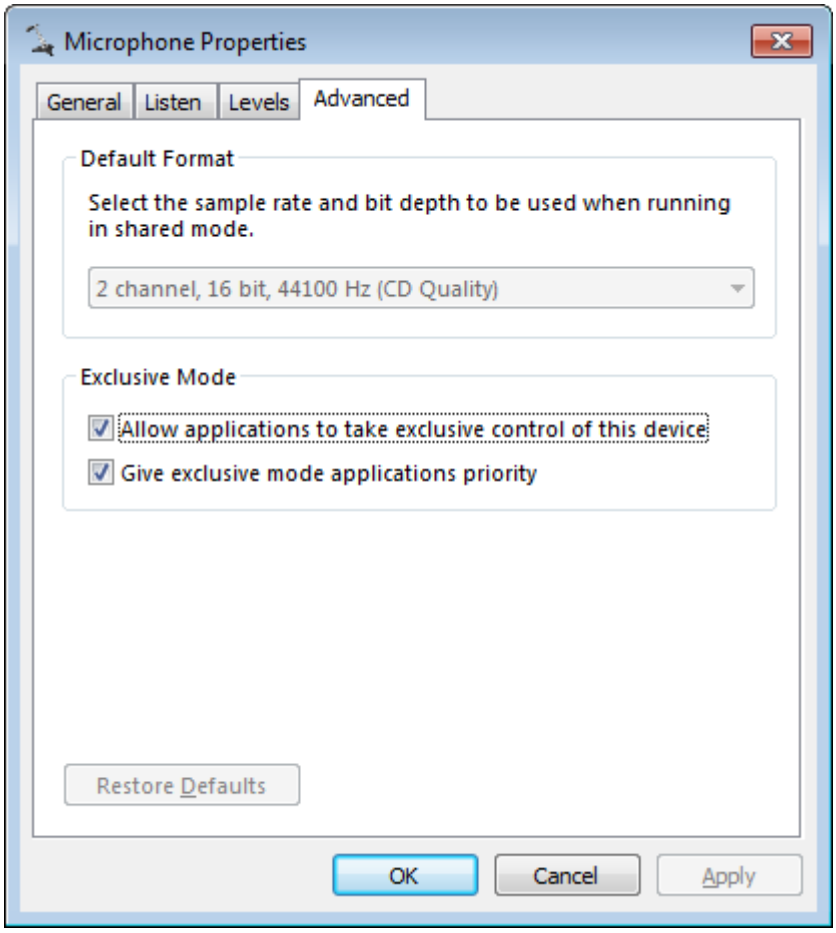


Figure 39: **Microphone Properties** / **Advanced** window

Important: *Availability of settings in the* ***Advanced*** *tab depends on your hardware features and driver support.*

Press **OK** button to finish microphone setup.

Related Links

Operating System and hardware setup on page 34

Microphone setup for Windows 8/10

Important: *You will have to connect the microphone to the computer audio interface first (usually it's the red connector on the interface) before starting to set it up for Windows 8/10.*

Open the **Control Panel** (*Figure 40:* on page 46) window to set up the microphone for Windows 8/10. This can be accomplished by right clicking on the **Start** button or pressing **Win + X** on you keyboard and selecting **Control panel** in the menu.

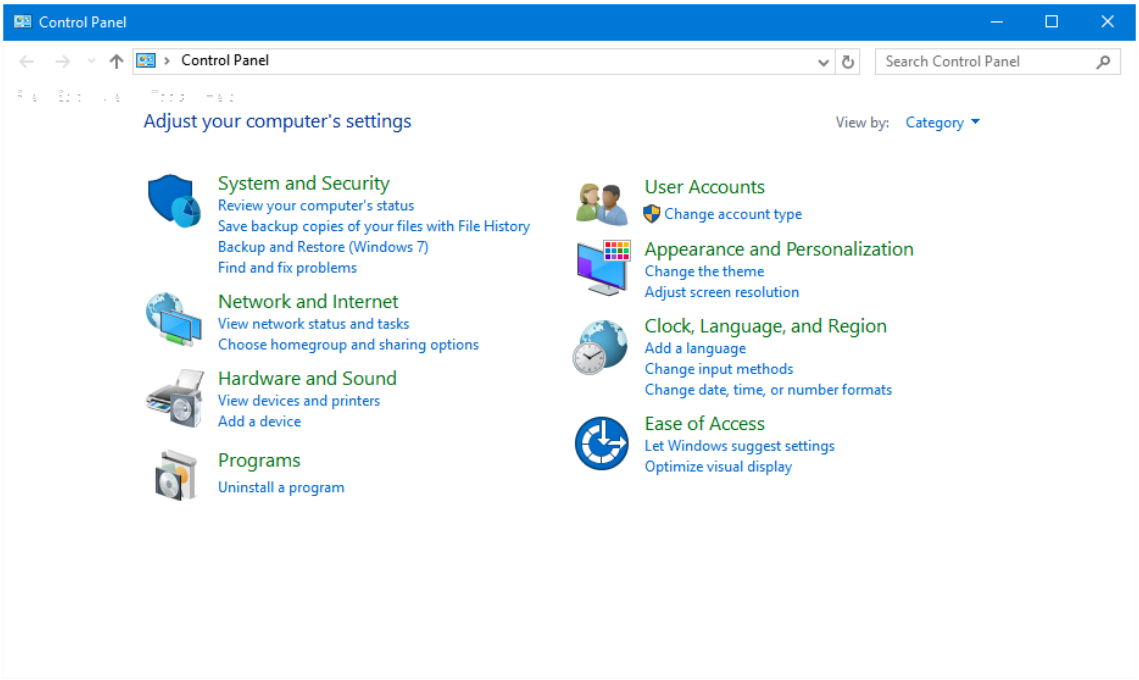


Figure 40: Windows 8/10 Control Panel

Select **Hardware and Sound** in the **Control Panel** window and then select**Sound**.

Select **Recording** tab in the **Sound** (*Figure 41:* on page 47) window that appears on your display. Then select the microphone and press the **Properties** button.

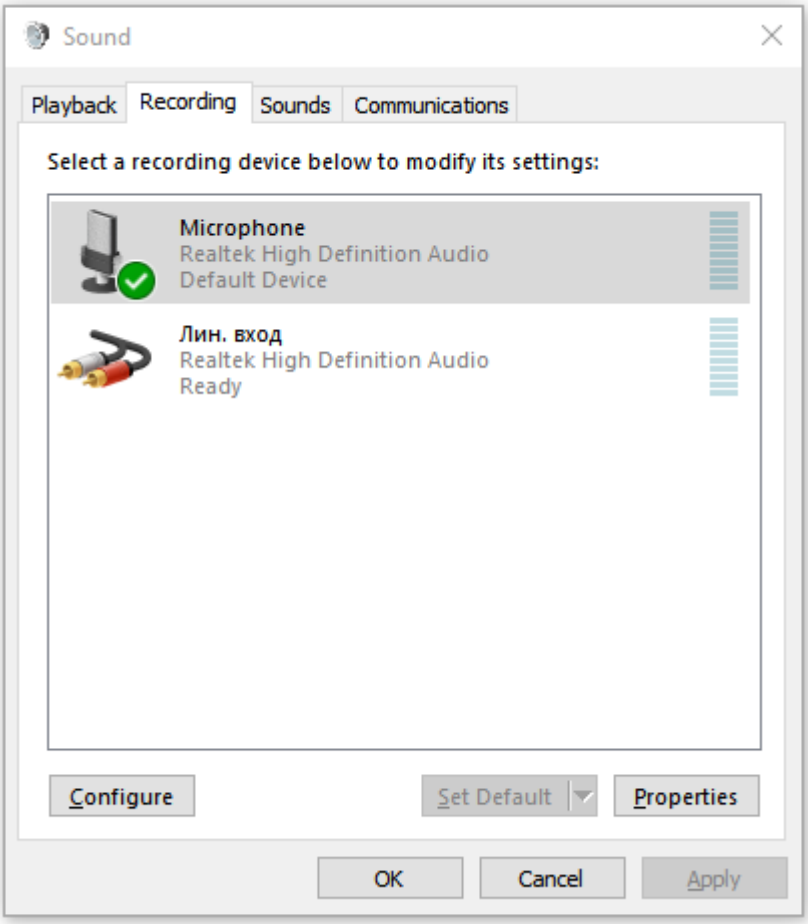


Figure 41: **Sound** window

You will be presented with the **Microphone Properties** window (*Figure 42:* on page 48). Select the **General** tab and make sure that **Device usage** is set to **Use this device (enable)**.

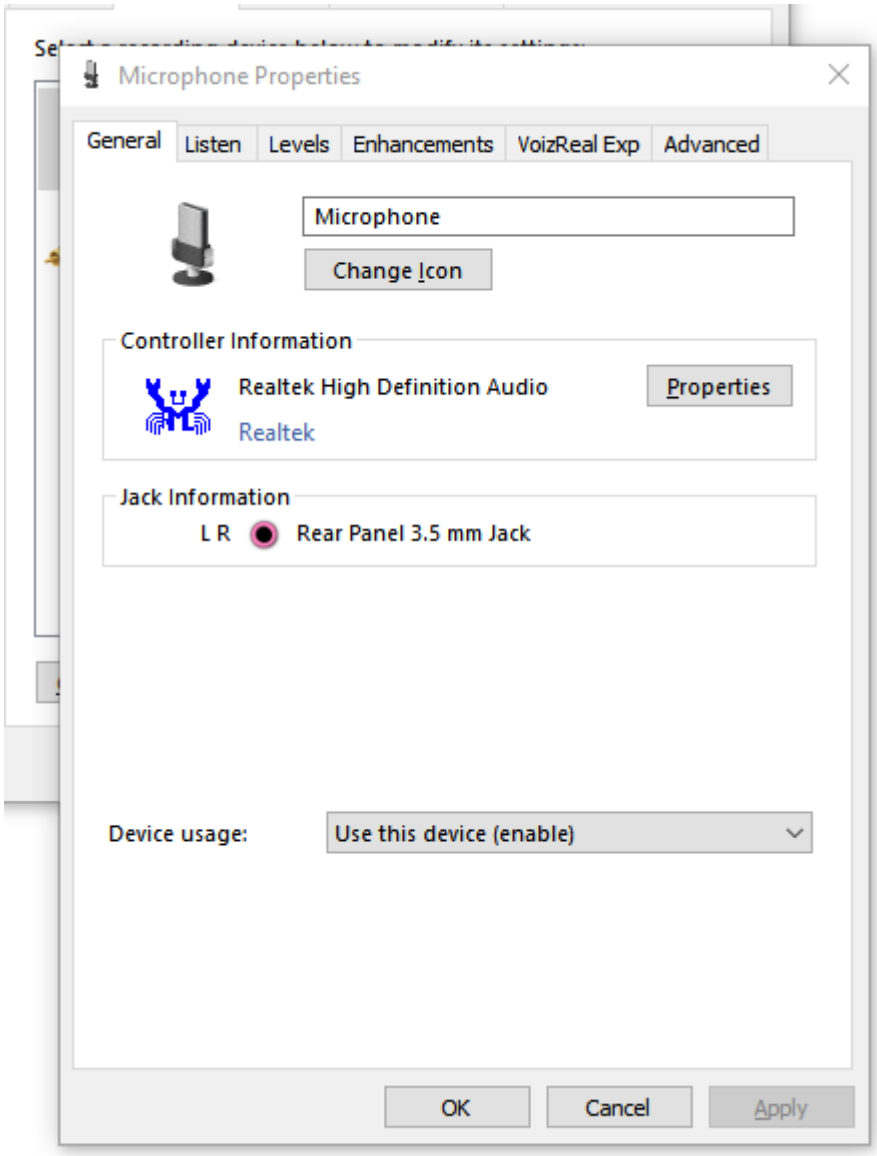


Figure 42: **General** tab of the **Microphone Properties** window

Select **Levels** tab (*Figure 43:* on page 49) to set up microphone level and boost its gain (if necessary).

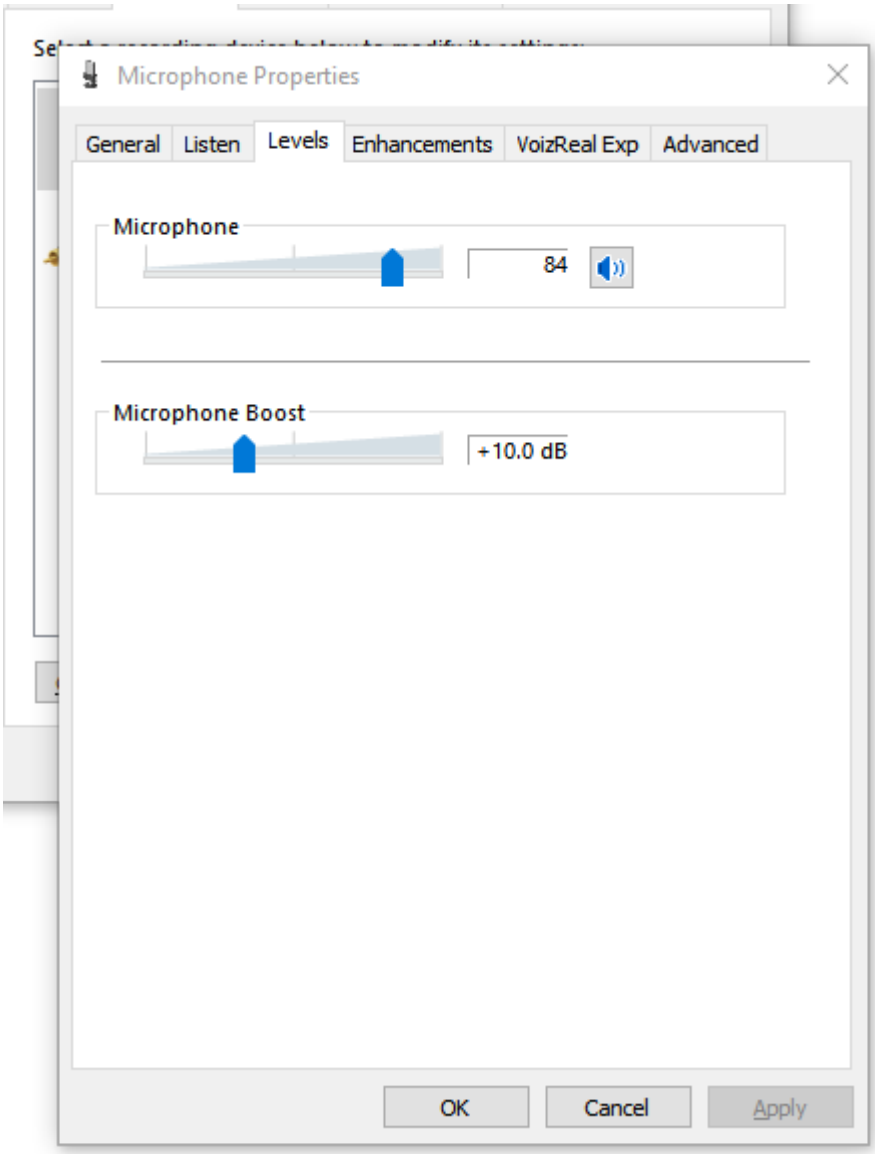


Figure 43: **Levels** tab of the **Microphone Properties** window

Select **Enhancements** (*Figure 44:* on page 50) tab to set up additional microphone features, such as noise suppression, echo cancellation, etc.

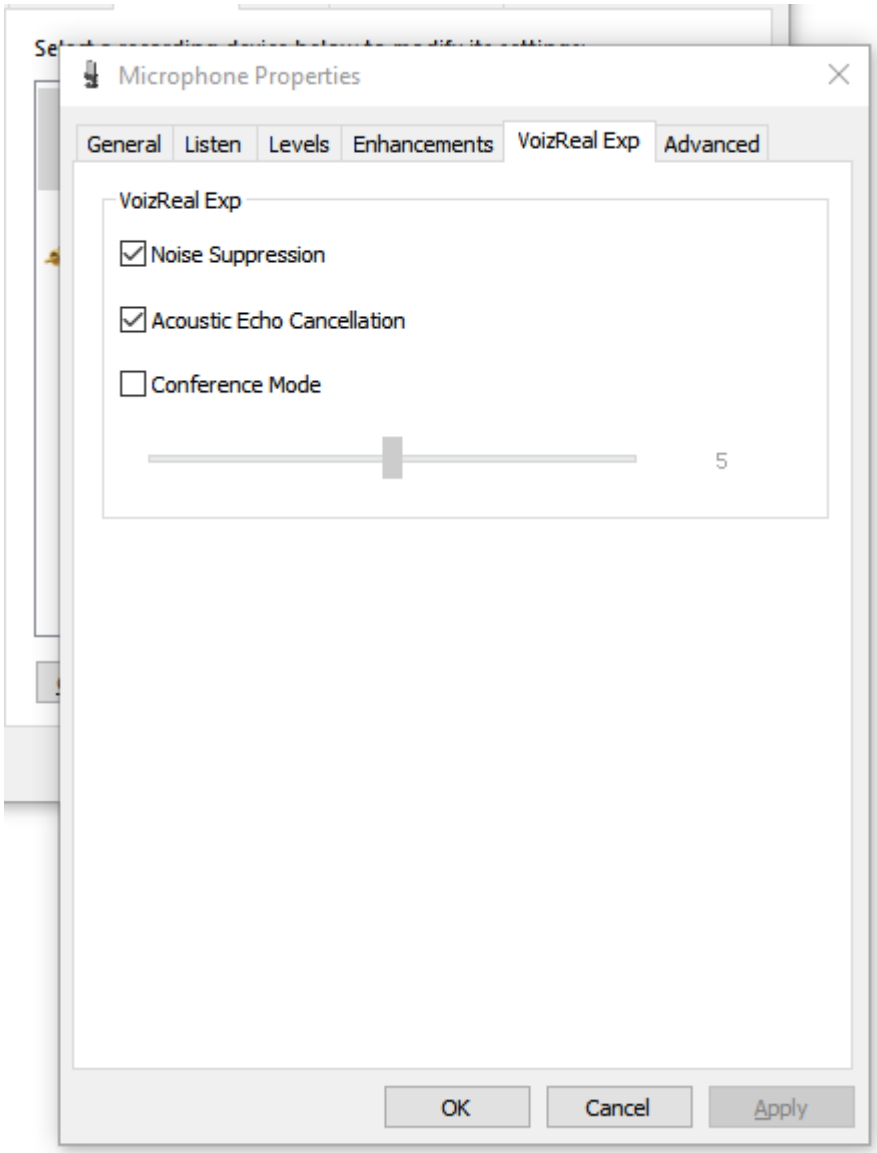


Figure 44: **Enhancements** tab of the **Microphone Properties** window

Important: *Microphone additional features and enhancements depend on the type of the audio interface in your computer.*

Press **OK** button to finish microphone setup.

Related Links

Operating System and hardware setup on page 34

4. TEACHER MODULE

Teacher module (*Figure 45:* on page 51) is the **Dialog Nibelung** software module for control and management of a language lab computer classroom.

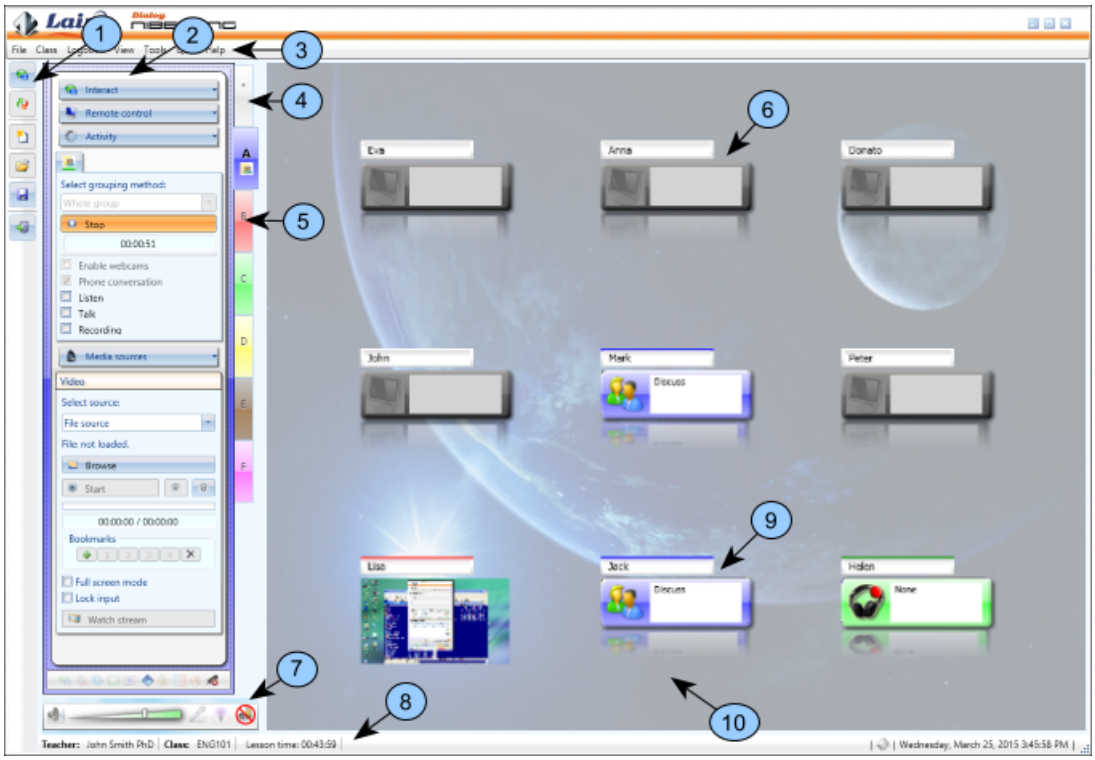


Figure 45: Teacher module window

Elements of the teacher module window (*Figure 45:* on page 51):

1	Toolbar panel
2	Groups menu
3	Pull down menu
4	Class tab
5	Group tabs
6	Offline student workstation
7	Sound controls
8	Status line
9	Online student workstation
10	Classroom console

Student workstations in the classroom are shown as panels in the classroom console. Online workstations are shown in color, while the offline ones are grayed out.

Important: *You have received a license when you purchased the software. The license sets limits to the maximum number of student workstations in the class.*

Student workstations that are connected to the classroom network and are running student modules become active in the classroom console. A color icon appears on the left of active student panels (*Figure 46:* on

page 52), while the panel background acquires group color or becomes white if the student is not a part of any group.

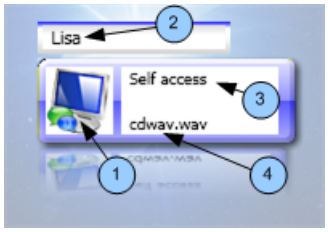


Figure 46: Active student panel

Elements of the student panel (*Figure 46:* on page 52):

1	Status icon
2	Student name
3	Assigned activity
4	Assigned file

You can work with the students on an individual basis, using the drop down student menu, or group students into up to 10 groups and work with them using the **Group** tabs menu. You can also work with the whole class at once using the **Class** tab menu.

Group tabs are immediately to the left of the classroom console. The top tab * is the class tab, while the **A...J** tabs provide access to the corresponding groups. Whenever a group is assigned an activity to work on, activity icon will appear on the group tab.

The toolbar panel is located along the left edge of the teacher module window. A teacher can customize the toolbar to provide quick access to various functions of the software.

Sound controls can be found in the lower left corner of the teacher module window (*Figure 47:* on page 52).

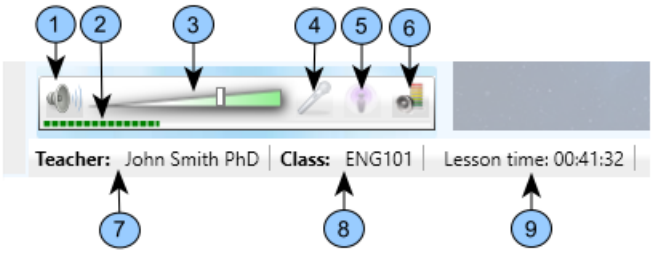


Figure 47: Teacher module sound controls and status bar

Elements of the sound controls and the status bar:

1	Playback mute button
2	Microphone gain indicator
3	Volume control
4	Microphone mute button
5	Loopback disable button (only available in Windows XP)
6	Button for disabling the microphone gain indicator (2)
7	Teacher name
8	Class ID

9	Lesson time left

Teacher name, Class ID, lesson time left, and some other additional data (depending on the mode) are shown in the status bar.

Attention: *Please note that the* ***Loopback disable*** *button is not accessible under Windows Vista and above.*

An icon (*Figure 48:* on page 53) will appear in the upper right corner of the window whenever the teacher's microphone is turned on.

Figure 48: **Microphone on** icon

Related Links

Teacher module menu on page 53
Teacher accounts on page 63
Teacher settings on page 66
Class layout on page 67
Roll call registration on page 70
Student profile on page 72
Class tab on page 73
Group tab on page 74
Student menu on page 75
Grouping of students on page 76
Interacting with students on page 77
Remote control of student workstations on page 98
Remote desktop window on page 109
Student activities on page 111
Media sources on page 127
Toolbar customization on page 137
Log book on page 138
Software updates on page 150

4.1 Teacher module menu

The teacher module menu contains following items:

- **File**
- **Class**
- **Log**
- **View**
- **Tools**
- **Quiz**
- **Help**

File menu items	Icon
Open teacher folder (see section *Teacher settings* on page 66)	
Change teacher (see section *Teacher accounts* on page 63)	
Account management (see section *Teacher accounts* on page 63)	

File menu items	Icon
Settings (see section *Teacher module setup* on page 32)	
Teacher settings (see section *Teacher settings* on page 66)	
Exit	

Class menu items	Icon
New (see section *Class layout* on page 67)	
Open (see section *Class layout* on page 67)	
Save (see section *Class layout* on page 67)	
Save as (see section *Class layout* on page 67)	
Edit (see section *Class layout* on page 67)	
Add student (see section *Class layout* on page 67)	
Remove student (see section *Class layout* on page 67)	
Arrange (see section *Class layout* on page 67)	
Roll call (see section *Roll call registration* on page 70)	

Logbook menu items	Icon
Start lesson (see section *Lesson* on page 139)	
Lesson list (see section *Lesson list* on page 141)	
Performance (see section *Performance statistics* on page 145)	
Attendance (see section *Attendance statistics* on page 143)	
Class statistics (see section *Class statistics* on page 148)	

View menu items	icon
Toolbar show / hide	
Status bar show / hide	
Customize toolbar (see section *Toolbar customization* on page 137)	

Tools menu items	Icon
Nibelung Media Player: launch the **Nibelung Media Player** on the teacher workstation (see section *Nibelung Media Player* on page 56)	
Video converter (convert video files into **MPEG-1** format) (see section *Video converter* on page 57)	
Configure student modules (see section *Configure student modules* on page 59)	

Tools menu items	Icon
Student database (Launch student database (see section *Introduction* on page 187) on the teacher workstation)	
Backup and restore (backup and restore files and data from teacher folder or **Dialog Nibelung** globally) (see section *Backup and restore* on page 61)	
Edit (edit contents of the **Tools** menu) (see section *Edit tools menu* on page 62)	

Quiz menu items	Icon
Quiz builder (see section *Quiz Builder* on page 162)	
Results (see section *Viewing test results* on page 185)	

Help menu items	Icon
Product website	
Contact Us	
Check for updates (see section *Software updates* on page 150)	
Update student modules: remote update of the student modules after update of the teacher module (see section *Software updates* on page 150)	
About Dialog Nibelung	

Related Links

Teacher module on page 51

4.1.1 Tools menu

Nibelung Media Player

Selecting **Tools** > **Nibelung Media Player** from the menu will launch the **Nibelung Media Player** (*Figure 49:* on page 56), which is described in further details in section *Media player* on page 153 of this manual.

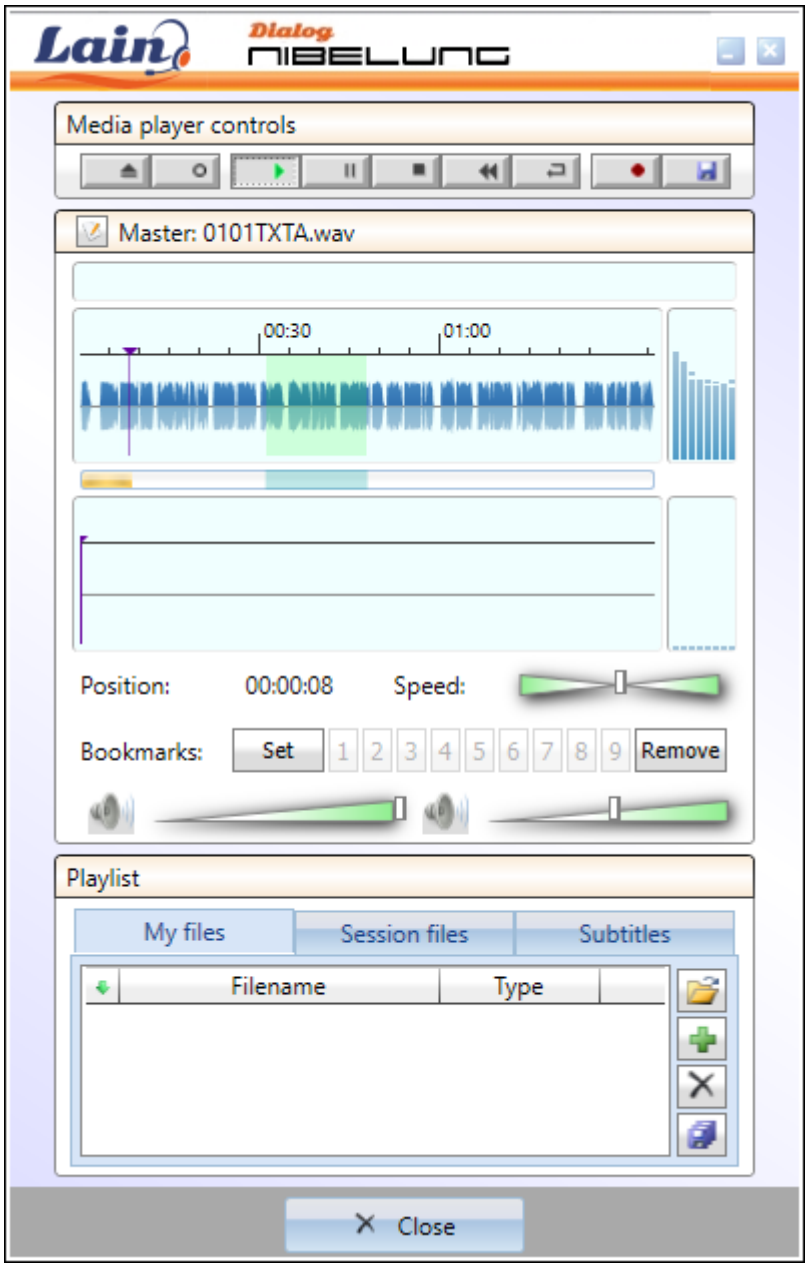


Figure 49: **Nibelung Media Player** window

Related Links

Teacher module menu on page 53

Video converter

Select **Tools** > **Video converter** to launch a converter of video files to **MPEG-1** format (*Figure 50:* on page 57).

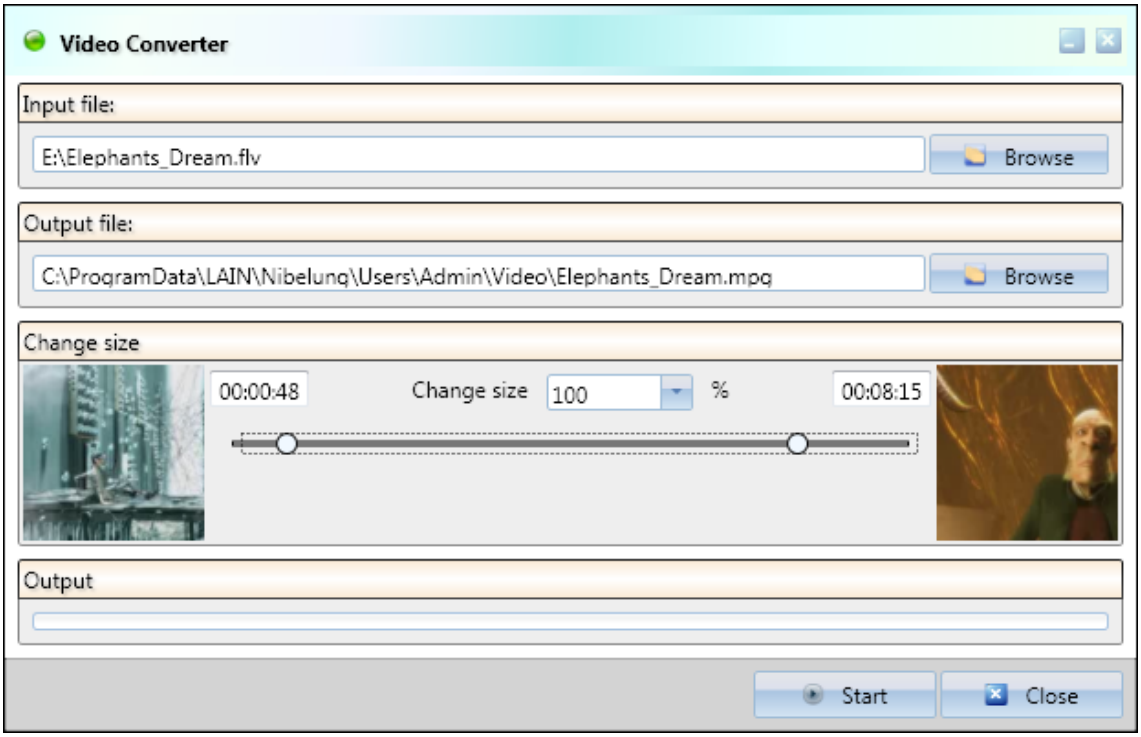


Figure 50: **Video converter** window

Select the file to be converted into the **Input file** field using **Browse** button.

The **Output file** filed will be filled automatically offering to save converted file in the teacher folder. You can change the output filename and path by pressing the **Browse** button.

You can adjust size of the output file relative to the original by using **Change size** panel. You can also select a part of the video to be converted. The first and the last frames of the selected video segment are shown on the left and the right of the slider control.

Press the **Start** button to begin conversion.

A progress bar will appear in the window. Click on the **Output** field to show or hide a panel with additional information about the conversion process (*Figure 51:* on page 58).

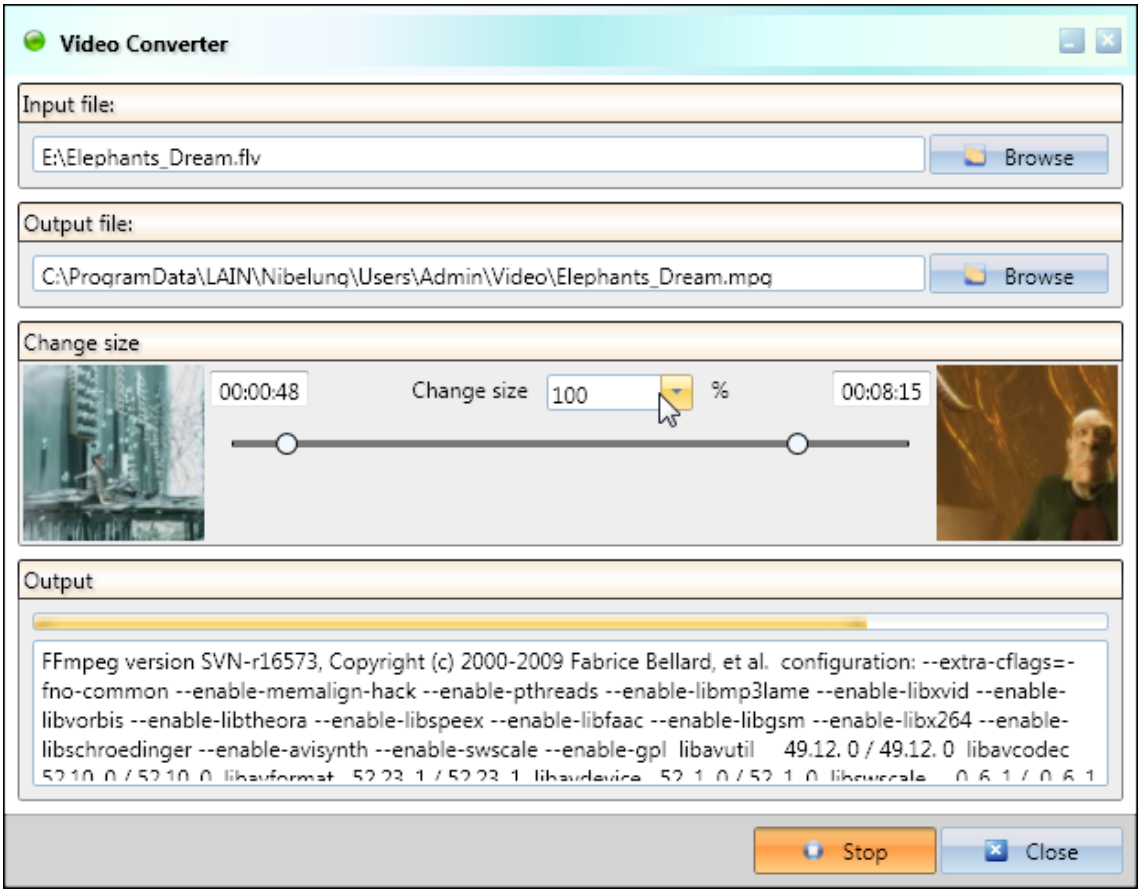


Figure 51: **Video converter** window showing process output

Select **Tools** > **Edit** to edit contents of the **Tools** menu (*Figure 52:* on page 58).

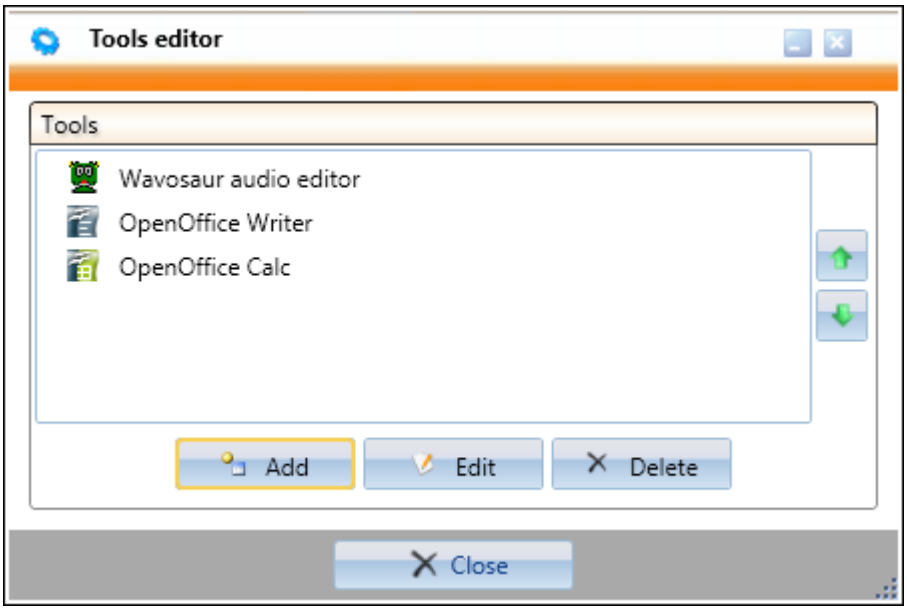


Figure 52: **Tools editor** window

Related Links

Teacher module menu on page 53

Configure student modules

Select **Configure student modules** from the **Tools** menu to launch **Nibelung Configurator**.

Nibelung Configurator is a **Dialog Nibelung** application for remotely configuring student modules from the teacher workstation. It also allows you to change some additional settings of the teacher module.

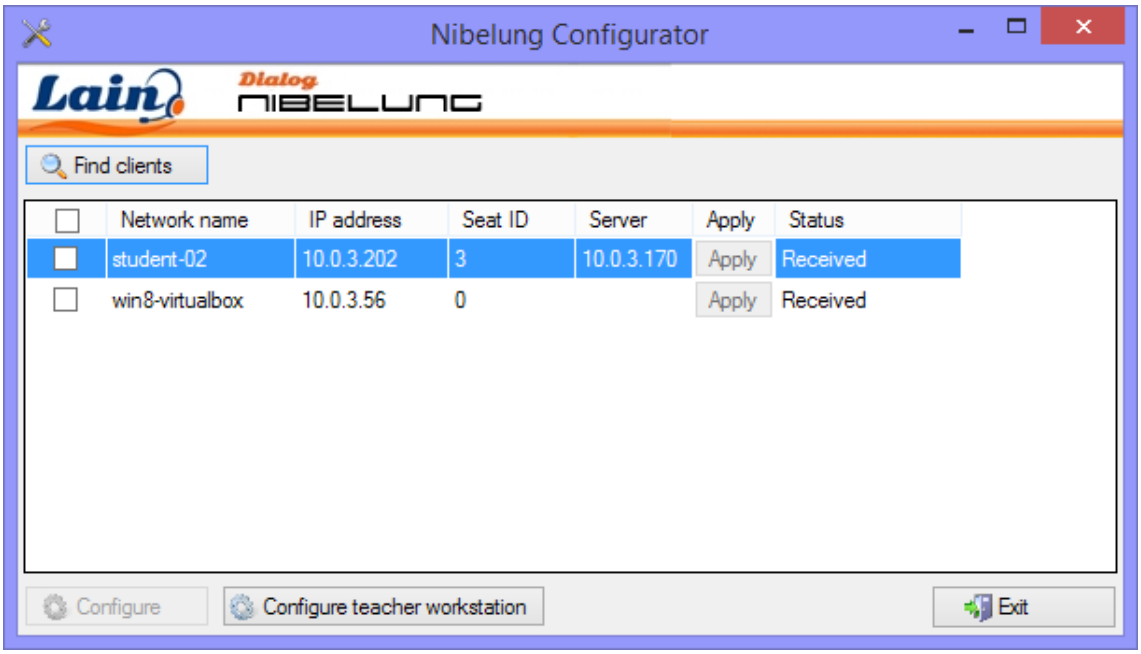


Figure 53: **Nibelung Configurator** window

Nibelung Configurator main window (*Figure 53:* on page 59) displays the list of local network computers that are running student modules and the following buttons:

- **Find clients**: scan the local network for computers running **Dialog Nibelung** student modules;
- **Configure**: open the student modules settings window (*Figure 54:* on page 60);
- **Configure teacher workstation**: open the teacher module settings window (*Figure 55:* on page 61);
- **Exit**: exit **Nibelung Configurator**.

Fields in the student workstation list:

- **Select**: mark student workstations for mass editing in the **Edit settings** window (*Figure 54:* on page 60) called up by pressing the **Configure** button;
- **Network name**: network (WINS) name of the student workstation;
- **IP address**: IP address of the student workstation;
- **Seat ID**: Student Seat ID: an identification number of the student workstation in **Dialog Nibelung** (see section *Student module setup* on page 33);
- **Server**: IP address or network name of the teacher workstation (see section *Student module setup* on page 33);
- **Apply** button: applies new configuration to the current student workstation;
- **Status**: configuration transfer status.

Double click on the **Seat ID** or **Server** fields to edit parameters for the student workstation and press **Apply** button to send the new configuration.

You can also adjust other settings for selected workstations in the student modules settings window (*Figure 54:* on page 60):

- **General**:
  - **Launch student module at Windows Startup**;
  - **Language**: user interface language;
- **Mixers**:

- **Recording**: capture volume;
- **Playback**: playback volume;

- **Audio devices**:
  - **Default audio device for recording**: set default Windows recording audio device for the student module recording;
  - **Default audio device for playback**: set default Windows playback audio device for the student module playback;
- **Proxy server** - Internet access proxy settings for online updates. Set these if your classroom network has to access the Internet via a proxy server:
  - **IP address**;
  - **Port**;

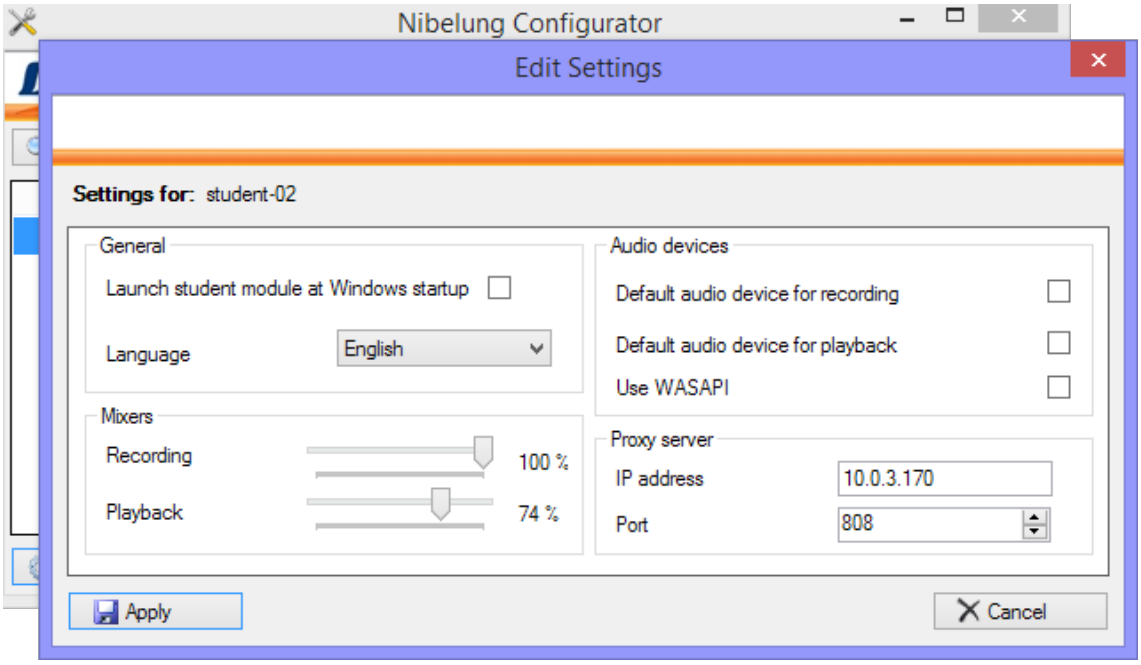


Figure 54: Student modules' settings window

Please refer to section *Student module setup* on page 33 of this manual for further details of the student module settings.

In addition to student modules setup, the **Configurator** allows you to change the following parameters of the teacher module (*Figure 55:* on page 61):

- **External video player**:
  - **File path**: full path to the external video player executable file;
- **Mixers**:
  - **Recording**: capture volume;
  - **Playback**: playback volume;
- **Audio devices**:
  - **Default audio device for recording** - set default Windows recording audio device for student module recording;
  - **Default audio device for playback** - set default Windows playback audio device for student module playback;
- **Proxy server**: Internet access proxy settings for online updates. Set these if your classroom network has to access the Internet via a proxy server:
  - **IP address**;

- **Port**;

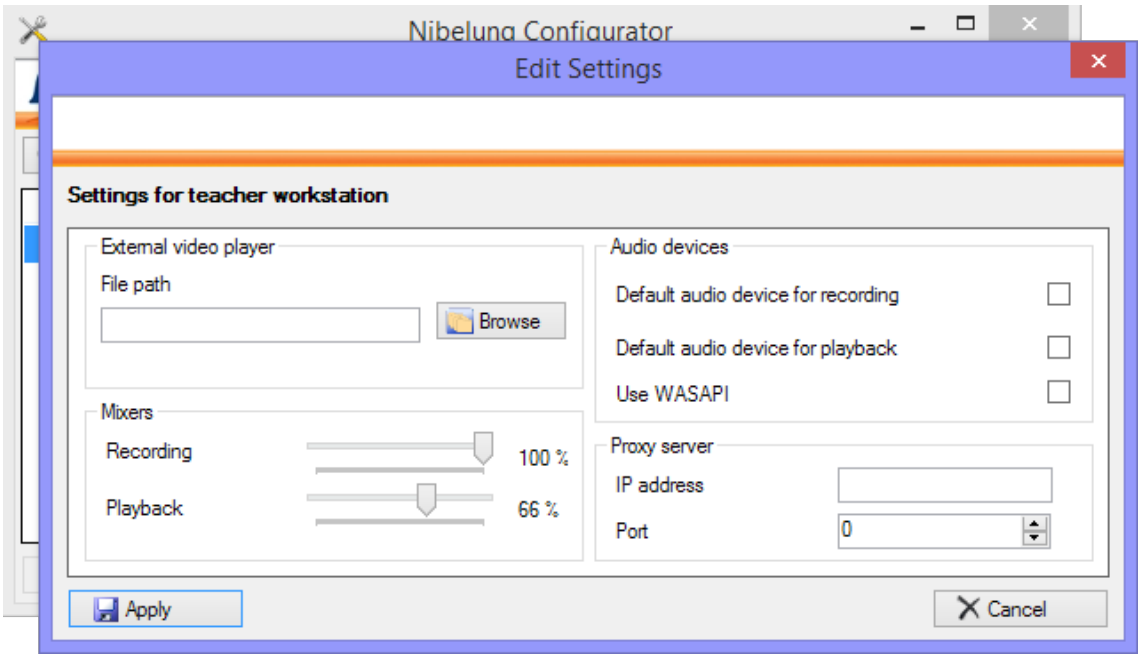


Figure 55: Teacher module settings window

Please refer to the section *Teacher module setup* on page 32 of this manual for further details of the teacher module settings.

Related Links

Teacher module menu on page 53

Backup and restore

Select **Tools** > **Backup and restore** to open the backup and restore tool window (*Figure 56:* on page 61) on the teacher workstation.

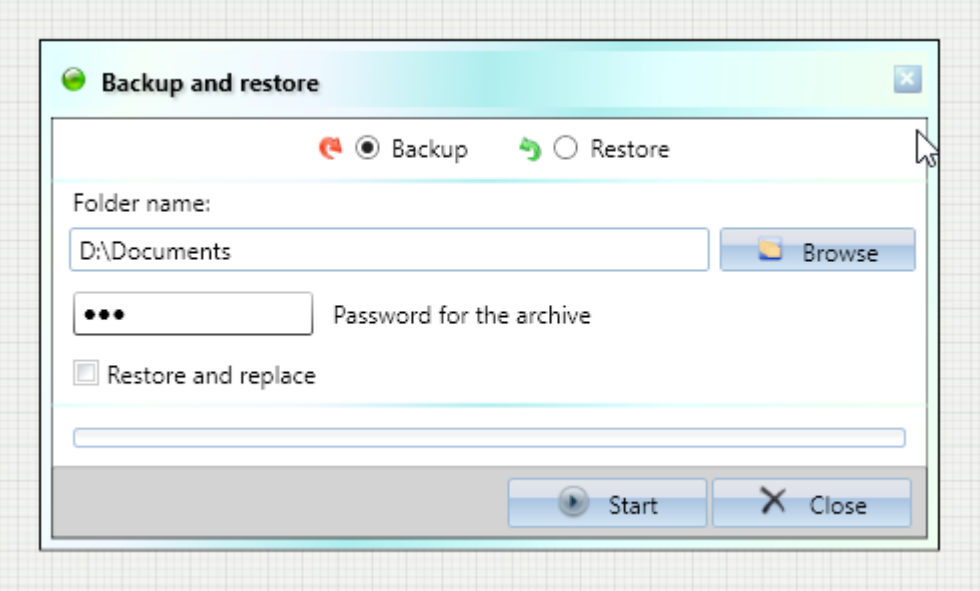


Figure 56: **Backup and restore** window

With the help of the backup and restore tool you can create a backup copy of all data and setting from a teacher folder. The backup copy will be stored in a separate file, from which the data and settings can be restored.

Important: *When you perform backup or restore logged in as Dialog Nibelung administrator all teacher foders and settings will be backed up or restored. Please note that the data and settings stored in teacher keys (см. п. Teacher key on page 67) have to be backed up separately.*

Select **Backup** mode, specify destination folder, and press **Start** button in the **Backup and restore** window to initiate the backup procedure. You can also optionally specify backup password. The backup may take some time depending on the amount of data needed to be copied to the archive.

Tip: *By specifying a password you will protect backup archive from unauthorised access. Please not that the password can not be recovered and its loss will render backed up data unaccessible.*

Backup archive files are assigned names automatically according to the following pattern:

<Folder>\NibelungBackup-John Smith PhD-2016-04-21_12-55-03-.zip

- <Folder> - destination folder;
- NibelungBackup - file prefix indicating that the file was created by **Nibelung**;
- John Smith PhD - teacher name (System in case of a full system backup performed by the administrator);
- 2016-04-21_12-55-03 - backup creation timestamp in year-month-day_hours-minutes-seconds format

Select **Restore** mode, specify a backup archive file and password (if necessary), and press **Start** button in the **Backup and restore** window to restore data and settings. This may take some time depending on the amount of data to be restored.

Select **Restore and replace** option to replace existing data and settings with restored ones.

Important: *Be careful with the **Restore and replace** option as it can not be undone.*

Related Links

Teacher module menu on page 53

Edit tools menu

Select **Tools** > **Edit** to edit contents of the **Tools** menu (*Figure 57:* on page 62).

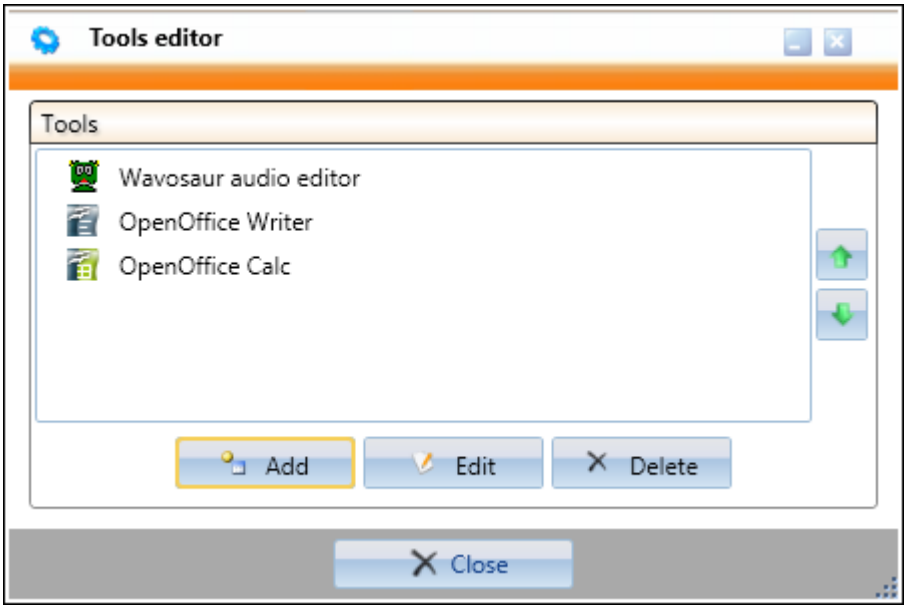


Figure 57: **Tools editor** window

You can add, remove, and edit items appearing in the **Tools** menu using this window. You customize the menu by creating your own items to launch various external applications, for example **Microsoft Word**, right from **Dialog Nibelung**.

A **Tool properties** window (*Figure 58:* on page 63) will appear on your screen upon pressing either **Add** or **Edit** buttons.

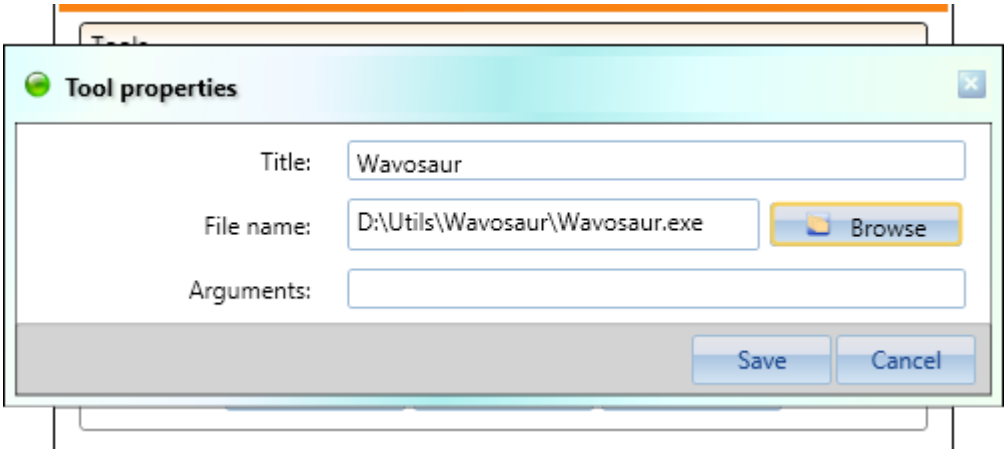


Figure 58: **Tool properties** window

You can set the following properties for a tool:

- **Title** - title under which the tool will appear in the **Tools** menu;
- **File name** - name of the executable file for the application to be launched;
- **Arguments** - optional command line arguments.

Related Links

Teacher module menu on page 53

4.2 Teacher accounts

Upon successful launch of the teacher module you will presented with the login window (*Figure 59:* on page 63) on your screen. One must enter a valid teacher name and password to access a teacher account.

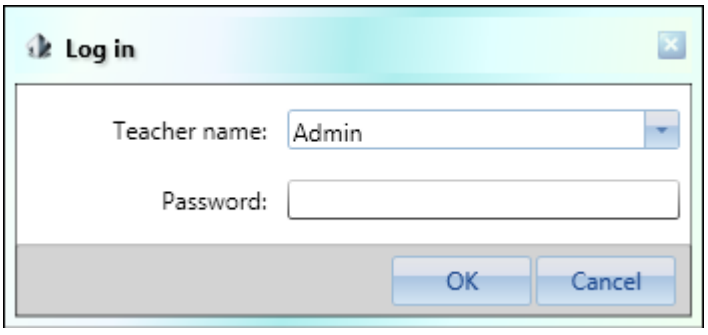


Figure 59: **Teacher login** window

Dialog Nibelung will create a corresponding teacher folder upon creation of the teacher account. This teacher folder can be used to store class files, session files, student records, teacher log book, etc. Each teacher has a separate folder with the name being the same as account's name.

Tip: *The **Setup Wizard** creates an account with `Admin` user name and `Admin` password (case sensitive) for administration of **Dialog Nibelung**.*

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

You can change the teacher account at any time during the session by selecting **File** > **Change teacher** from the menu. A **Teacher login** window (*Figure 59:* on page 63) will appear on your screen.

Select **File** > **Account management** from the menu to add and remove teacher accounts or to change an account password. A **Account management** window (*Figure 60:* on page 64) will appear on your screen. This window has a list of teacher accounts and **Add**, **Delete**, and **Change password** buttons.

Attention: *Please note that you can only add or remove accounts when you are logged in as* `Admin`.

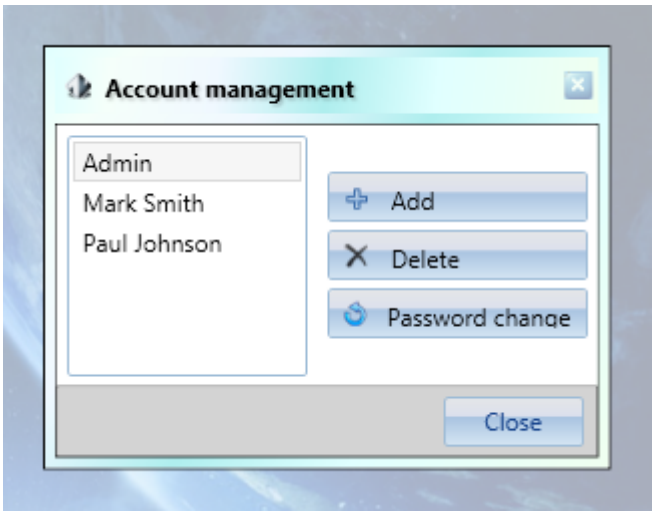


Figure 60: **Account management** window

An **Add teacher account** window (*Figure 61:* on page 64) will appear on your screen upon pressing the **Add** button. You should enter teacher's name, password, and confirm the password. The system will automatically put an icon for this account's teacher folder on the desktop if the **Add teacher folder link to desktop** check box is selected.

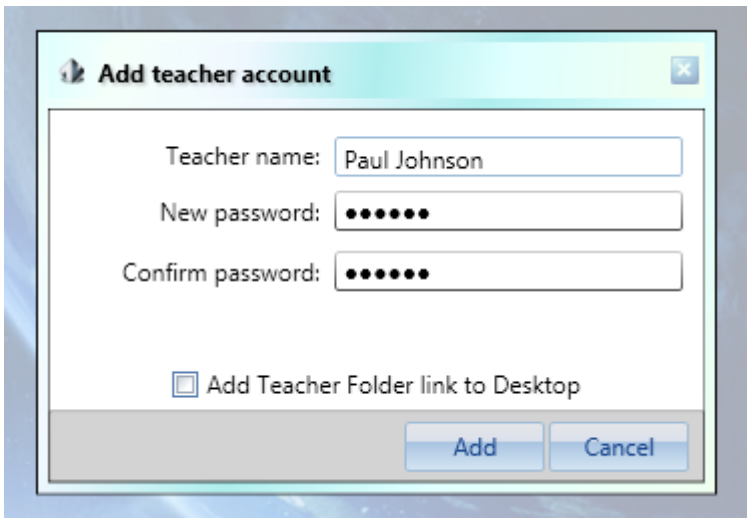


Figure 61: **Add teacher account** window

Select a teacher's name from the list and press the **Delete** button to remove an account from the system.

Confirm your actions in the **Remove teacher account** window (*Figure 62:* on page 65) that will appear next.

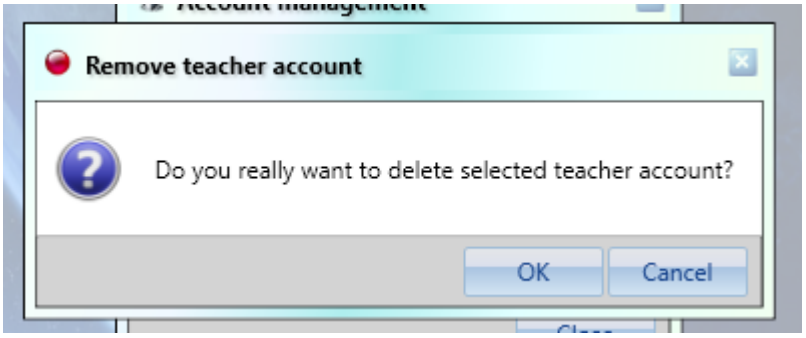


Figure 62: **Remove teacher account** window

Select a teacher's name from the list and press the **Change password** button to change account password. A **Password change** window (*Figure 63:* on page 65) will appear on your screen. Enter the old password, new password, and confirm the new password. Press the **Change** button to apply the new password.

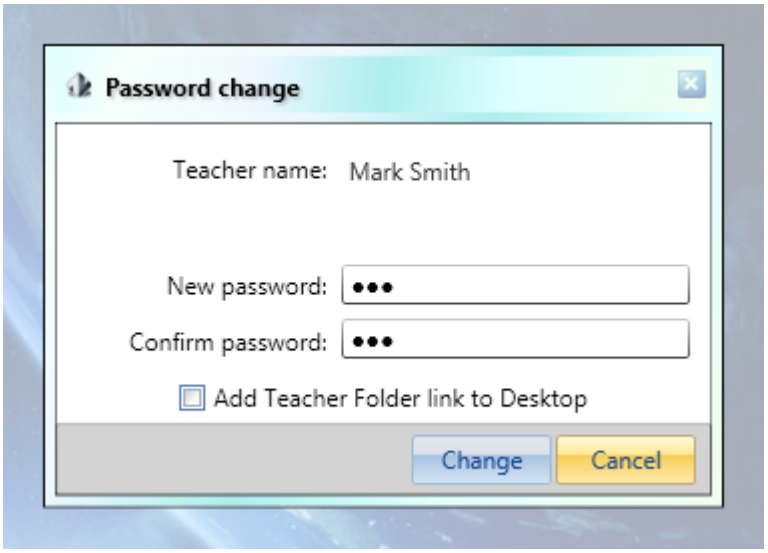


Figure 63: **Change password**

Related Links

Teacher module on page 51

4.3 Teacher settings

Select **File** > **Teacher settings** from the menu to change settings for the current teacher account.

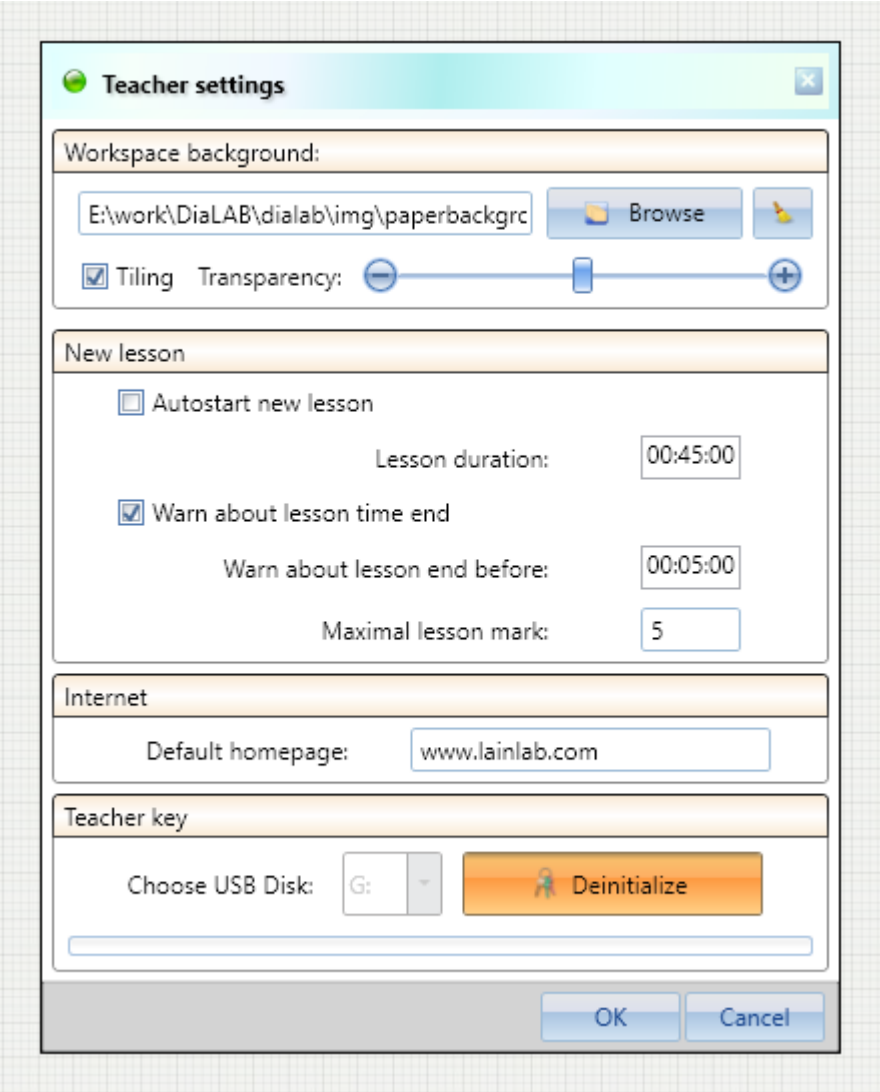


Figure 64: **Teacher settings** window

A window will appear on your display (*Figure 64:* on page 66) where you can change the following personal settings:

- workspace background;
- default new lesson settings;
- default home page for **Internet** activity (see *Internet* on page 122).

This window also allows you to create or destroy your personal **Teacher key** (see *Teacher key* on page 67).

For workspace background you can set:

- background image file;
- specify image tiling; if the tiling property is not set, the image will be scaled to fit the workspace;
- background image transparency.

Click on the button immediately to the right of **Browse** to reset background image and its parameters to the defaults.

You can specify default settings for new lessons in the **New lesson** panel.

Select **Autostart new lesson**, to automatically start a new lesson upon a launch of **Dialog Nibelung** teacher module.

You can also specify lesson duration, lesson end notifications, and maximum lesson mark. Whenever **Warn about lesson end** is selected, all the students in the class will receive a warning at set time, and lesson time will be displayed in red in the status bar of the teacher module (*Figure 47:* on page 52).

Important: *Please note that these setting will affect only new lessons.*

Related Links

Teacher module on page 51
Teacher key on page 67

4.3.1 Teacher key

Teacher key is a specially initialized USB flash drive holding teacher account login credentials as well as files that would otherwise be residing in the teacher folder. Using a **Teacher key** provides certain advantages:

- autostart **Dialog Nibelung** teacher module when the key is plugged in, as well as its automatic termination when the key is removed;
- autologin without password as the key contains all necessary credentials for your authetification in **Dialog Nibelung**;
- teacher key stores all your peronal data that otherwise would be stored in the teacher folder on hard drive, allowing portability between different computers.

To intitialize a new **Teacher key**:

1. Plug in a USB flash drive with enough free space for all your files.
2. Launch **Dialog Nibelung** and log into your account (see *Teacher accounts* on page 63).
3. Open the **Teacher settings** window (см. п. *Teacher settings* on page 66). There is a teacher key panel at the bottom of the window (*Figure 57:* on page 62).
4. Select your USB flash drive and press **Initialize**.
5. You will be prompted for your account password.
6. Files in the teacher folder will start to be moved to the teacher key if there is enough free space on the USB flash drive.
7. The **Initialize** button will beocme **Destroy** once the files are moved to the USB flash drive. The teacher key is now ready to use.

Attention: *Once a teacher key is initialized, all files from the teacher folder are now residing only on the teacher key. Teacher key also becomes the only means of logging into **Dialog Nibelung** as corresponding teacher account will no longer be offered for password authentication.*

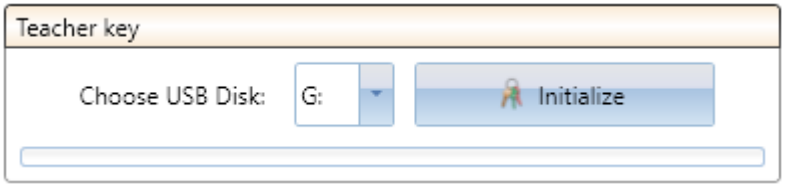


Figure 65: Initializing teacher key

Open the **Teacher settings** window (see *Teacher settings* on page 66) and press **Deinitialize** button to deinitialize a teacher key. You will be prompted for the account password, files will be transferred from the USB flash drive to the teacher folder, and the key will be deinitialized.

Related Links

Teacher settings on page 66

4.4 Class layout

At the start of a teacher module session you will typically open a class file or create a new one.

Select **Class** > **New** to open a **New class** window (*Figure 66:* on page 68) and enter number of students and number of rows in the classroom console. Press the **OK** button.

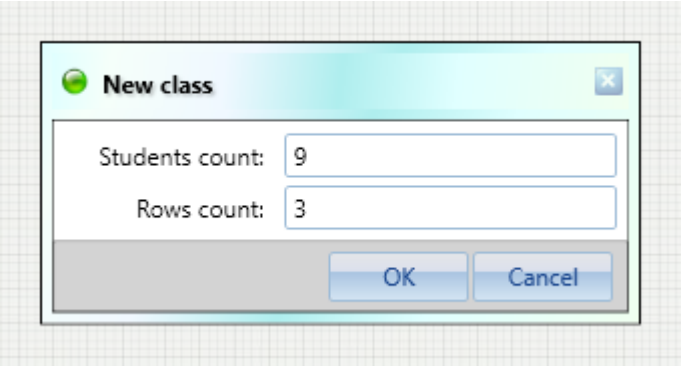


Figure 66: **New class** window

The student panels will appear in the classroom console, automatically arranged in the specified number of rows.

Select **Class** > **Edit** to change the class layout. The class editing mode is denoted by a check mark in the **Class** > **Edit** menu item. You can now drag and drop student panels to rearrange them in the classroom console.

Menu items **Class** > **Add student**, **Class** > **Remove student**, and **Class** > **Arrange** also become accessible in the class editing mode.

Select **Class** > **Add student** or **Class** > **Remove student** to add to or remove student panel from the class layout.

Select **Class** > **Arrange** to automatically rearrange the class layout according to the number of students and rows in the class.

Select **Class** > **Edit** again to exit the class editing mode (check mark in the menu will disappear).

Select **Class** > **Save** or **Class** > **Save as** (*Figure 67:* on page 69) to save this class layout for reuse.

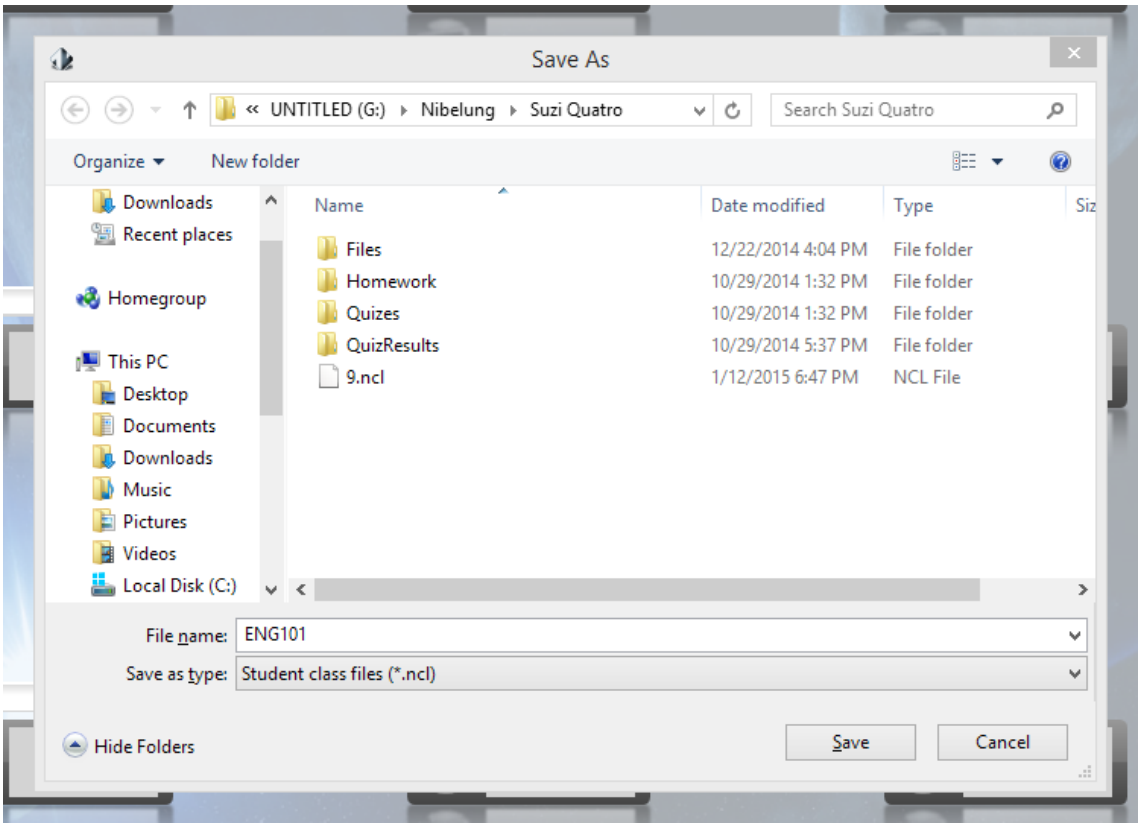


Figure 67: Save class window

Select **Class** > **Open** (*Figure 68:* on page 69) to open a previously saved class layout file.

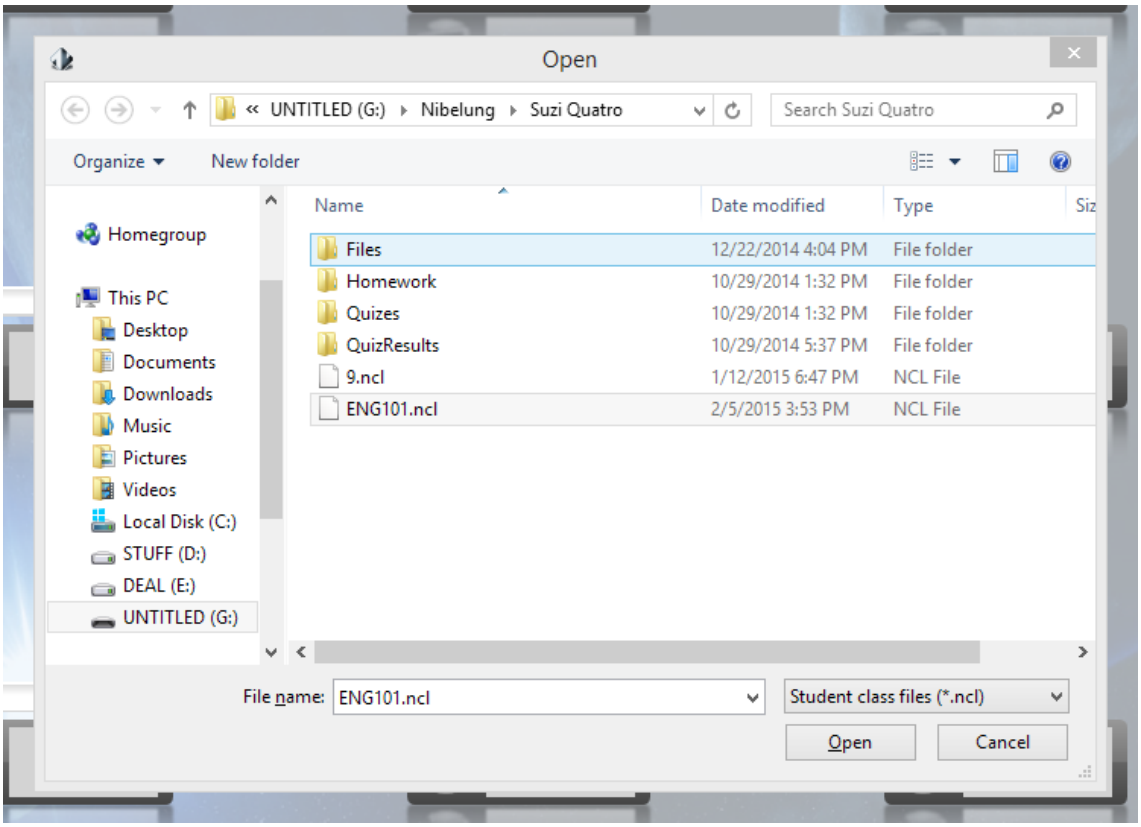


Figure 68: Open class window

Related Links

Teacher module on page 51

4.5 Roll call registration

The teacher might want to take attendance at the start of a lesson. Select **Class** > **Roll call** from the menu to initiate student roll call registration. A window will appear on student screens (*Figure 69:* on page 70) where they can enter their name and/or student ID number (depending on the school policies). The students have 60 seconds to complete the roll call. Failure to do so will result in the student panel marked with a red X mark (*Figure 70:* on page 70).

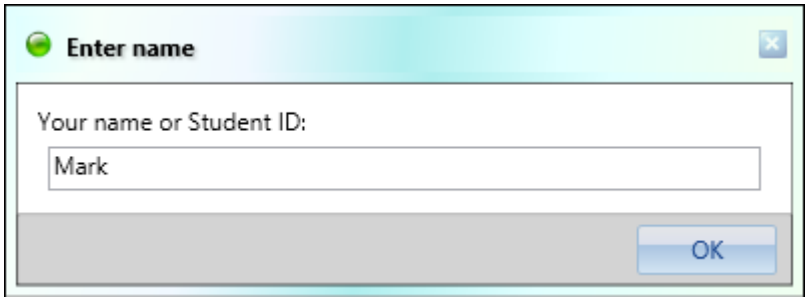


Figure 69: **Enter name** student registration window

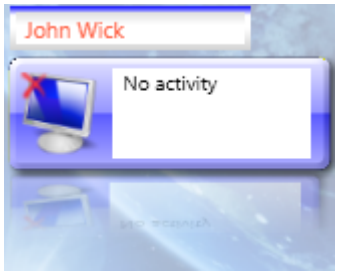


Figure 70: Panel of an absent student

Status bar of the teacher module window will show time remaining for the roll call. You can stop the roll call early by selecting **Class** > **Roll call** menu again.

The **Roll call results** window (*Figure 71:* on page 70) will appear on your screen after registration is completed.

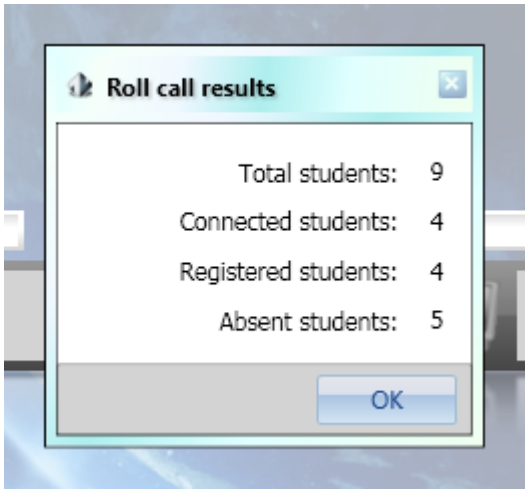


Figure 71: **Roll call results** window

Right click on a student panel and select **Change name** from the pop-up menu to change student's name and/or ID number after the roll call. Enter the new name into **Enter name** window (*Figure 69:* on page 70).

If for whatever reasons there appears to be a duplicate student name in the class, one of them will be displayed in red and marked with the **(!)** sign (*Figure 72:* on page 71).

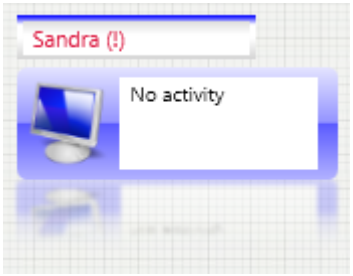


Figure 72: Duplicate student name

Related Links

Teacher module on page 51

4.6 Student profile

Select **Student profile** > **Edit...** from the student menu (see section *Student menu* on page 75) to open the student profile editing window (*Figure 73:* on page 72).

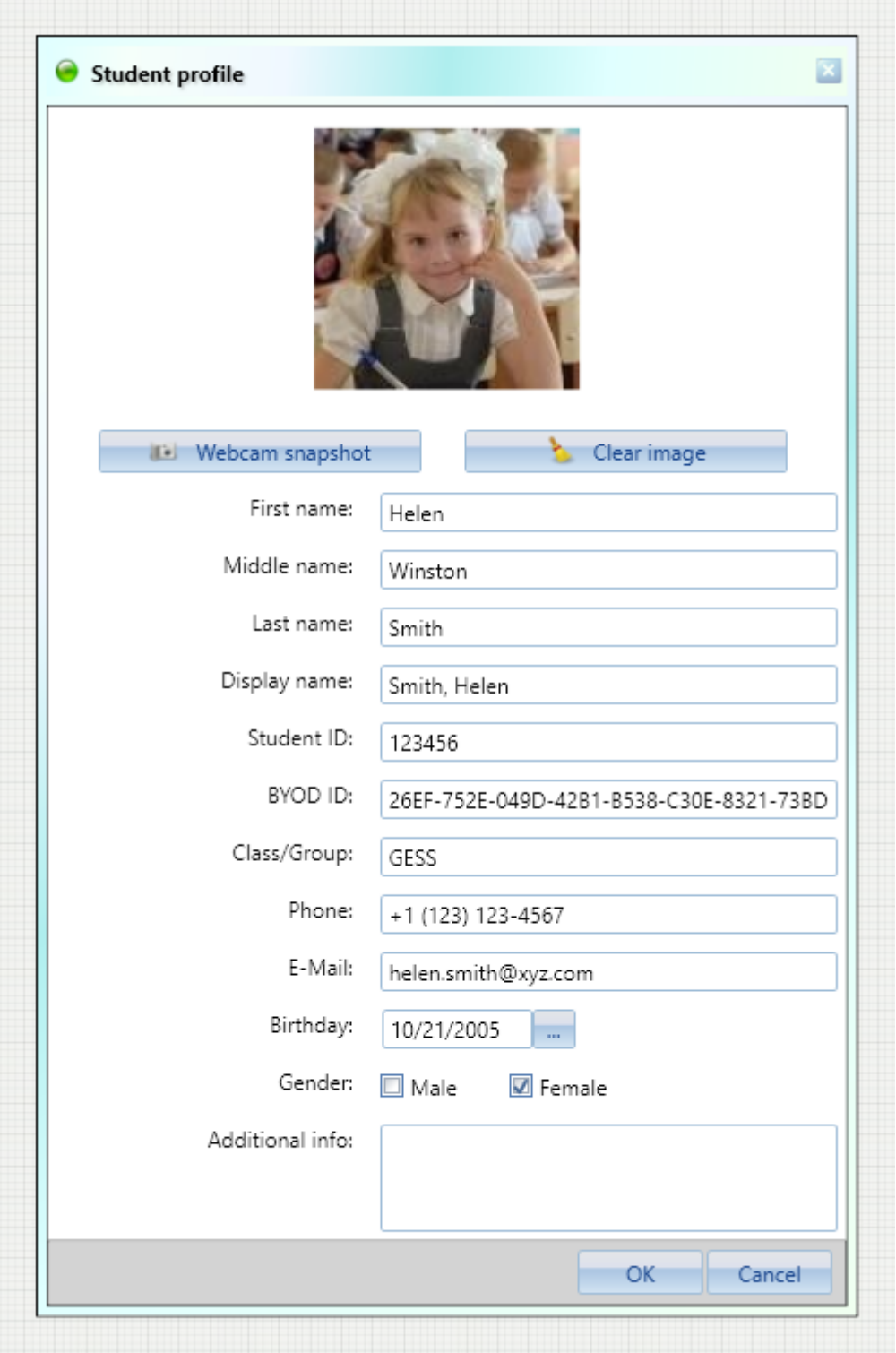


Figure 73: **Student profile** window

A student profile can be stored in either class file (see *Class layout* on page 67) or in the student database (see *Introduction* on page 187).

Student profile may contain the following data:

1	Student's photo or any other image
2	Full name
3	Display name that will be used in the class
4	Student ID
5	BYOD ID - unique ID for "bring your own device" with **Dialog Nibelung** student module installed
6	Class, group or other school subdivision associated with the student
7	Phone number
8	Email address
9	Date of birth
10	Gender
11	Other relevant information

Student ID can be used instead of student name during the roll call registration (см. п. *Roll call registration* on page 70). In this case **Dialog Nibelung** will pull up the rest of the data from corresponding student profile.

Click on the image and choose a file to change the image in the profile. Press **Clear image** to disassociate the image from the profile.

Если у учащегося включена веб-камера (см. п. *Video monitoring* on page 100), то текущее изображение с веб-камеры можно установить как фотографию учащегося с помощью кнопки **Снимок с веб-камеры** .

Related Links

Teacher module on page 51

4.7 Class tab

Class tab menu allows you to perform certain actions to all the students in the class regardless of their group affiliation.

Click on the gray tab marked with * to open the menu (*Figure 74:* on page 73).

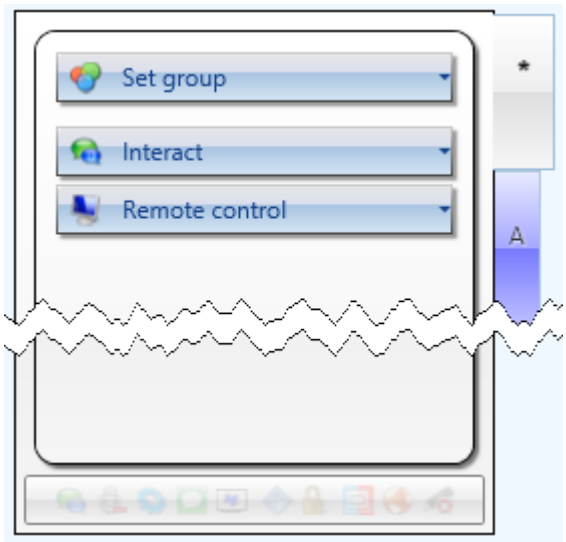


Figure 74: **Class tab** menu

Class tab menu buttons:

- **Set group** (group all registered students together) (see *Grouping of students* on page 76)
- **Interact** (see *Interacting with students* on page 77)
- **Remote control** (see *Remote control of student workstations* on page 98)

A status bar at the bottom of the class tab contains icons indicating active settings for this class:

- Conversation (section *Conversation* on page 77)
- Microphones muted (section *Mute microphone* on page 102)
- Launch applications (section *Launch applications* on page 79)
- Class chat (section *Chat* on page 81)
- Class whiteboard (section *Whiteboard* on page 87)
- Input locked (section *Lock input* on page 101)
- Computers locked (section *Lock computer* on page 102)
- Application launch control (section *Launch control* on page 106)
- Internet access control enabled (section *Web access control* on page 103)
- Removable media disabled (section *Disable removable storage* on page 102)

An inactive mode has the corresponding icon grayed out, and colorful otherwise.

Related Links

Teacher module on page 51

4.8 Group tab

A group tab allows you to perform certain actions to all students affiliated with a particular group.

Click on the group tab (**A...J**) to open the group tab menu (*Figure 75:* on page 74).

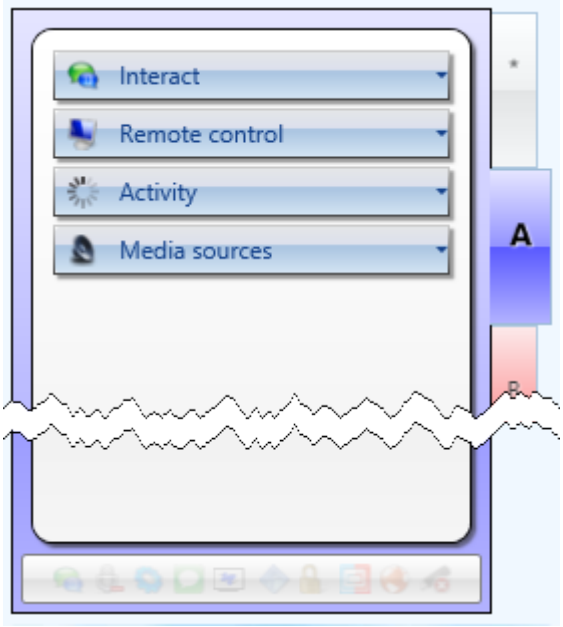


Figure 75: Group tab

Group tab menu buttons:

- **Interact** (see *Interacting with students* on page 77)
- **Remote control** (see *Remote control of student workstations* on page 98)
- **Activity** (see *Student activities* on page 111)
- **Media sources** (see *Media sources* on page 127)

A status bar at the bottom of the tab contains icons indicating active settings for the current group:

- Conversation (section *Conversation* on page 77)
- Microphones muted (section *Mute microphone* on page 102)
- Launch applications (section *Launch applications* on page 79)
- Group chat (section *Chat* on page 81)
- Group whiteboard (section *Whiteboard* on page 87)

- Input locked (section *Lock input* on page 101)
- Computers locked (section *Lock computer* on page 102)
- Application launch control (section *Launch control* on page 106)
- Internet access control enabled (section *Web access control* on page 103)
- Removable media disabled (section *Disable removable storage* on page 102)

An inactive mode has the corresponding icon grayed out, and a colorful one otherwise.

Related Links

Teacher module on page 51

4.9 Student menu

Right click on a student panel to open a pop-up menu of actions for this student. Menu title will contain name of the student and their sequential number in the class.

Student menu items	Icon
Listen (see *Listen* on page 77)	
Conversation (see *Conversation* on page 77)	
Mute microphone (see *Mute microphone* on page 102)	
Record (see *Recording* on page 78)	
Record conversation (see *Recording conversation with the teacher* on page 79)	
Message (see *Messaging* on page 90)	
Homework (see *Homework assignments* on page 92)	
Screen thumbnail (see *Screen thumbnails* on page 99)	
Web cam (see *Video monitoring* on page 100)	
Remote desktop (see *Remote desktop window* on page 109)	
Lock input (see *Lock input* on page 101)	
Lock computer (see *Lock computer* on page 102)	
Terminate process (see *Terminating remote processes* on page 107)	
Internet access (see *Internet access control* on page 102)	
Removable media (see *Disable removable storage* on page 102)	
Raise (see *Raising the student module window* on page 105)	
Power control (see *Power control* on page 105)	
- **Log out**	
- **Shutdown**	
- **Reboot**	
- **Standby**	

Student menu items	Icon
- **Power on**	
Grade (see *Log book* on page 138)	
- **None**	
- **1**	
- **2**	
- **3**	
- **4**	
- **5**	
- custom entry field; this field shows up whenever maximum lesson score set in **Teacher settings** (see *Teacher settings* on page 66) is not equal to 5	
Set group (see *Grouping of students* on page 76)	
- **None**	
- **Group A**	
- **Group B**	
- **Group C**	
- **Group D**	
- **Group E**	
- **Group F**	
Student profile (see *Student profile* on page 72)	

Related Links

Teacher module on page 51

4.10 Grouping of students

Students in the class can be working individually or grouped together. You can create up to 10 groups in the class.

Students can be assigned to a group using one of the several methods:

- right click on a student panel, select **Set group**, then select one of the groups;
- select several students (press and hold **Ctrl** key on your keyboard, select students with your mouse, and release **Ctrl**), then right click on an empty space in the classroom console, select **Set group** from the pop-up menu, and select a group;
- select several students (as above) and drag their panels to a group tab on the left;
- you can also assign all the students in the class to the same group by using the **Set group** button on the class tab (*Figure 74:* on page 73).

Upon successfully joining a group, student icon in the classroom console will acquire color of that group, and group name will appear in the status bar of the student module window (see *Figure 163:* on page 152).

Related Links

Teacher module on page 51

4.11 Interacting with students

Dialog Nibelung allows you to interact with your students in several ways. We will describe them in this section .

Related Links

Teacher module on page 51
Listen on page 77
Conversation on page 77
Recording on page 78
Recording conversation with the teacher on page 79
Launch applications on page 79
Chat on page 81
Polling on page 83
Whiteboard on page 87
Messaging on page 90
Students calling for help on page 91
Messages from students on page 92
Homework assignments on page 92

4.11.1 Listen

In this mode the teacher can listen to student's microphone without alerting the student. Select **Listen** from the student pop-up menu (see section *Student menu* on page 75) to enable this mode.

A headset icon (*Figure 76:* on page 77) will appear on the student panel in listening mode.

Both parties will be heard if the student is having a conversation with another student.

Figure 76: Student panel in **Listen** mode

Please see *Discussion* on page 115 of this manual for listening to a group conversation in **Discussion** mode.

Select **Listen** from the student pop-up menu (see section *Student menu* on page 75) again to exit the listening mode.

Related Links

Interacting with students on page 77

4.11.2 Conversation

In this mode the teacher can enter a conversation with a student, a group of students, or the whole class.

An icon (*Figure 77:* on page 78) will appear on panel of a student in conversation with the teacher mode.

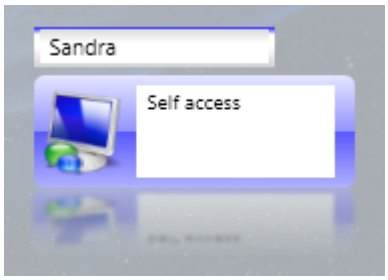


Figure 77: Conversation icon

Select **Conversation** form the student pop-up menu (see section *Student menu* on page 75) to enter a conversation with this particular student.

Press **Activity** button in the group tab (see section *Group tab* on page 74), and select **Conversation** to enter conversation with a group.

Press **Activity** button in the class tab (see section *Class tab* on page 73), and select **Conversation** to enter conversation with the whole class.

Tip: *Conversation mode can also be used to make announcements to a group or the whole class.*

Repeat the action described above to exit the conversation mode.

Related Links

Interacting with students on page 77

4.11.3 Recording

The teacher can make voice recordings of a selected student, group, or the whole class.

Select **Record** from the student pop-up menu (see section *Student menu* on page 75) to record this student.

A recording icon (*Figure 78:* on page 78) will appear on the student panel.

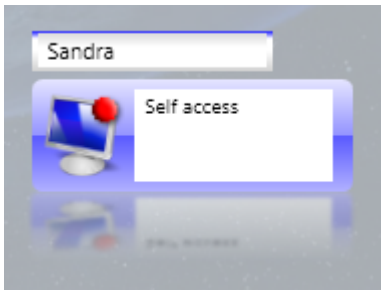


Figure 78: Recording student icon

Select group tab, press **Activity** button (see section *Group tab* on page 74), and select **Record** to record a group of students.

Select the Class tab, press **Activity** button (see section *Class tab* on page 73), and select **Record** from the menu to record the whole class.

Whenever a class or group recording is engaged the red dot next to **Record** item in the corresponding menu changes to a check mark.

Repeat the actions described above to stop the recording.

Student recordings are saved as **MP3** files in the Waves sub-folder of the teacher folder. For example, Jane Austen\Waves\ENG101\2015-02-06\John Doe (5-55 PM).mp3, where

- **Jane Austen** – teacher name,

- **ENG101** – class,
- **2015-02-06** – recording date in year-month-day format,
- **John Doe** – student name,
- **5-55 PM** – recording time.

Tip: *If selected student is paired with another student for a conversation, both voices will be recorded in the same file. The file name will reflect this, e.g. John Doe + Mary Brown (5-55 PM).mp3.*

Related Links

Interacting with students on page 77

4.11.4 Recording conversation with the teacher

You can record your conversation with a student using the **Record conversation** mode from the student menu.

An icon with double red dot will appear on the student panel (*Figure 79:* on page 79).

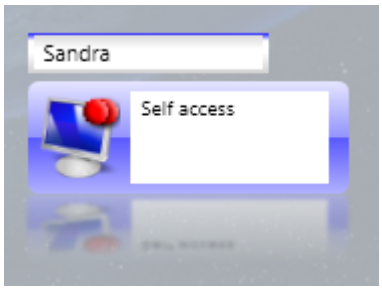


Figure 79: Recording conversation with the teacher

Whenever conversation recording mode is engaged, a red dot next to the **Record conversation** item in pop-up menu will change to a check mark.

Conversation recording are saved as **MP3** file in a sub-folder of the teacher folder, e.g. Jane Austen\Waves \ENG101\2015-02-06\John Doe (5-55 PM) conversation.mp3, where

- **Jane Austen** – teacher name,
- **ENG101** – class,
- **2015-02-06** – recording date in year-month-day format,
- **John Doe** – student name,
- **5-55 PM** – recording time.

Tip: *If selected student is paired with another student for a conversation, both voices will be recorded in the same file. The file name will reflect this, e.g. John Doe + Mary Brown (5-55 PM) conversation.mp3.*

Related Links

Interacting with students on page 77

4.11.5 Launch applications

This mode allows the teacher to remotely launch applications on a selected group or the whole class of student workstations.

Press **Activity** button in the group tab (see *Group tab* on page 74) and select **Launch** from the group menu to enable this mode for the group.

Press **Activity** button in the class tab (see *Class tab* on page 73) and select **Launch** from the class tab menu to enable this mode for the whole class.

A **Launch application** window (*Figure 80:* on page 80) will appear on your screen.

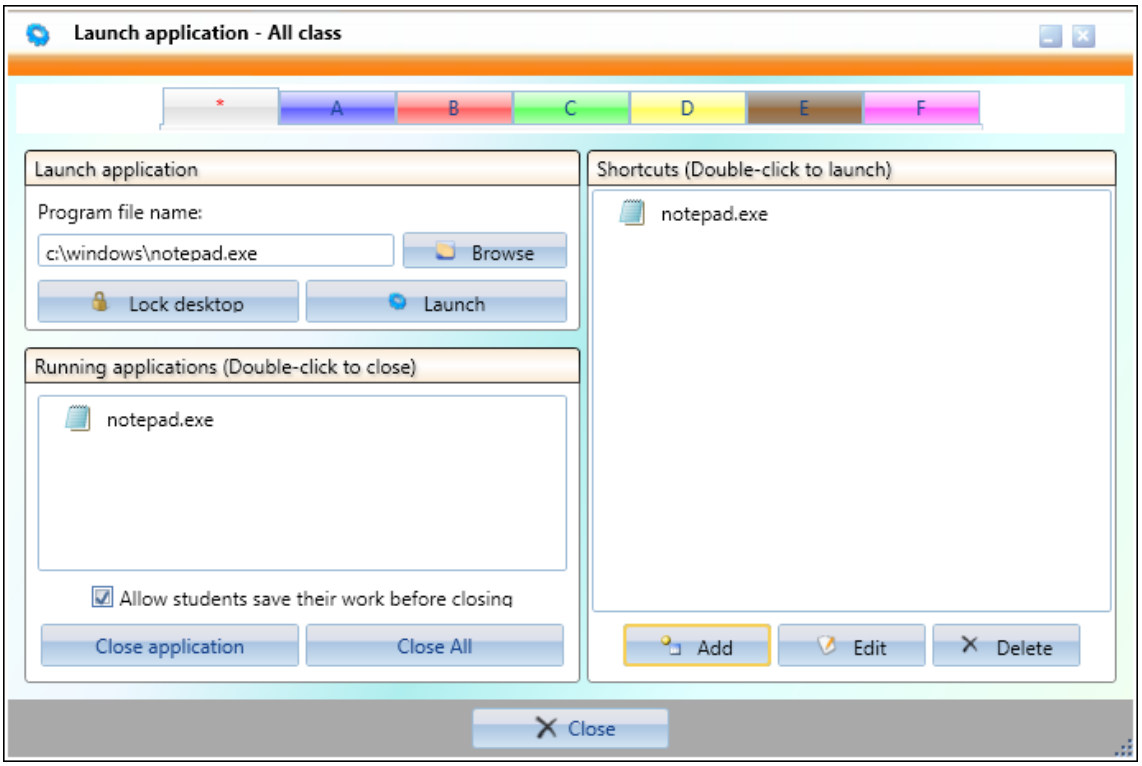


Figure 80: Launch application

Class and group tabs are located just below the window title bar. They can be used to quickly switch the action to a different group.

A **Select application** panel is in the top left part of the window. Use this panel to specify command line to launch an application.

You can select an executable file by pressing **Browse** button. You can also manually specify executable file including full path and command line parameters in the **Command line** field. This gives you an opportunity to remotely open files on the student workstations, e.g.: C:\WINDOWS\NOTEPAD.EXE C:\TEST.TXT.

Attention: *Please note that the application to be launched has to be installed* ***on all student workstations****. The executable either has to be either accessible through the PATH environment variable (in which case you can specify just the executable, omitting the full path), or path has to be* ***the same on all workstations****.*

Attention: *Please not that the file C:\TEST.TXT in the example shown above must exist on all student workstations.*

You can launch applications using any of the three methods:

- manually enter executable file name into the **Command line** field or use the **Browse** function, then press the **Launch** button;
- double click on an application in the **Shortcuts** panel located in the right portion of the window;
- select an application in the **Shortcuts** panel, then press **Launch** button in the **Select application** panel.

The application will be launched on the student workstations and will appear in the **Running applications** panel located in the lower left portion of the window.

Important: *Please not that whenever an application was launched remotely on a group of student workstations, the name of this group on its tab will be displayed in red.*

If the **Lock desktop** button was selected prior to launching the application, then the application will be launched on an empty desktop.

The students will still be able to close the application launched in locked desktop mode, however in this case they would be left with an empty desktop.

Tip: *A student workstation will revert to the regular Windows desktop once all applications launched in the lock desktop mode have been closed remotely.*

Use the **Add** button to add applications to the **Shortcuts** list. A **Shortcut properties** window will appear on your screen (*Figure 81:* on page 81). This window contains following fields:

- **Shortcut name** – shortcut title that will be displayed in the application list;
- **Command line**;
- **Also stop when application exits** – list of applications that will also be terminated when this application is closed (see section *Terminating remote processes* on page 107).

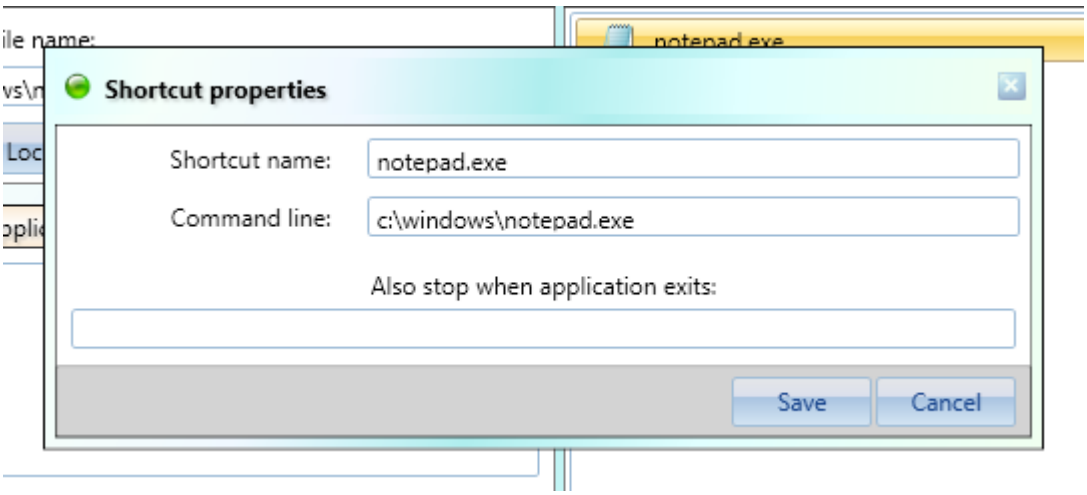


Figure 81: Application **Shortcut properties** window

Select an application from the list and press **Edit** button to edit shortcut properties. The **Shortcut properties** window (*Figure 81:* on page 81) will appear, where you can change shortcut parameters.

Use the **Delete** button to remove shortcuts.

Double click on an application title in the **Running applications** panel to close it. Alternatively, select an application in the panel and press **Close** button. The students will be given a chance to save their files whenever **Allow students to save their work before closing** option is selected.

Use **Close all** button to close all remotely launched applications for the current group.

Press **Close** button to close this window.

Related Links

Interacting with students on page 77

4.11.6 Chat

This mode can be used to start a chat session in the whole class or in the group.

Press **Activity** button in class tab (see section *Class tab* on page 73) or in selected group tab (see section *Group tab* on page 74), followed by selecting **Chat** from the group menu to start a group chat session.

A chat session window (*Figure 82:* on page 82) will appear on your screen. The window has group tabs along its top border for quick switching between group chat sessions. Message panel is on the left, list of chat participants is on the right.

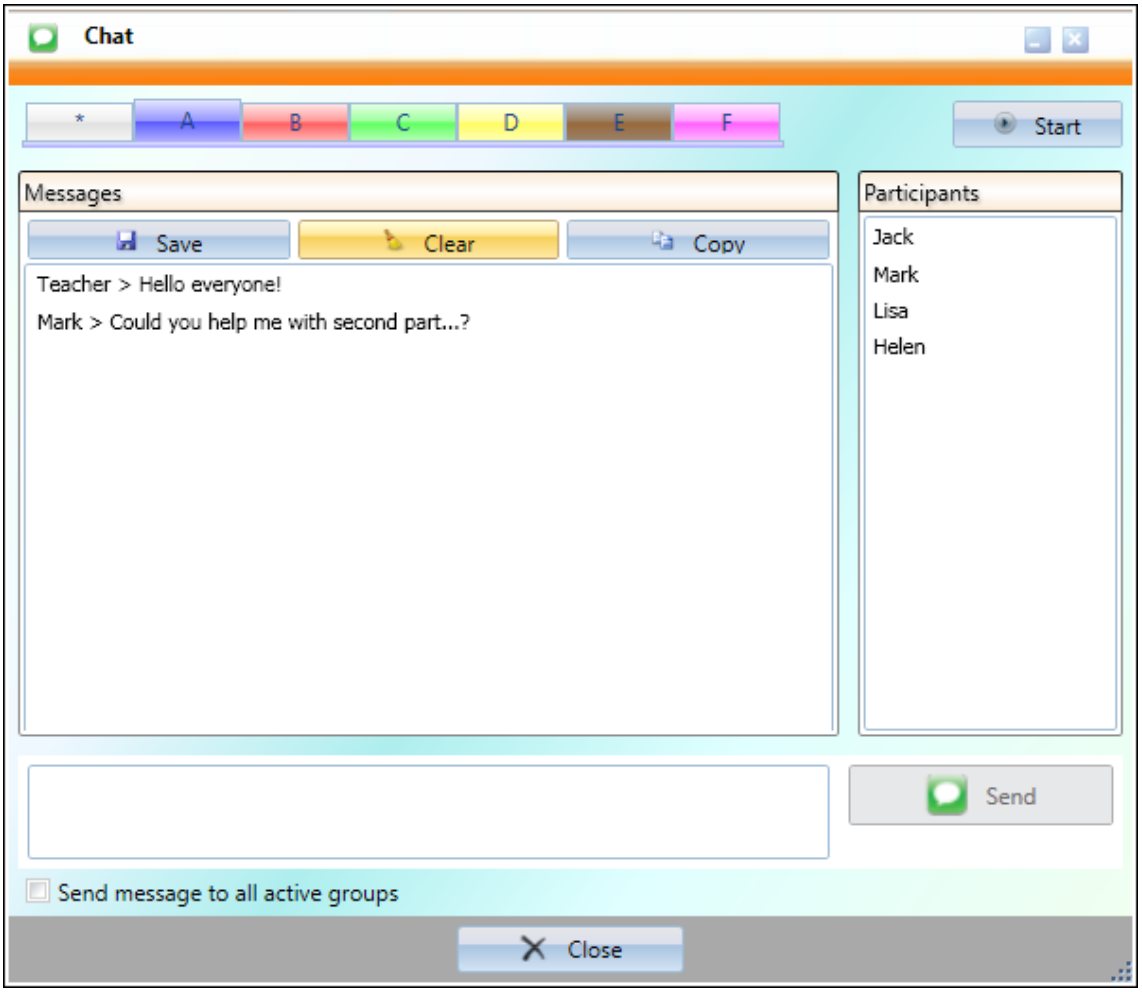


Figure 82: Chat session window

Press the **Start** button to activate a chat session (at which point **Start** button will be replaced with a **Stop** button). A chat window will open on every group member screen.

Important: *Please note that groups that have an active chat session will have their names displayed on their tabs in red color.*

Enter your message into the text field immediately below the **Messages** panel and press the **Send** button to send a message to the chat session.

Check the **Send message to all active groups** box before pressing **Send** to send a message to all groups that have a chat session active.

Use the **Clear** button to clear the message panel.

Use the **Save** button to save a text log of the chat session on your hard drive.

Use the **Stop** button to finish the current session.

Press **Close** button to close the **Chat** window. At this point you will be offered to close all active chat sessions.

Related Links

Interacting with students on page 77

4.11.7 Polling

Polling is a mode for polling the students or conducting a quick and simple multiple choice pop quiz without invoking the full quiz system (see *Dialog NQuiz* on page 162).

Press the **Interact** button and select **Poll** from the class (see *Class tab* on page 73) or group (see *Group tab* on page 74) menu to to initiate polling of a group of students or if the whole class.

Poll management window (*Figure 83:* on page 83) will appear on your screen.

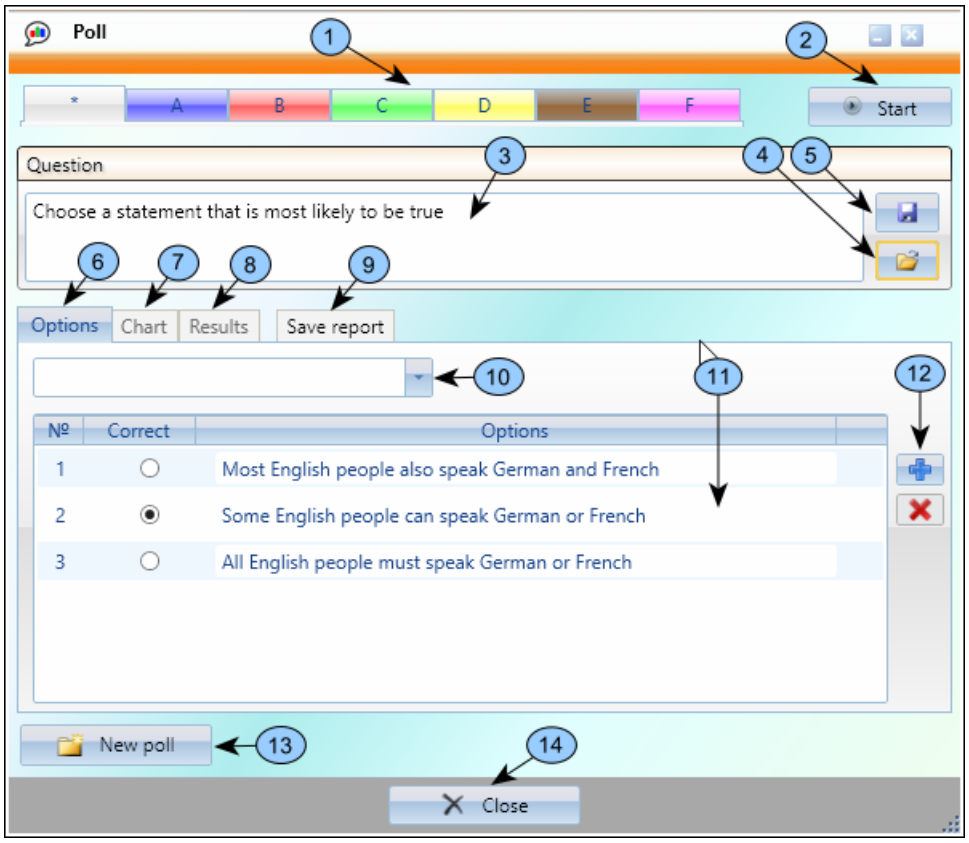


Figure 83: Poll management window

Where:

1	Group tabs.
2	**Start/Stop** button to start and stop polling.
3	Question panel for specifying the poll question.
4	Open previously saved poll.
5	Save the poll for future use.
6	Poll answer options tab.
7	Poll progress and chart tab.
8	Results tab.
9	Save report button.
10	Drop down list with common sets of responces.
11	Multiple choice responces list.
12	Add / remove responce buttons.
13	Start a new poll with default settings .

14	Close window button.

To create a new poll: enter your question in field **(3)**, select one of the commonly used sets of responces from the drop down list **(10)** or add answer options as necessary using buttons (12). Optionally, you can designate one of the responces as the correct one (for pop quizzes). You can save the poll for future using button (4) (*Figure 84:* on page 84) and open a previously saved poll using button **(5)**.

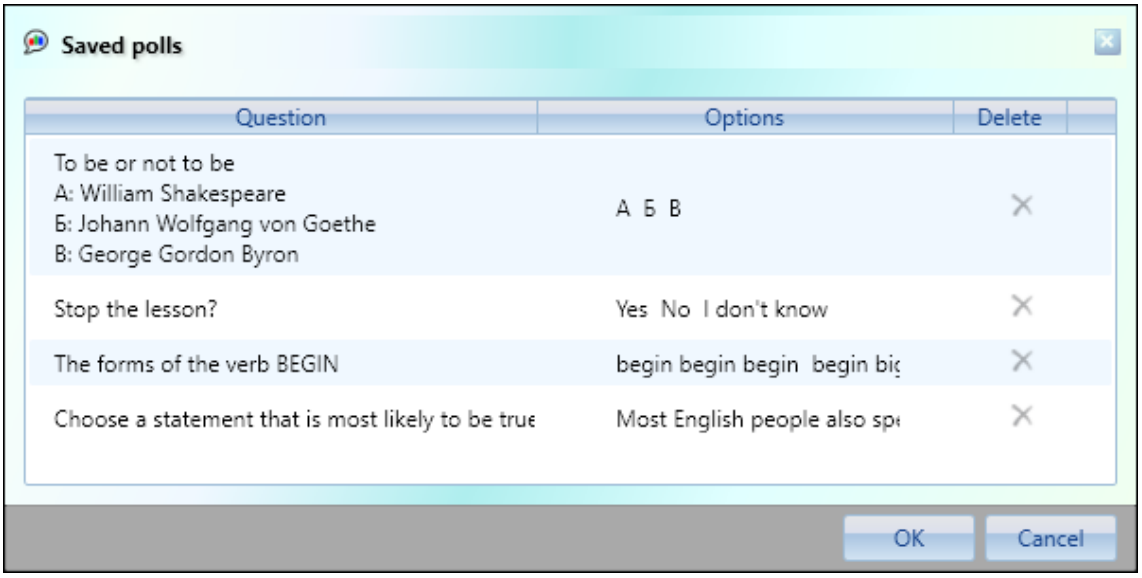


Figure 84: **Saved polls** window

Press the **Start** button to initiate polling (at this point it will be replaced by a **Stop** button and the **Chart** tab (*Figure 83:* on page 83) will be autoselected). A polling window (*Figure 85:* on page 84) will appear on the student screens. Students should make their selections and press **Send** to register their responces.

Important: *Please note that titles of the group(s) where you are conducting the poll will be dispalyed in red for the duration of the poll.*

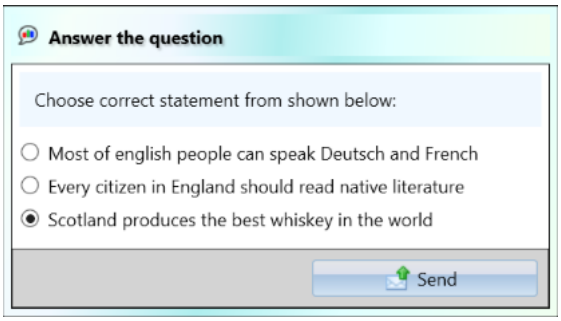


Figure 85: Polling window on student workstation

You can monitor the poll in real time in the **Chart** tab (*Figure 86:* on page 85). Poll results are represented as a histogram bar chart with each bin corresponding to every answer option. The chart is updated as

soon as results arrive. Progress bar below the bar chart indicates fraction of the students who have already responded to the poll. You can press the **Stop** button at any time to terminate the poll.

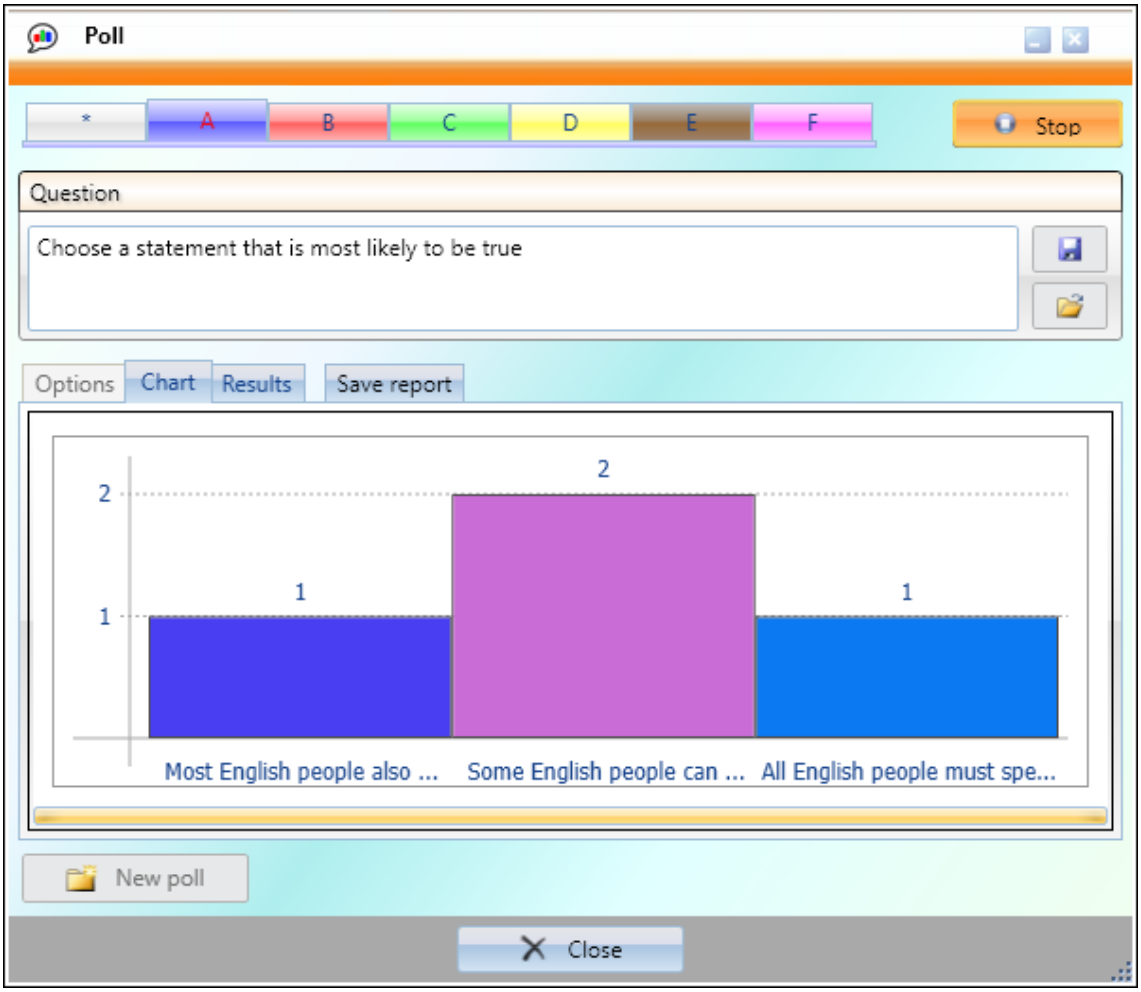


Figure 86: Poll results overview tab

You can view detailed results of the poll in the **Results** tab (*Figure 87:* on page 86) that will be autoselected either when you terminate the poll by pressing the **Stop** button or the poll finishes when all the students have responded. This tab contains a detailed list of responces to the poll:

1. Student name
2. Selected option
3. Responce timestamp

4. An indicator whether selected option is correct (if the poll had one designated)

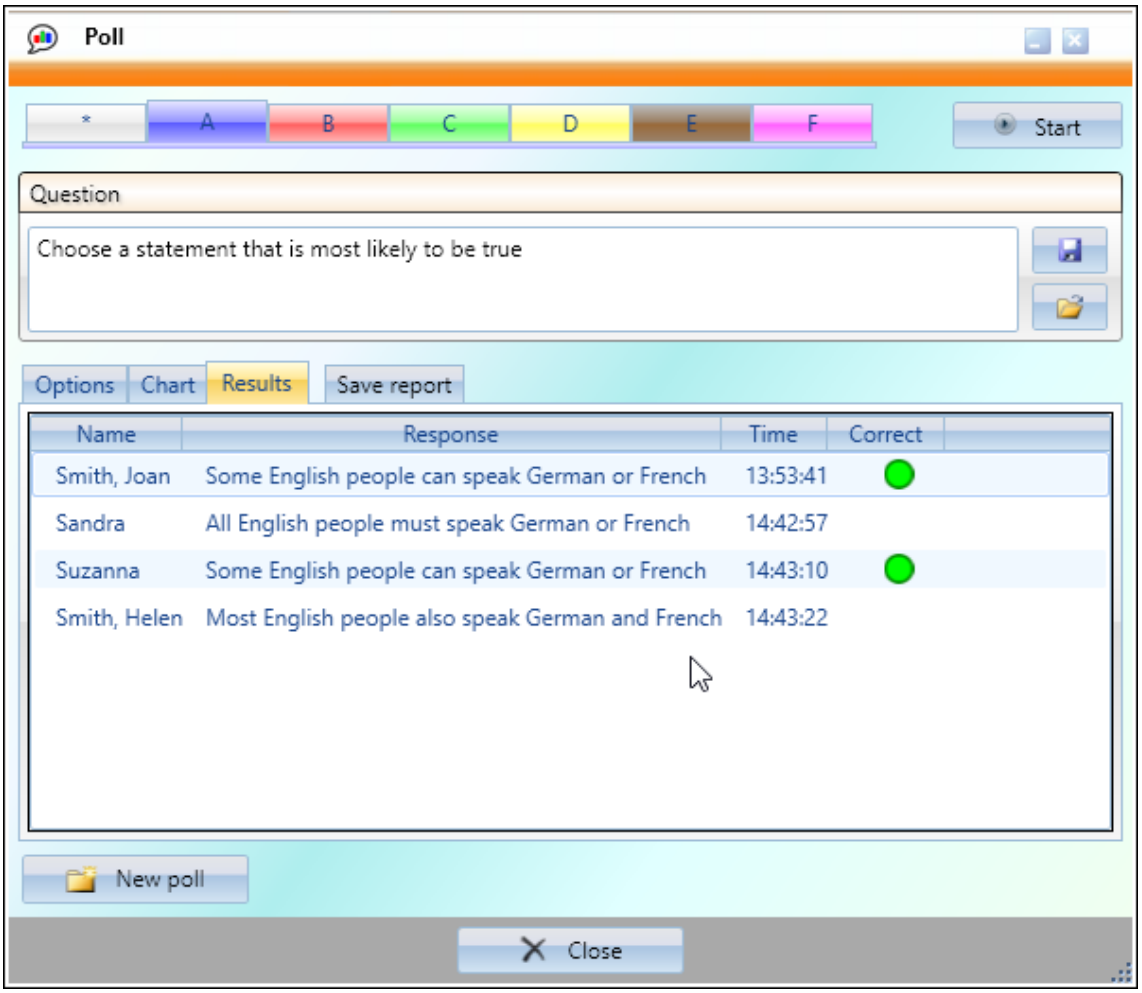


Figure 87: Poll results

You can generate a report of the poll results in HTML format, convenient for viewing, printing, and posting online. Press the **Save report** button, specify report file name, and press **Save**. You will be prompted if you

would like to view the report. The report (*Figure 88:* on page 87) will be opened in a new window of your default web browser (usually **Microsoft Internet Explorer**).

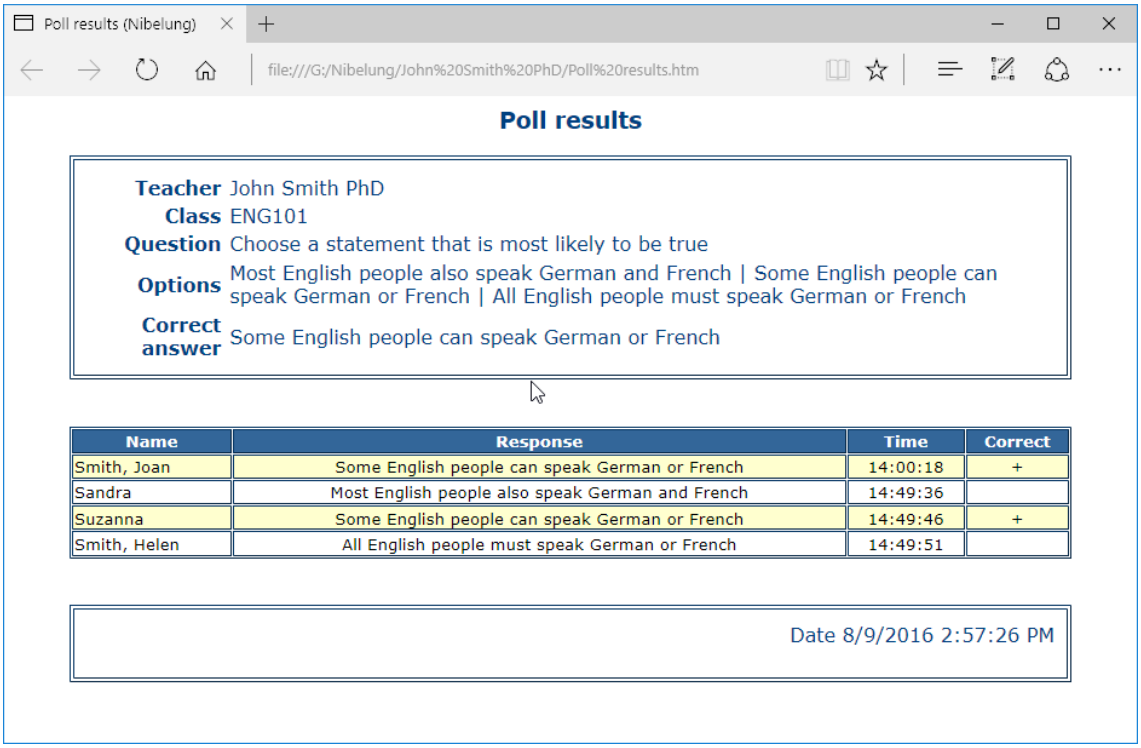


Figure 88: Poll report

Related Links

Interacting with students on page 77

4.11.8 Whiteboard

The whiteboard mode provides a virtual interactive sketchboard that can be shared between the teacher and students.

Press the **Interact** button in either class (*Class tab* on page 73) or group menu (*Group tab* on page 74) and select **Whiteboard** to open the whiteboard window (*Figure 89:* on page 88) on teacher workstation.

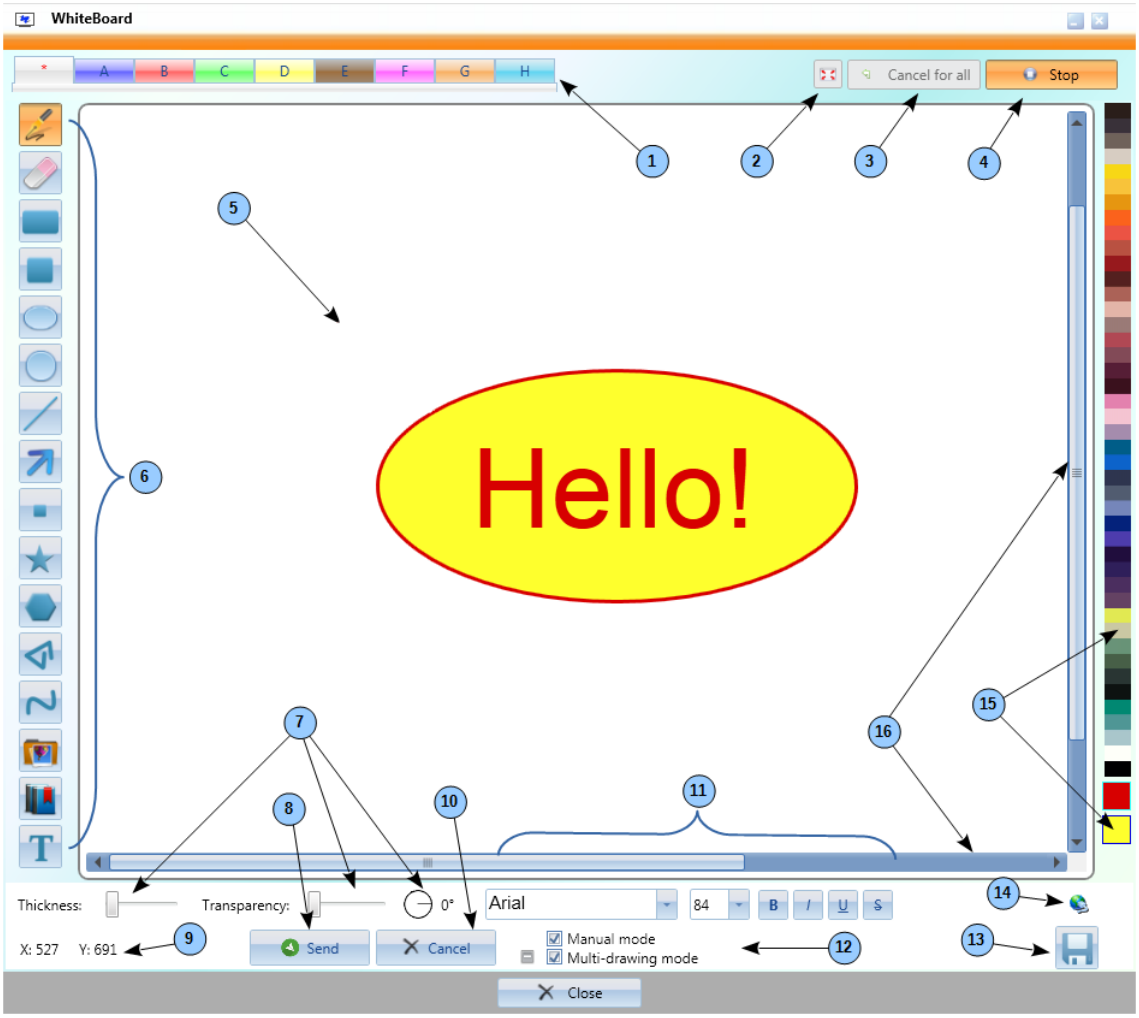


Figure 89: Whiteboard window

Where:

1	Group tabs.
2	Full screen button, controls whiteboard windows on student workstations.
3	**Undo** button for reversing last update on the whiteboard. This update may have been made by either the teaher or any student from the participating group. Press this button repeatedly to undo a sequence of updates.
4	**Start/Stop** button for whiteboard session.
5	Drawing area.
6	Drawing toolbox.
7	Drawing tools settings.
8	**Send** button for manual mode.
9	Pointer position in the drawing area.
10	**Cancel** button, discards uncommitted updates in manual mode.
11	**Text** tool settings: font face, size and style.
12	Mode settings.
13	Save the sketch.

14	Whiteboard network activity monitor.
15	**Line** and **Fill** color bar.
16	Scroll bars (appear as necessary).

Press the **Start** button to initiate a whiteboard session, at which point **Start** button will beacome **Stop** button and a whiteboard window will open on the screens of selected group of students.

Important: *Title of the group that has a running whiteboard sesion will be displayed in red for the duration of the session.*

When a whitebopard session is active, any participant can pick a tool from the toolbox and start sketching on the whiteboard. Everyting they sketch will appear on the whiteboards of all participants.

Drawing tools (from top to bottom of the toolbox):

- Pen
- Eraser
- Rectangle
- Square
- Ellipse
- Circle
- Line
- Arrow
- Dot
- Star
- Regular polygon
- Connected lines
- Curve
- Image
- Library symbol
- Text

The whiteboard can be in either manual or immediate mode as controlled by the **Manual mode** check button in the **Whiteboard** window (*Figure 89:* on page 88). In the immediate mode everything sketched on the whiteboard will instantly appear on evey participating whiteboard. In manual mode an object on the whiteboard will only be sent to the other participants once the **Send** button is pressed. This allows editing of the object or even discarding it before anybody else sees it. This mode also has a **Multidraw** option that allows you to finish several elements before sending them to the other participants. Otherwise, only a single element (e.g. a polygon or a text field) can be finished before you'll have to decide wheter to either **Send** or **Cancel** it.

Whiteboard commands and hotkeys:

#	Hotkey	Command
1	**Enter**	Finish creation of **Text** or **Image** elements
2	**Escape**	Cancel current object in miltidraw mode. In manual mode this only works before left mouse button is released (except for **Text**, **Image**, **Curve**, and **Connected lines** tools). In multidraw mode you can also use multiple **Escape** commands to cancel several consecutive elements from the uncommitted batch.
3	**Left mouse button depress**	• Start drawing or moving an element (for **Text** and **Image** tools); • open file selection dialog for **Image** tool; • add next node for **Connected lines** and **Curve** tools.
4	**Left mouse button release**	Finish drawing or moving an element (except for **Connected lines** and **Curve** tools). In manual mode, releasing left mouse button sends the element to whiteboards of other participants, except when using **Connected lines** or

#	Hotkey	Command
		Curve tools (for both, press **right mouse button** to send), or **Text** and **Image** tools (press **Enter** to send for these)
5	**Mouse scroll wheel**	Scale the element; together with **Alt** modifier key controls the number of edges/ vertices for **Star** and **Polygon** tools; together with **Shift** modifier key changes the angle for rotating objects.
6	**Right click**	Finish creating **Image** (click on the image itself), **Curve** or **Connected lines** types of elements.
7	**Shift**	Set rotation mode (direction? _fixme_) when used together with **mouse scroll wheel**.
8	**Alt**	• Increase/decrease number of enges/vertices (together with the **mouse scroll wheel**). • Press and hold **Alt** when creating **Connected lines** or **Curve** elements to close the line and fill the interior.
9	**Ctrl**	• Scaling modifier when used together with the **mouse scroll wheel**. • Move accelerator when used together with **Left**, **Right**, **Up**, or **Down** keyboard keys.
10	**W**, **S**	Rotate an element clockwise or counterclockwise in 1 degree increments.
11	**A**, **D**	Rotate an element clockwise or counterclockwise in 10 degrees increments.
12	**Ctrl + Z**	Redo: undo discarded elements in multidraw mode.
12	**Keyboard arrow keys**	Move active element by 1 screen pixel.

One can change common (e.g. line thickness, fill colour, position, transparency, rotation angle, scale, etc.) or element specific (e.g. line of text, image file) properties for most objects before they are committed.

Press **Stop** button to finish a whiteboard session.

Use the **Close** to close the **Whiteboard** window. You will be prompted to finish still active sessions, if any.

Important: *In the multidraw mode* ***Cancel*** *button cancels the whole uncommitted batch of objects, with* ***Ctrl+Z*** *redo hotkey having no effect.*

Tip: *You can drag and drop an image from a file onto the whiteboard. This will automatically select* ***Image*** *tool and insert the image where it was dropped. You can further move, scale, rotate, or discard the image.*

Tip: *When creating a sequence of text objects in multidraw mode, don't forget to press* ***Enter*** *after each object. Otherwise you will be moving the old object instead of creating the next one. Likewise, when creating several images, do not forget to right click on an image once you are finished with it.*

Related Links

Interacting with students on page 77

4.11.9 Messaging

Use this mode to send text messages to a student, group, or the whole class.

- Select **Message** in the pop-up student menu (see section *Student menu* on page 75) to send a message to this particular student.
- Press **Activity** button in a group tab menu (see section *Group tab* on page 74) and then select **Message** to send a message to the group.
- Likewise, press **Activity** button in the class tab menu (see section *Class tab* on page 73), and then select **Message** to send a message to the whole class.

A message window (*Figure 90:* on page 91) will appear on your screen that will note the recipient.

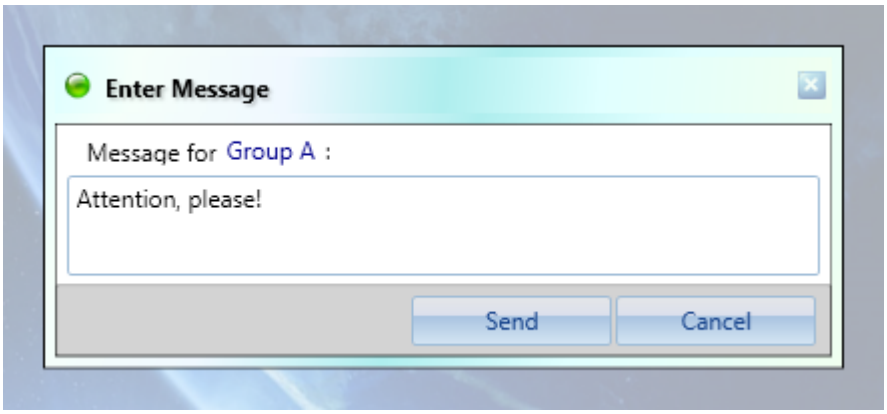


Figure 90: Message window

Enter your message and press `Enter` on your keyboard or the **Send** button to send it.

Tip: *Use **Ctrl+Enter** to start a new line within the message text.*

Related Links

Interacting with students on page 77

4.11.10 Students calling for help

A **Help me!** pop-up message (*Figure 91:* on page 91) will appear over a student panel whenever this student presses **Call teacher** button in the student module. The student icon will also change to a green phone receiver.

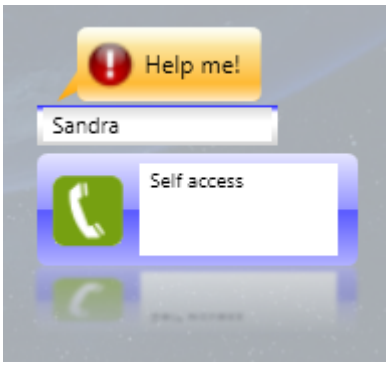


Figure 91: Student calling for help

Click on the student panel to dismiss the message and start a conversation with the student (see section *Conversation* on page 77).

Double click on the pop-up message to open a messaging window (*Figure 90:* on page 91) addressed to the student where you can inquire about the nature of the problem.

Related Links

Interacting with students on page 77

4.11.11 Messages from students

Whenever a students sends a message to the teacher, this message will be displayed in a pop-up bubble over this student's panel (*Figure 92:* on page 92).

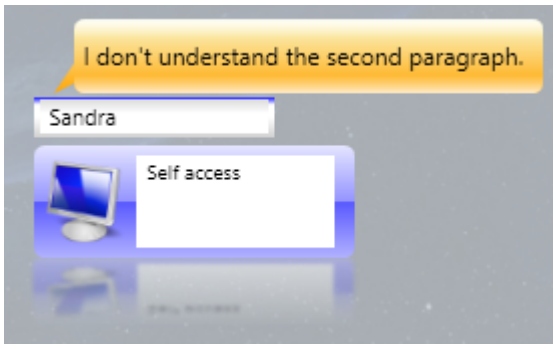


Figure 92: Message from student

Double click on the pop-up message to open a window where you can answer the message (*Figure 93:* on page 92).

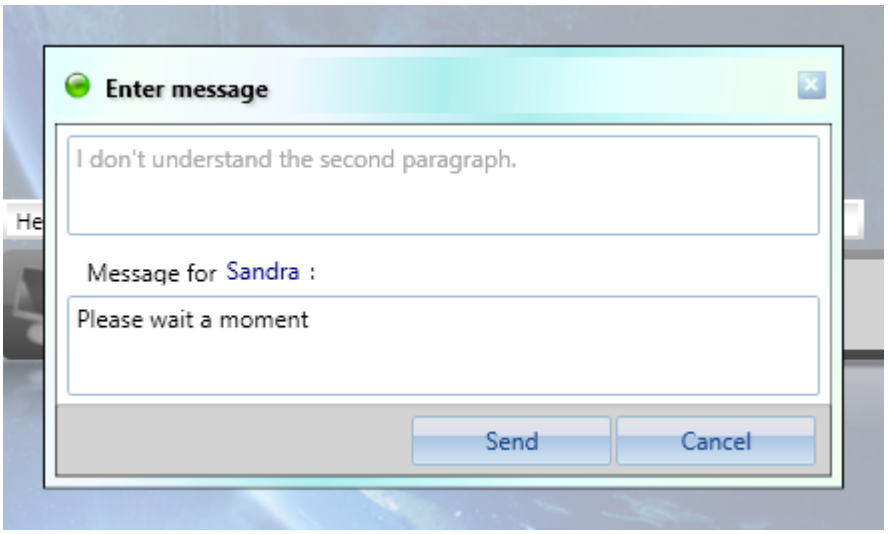


Figure 93: Answering student message

Top panel contains message from the student. Below is the text field where you can answer the message. Press **Send** to send the message.

Related Links

Interacting with students on page 77

4.11.12 Homework assignments

Important: *A homework assignment in* ***Dialog Nibelung*** *is a set of files together with their descriptions for the students to work with outside the classroom.*

Using this mode the teacher can assemble, distribute, and collect homework assignments for the whole class, selected group(s) and individual students.

Select **Homework** from the class or group menu to open the **Homework assignments** window (*Figure 94:* on page 93), which contains list of assignments and tools to distribute and collect them.

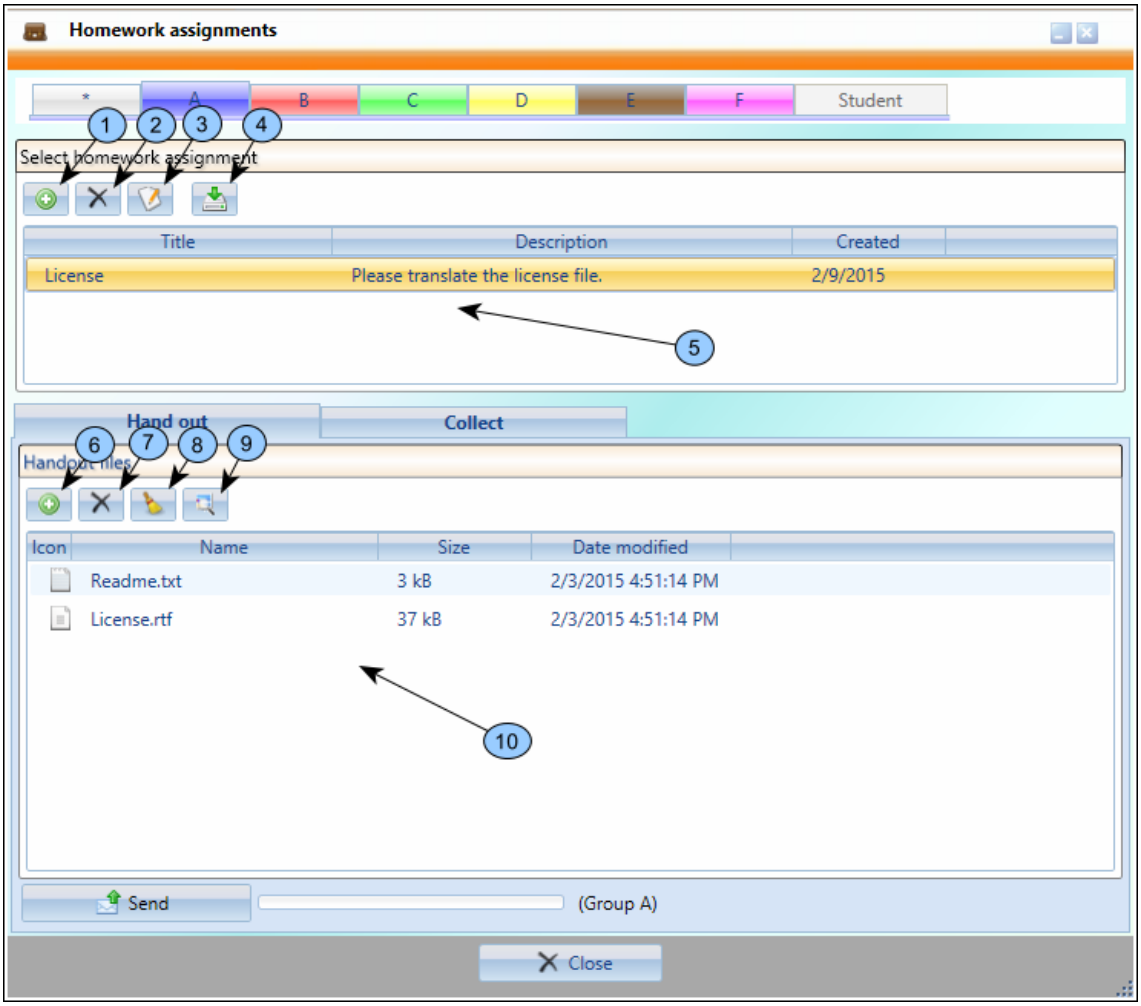


Figure 94: Homework assignments window in the teacher module

Elements of the **Homework assignments** window:

1	**Add assignment** button
2	**Delete assignment** button
3	**Edit assignment** button
4	**Collect files without an assignment** button
5	List of assignments
6	**Add file** button
7	**Delete file** button
8	**Delete all files** button
9	**View file** button
10	List of assignment files

Select a tab at the top of the window to switch between lists of assignments for the whole class, particular groups, and individual students.

Important: *Whenever the* ***Student*** *tab is selected, this window will contain assignments for this student only (Figure 99: on page 98).*

List of assignments together with buttons for adding, removing and editing assignments is immediately below the tabs lineup.

Press **Add assignment** or **Edit assignment** button to open a window where you can enter or edit assignment title and description (*Figure 95:* on page 94).

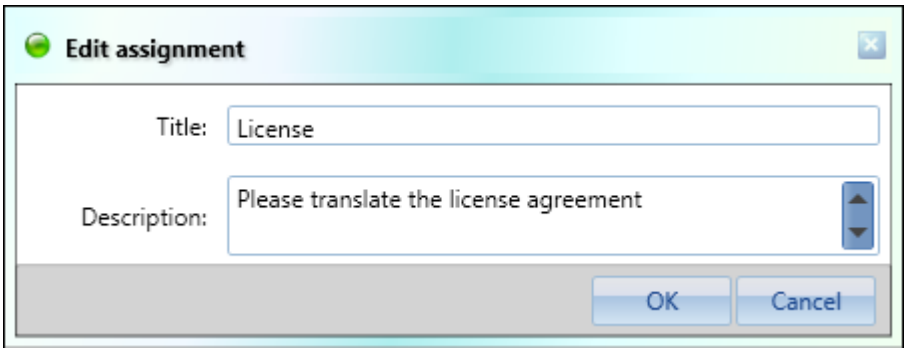


Figure 95: Add assignment window

Collect files without an assignment button allows you co collect files that students may have prepared without a particular assignment. It actually creates a dummy assignment that facilitates collection of unattached files.

The lower portion of the window contains a panel that accommodates either list of assignment files or list of students who received this assignment depending on whether **Hand out** or **Collect** tab is selected.

In the **Hand out** mode this panel becomes the **Handout files** panel that contains list of assignment files for distribution to the students.

Add file, **Delete file**, **Delete all files**, and **View file** buttons for assembling handout files into an assignment are immediately above the file list.

After assembling the assignment you can press the **Send** button to send it to the students. Assignment transfer progress bar is to the right of the **Send** button.

A soon as all assignment files have been received by a student module, an **Assignment handout** window (*Figure 96:* on page 95) will appear on the student's screen. This window displays received assignment(s) and files associated with them.

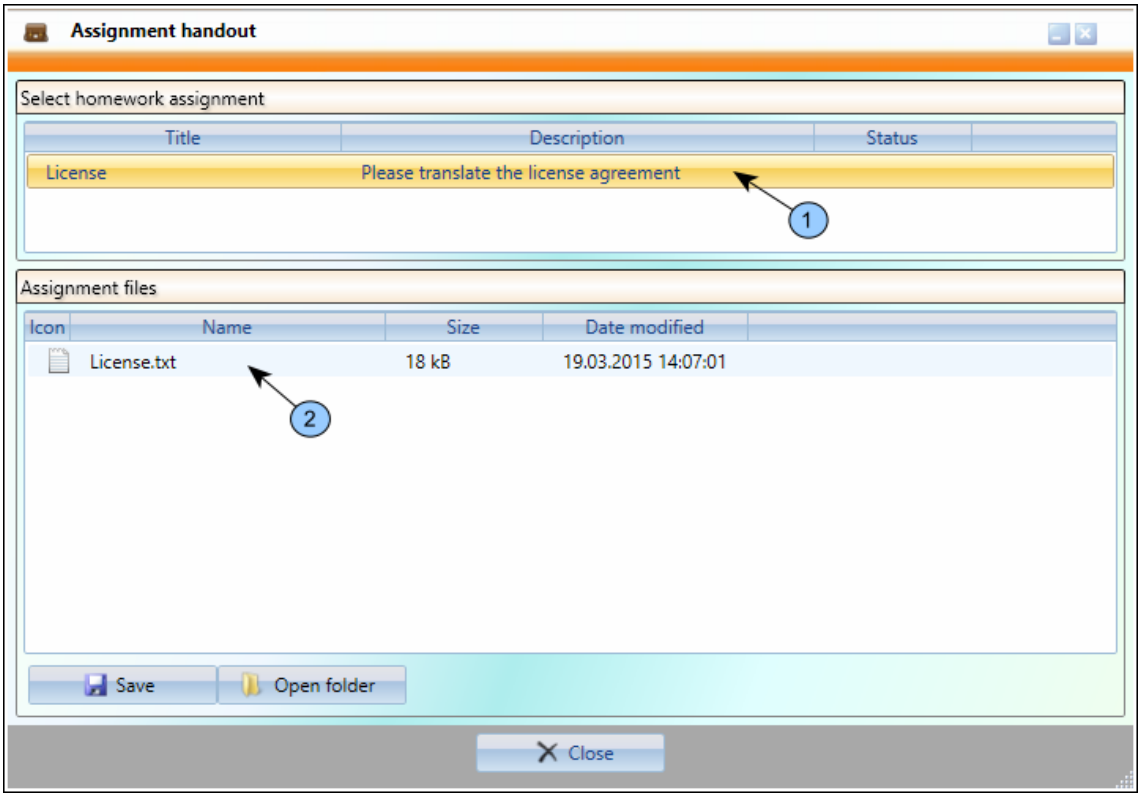


Figure 96: **Assignment handout** window on the student screen

Elements of the **Assignment handout** window:

1	List of assignments
2	List of files for selected assignment

Students can use **Open folder** button to open the assignment folder in a file manager or **Save** button to save assignment files elsewhere.

The teacher should select **Collect** tab in the **Homework assignments** window (*Figure 97:* on page 96) to initiate collecting assignments that are due. Upon selection of **Collect** tab, the panel will display a list of students who have received this assignment.

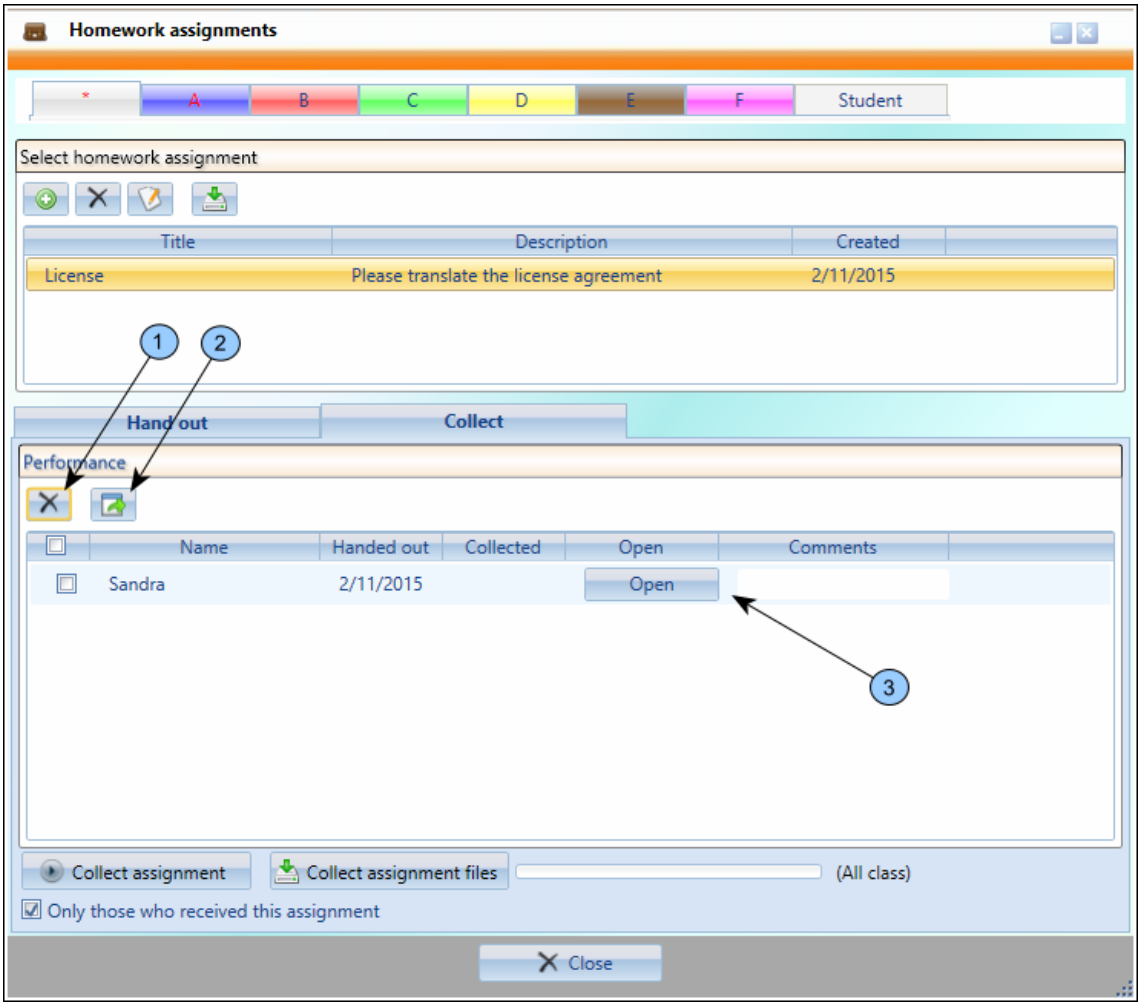


Figure 97: **Homework assignments** window during collection

Elements of *Figure 97:* on page 96 window:

1	**Delete assignment files** button
2	**Export assignment files** button
3	Student list

Student list displays student name, handout date, and received back date.

Press **Collect assignments** button to collect the assignments. An **Assignment return** window (*Figure 98:* on page 97) will be displayed on the screens of selected students. If the **Only those who received this assignment** check box was selected, then only these students will be prompted to return it. The usual selection criteria - all students in the class, selected group, or selected students - apply otherwise.

Tip: *Check selection box in the list header to select all students in the list.*

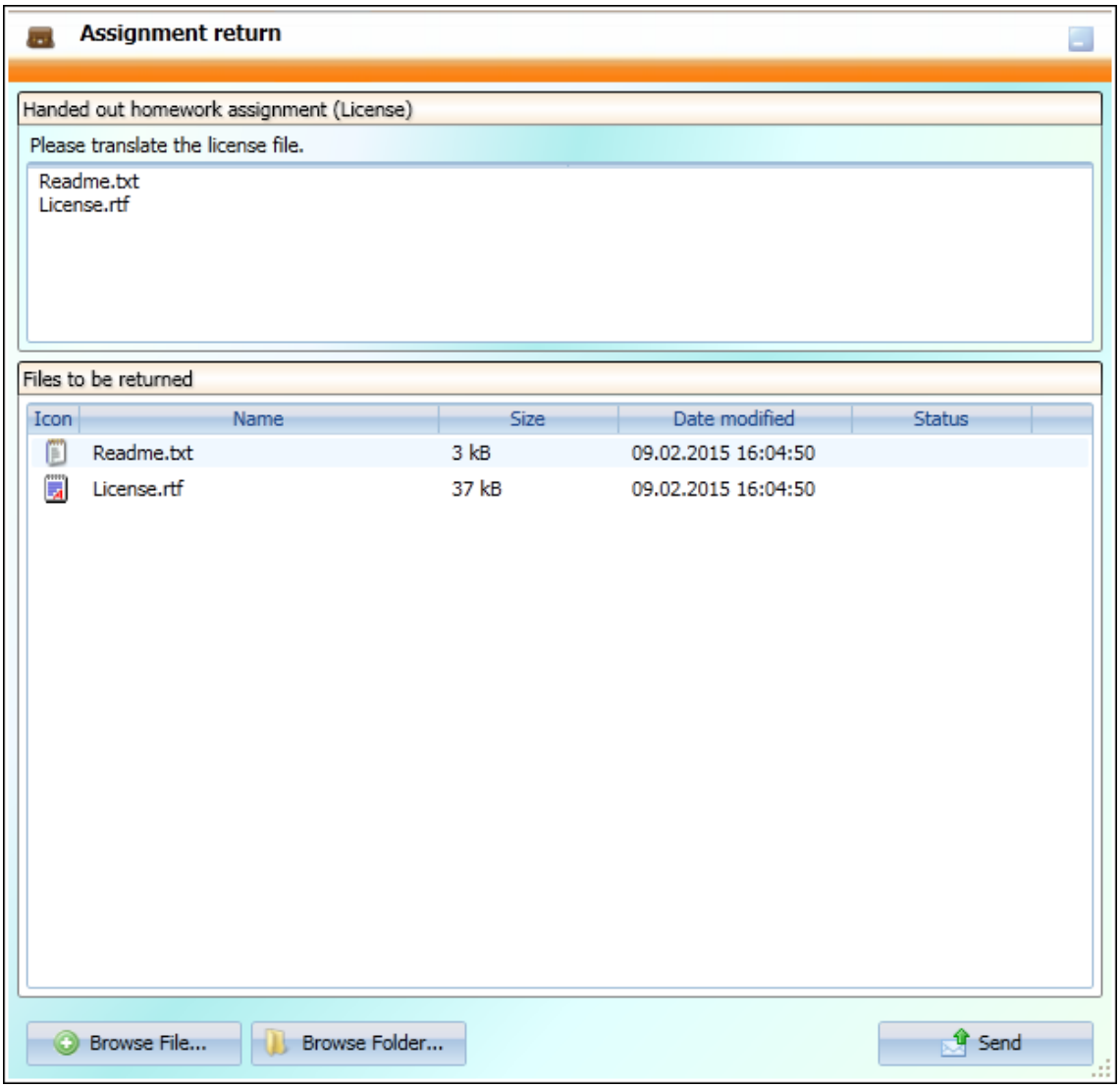


Figure 98: Assignment return window

List of files that students received with the assignment is at the top of this window.

Bottom part of the window contains list of files to be returned. Students can add files to this list by dragging and dropping files to the panel or using **Browse files** button.

After the list of files to be returned has been assembled, students should press **Send** button to return assignment to the teacher.

Assignment collection process can be tracked using progress bar to the right of the **Collect** button on the teacher's screen (*Figure 97:* on page 96).

You can view received assignments by pressing **Open** button in the student list. You can also add comments to the assignment by clicking on the **Comments** field.

Use **Delete assignment files** and **Export assignment files** on top of the student list to remove assignment files for selected students or to export files to a specified folder.

If the **Student** tab is selected in the **Homework assignments** window, then a drop down list of students will appear to the right of the tab (*Figure 99:* on page 98).

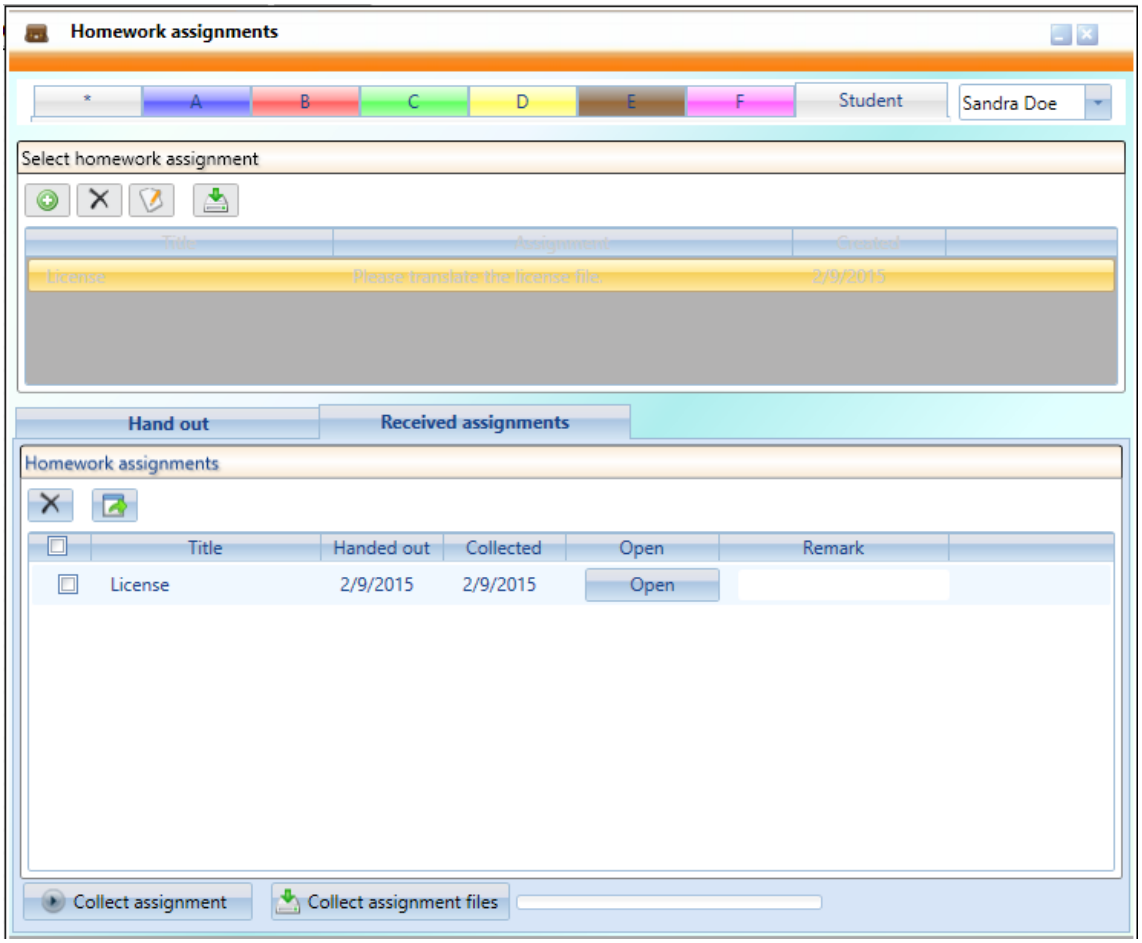


Figure 99: **Homework assignments** window with the **Student** tab selected

Important: *Whenever the* ***Homework assignments*** *window was accessed through the pop-up student menu (see section Student menu on page 75), corresponding student will be selected automatically.*

You can hand out assignment(s) to the student by selecting **Hand out** tab an following instruction above. All the actions will be applicable only to the selected student.

Whenever **Received assignments** tab is selected, assignment list in top panel becomes inactive and the bottom panel will contain list of assignments handed out to the student. You can select assignments in this list and collect the from the student by pressing **Collect assignments** button.

Tip: *Right click on the assignment selection field in the list header to select all assignments.*

Collect files and **Open** buttons work just like for multiple students (described above in this section).

Related Links

Interacting with students on page 77

4.12 Remote control of student workstations

Dialog Nibelung allows you to remotely control student workstations in the class from the teacher module.

Related Links

Teacher module on page 51

Screen thumbnails on page 99

4.12.1 Screen thumbnails

Screen thumbnails mode allows you to monitor screen thumbnails of the whole class, group, or selected students. Screen thumbnails are displayed in the student panel (*Figure 100:* on page 99) and will be updated every few seconds.

Figure 100: Student panel with screen thumbnail

Select **Screen thumbnail** from the student menu (see section *Student menu* on page 75) to view thumbnail for a particular student.

Press **Remote control** button in the group tab menu (see *Group tab* on page 74) and select **Screen thumbnail** to view thumbnails for this group.

Press **Remote control** button in the class tab menu (see *Class tab* on page 73) and select **Screen thumbnail** to view thumbnails for the whole class.

Tip: *Double click on the student panel displaying a screen thumbnail to open a remote control window for this student's workstation (Figure 111: on page 110).*

Repeat actions described above to disable display of screen thumbnails.

Related Links

Remote control of student workstations on page 98

4.12.2 Video monitoring

Video monitoring mode allows the teacher to monitor web cam feeds from the student workstations. Web cam feeds will be displayed in the student panels (*Figure 101:* on page 100).

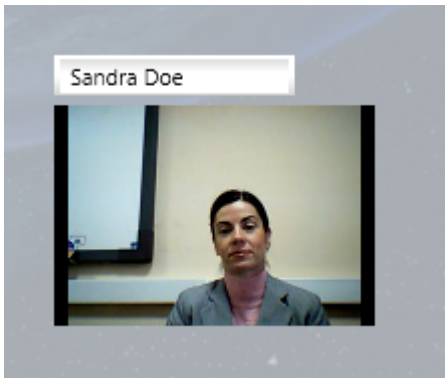


Figure 101: Student panel displaying web cam feed

Select **Web cam** from the student menu (see *Student menu* on page 75) to monitor video feed for this particular student.

Press **Remote control** button in the group tab menu (see *Group tab* on page 74) and select **Remote control** to monitor video feeds for selected group.

Press **Remote control** button in the class tab menu (see *Class tab* on page 73) and select **Web cam** to monitor video feeds.

Double click on a student panel displaying a video feed to open this feed in a larger window.

Repeat the actions described above to turn off video feed display.

Related Links

Remote control of student workstations on page 98

4.12.3 Autoscan

This mode can help the teacher to monitor the screenshots of several students and simultaneously listen to them. Press **Remote control** button in the class tab menu (*Figure 74:* on page 73) and select **Autoscan** to activate autoscan mode for the whole class. Press **Remote control** button in the group tab menu (*Figure 75:* on page 74) and select **Autoscan** to activate autoscan mode for a group of students.

A slide show of screenshots will appear in the **Remote desktop** window (*Figure 102:* on page 101). Student names will be displayed in the window title bar.

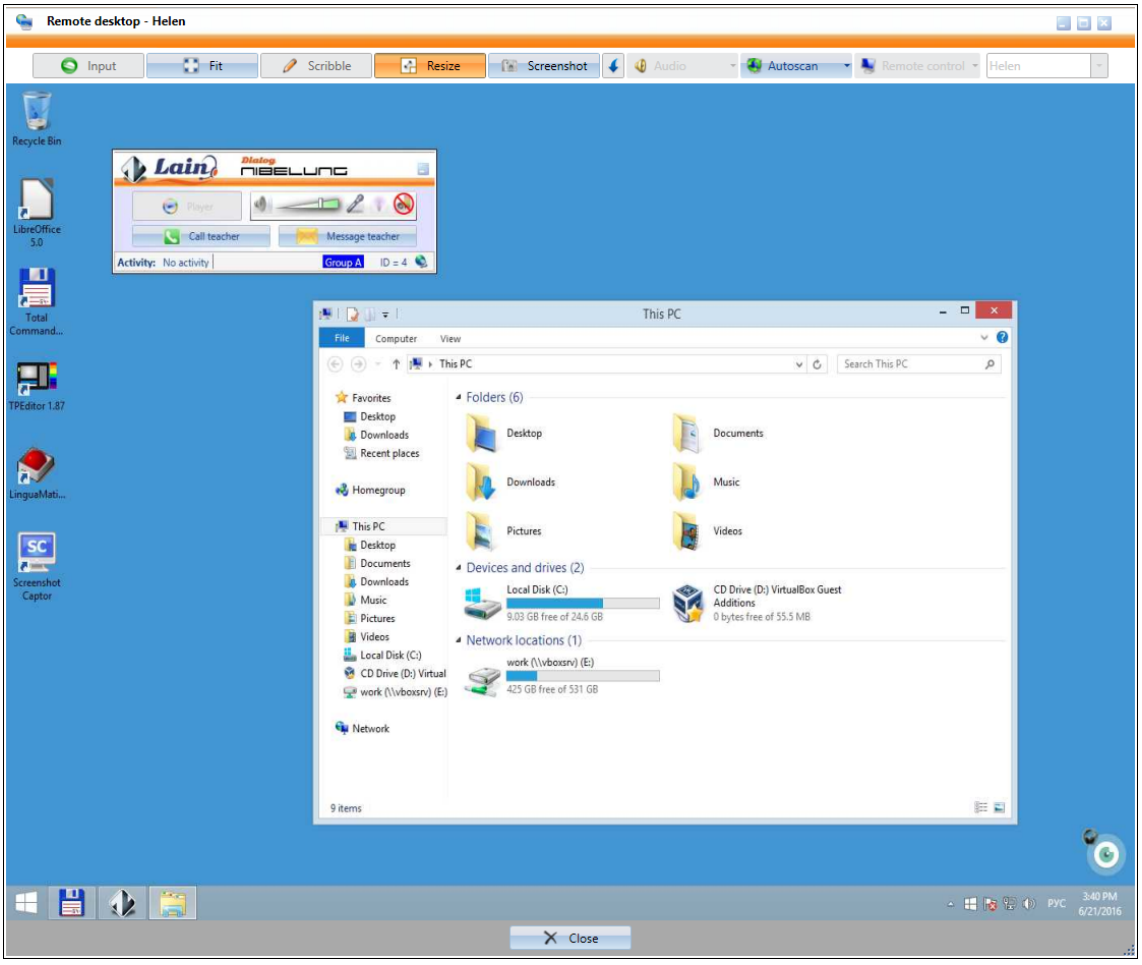


Figure 102: **Remote desktop** window in autoscan mode displaying screenshot from a student workstation

Delay between the screenshots can be adjusted by pressing **Autoscan** button and selecting **Set delay**. Select delay in seconds from the menu:

- 2
- 3
- 5
- 7
- 10
- 15
- 20
- 30
- Custom

Press the **Autoscan** button and uncheck corresponding menu item to deactivate the autoscan mode.

You can turn off simultaneous audio monitoring by unchecking **Audio/Listen**.

Double click on a screenshot to stop autoscan and instantly enter remote control mode for the currently displayed student workstation (*Figure 111:* on page 110).

Related Links

Remote control of student workstations on page 98

4.12.4 Lock input

Lock input mode allows the teacher to block keyboard and mouse input for individual student workstations, group of workstations, or the whole class.

Select **Lock input** from the student menu (see *Student menu* on page 75) to lock input for the selected student.

Press **Remote control** in the group tab menu (see *Group tab* on page 74) and select **Lock input** to lock input for workstations in the group.

Press **Remote control** button in the class tab menu (see *Class tab* on page 73) and select **Lock input** to lock input for all workstations in the class.

Repeat actions described above to release the lock.

Related Links

Remote control of student workstations on page 98

4.12.5 Lock computer

This mode allows the teacher to black out and lock the screen, as well as block keyboard and mouse input for computers of an individual student, group, or the whole class. Upon initiation of this mode you will be given a chance to specify a message displayed on the locked screens (*Figure 103:* on page 102).

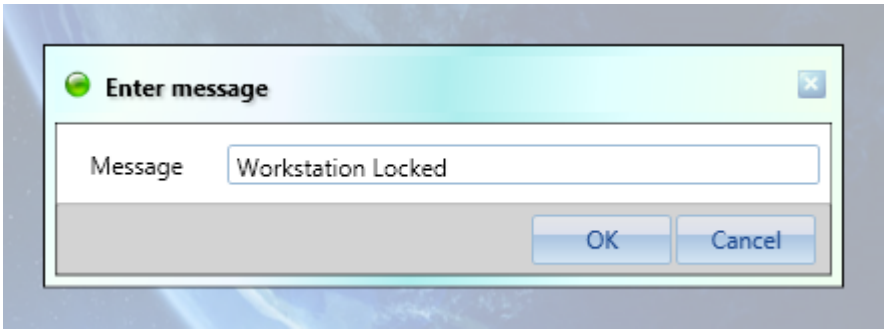


Figure 103: Specifying a message to be displayed on locked out screens

Select **Lock computer** from the student menu (see *Student menu* on page 75) to lock a single computer.

Press **Remote control** button in the group tab menu (see *Group tab* on page 74) and select **Lock computer** to lock computers of a group of students.

Press **Remote control** in the class tab menu (see *Class tab* on page 73) and select **Lock computer** to lock all computers in the class.

Repeat the actions described above to release the lock.

Related Links

Remote control of student workstations on page 98

4.12.6 Mute microphone

In this mode the teacher can mute microphones of an individual student, group, or the whole class. The students will not be able to override this action.

Related Links

Remote control of student workstations on page 98

4.12.7 Disable removable storage

In this mode the teacher can disable removable storage devices (CD/DVD drives, USB thumb drives, memory card readers, etc). The mode can be activated for individual students, group(s), or the whole class.

Related Links

Remote control of student workstations on page 98

4.12.8 Internet access control

The teacher can control how students access the Internet by disabling access to certain ports, and therefore certain services. You can specify a semicolon separated list of port numbers in the **Internet access control**

window (*Figure 104:* on page 103). Access to these ports from affected student workstations will be disabled.

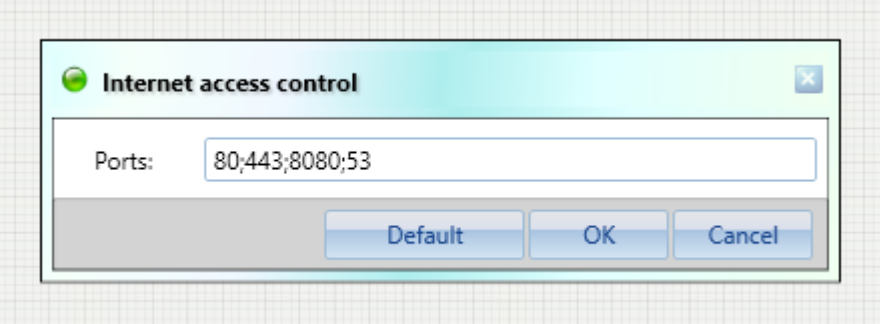


Figure 104: **Internet access control** window

Important: *Below is a table with examples of Internet services commonly abused in the classroom and their port numbers. This list is by no means exhaustive and is provided only as a starting point.*

Port number	Internet Service
80,443,8080	WWW
53	DNS (domain addresses resolution)
25,465,587,110,143,993,995	Send and receive email
5190	ICQ instant messaging
21	FTP
194	IRC (chat rooms)

Select **Internet access** from the student menu (see *Student menu* on page 75) to set up Internet access control for a single student.

Press **Remote control** button in the group tab menu (see *Group tab* on page 74) and select **Internet access** to set up Internet access control for the group.

Press **Remote control** button in the class tab menu (see *Class tab* on page 73) and select **Internet access** to set up Internet access control for the whole class.

Uncheck **Internet access** from the student menu (see *Student menu* on page 75) to disable Internet access control.

Related Links

Remote control of student workstations on page 98

4.12.9 Web access control

In addition to the Internet access control on the service level (see *Internet access control* on page 102), **Dialog Nibelung** allows you to apply fine grained web access control on the individual sites and web pages level. This option, however, is not available for the individual students, only for the whole class or groups.

Upon activation of the web access control from the class or group tabs menu you will be presented with a window where you can view and edit separate allow and deny access control lists for the class and individual groups (*Figure 105:* on page 104).

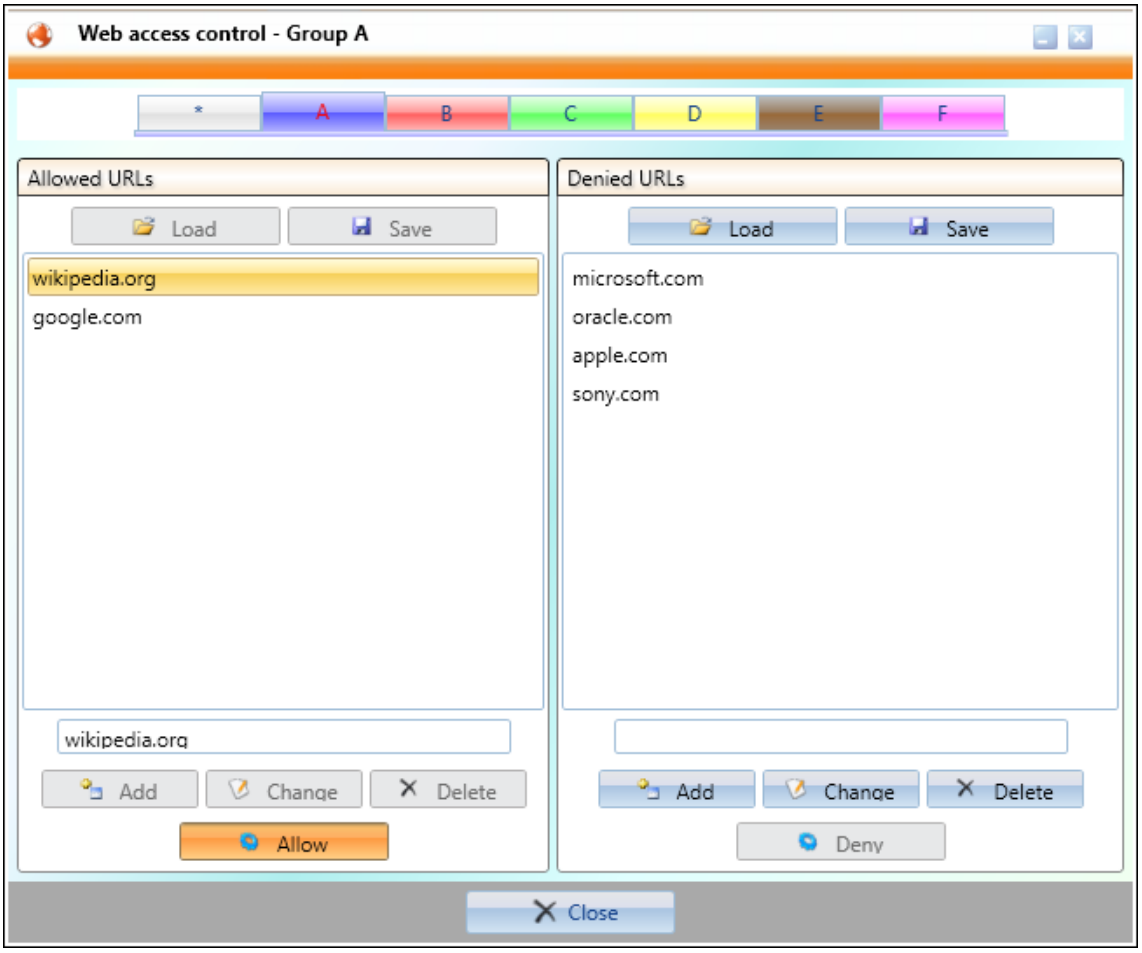


Figure 105: **Web access control** window

List of allowed URLs is on the left panel, while list of denied URLs is on the right.

You can save and restore the access control lists by using **Open** and **Save** buttons.

Use **Add**, **Change** and **Delete** buttons to respectively add, edit, and remove elements to/from the lists. The entry/edit field is immediately above these buttons.

Whenever the **Allow** button is activated, web access will be blocked to all sites and pages except those listed in the **Allowed URLs** list.

Important: *Please note that a page or site will be allowed if any part of its address matches any of the allowed strings. For example, if dialog.su/production is allowed but not dialog.su, then access to dialog.su/about will be denied, while access to dialog.su/production/manuals will be allowed.*

Whenever the **Deny** button is activated, web access will be allowed to all sites and pages except those listed in the **Denied URLs** list.

Important: *Please note that a page or site will be denied if any part of its address matches any of the denied strings. E.g. if example.com is in the list of denied URLs, then all pages that have example.com in their addresses (such as mobile.example.com, example.com/news, etc.) will be denied.*

Important: *The **Allow** and **Deny** modes are mutually exclusive, i.e. activating one button will disable the other.*

Whenever the web access control mode is activated, the teacher will also be able to monitor students internet access. If a student tries to access, for example, example.org/news, then site name example.org will be

displayed in his or her student panel. If a student is trying to access a denied page, the site name will be displayed in red (*Figure 106:* on page 105).

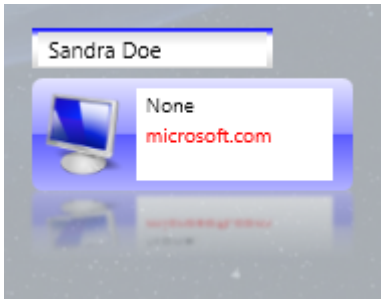


Figure 106: Monitoring student Internet access

Deactivate both **Allow** and **Deny** buttons to turn web access control off.

Related Links

Remote control of student workstations on page 98

4.12.10 Raising the student module window

Important: *By default the student module window will be minimized into the system tray after the launch.*

This mode allows the teacher to remotely restore student module window from the system tray and raise it on top of all other windows on the desktop. This action can be performed for the whole class, a group, or for the individual student workstations.

Select **Raise** from the student menu (see *Student menu* on page 75) to raise the window on a particular workstation.

Press **Remote control** button in the group tab menu (see *Group tab* on page 74) and select **Raise** to raise student module windows on all workstations in the group.

Press **Remote control** button in the class tab menu (see *Class tab* on page 73) and select **Raise** to raise student module windows on all workstations in the class.

Related Links

Remote control of student workstations on page 98

4.12.11 Power control

The teacher can perform shutdown, power on, logout and reboot actions on student workstations for an individual workstation, group of workstations or the whole class.

A total of five actions are available:

- **Logout**;
- **Shutdown**;
- **Reboot**;
- **Standby**;
- **Power on**.

Important: *Student workstation network interface has to be set up in a certain way (see Network interface setup on Windows Vista and windows 7 on page 36) for the remote **Power on** to function properly.*

Select **Power control** from the student menu (see *Student menu* on page 75) and then select appropriate item from the sub-menu to perform power control actions on a single workstation.

Press **Remote control** button in the group tab menu (see *Group tab* on page 74), select **Power control** and then select appropriate item from the sub-menu to perform power control actions on a group of workstations.

Tip: *Please note that* ***Power on*** *action is not available for a group because a powered off computer can not be a member of any group.*

Press **Remote control** button in the class tab menu (see *Class tab* on page 73), select **Power control** and then select appropriate item from the sub-menu to perform power control actions on all workstations.

Related Links

Remote control of student workstations on page 98

4.12.12 Launch control

The teacher can control which applications students will be allowed to launch on their workstations. This mode is available only for the whole class or a group of workstations.

Upon activation of **Launch control** from the menu you will be presented with a window where you can switch class and group tabs and two application lists for each tab: allow list and deny list (*Figure 107:* on page 106).

You can use **Open** and **Save** buttons to save and reuse the application control lists.

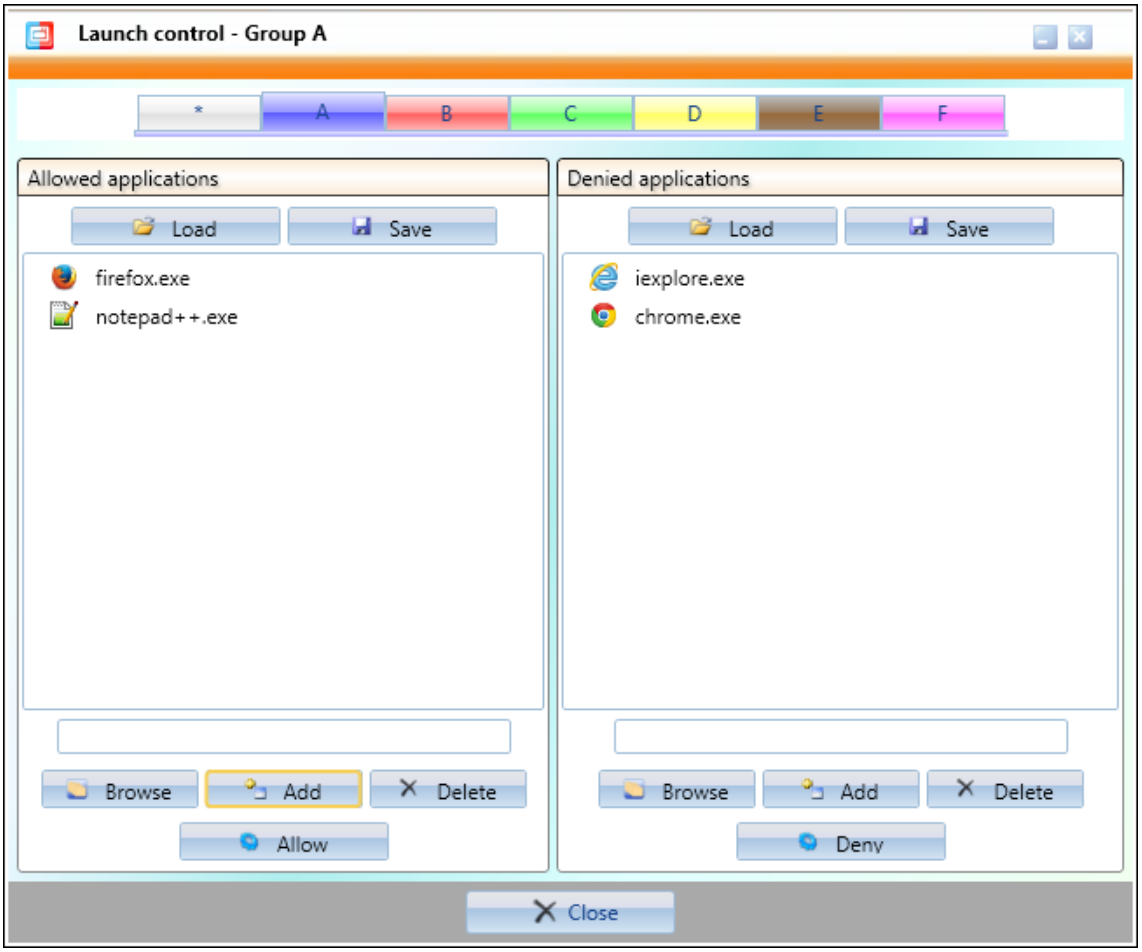


Figure 107: **Launch control** window

You can use the **Browse**, **Add** and **Delete** buttons to add and remove items to the application lists.

Use the **Browse** button to locate applications and fill in the text field immediately above the buttons. You can also enter the application executable file name into this field manually.

Use the **Add** to add application from the text field to the list.

Use the **Delete** button to remove items from the list.

Whenever **Allow** button is activated, the students will be able to launch on their workstations only those applications that are specified in the **Allowed applications** list.

Important: *Activating* ***Allow*** *mode will not close any already running applications.*

Whenever **Deny** button is activated, the students will not be able to launch on their workstations any application specified in the **Denied applications** list.

Important: *Activating* ***Deny*** *mode will force any running application that is in the* ***Denied applications*** *list to close.*

Related Links

Remote control of student workstations on page 98

4.12.13 Terminating remote processes

This mode allows the teacher to remotely terminate applications and processes running on individual workstations, groups of workstations, or for the whole class. Enter the name of a running process or application (without the extension) in the **Terminate remote process** window (*Figure 108:* on page 107). You can also terminate several remote processes at once by specifying several names separated by semicolons.

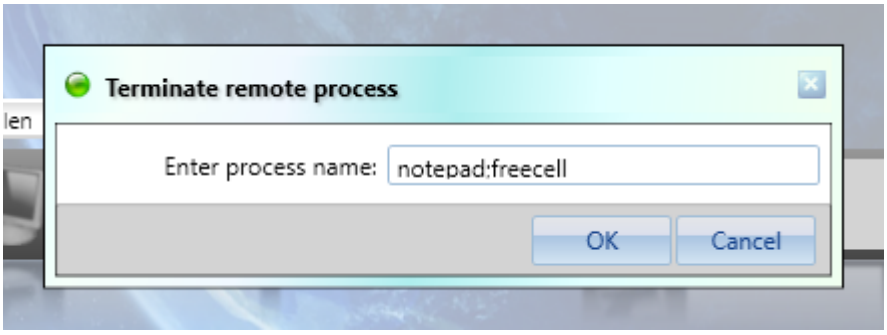


Figure 108: **Terminate remote process** window

Select **Terminate remote process** from the student menu (see *Student menu* on page 75) to terminate processes running on an individual workstation. A window with a list of processes running on that workstation will appear on your screen (*Figure 109:* on page 108). An active application or process will be displayed in color.

Tip: *An application in this context is a process that has one or more windows displayed on the screen. A process in general can run in the background and display nothing on the screen.*

Select **Applications** tab to see the list of running applications. Select one or more applications from the list (use **Ctrl**+click to select multiple items) and press the **OK** button to terminate them.

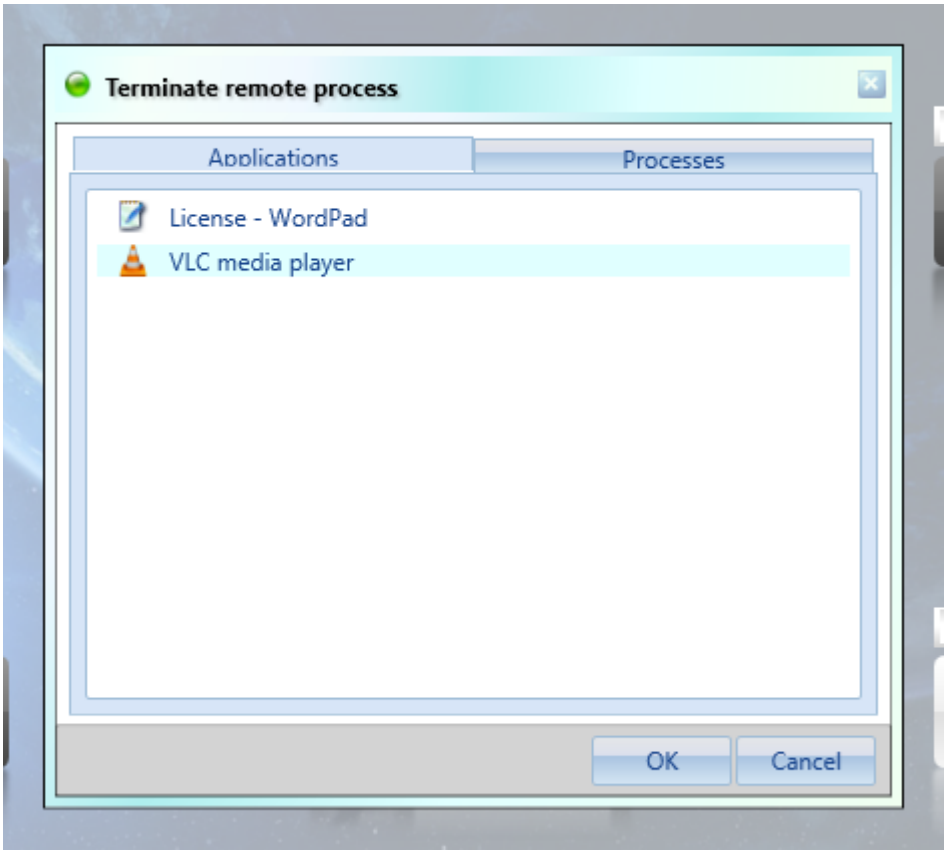


Figure 109: **Terminate remote process** window with the **Applications** tab selected

Select **Processes** to see the list of running processes. Select one or more processes from the list (use **Ctrl**+click to select multiple items) and press the **OK** button to terminate them .

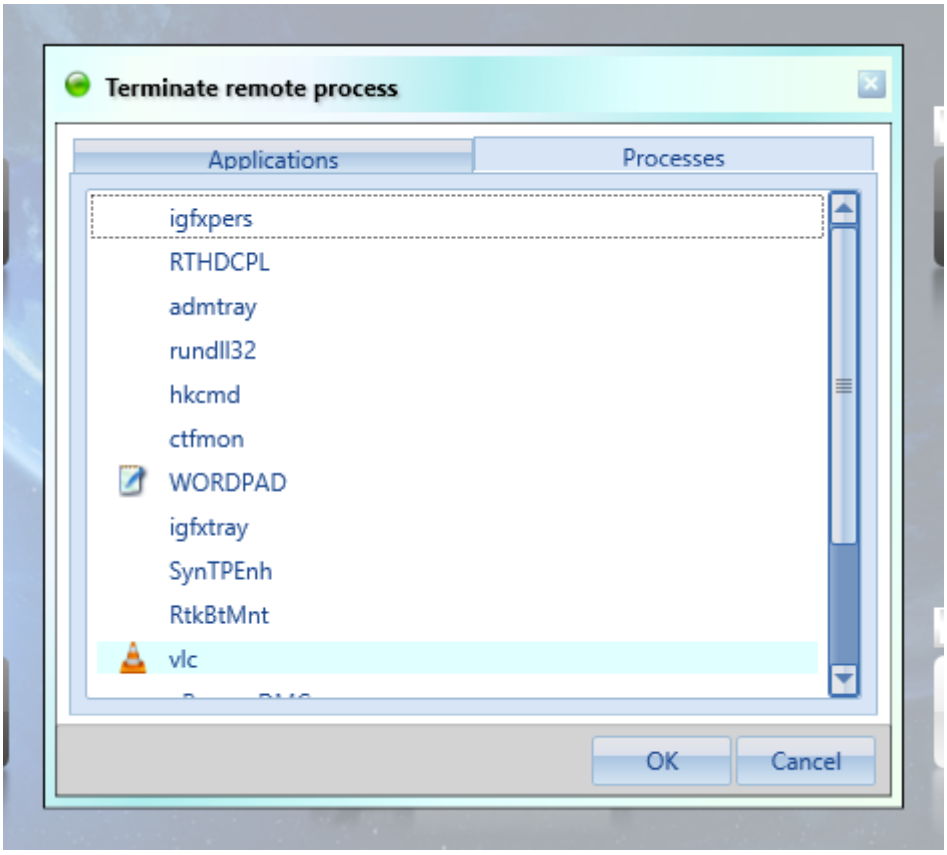


Figure 110: **Terminate remote process** window with the **Processes** tab selected

Related Links

Remote control of student workstations on page 98

4.13 Remote desktop window

A dedicated **Remote Desktop** window is also available for monitoring and control of individual workstations. This window presents at a glance both the remote screen and different remote control actions that are available for selected workstation.

Select **Remote desktop** in the student pop-up menu (see *Student menu* on page 75) to call up the **Remote Desktop** window (*Figure 111:* on page 110) on your screen. This window contains a visual

representation of the remote desktop together with local user interface elements for monitoring and remote control of the student workstation.

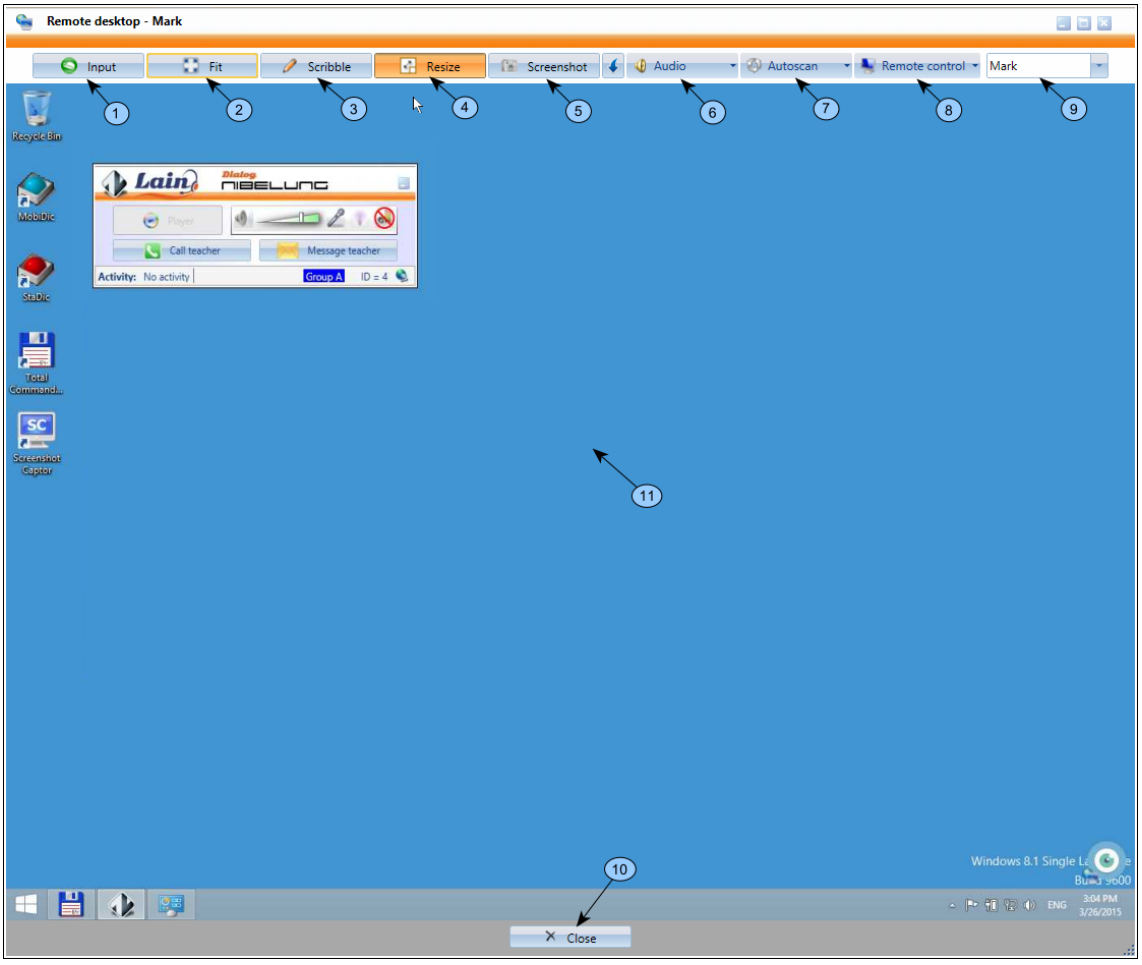


Figure 111: **Remote desktop** window

Elements of the **Remote desktop** window:

1	**Input** - take control of student's keyboard and mouse;
2	**Fit** - resize the window to fit remote screen;
3	**Scribble** - scribble notes on the screen (see section **Live screen** *Live screen* on page 120 for further details);
4	**Resize** - resize remote screen to fit the window;
5	**Screenshot** - take a screenshot of the remote desktop and save a local copy;
6	**Audio** - audio control sub-menu: • **Listen** (see *Listen* on page 77) • **Conversation** (see *Conversation* on page 77) • **Record** (see *Recording* on page 78)
7	**Autoscan** - autoscan sub-menu: • **Class**; • **Group A...J**; • **Set delay**;
8	**Remote control** - sub-menu for remote control functions of the student workstation: • **Lock input** (see *Lock input* on page 101) • **Lock computer** (see *Lock computer* on page 102)

- **Internet access** (see *Internet access control* on page 102)
- **Raise** (see *Raising the student module window* on page 105)
- **Power control**;
  - **Standby**;
  - **Reboot**;
  - **Shutdown**;

9	Drop-down list of logged in students
10	**Close** window button
11	Visual of the student desktop

Related Links

Teacher module on page 51

4.14 Student activities

Dialog Nibelung provides you with the tools to assign, monitor and manage student activities in the classroom.

Tip: *Classroom activities can only be assigned to groups of students.*

Select a group tab (see *Group tab* on page 74) and press **Activity** to open up menu of student activities. (*Figure 112:* on page 111):

- **None**;
- **Self access** (see *Self access* on page 112);
- **Discussion** (see *Discussion* on page 115);
- **Live screen** (see *Live screen* on page 120);
- **Internet** (see *Internet* on page 122);
- **Files** (see *Files* on page 124);
- **Quiz** (see *Quiz* on page 126).

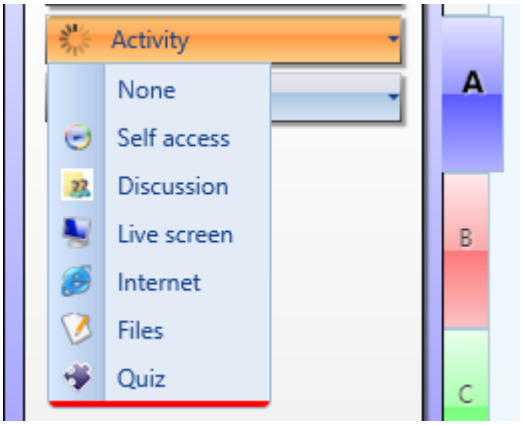


Figure 112: Group activity menu

An activity control tab (*Figure 113:* on page 112) will appear upon selecting an item from the **Activities** menu and the selected activity will receive a check mark.

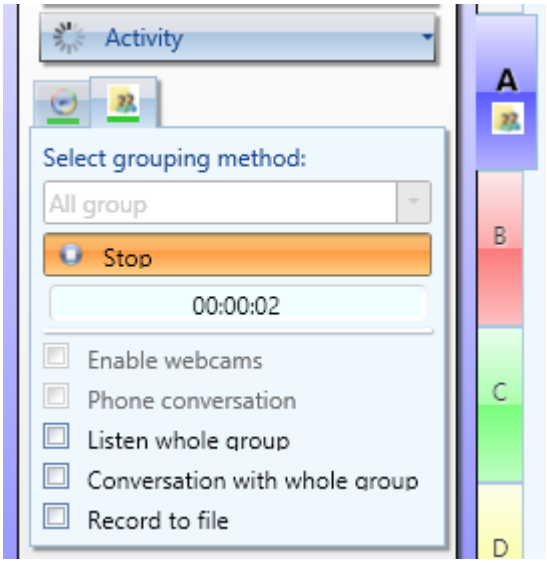


Figure 113: Current activities for a group

Select **None** from the **Activities** to cancel all assigned activities.

All activity control tabs (except for **Self access**) also contain an elapsed time clock which starts upon starting the activity with the **Start** button.

You can cancel an activity assignment by selecting a checked item from the **Activities** menu. Corresponding activity control tab will disappear.

Tip: ***Dialog Nibelung*** *allows you to assign several activities to each group simultaneously.*

A soon as the teacher assigns an activity (by pressing **Start** button), activity icon at the top of the control tab becomes colored and underlined in green.

Tip: *Icon for the selected activity will also be displayed in the group tab.*

Related Links

Teacher module on page 51
Self access on page 112
Discussion on page 115
Live screen on page 120
Internet on page 122
Files on page 124
Quiz on page 126

4.14.1 Self access

Self access is a mode in which students study in the classroom on their own. They work individually, using either multimedia materials received from the teacher or files residing locally on their workstations. They can also record their voices from the headset microphone to compare with the samples.

Upon initiation of the **Self access** activity (*Figure 114:* on page 113) student modules will automatically open a media player window.

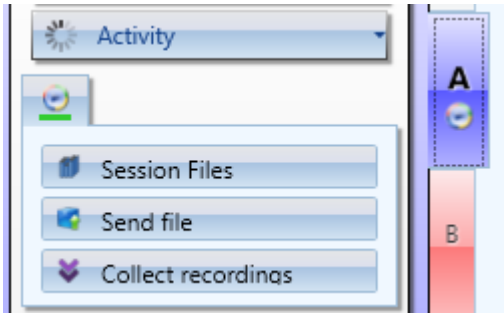


Figure 114: **Self access** activity control tab

A set of files for a student self access assignment is called session files. You can add files to session files by pressing **Session files** button in the activity control tab (*Figure 114:* on page 113). This will open the **Session files** window (*Figure 115:* on page 113).

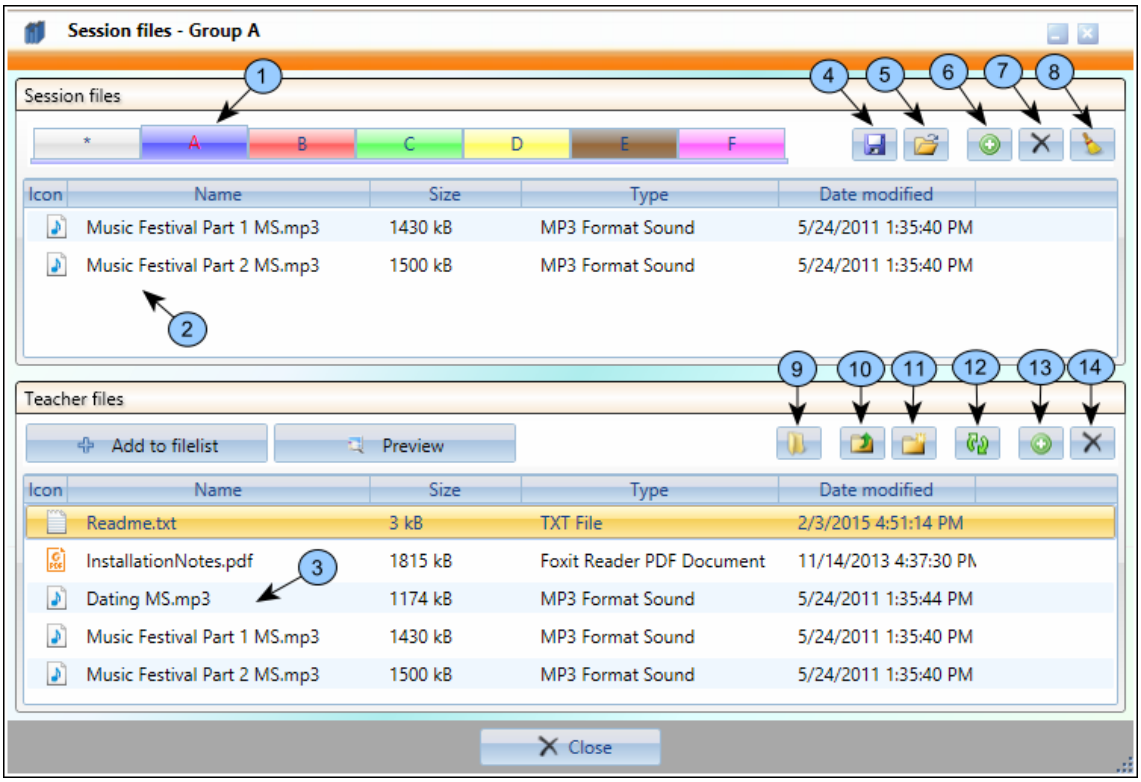


Figure 115: **Session files** window

Elements of the **Session files** window:

1	Group tabs
2	Session file list
3	Files in the teacher folder
4	**Save session file list** button
5	**Open session file list** button
6	**Add files to session files** button
7	**Remove file from session file list** button
8	**Clear session file list** button

9	**Open teacher folder in file manager** button
10	**Create folder** button
11	**Parent folder** button
12	**Rescan teacher folder** button
13	**Add file to teacher folder** button
14	**Delete file from teacher folder** button

Session files window has two panels: **Session files** and **Teacher files**.

The top panel (**Session files**) contains group and class switching tabs together with the list of session files for the class or current group.

The bottom panel (**Teacher files**) displays contents of the teacher folder, from where you can add files to the session file list. File system navigation buttons are provided. You can also open the teacher folder in an external file manager.

Select a file from the list and press **Preview** to view the file. You can also open a file in an external application window by double clicking on it.

To add a file to the session files: select class or group tab; then select a file from the bottom panel, and press **Add to session file list** (6 in *Figure 115:* on page 113). Use the **+** button (13 in *Figure 115:* on page 113) to add file(s) to the teacher folder.

Other available buttons allow you to remove files from the session files, clear session file list, save and open session file list.

Tip: *Session file list will be updated on the student workstations immediately after the teacher updates the list. The actual session files will be sent only when a student tries to access this particular file.*

The teacher can also send files to the students bypassing the session file list. Press **Send file** button in the **Self access** activity control tab. Press **Browse** button in the **Send file** control area that will appear (*Figure 116:* on page 114), select the file and press **Send**.

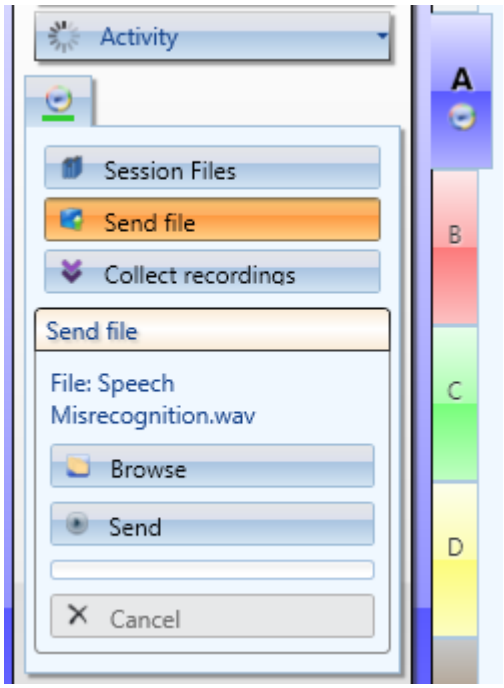


Figure 116: **Self access** > **Send file** menu

File transfer progress bar will appear under the **Send** button. When the transfer is completed, name of the file will appear in the student panel (see *Figure 46:* on page 52).

Important: *Duration of a file transfer depends on the file size, number of students in the class, number of file recipients, classroom network traffic, and several other factors.*

Press the **Cancel** button to abort a file transfer already in progress.

If the file is an audio file in **WAV**, **MP3**, **WMA** or **NMF** (**Dialog Nibelung** native) formats, it will be opened in the student's media player. Other types of files will be opened using standard Windows file associations.

The teacher can collect just the student track (recording of the student's voice) or combination of master and student tracks. Press **Collect recordings** to accomplish this.

Collect recording control area will appear in the tab (*Figure 117:* on page 115) where you can select track type to collect from the students: **Master track**, **Student track**, **Combined** master and student tracks, or **Everything** (master track, student track, bookmarks, subtitles, assignment meta data).

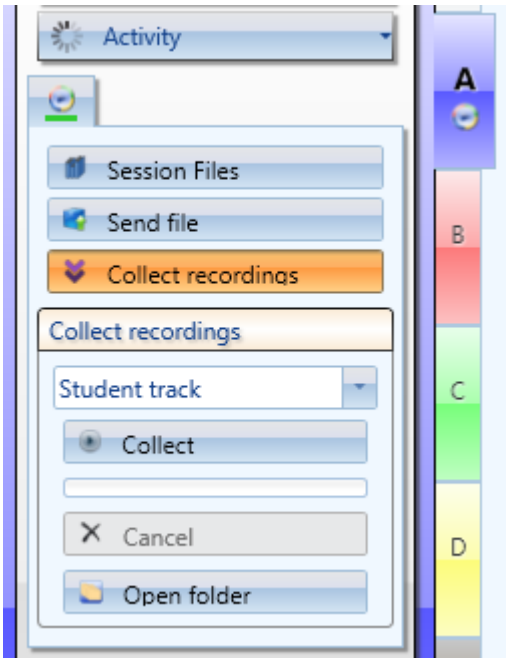


Figure 117: **Self access** > **Collect recordings** menu

Press **Collect** to start student recordings collection. Collected files will be either in **MP3** or **NMF** formats (the latter being used when collecting **Everything**) and will be saved in the teacher folder.

A progress bar will appear below the **Collect** button indicating recording collection progress.

Important: *Speed of the recording collection will depend on the file size and number of students in the class.*

You can use **Cancel** button to abort recording collection already in progress.

Use the **Open folder** button to review the recordings once their collection is finished.

Related Links

Student activities on page 111

4.14.2 Discussion

During **Discussion** activity students have conversations either in pairs or groups. In the paired discussion mode, conversation partners within the group can be assigned by the teacher, selected by students themselves, assigned by **Dialog Nibelung** at random, or preset based on the seat ID.

Select **Discussion** from the **Activities** menu, then select **Whole group** from the **Select grouping method** drop-down box, and press **Start** button (*Figure 118:* on page 116) to initiate discussion for the whole group.

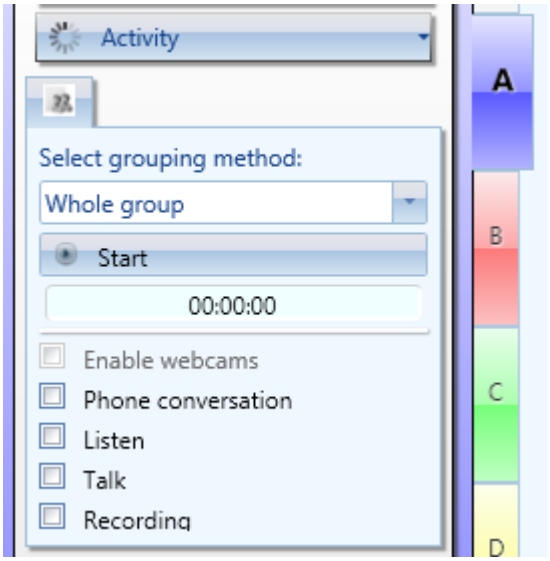


Figure 118: **Discussion** control tab for the **Whole group**

Student panels of all students participating in the discussion will change their appearance (*Figure 119:* on page 116).

Figure 119: Group discussion participants in the classroom console

Select **Phone conversation** option if you would like to simulate speech quality characteristic to telephone conversations (reduced legibility, static noise, pops and clicks, etc.)

You can can listen to the discussion by selecting **Listen** option.

The teacher can also participate in the discussion by selecting **Talk** option.

Select **Preset** from the **Grouping method** drop-down box (*Figure 120:* on page 117) button to initiate discussion between preset pairs of students.

Tip: *Preset partners are assigned in ascending student seat ID order, e.g. 1-2, 3-4, 5-6 and so forth.*

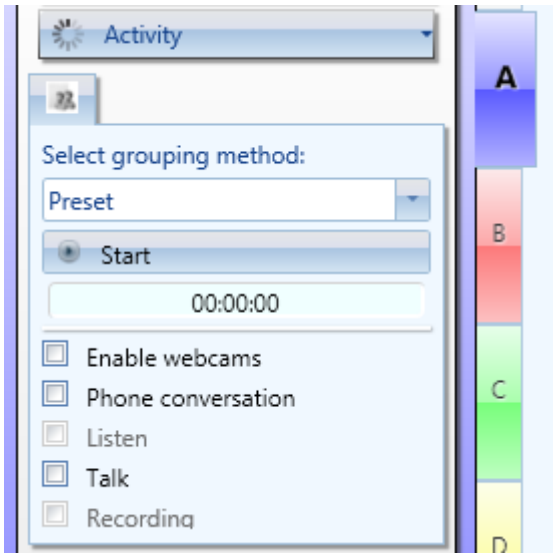


Figure 120: **Discussion** menu for **Preset** pairs

Select **Recording** option to record discussion into a file in **MP3** format. The file will be saved in the Waves sub-folder of the teacher folder, e.g. Jason Miller\Waves\ENG101\2015-02-06\Group A (1-57 PM).mp3. In this example,

- Jason Miller is the teacher name,
- ENG101 is the class,
- 2015-02-06 is the recording date in year-month-day format,
- Group A is the group,
- 2-57 PM is the recording time.

Tip: ***Listen*** *and* ***Recording*** *options are available only for the group discussions. You can use similar facilities from the student menu (see Student menu on page 75) to listen and record individual pairs.*

Press the **Start** button to activate the discussion mode according to selected options.

Discussion partners will be indicated in the classroom console by highlighting their names in the same color (*Figure 121:* on page 117).

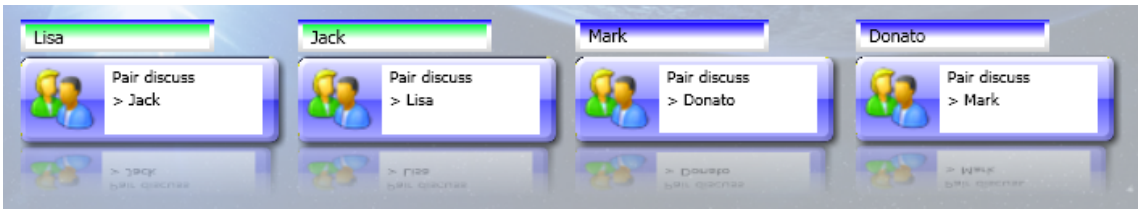


Figure 121: Discussion partners in the classroom console

Select **Discussion** from the **Activity** menu, then select **Random** from the **Grouping method** drop-down box and press **Set pairs** (*Figure 122:* on page 118) to initiate discussion in pairs assigned at random.

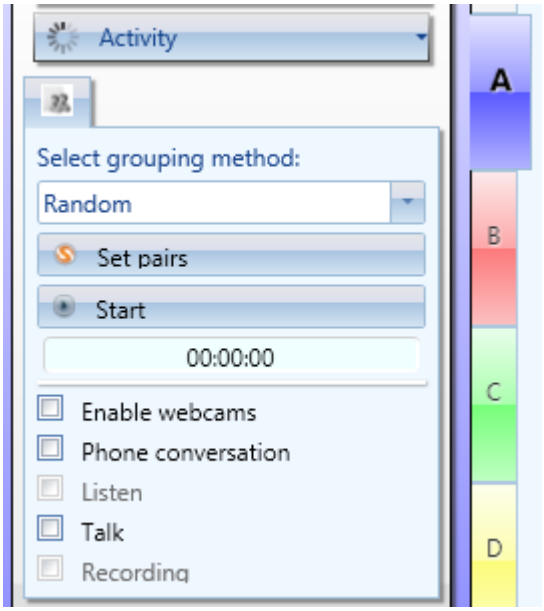


Figure 122: **Discussion** menu for random pairs

Press the **Start** to activate discussion for random pairs.

Tip: *Press **Set pairs** again to assign new random discussion partners.*

To initiate discussion among manually assigned discussion partners, first select **Discussion** from the **Activity** menu, then select **Manual** from the **Grouping method** drop-down box and then press **Select** (*Figure 123:* on page 118). Now you can assign discussion partners by clicking on student panels in the classroom console. Press **Select** again when all pairs have been assigned and press **Start** to activate the discussion.

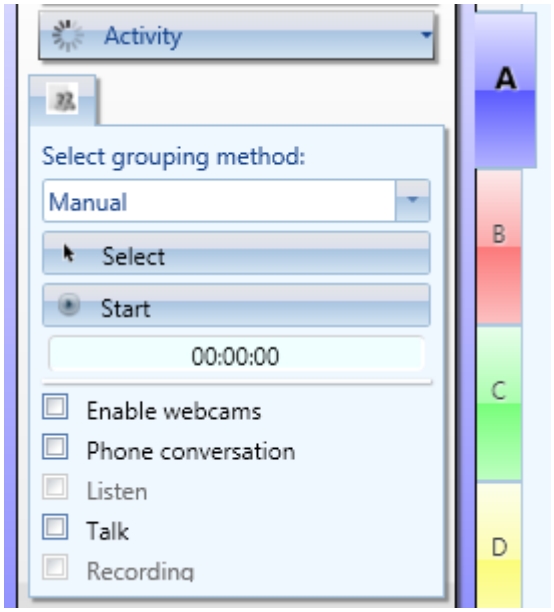


Figure 123: **Discussion** menu for manual grouping

Select **Discussion** from the **Activity** menu, then select **Student choice** from the **Grouping method** drop-down box to allow the student to choose their own discussion partners (*Figure 124:* on page 119).

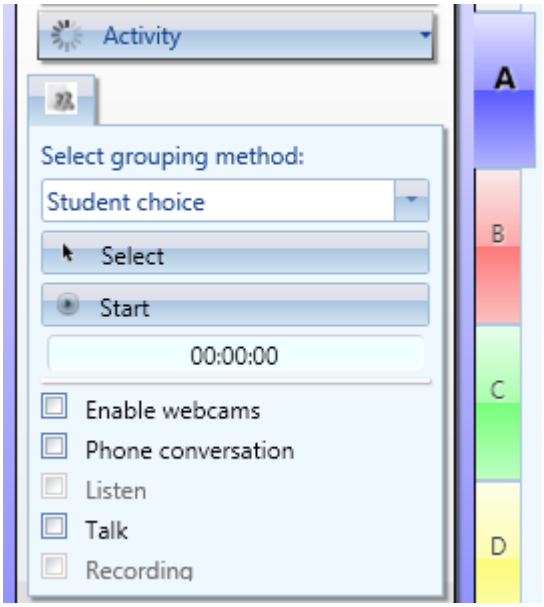


Figure 124: **Discussion** menu for student choice of partners

A **Choose a partner** window will appear on student screens (*Figure 125:* on page 119).

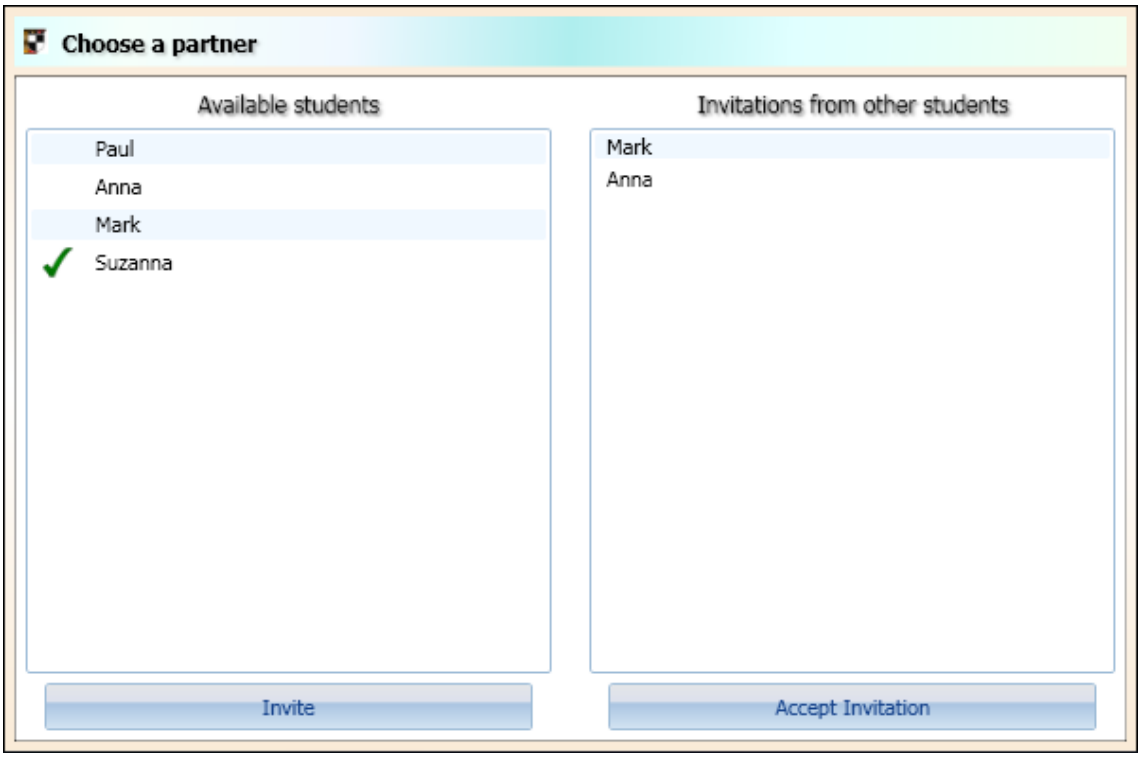


Figure 125: **Choose a partner** window

The left panel in this window contains a list of students available for invitation. Students should select a name from the list and press **Invite** to send an invitation. Already invited students have a green check mark displayed next to their name.

The right panel displays invitations received from other students. Student should select a name from this list and press **Accept invitation** to become discussion partners. This will form a pair and close the window.

Attention: *Please note that once this window is closed, the students will not be able to change their choice.*

Tip: *The teacher can override student choices and assign new discussion partners by pressing* ***Select*** *button.*

Press **Start** to activate the discussion mode.

Enable webcams option is available in the paired discussion mode. When this option is selected the students will be able to see each other on their screens in the media player window.

Related Links

Student activities on page 111

4.14.3 Live screen

In the **Live screen** mode a copy of the teacher's or other student's screen will be displayed in real time on student workstations.

Select **Teacher** from the **Select sources** drop-down box (*Figure 126:* on page 120) to display a copy of the teacher workstation screen.

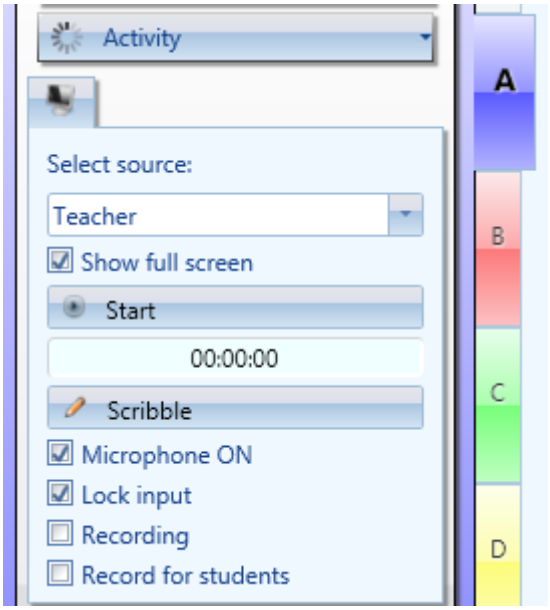


Figure 126: **Live screen** activity control tab showing display of teacher's full screen

You can select between showing full screen (check the **Show full screen** box) or one of the windows on the screen by selecting it from the **Select application** drop-down list that appears when this box is left unchecked (*Figure 127:* on page 121).

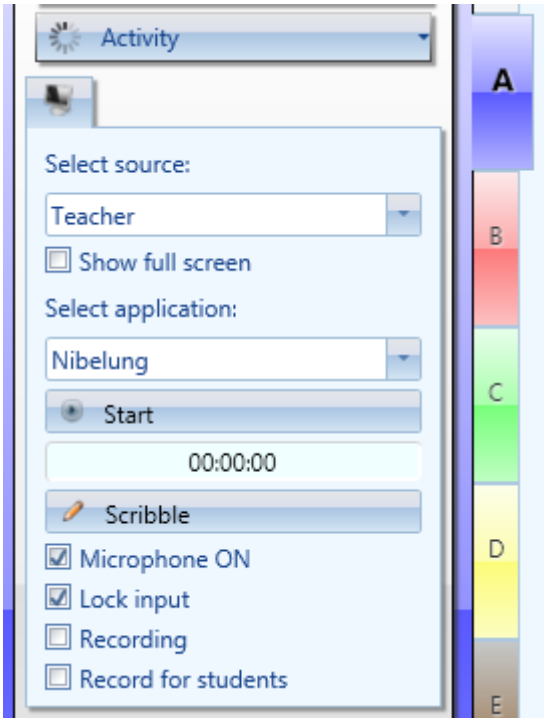


Figure 127: **Live screen** activity control tab showing display of a selected window from the teacher's screen

Select **Student** as the source and select a student from the drop-down box to display this student's screen to the other students in the class (*Figure 128:* on page 121).

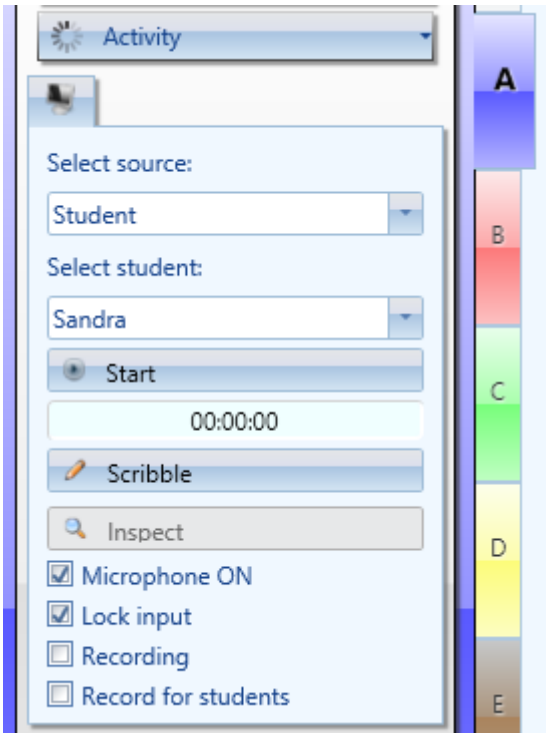


Figure 128: **Live screen** activity control tab showing display of a student's screen

Press **Start** to start displaying of live screen, at which point this button will be replaced by the **Stop** button.

Select **Microphone on** option for the students to be able to also hear the source in their headsets .

Press the **Scribble** button to enable scribbling notes on the screen. A semi-transparent window with scribble controls will appear on the source screen (*Figure 129:* on page 122).

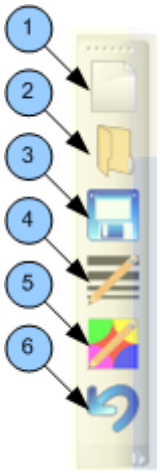


Figure 129: **Scribble** control menu

Elements of the scribble control menu:

1	**Clear scribbles** button
2	**Open drawing** button
3	**Save drawing** button
4	**Pen width** button
5	**Pen color** button
6	**Exit** button

This menu allows you to change drawing pen color and width, save and open drawing files, and clear all drawings from the screen.

Press the **Exit** button (6) to close the scribble window and exit **Scribble** mode.

You can save a video copy of the **Live screen** display session to a file. Select **Record to file** option before activating this mode, and the system will prompt you for a file name upon pressing the **Start** button. By default files will be saved in the Video sub-folder of the teacher folder.

You can also record your audio commentary by selecting the **Record for students** option. This recording can be later used, for example, as an assignment in **Self access** student activity (see *Self access* on page 112).

Press **Stop** button in the activity control tab to exit the live screen mode.

Related Links

Student activities on page 111

4.14.4 Internet

Internet is a student activity mode in which they are presented with web pages in a browser remotely controlled from the teacher workstation.

Select **Internet** from the **Activity** menu (*Figure 130:* on page 123) and press **Start** button to activate this mode. At this point **Microsoft Internet Explorer** web browser will be launched on the student workstations,

and the **Start** button will be replaced with the **Stop** button. Press **Stop** to exit the mode and close **Microsoft Internet Explorer** on the student workstations.

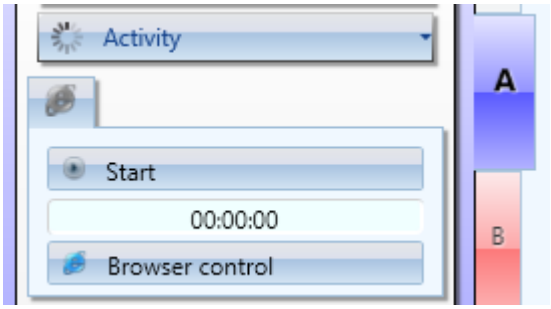


Figure 130: **Internet** activity control tab

Press **Browser control** button to open a window for controlling student browsers (*Figure 131:* on page 123).

Figure 131: **Browser control** window

Elements of the **Browser control** window:

1	**Previous** page in history
2	**Next** page in history
3	**Stop** loading page
4	**Reload page**
5	**Home page**
6	Group tabs

7	URL address field
8	**Minimize**, **Maximize** and **Restore** buttons for remote control of student browser windows

The window has a regular browser functionality with addition of the remote control functions.

Press **Send** button to send the URL in address field (7) to the student browsers.

Press **Follow** to force student browsers replicate actions in your **Browser control** window.

Start button duplicates the namesake button in the activity control tab.

Window control buttons (8) allow you to minimize, maximize, and restore browser window on student workstations.

Attention: *If web pages you are using in this activity contain flash animations, then* ***Adobe Flash Player*** *must be installed on all student workstations for this activity mode to function properly.*

Related Links

Student activities on page 111

4.14.5 Files

In the **Files** activity mode the students are assigned to work with a specific file, which is sent from the teacher workstation. Results can be collected automatically as well.

Press **Browse** button (*Figure 132:* on page 125) and select a file to be sent to the students (*Figure 133:* on page 125).

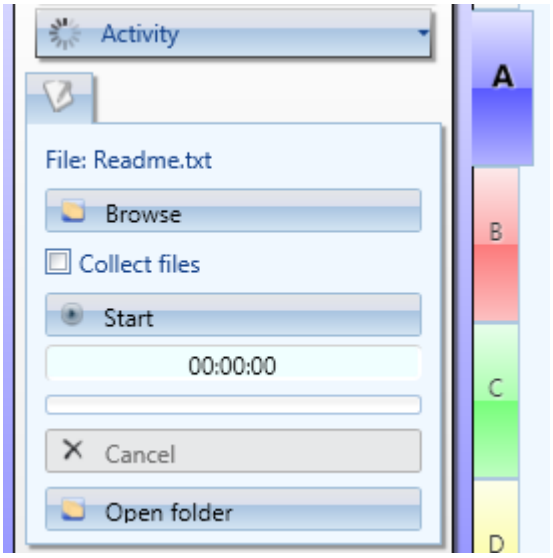


Figure 132: **Files** activity control tab

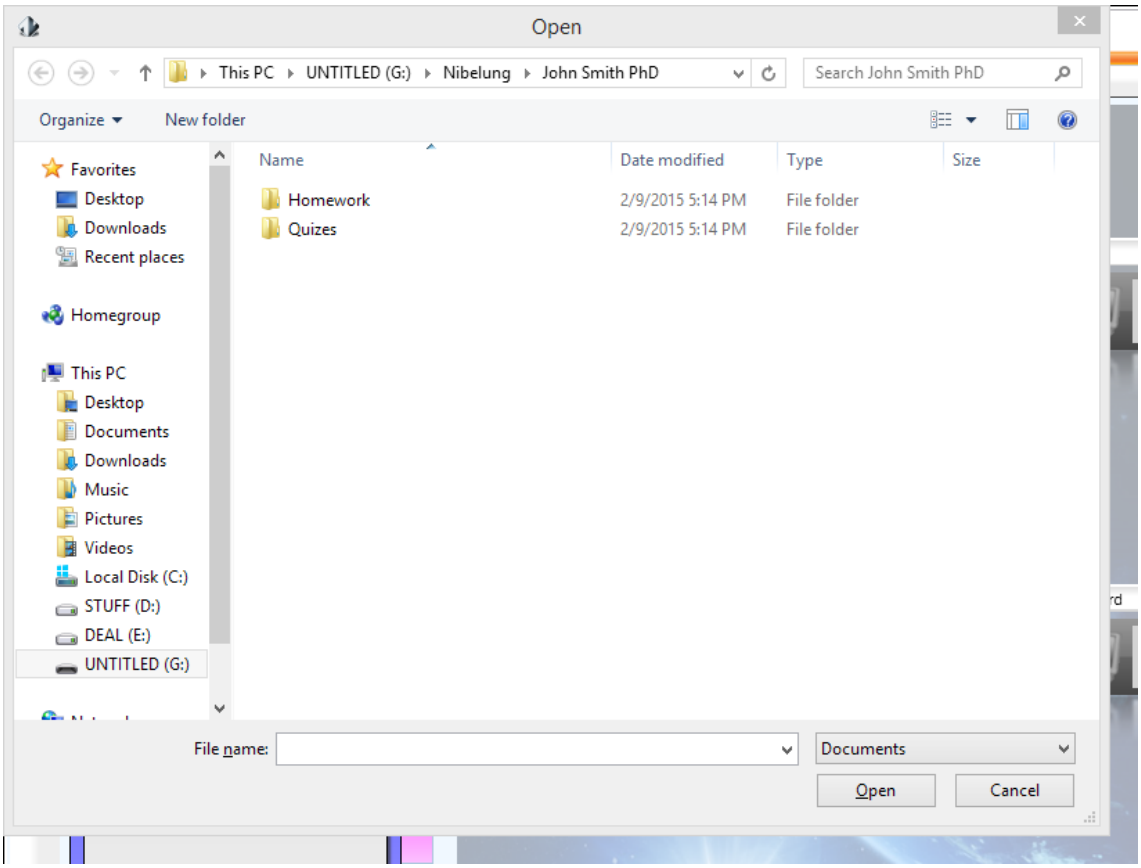


Figure 133: **Open file** window

You can filter the listing by several file types:

- documents;
- images;
- all files.

Press **Start** button to initiate file transfer. Transfer progress bar is immediately below that button.

Important: *Transfer speed depends on the file size, number of recipients, and several other factors, and in general may take quite a long time.*

Start button will be replaced by **Stop** upon initiation of the file transfer.

Press **Cancel** to abort a transfer already in progress.

The file will be opened with the associated application on the student workstation once transfer is complete.

Press **Stop** button to close the application which was used to open the file on student workstations. If the **Collect files** option was selected, files with results of the student work will be collected and saved in the teacher folder, e.g. Jennifer Powell\Sessions\ENG101\2009-02-12\John Doe\....

Attention: *Please note that students must save the file themselves before you close the application.*

Related Links

Student activities on page 111

4.14.6 Quiz

Quiz is an activity for testing students' knowledge.

Only groups of students can be tested.

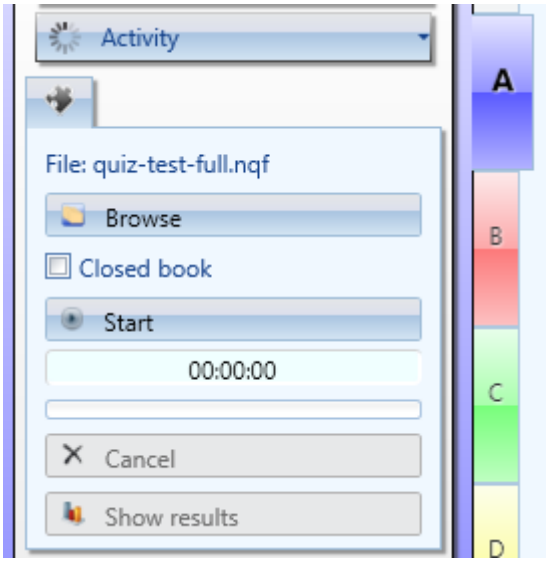


Figure 134: **Quiz** activity control tab

Use the **Browse** button to select a quiz file prepared in the **Quiz Builder** (see *Quiz Builder* on page 162).

Check the **Closed book** option if the quiz is to be performed under closed book conditions. In this case all other windows on the student workstation will be minimized and students will not be able to leave the quiz window until they complete the test.

Press the **Start** to sent quiz file to the students and launch the quiz module on their workstations (see *Quiz Player* on page 178).

Transfer progress bar is below the **Start** button.

Important: *Speed of file transfer depends on the file size, number of participating students, and several other factors, and in general may take some time.*

Once the quiz has started, **Start** button will be replaced by the **Collect** button.

Press **Collect** button after the quiz has finished to initiate collection of completed quizzes from the students. The progress bar is below this button.

Once collection is finished, **Collect** button will be replaced by the **Start** button and **Show results** button becomes enabled. You can now press it to view results of the quiz (see *Viewing test results* on page 185).

Related Links

Student activities on page 111

4.15 Media sources

The teacher module allows you to use several different sources of audio and video for broadcasting to student workstations. Media sources can be selected only on a group basis.

Select a group tab and press **Media sources** button to access media source selection menu.

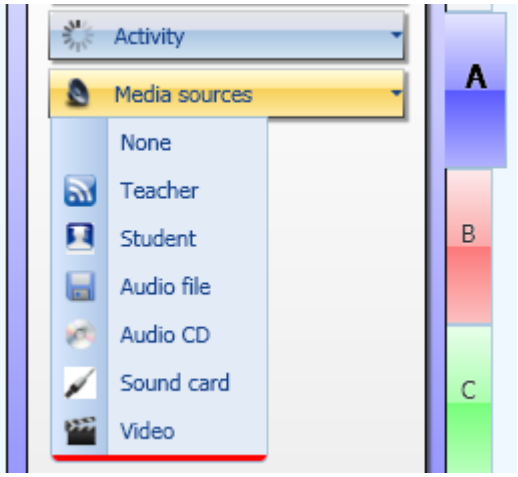


Figure 135: **Media sources** menu

You can select one of the following sources from the menu (*Figure 135:* on page 127):

- **None**;
- **Teacher** microphone;
- **Student** microphone;
- **Audio file** on the teacher workstation;
- **Audio CD** on the teacher workstation;
- **Sound card** on the teacher workstation;
- **Video** file or video capture card on the teacher workstation, or YouTube.

Every source has its own control tab that will appear below the **Media sources** button upon selecting this particular source. All control tabs have a **Start** button for initiating group broadcast, at which point it will be replaces with a **Stop** button. Pressing the **Stop** button will terminate the broadcast.

Most source control tabs also have the following options:

- **Record for students**;
- **Digitize**;
- **Listen**.

Check **Record for students** option to save a copy of the broadcast as a master track on student media players. Whenever **Record for students** is selected, an additional **With microphone** option becomes available (*Figure 136:* on page 128) that allows to simultaneously record signal from student microphones to the student track of their media players.

Check the **Listen** option to be able to monitor selected source in the teacher headset.

Select **Digitize** option to digitize an analogue audio source. Upon pressing **Stop** button, you will be prompted to save the digitized recording in **WAV** or **MP3** format.

Tip: *You can use this digital recording just like any other audio file.*

Related Links

Teacher module on page 51
Teacher on page 128
Student on page 128
File on page 130
Audio CD on page 131
Sound card on page 132
Video on page 133

4.15.1 Teacher

Select this menu item to use teacher's microphone as the media source.

The **Teacher** media source control tab (*Figure 136:* on page 128) has only the **Start** with two additional options: **Record for students** and **Digitize**. They are described in *Media sources* on page 127 .

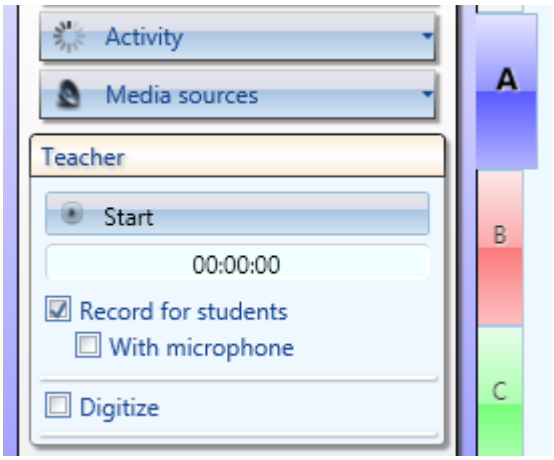


Figure 136: **Media sources** > **Teacher** control tab

Selecting this source allows the students to hear the teacher during any activity.

Immediately below the **Start** button there is a clock that displays time elapsed since teacher microphone was selected as the source for broadcast.

Tip: *You can digitize and save teacher's voice for future use.*

Related Links

Media sources on page 127

4.15.2 Student

Select this menu item to use a student's microphone as the source of broadcast, allowing other student to hear him or her during any activity. Any student can be selected as the source, even ones who are not affiliated with the current group.

The **Student** media source control tab (*Figure 137:* on page 129) has a **Start** button, a drop-down list of students, and three additional options: **Record for students**, **Digitize** and **Listen** (these options are described in section *Media sources* on page 127).

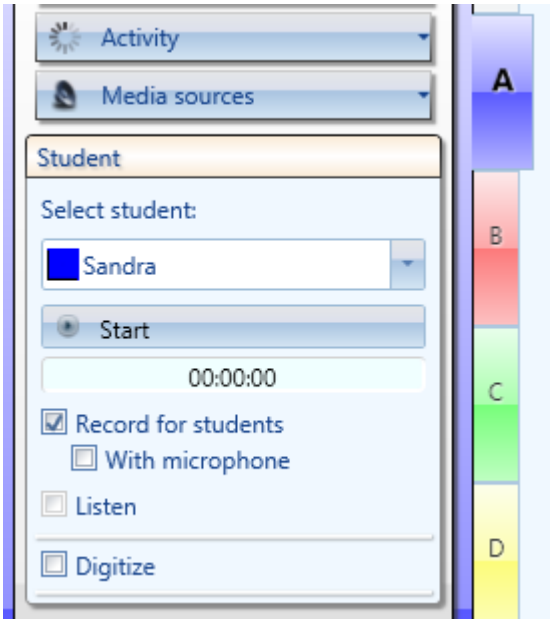


Figure 137: **Media sources** > **Student** control tab

Immediately below the **Start** button there is a clock displaying time elapsed since the student has been selected as the source of broadcast.

Tip: *You can digitize and save student's voice for future use.*

Tip: *Using a **Student** from outside of the group as the media source one can easily organize **simultaneous interpreting** into several languages. Associate the interpreters with the same group, e.g. group **A**. This group listens to the speaker. Each interpreter, in turn, is then selected as a source for another group of listeners. For example, in (Figure 138: on page 129) group **B** can listen to simultaneous interpretation of the speaker into Spanish, while group **C** can listen to the same in French.*

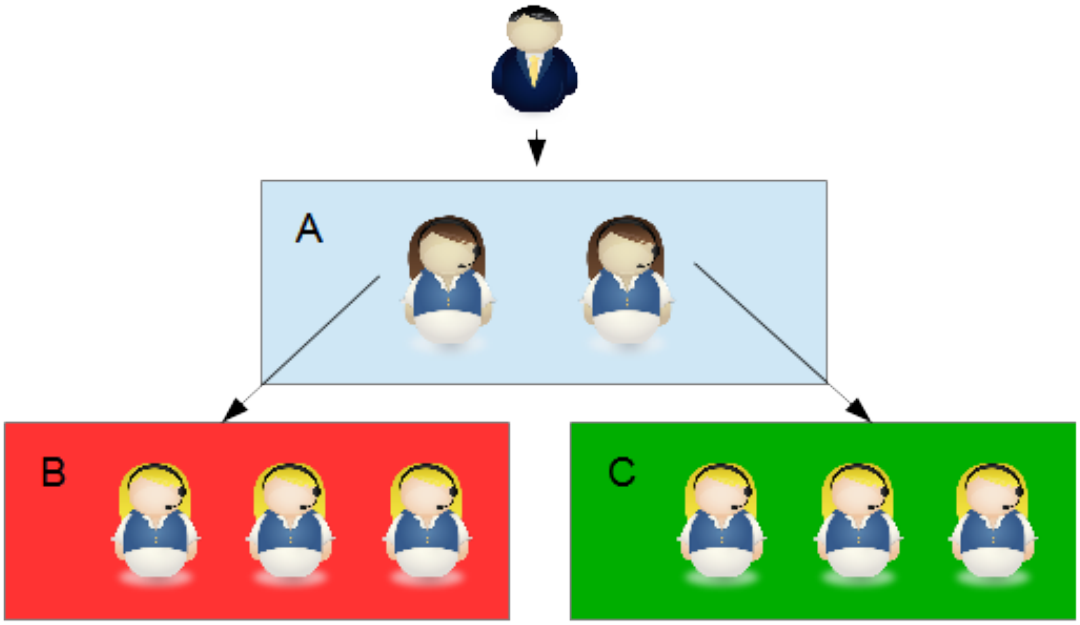


*Figure 138: Simultaneous interpreting with **Dialog Nibelung***

Related Links

Media sources on page 127

4.15.3 File

Select this **Media sources** menu item to use an audio file as a source of broadcast to the students, allowing them to hear the audio during any activity.

The **File** media source control tab (*Figure 139:* on page 130) has a **Browse** button; a mini player consisting of **Start**/**Stop**, **Pause** and **Repeat** buttons, an audio waveform, a playback progress bar, and a time counter; bookmarks control buttons; and two additional options: **Record for students** and **Listen** (these options are described in section *Media sources* on page 127).

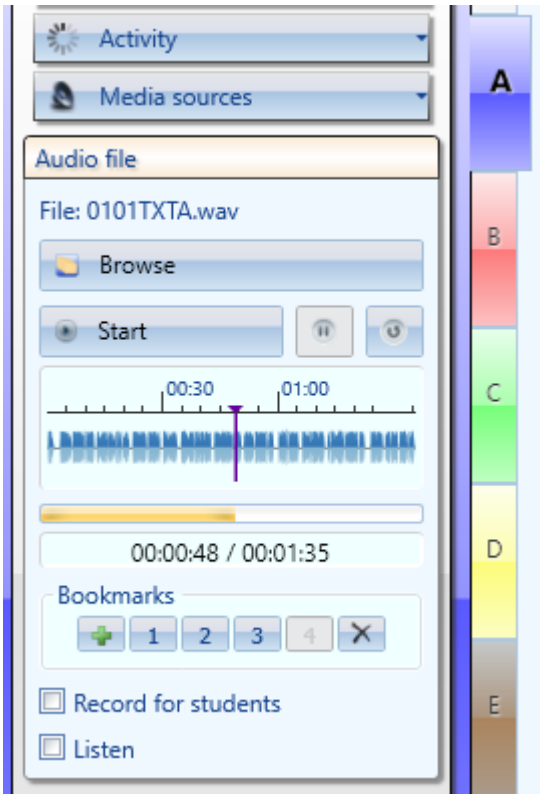


Figure 139: **Media sources** > **File** control tab

Use the **Browse** button to select an audio file in **WAV**, **MP3** or **WMA** formats as the source.

Press **Start** button in the mini player to begin the playback, at which point this button will be replaced by the **Stop** button and **Pause** button becomes available.

Tip: *Click on the playback bar or on audio waveform to instantly change the playback position. Double click to reset playback position to the beginning of the file.*

Repeat button allows you to to repeat selected fragment of the track in a loop.

You can select the fragment by dragging the mouse pointer on the playback bar or on audio waveform. Selected fragment will be displayed in different color.

You can set up to 4 bookmarks per track. Use the **+** button to set a bookmark at the current position. A first available number between 1 and 4 will be assigned to this bookmark and corresponding bookmark button becomes enabled. Press this button to instantly skip the playback to the bookmark position. Press the **X** button followed by the bookmark number button to delete a bookmark.

Tip: *The teacher can listen to the file together with the students by selecting the **Listen** option.*

Related Links

Media sources on page 127

4.15.4 Audio CD

Select this **Media sources** menu item to use an audio CD in the teacher workstation CD-ROM drive as a source of broadcast, thus allowing the students to hear the CD during any activity.

Tip: ***Dialog Nibelung*** *allows several different groups to use the same CD simultaneously. Moreover, different groups can listen to different tracks on the same CD.*

The **Audio CD** media source control tab (*Figure 140:* on page 131) contains a CD drive selection list; **previous** and **next** track buttons with track counter between them; drive eject button; **Start**, **Pause**, and **Repeat** buttons; bookmark control buttons; and three additional options: **Record for students**, **Digitize**, and **Listen** (described in section *Media sources* on page 127).

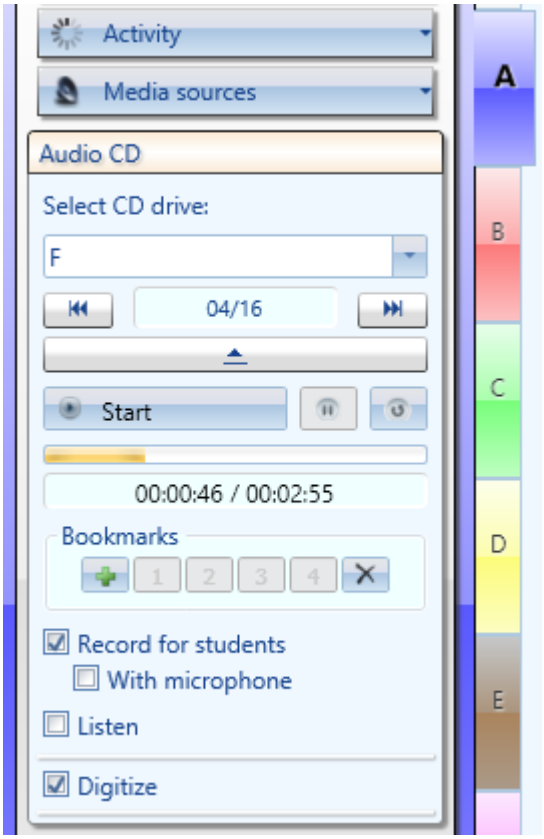


Figure 140: **Media sources** > **Audio CD** control tab

Current track playback progress bar together with the track clock displaying current position and track duration are immediately below the **Start**/**Stop** button.

Tip: *Click on the progress bar to instantly change the playback position. Double click on the bar to set playback position to the beginning of the track.*

Repeat button allows you to repeat selected fragment in a loop.

You can select the fragment by dragging the mouse pointer on the playback bar or on audio waveform. Selected fragment will be displayed in different color.

You can set up to 4 bookmarks per track. Use the **+** button to set a bookmark at the current position. A first available number between 1 and 4 will be assigned to this bookmark and corresponding bookmark button becomes enabled. Press this button to instantly skip the playback to the bookmark position. Press the **X** button followed by the bookmark number button to delete a bookmark.

Tip: *The teacher can listen to the CD along with the students or save a digital copy (using* ***Digitize*** *option) for future use.*

Related Links

Media sources on page 127

4.15.5 Sound card

Select this **Media sources** menu item to use a sound interface in the teacher workstation as a source of group broadcast, allowing students to listen to a plugged in audio source during any activity.

Tip: ***Dialog Nibelung*** *allows use of different sound cards for different groups. Moreover, different groups can listen to audio sources connected to different inputs of the same sound card.*

The **Sound card** media source control tab (*Figure 141:* on page 132) has a drop-down list for selecting a sound card; an **Open mixer** button for selecting sound card inputs; a **Start** button; and three additional options: **Record for students**, **Digitize** and **Listen** (these options are described in section *Media sources* on page 127).

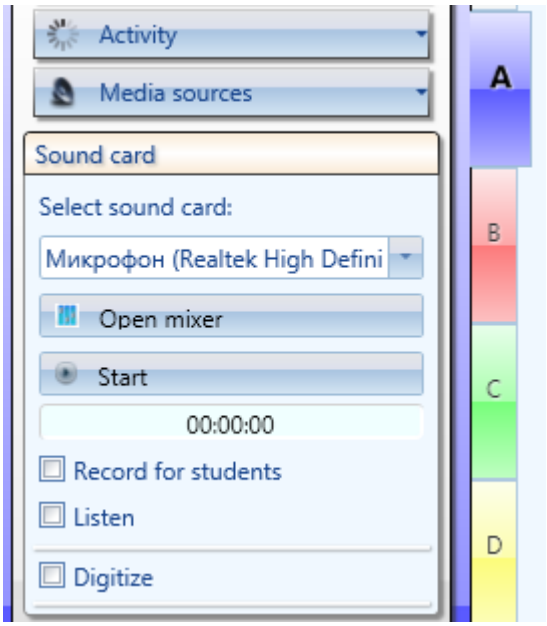


Figure 141: **Media sources** > **Sound card** control tab

The clock counter below the **Start** button displays time elapsed since the sound card has been selected as the source of broadcast.

Tip: *The teacher can save a digitized copy of the external program for future use and/or listen to it along with the students.*

Press the **Open mixer** button to open Windows **Sound** settings window (*Figure 142:* on page 133) where you can select desired card input.

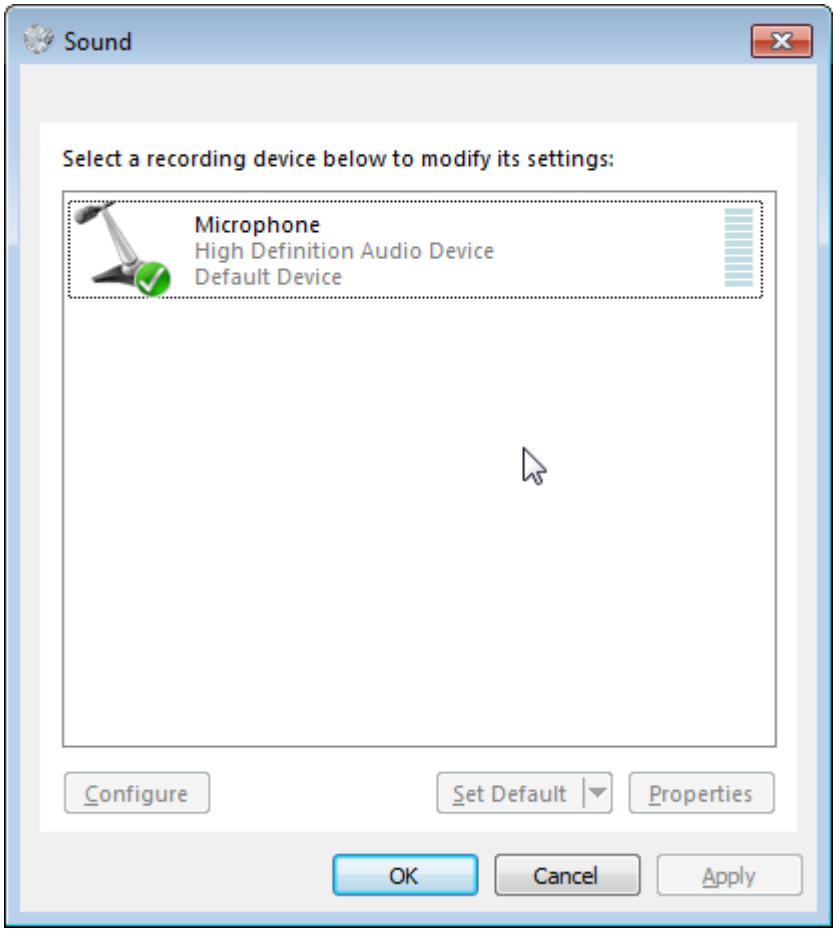


Figure 142: **Sound** settings window in Windows 7

Related Links

Media sources on page 127

4.15.6 Video

Select **Video** as the media source to broadcast a video stream to the students. The video will be displayed on the student workstations in the built in **Dialog Nibelung** video player. Video files on the teacher workstation, video signal from a video capture card on the teacher workstation, or a *YouTube* video can be used as the broadcast source.

Select **File** from the **Select source** drop-down list and press **Browse** button (*Figure 143:* on page 134) to pick up a video file for broadcasting. Selected file name will appear above the **Browse** button.

Tip: ***Dialog Nibelung*** *supports many popular video file formats, including .avi, .mp4, .mpg, .wmv, etc.*

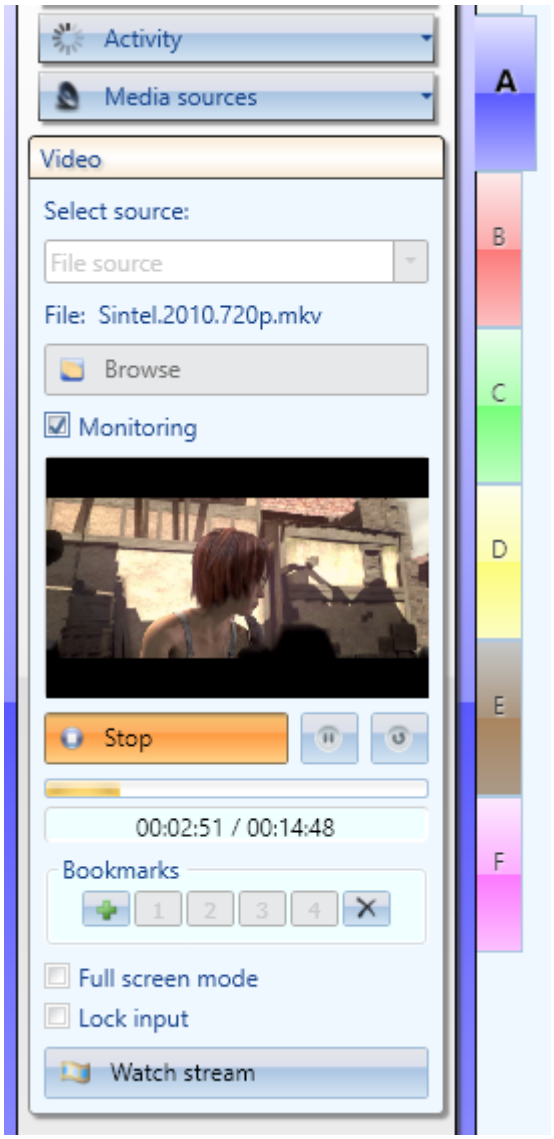


Figure 143: **Media sources** > **Video** control tab with **File** selected as the source

Press **Start** button in the mini player to begin the playback, at which point this button will be replaced by the **Stop** button and **Pause**, **Repeat**, and bookmarks control buttons become available.

Tip: ***Pause***, ***Repeat*** *, and and bookmarks control buttons will remain disabled if the* ***Optimize video for Wi-Fi networks*** *option was enabled in the teacher module settings (see* *Teacher module setup on page 32)**.*

The playback progress bar and playback clock displaying current position and video duration are immediately below the **Start**/**Stop** button. **Preview** option allows the teacher to preview the video before broadcasting it to students.

Tip: *Click on the playback bar to instantly change the playback position. Double click to reset playback position to the beginning of the file. This functionality is only available when* ***Optimize video for Wi-Fi networks*** *option in the teacher module settings is turned off (see* *Teacher module setup on page 32)**.*

Check the **Full screen mode** option to display the video on student workstations in full screen mode instead of a window.

Check the **Lock input** option to lock keyboard and mouse input on the student workstations for the duration of the video.

Press the **Watch stream** button to monitor the broadcast on the teacher workstation.

Press the **Stop** button to terminate the broadcast.

Repeat button allows you to to repeat selected fragment of the track in a loop.

You can select the fragment by dragging the mouse pointer on the playback bar or on audio waveform. Selected fragment will be displayed in different color.

You can set up to 4 bookmarks per track. Use the **+** button to set a bookmark at the current position. A first available number between 1 and 4 will be assigned to this bookmark and corresponding bookmark button becomes enabled. Press this button to instantly skip the playback to the bookmark position. Press the **X** button followed by the bookmark number button to delete a bookmark.

Select a video capture card from the **Select source** drop-down list (*Figure 144:* on page 135) to use an external video source connected to the card as the source of broadcast. You will also need to select input type (e.g. composite, S-video, TV tuner, USB, FireWire IEEE 1394, etc.), **Frame size** in pixels, **Aspect ratio**, and an **Audio input device**.

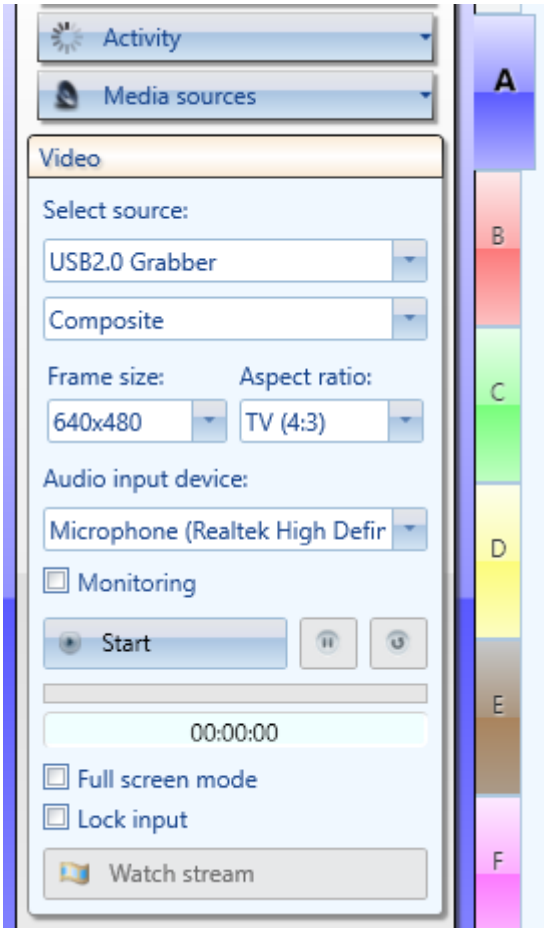


Figure 144: **Media sources** > **Video** control tab with video capture card selected as the source

Tip: *Composite video connector is the most commonly used type in consumer grade analog video equipment.*

Press the **Start** button in the mini player to start the broadcast, at which point this button will be replaced by the **Stop** button, and the video stream will start playing in the media player window on student workstations. **Preview** option allows the teacher to preview the video before broadcasting it to students.

Check the **Full screen mode** option to display the video on student workstations in full screen mode instead of a window.

Check the **Lock input** option to lock keyboard and mouse input on the student workstations for the duration of the video.

Press the **Watch stream** button to monitor the broadcast on the teacher workstation.

Press the **Stop** button to terminate the broadcast.

***Important: Pause**, **Repeat** , and and the bookmarks control buttons are disabled when a video capture card is selected as the media source.*

Select **YouTube** from the **Select source** drop-down list (*Figure 145:* on page 136) and enter the URL into **Page URL** field to use a *YouTube* video as the broadcast source. The page address will be displayed in green after **Dialog Nibelung** decodes and validates it. If the entered address is invalid, it will be displayed in red.

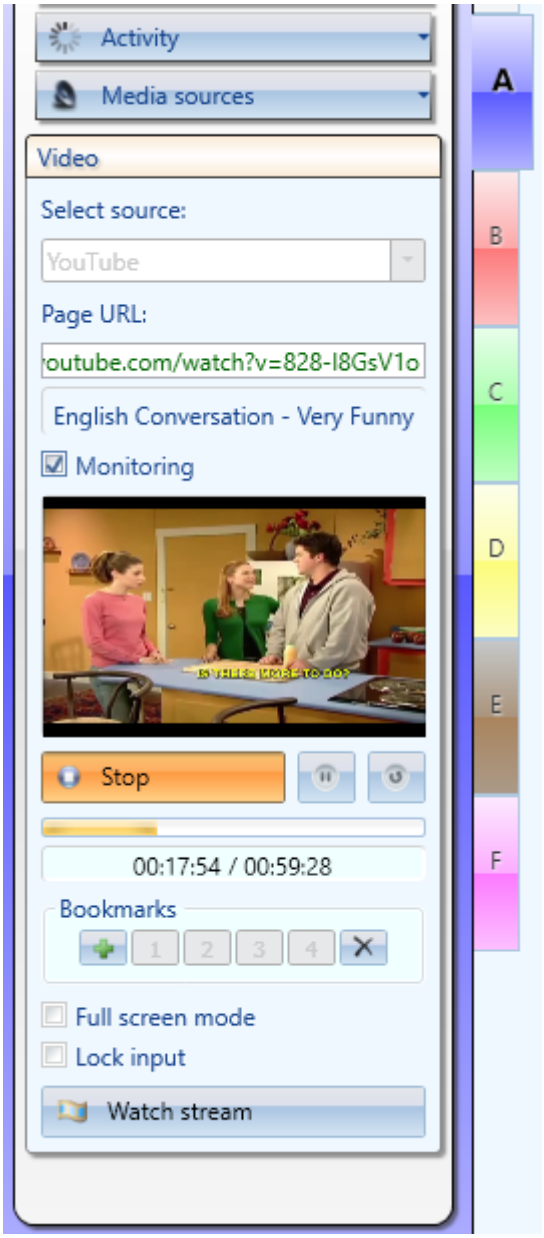


Figure 145: **Media sources** > **Video** control tab with **YouTube** video selected as source

Press **Start** button in the mini player to begin the playback, at which point this button will be replaced by the **Stop** button and **Pause**, **Repeat**, and bookmarks control buttons become available.

Check the **Full screen mode** option to display the video on student workstations in full screen mode instead of a window.

Check the **Lock input** option to lock keyboard and mouse input on the student workstations for the duration of the video.

Repeat button, bookmark control buttons and fragment selection on the progress bar work in the same manner as during playback from file (described above in this section).

Press the **Watch stream** button to monitor the broadcast on the teacher workstation.

Press the **Stop** button to terminate the broadcast.

Related Links

Media sources on page 127

4.16 Toolbar customization

The toolbar can be used for quick access to many frequently used functions of **Dialog Nibelung**. The toolbar panel is located along the left side of the main teacher module window (*Figure 45:* on page 51).

The toolbar panel can be customize individually for every teacher.

Select **View** > **Customize toolbar** from the main menu to set up the toolbar. A **Customize toolbar** window (*Figure 146:* on page 137) will appear on your screen.

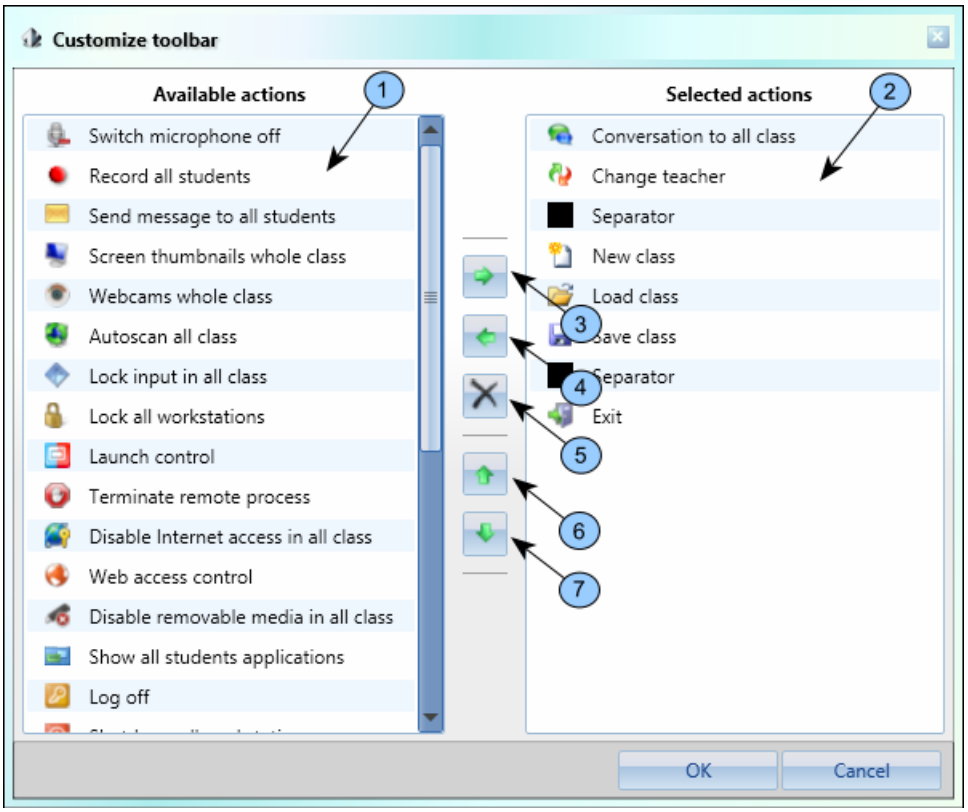


Figure 146: **Customize toolbar** window

Elements of the **Customize toolbar** window:

1	Available toolbar actions
2	Actions, selected for the toolbar
3	**Move action to selected** button
4	**Remove action from selected** button
5	**Clear selected** button
6	**Move item up the list** button
7	**Move item down the list** button

The following actions can be made accessible via the toolbar:

- Conversation with the whole class (see section *Conversation* on page 77)
- Mute microphone (see section *Mute microphone* on page 102)
- Recording of the whole class (see section *Recording* on page 78)
- Message to the class (see section *Messaging* on page 90)
- Thumbnails of the whole class (see section *Screen thumbnails* on page 99)
- Webcams of the whole class (see section *Video monitoring* on page 100)
- Autoscan the class (see section *Autoscan* on page 100)
- Lock input on all student workstations (see section *Lock input* on page 101)
- Lock all student workstations (see section *Lock computer* on page 102)
- Launch applications (see section *Launch applications* on page 79)
- Terminate remote process (see section *Terminating remote processes* on page 107)
- Disable internet access for the whole class (see section *Internet access control* on page 102)
- Web access control (see section *Web access control* on page 103)
- Disable removable media for the whole class (see section *Disable removable storage* on page 102)
- Raise student module windows (see section *Raising the student module window* on page 105)
- Logout (see section *Power control* on page 105)
- Power off student workstations (see section *Power control* on page 105)
- Reboot all student workstations (see section *Power control* on page 105)
- Put all student workstation into standby mode (see section *Power control* on page 105)
- Power on all student workstations (see section *Power control* on page 105)
- Switch teacher (see section *Teacher accounts* on page 63)
- Open teacher folder (see section *Teacher settings* on page 66)
- New class (see section *Class layout* on page 67)
- Open class file (see section *Class layout* on page 67)
- Save class file (see section *Class layout* on page 67)
- Save class file as (see section *Class layout* on page 67)
- Registration roll call (see section *Roll call registration* on page 70)
- Start a lesson (see section *Lesson* on page 139)
- Homework assignments (see section *Homework assignments* on page 92)
- Poll (see section *Polling* on page 83)
- Chat (see section *Chat* on page 81)
- Whiteboard (see section *Whiteboard* on page 87)
- Exit **Dialog Nibelung**.

Select an item from the list of **Available actions** on the left and press the **Move action to selected** button (3 in *Figure 146:* on page 137) to move it to the list of actions that appear in the toolbar. You can rearrange the items in the selected actions list by using buttons 6 and 7 in *Figure 146:* on page 137. You can also insert a separator onto the list to organize toolbar actions into logical groups.

Important: *Don't forget to make the toolbar visible by selecting* ***View*** *>* ***Toolbar*** *from the menu.*

Related Links

Teacher module on page 51

4.17 Log book

Dialog Nibelung provides the teacher with a class log book to keep track of student attendance and grades, and to display class statistics.

Tip: *A separate log book is available for every teacher.*

Related Links

Teacher module on page 51

Lesson on page 139

4.17.1 Lesson

One of the key concepts of **Dialog Nibelung** is a lesson. Lesson is a classroom study session conducted by a teacher, has a certain start time, duration, is associated with a certain class, and can have an attendance record and a grade record associated with it.

Select **Log book** > **Start lesson** from the teacher module main menu to start a lesson. (*Figure 147:* on page 139).

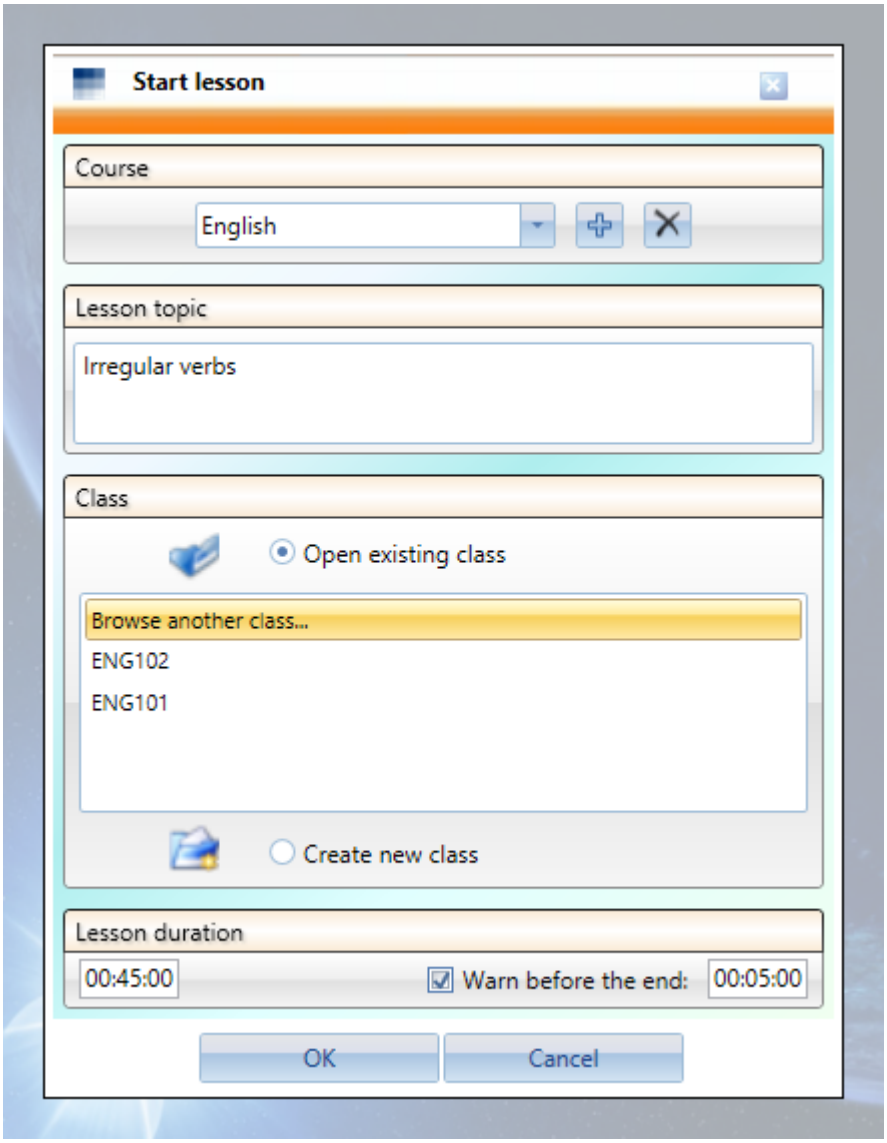


Figure 147: **Start a lesson** window

In this window you can select a course from the drop down list. You can also add new courses to the list or remove existing ones using buttons to the right of the **Course** drop-down box.

You can enter **Lesson topic** into the corresponding field Lesson topic will help in identifying individual lessons later.

Select an existing **Class** file from the list or **Create a new class**.

You can change the expected **Lesson duration** time. You can also instruct **Dialog Nibelung** to issue a warning at a preset time before the end of the lesson.

Tip: *Default value for* ***Lesson duration*** *can be set in the* ***Teacher settings*** *window (see Teacher settings on page 66).*

In order to start the lesson you may press **OK** button or, after validating lesson parameters, double-click on selected class.

Once a lesson is in progress, lesson clock in the status bar (*Figure 47:* on page 52) will begin its countdown, and a check mark will appear next to the **Start lesson** menu item.

Dialog Nibelung will automatically create an attendance record for the lesson based on the registration information supplied by the students during previous lesson (based on the assumption that students sit at the same workstations). You can also perform roll call registration (see *Roll call registration* on page 70) to get a more accurate record.

Students can be graded on their performance at the lesson by using the student menu (see *Student menu* on page 75).

Important: *This menu allows for 5 preset grades. Numerical values of the preset grades are obtained by dividing the maximum score set in* ***Teacher settings*** *(see Teacher settings on page 66) into equidistant steps. You can also enter the grade manually.*

Tip: *You can edit lesson grades in the* ***Lesson list*** *(see Lesson list on page 141) window.*

Whenever **Warn before the end** option was checked at the beginning of the lesson, **Dialog Nibelung** will show a warning on the student screens, and the lesson countdown clock in the teacher's status line will change its color to red.

When lesson time is over, **Dialog Nibelung** will finish the lesson and prompt you to save the lesson record in the class log book (*Figure 148:* on page 140). You can also enter some remarks for the lesson. These will be kept together with the lesson record.

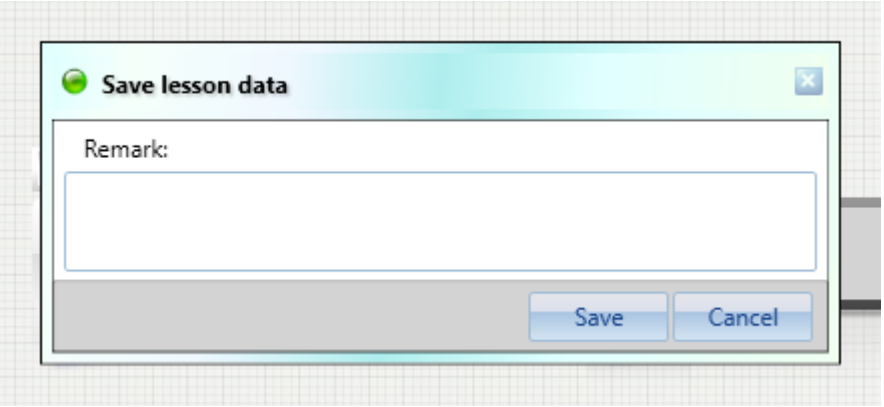


Figure 148: **Save lesson data** window

A lesson in progress can be at any time terminated manually by selecting **Start lesson** menu item again. A confirmation window (*Figure 149:* on page 140) will appear on your screen.

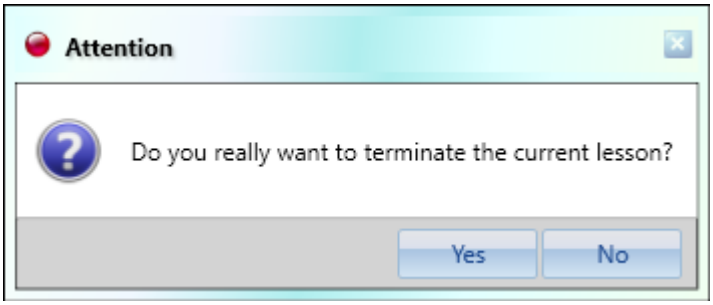


Figure 149: Terminate lesson confirmation window

Related Links

Log book on page 138

4.17.2 Lesson list

Select **Logbook** > **Lesson list** from the teacher module main menu to view the list of lessons.

A **Lesson list** window (*Figure 150:* on page 141) will appear on your screen. Lessons in the list can be filtered by course, class, and interval of dates by using controls in the **Lesson filter** panel. You can also edit lesson **Topic** and **Remarks** in the list by clicking on the corresponding fields.

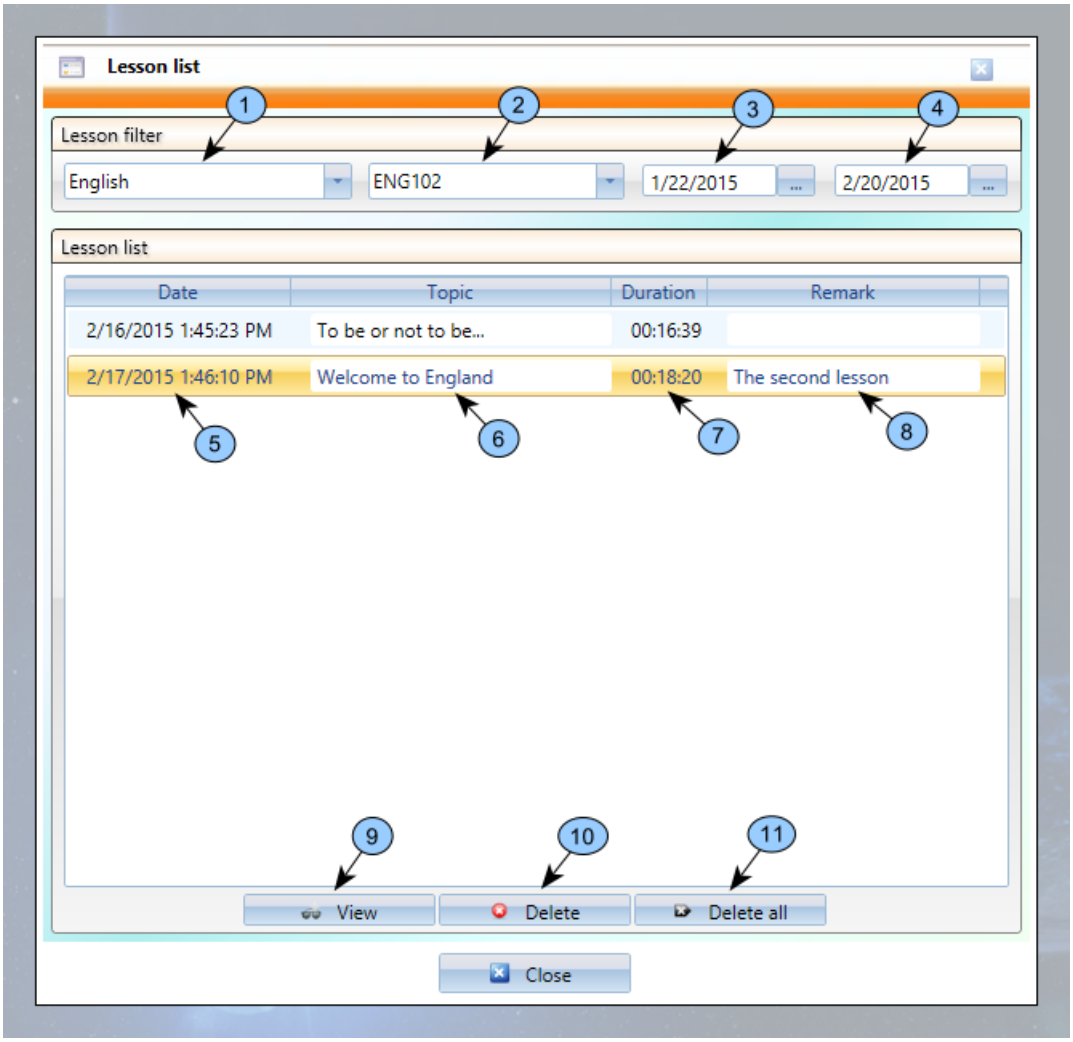


Figure 150: **Lesson list** window

Elements of the **Lesson list** window:

1	**Course** selection list
2	**Class** selection list
3	Start date
4	End date
5	Lesson **Date and time**
6	Lesson **Topic**
7	Lesson **Duration**
8	**Remarks** for the lesson
9	**View** lesson button

10	**Delete** lesson button
11	**Delete all** lessons in the list button

Select a lesson and press **View** button to view details for this lesson (*Figure 151:* on page 142).

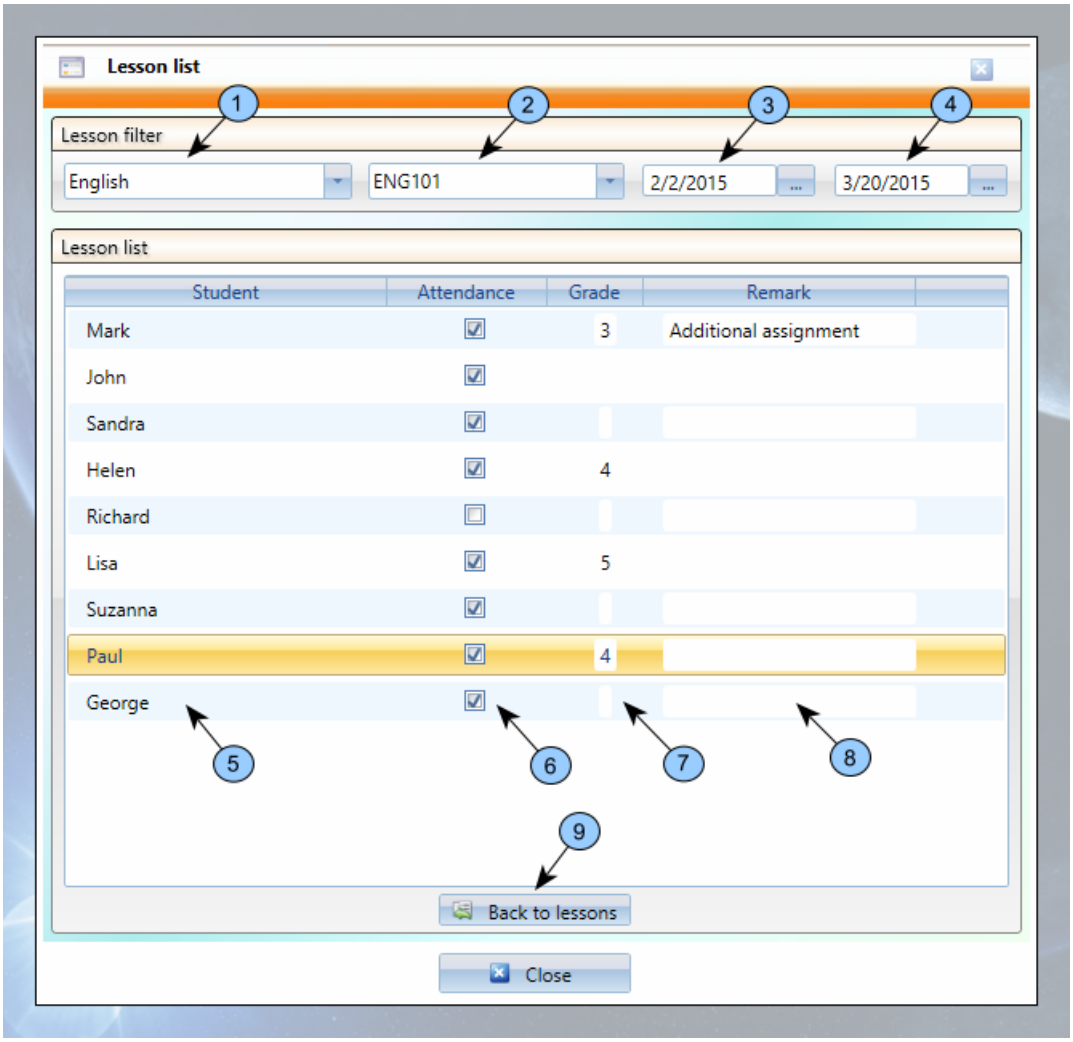


Figure 151: Lesson details

Elements of the **Lesson list** window in lesson detail mode:

1	**Course** selection list
2	**Class** selection list
3	Start date for lesson filtering
4	End date for lesson filtering
5	**Student name** field
6	**Attendance** field
7	**Grade** field
8	**Remarks** field
9	**Back to lessons** button

Lesson details (*Figure 151:* on page 142) contains attendance, grade, and remarks for individual students. You can edit these records by clicking on the corresponding field in the list.

Related Links

Log book on page 138

4.17.3 Attendance statistics

Select **Logbook** > **Attendance** from the main menu to view student attendance records.

A window will appear on your screen displaying statistics summary. Lessons included in the report can be filtered by course, class, and dates.

You can select **Statistics type**: **Summary** (*Figure 152:* on page 143) or **Detailed** (*Figure 153:* on page 144).

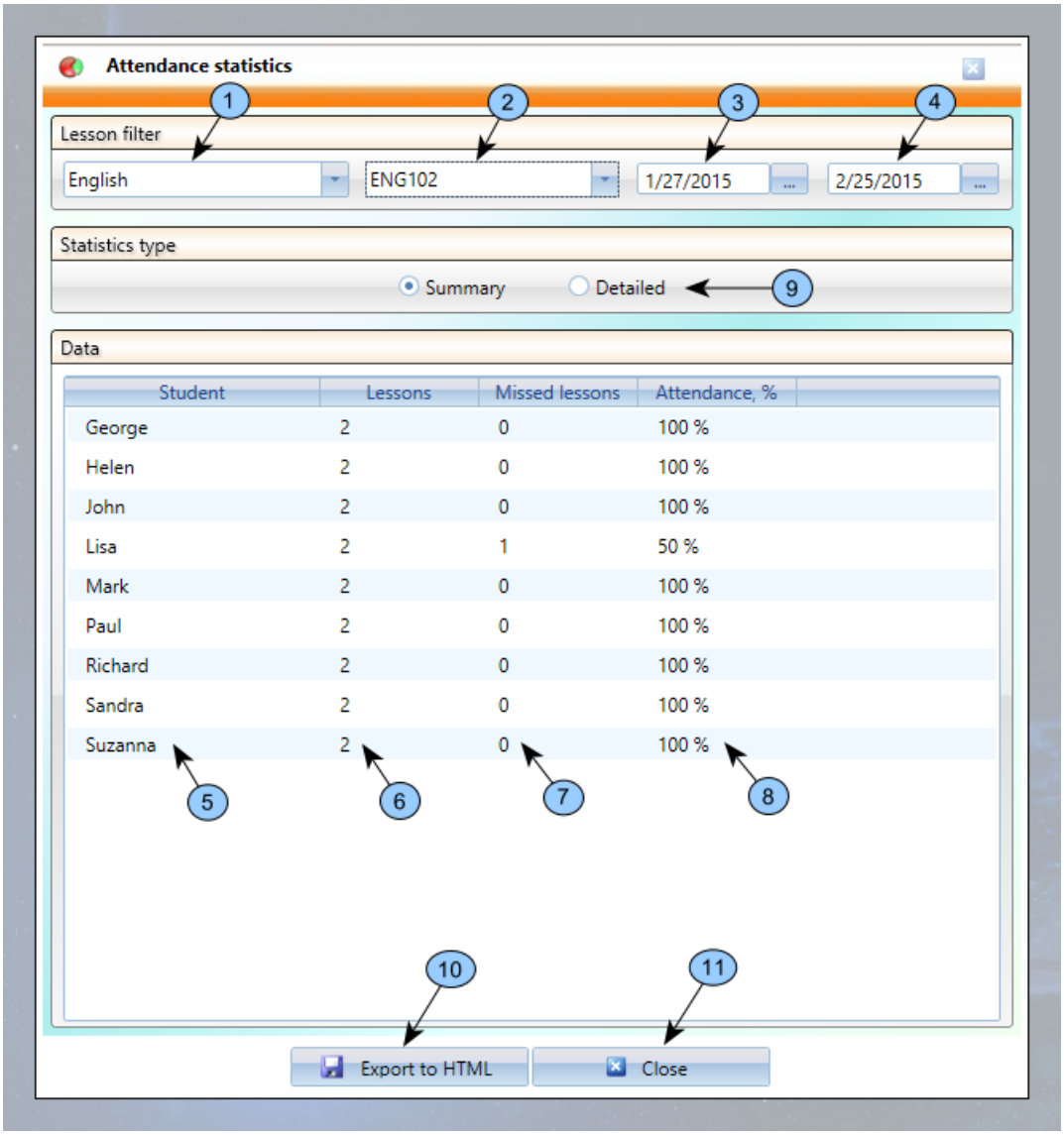


Figure 152: Summary of attendance statistics

Elements of the **Attendance statistics** window displaying **Summary**:

1	**Course** selection list
2	**Class** selection list
3	Start date for filtering
4	End date for filtering
5	**Student name**
6	**Lessons** total field

7	**Missed lessons**
8	**Attendance, %**
9	**Statistics type** selector panel
10	**Export to HTML** button
11	**Close** window button

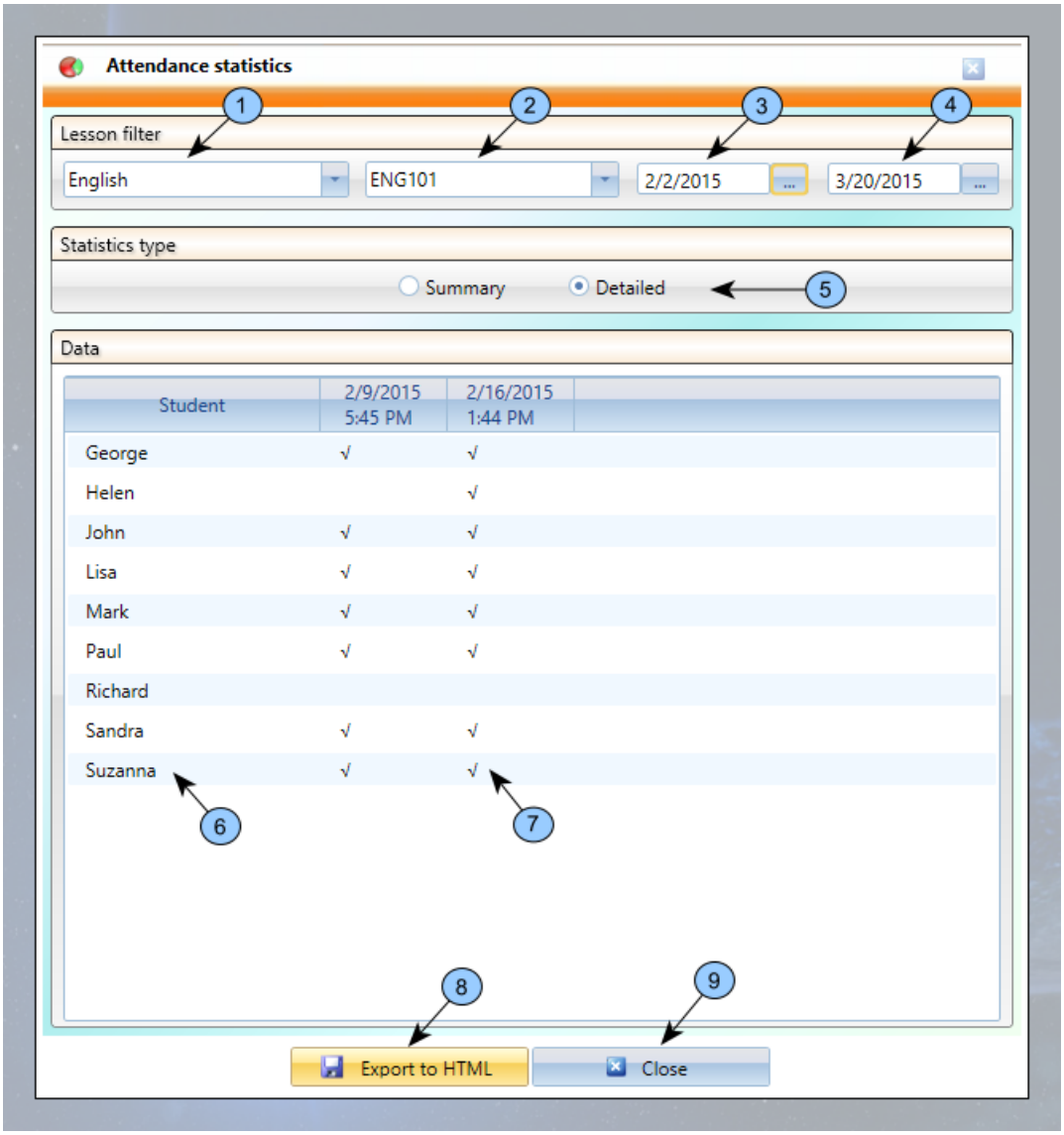


Figure 153: Detailed attendance statistics

Elements of the **Attendance statistics** window displaying **Detailed** statistics:

1	**Course** selection list
2	**Class** selection list
3	Start date for filtering
4	End date for filtering
5	**Statistics type** selector panel
6	**Student name**
7	**Attendance record**
8	**Export to HTML** button

9	**Close** window button

Summary statistics contains list of students in the class, number of lessons in the specified time interval, number of missed lessons and attendance percentage for each student. **Detailed** statistics contains full attendance records for each student during specified time period.

You can export attendance statistics into a file in HTML format. Press **Export to HTML** and enter file name. After export is completed you will be given an option to view the results in your default browser (*Figure 154:* on page 145).

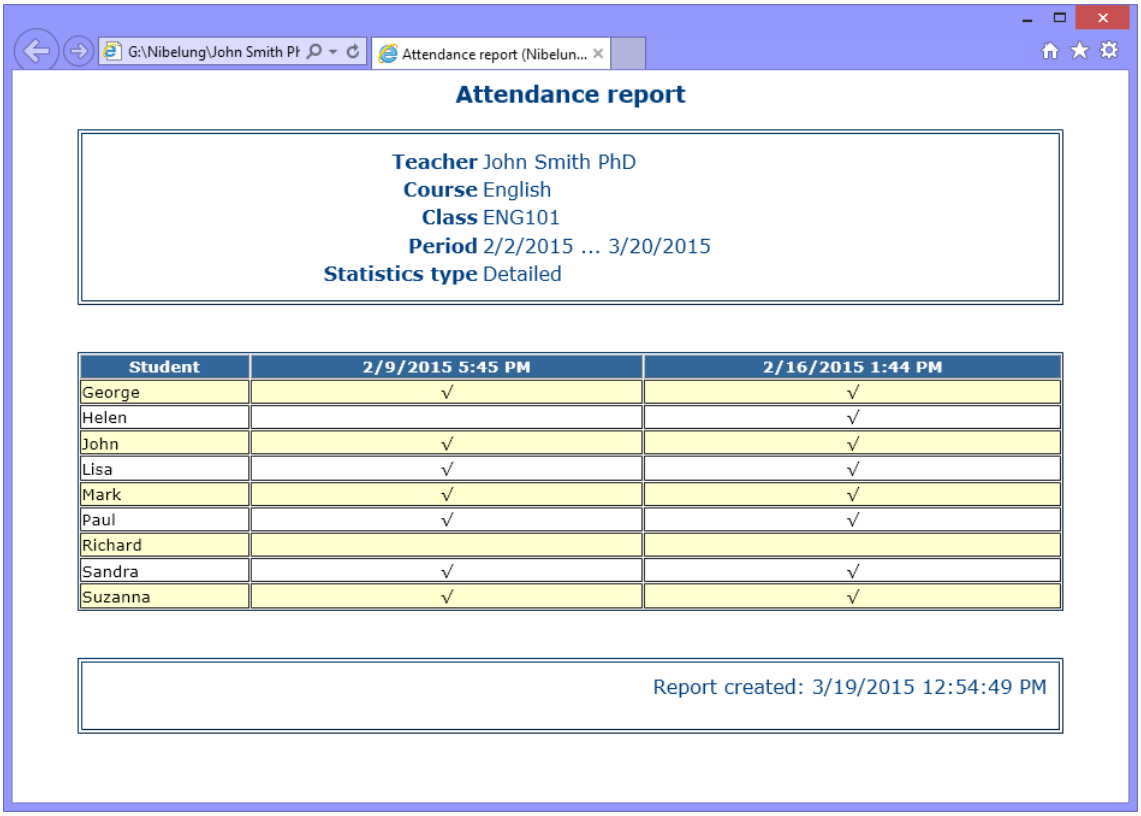


Figure 154: Attendance report

Related Links

Log book on page 138

4.17.4 Performance statistics

Select **Logbook** > **Performance** from the main menu to view student performance records.

A window will appear on your screen displaying statistics summary. Lessons included in the report can be filtered by course, class, and dates.

You can select **Statistics type** between **Summary** (*Figure 155:* on page 146) and **Detailed** (*Figure 156:* on page 147).

Figure 155: Summary of performance statistics

Elements of the **Performance statistics** window displaying summary statistics:

1	**Course** selection list
2	**Class** selection list
3	Start date for filtering
4	End date for filtering
5	**Student** name
6	**Cumulative score**
7	**Grades recorded**
8	**Average grade**
9	**Statistics type** selector panel
10	**Export to HTML** button

11	**Close** window button

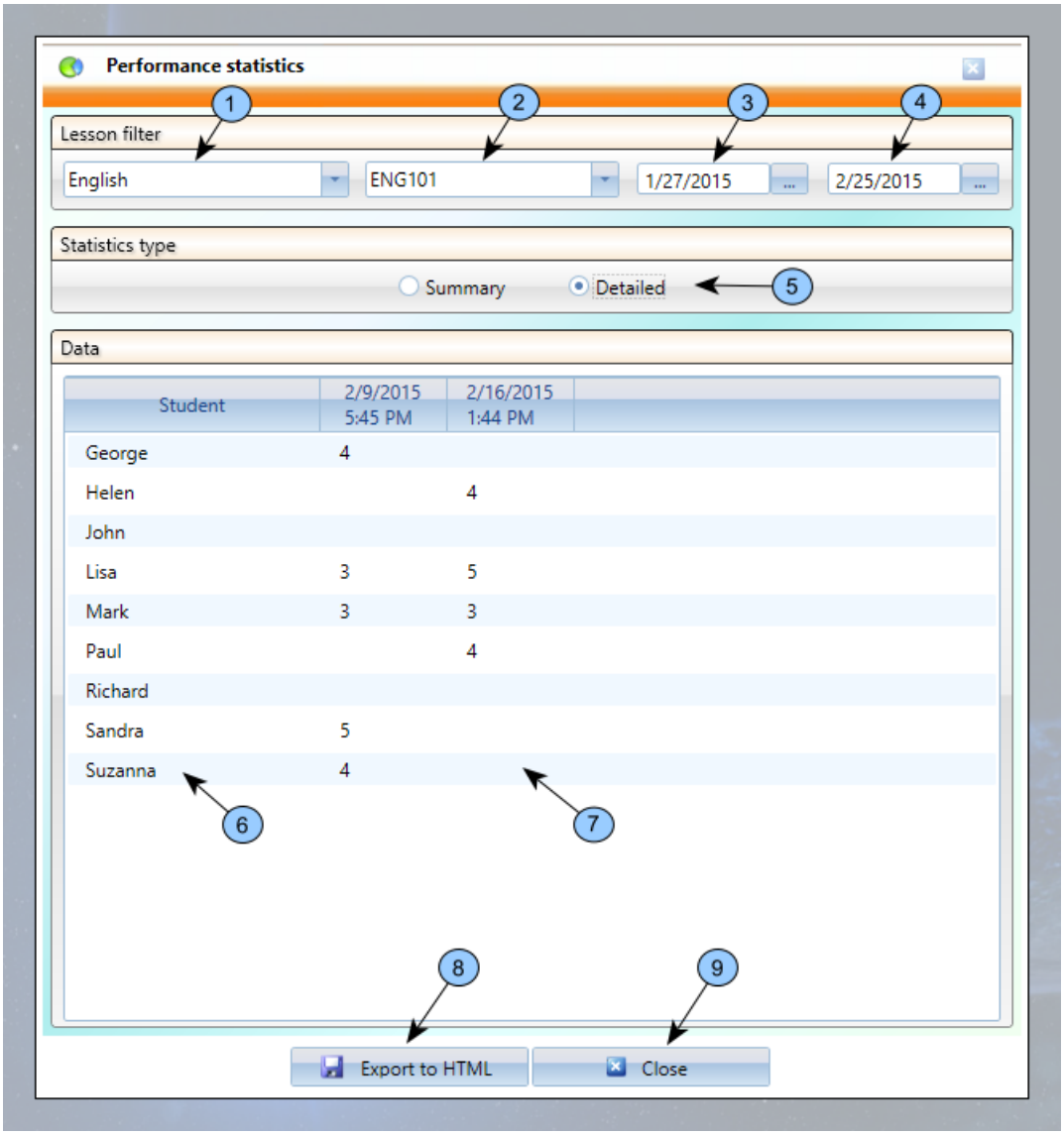


Figure 156: Detailed performance statistics

Elements of the **Performance statistics** window displaying detailed statistics:

1	**Course** selection list
2	**Class** selection list
3	Start date for filtering
4	End date for filtering
5	**Statistics type** selector panel
6	**Student** name
7	Grade for given **date**
8	**Export to HTML** button
9	**Close** window button

Summary statistics include list of students in the class; cumulative score, number of recorded grades, and average grade for each student between specified dates. Detailed statistics include student list and individual grades for each student between specified dates.

You can export attendance statistics into a file in HTML format. Press **Export to HTML** and enter file name. After export is completed you will be given an option to view the results in your default browser (*Figure 157:* on page 148).

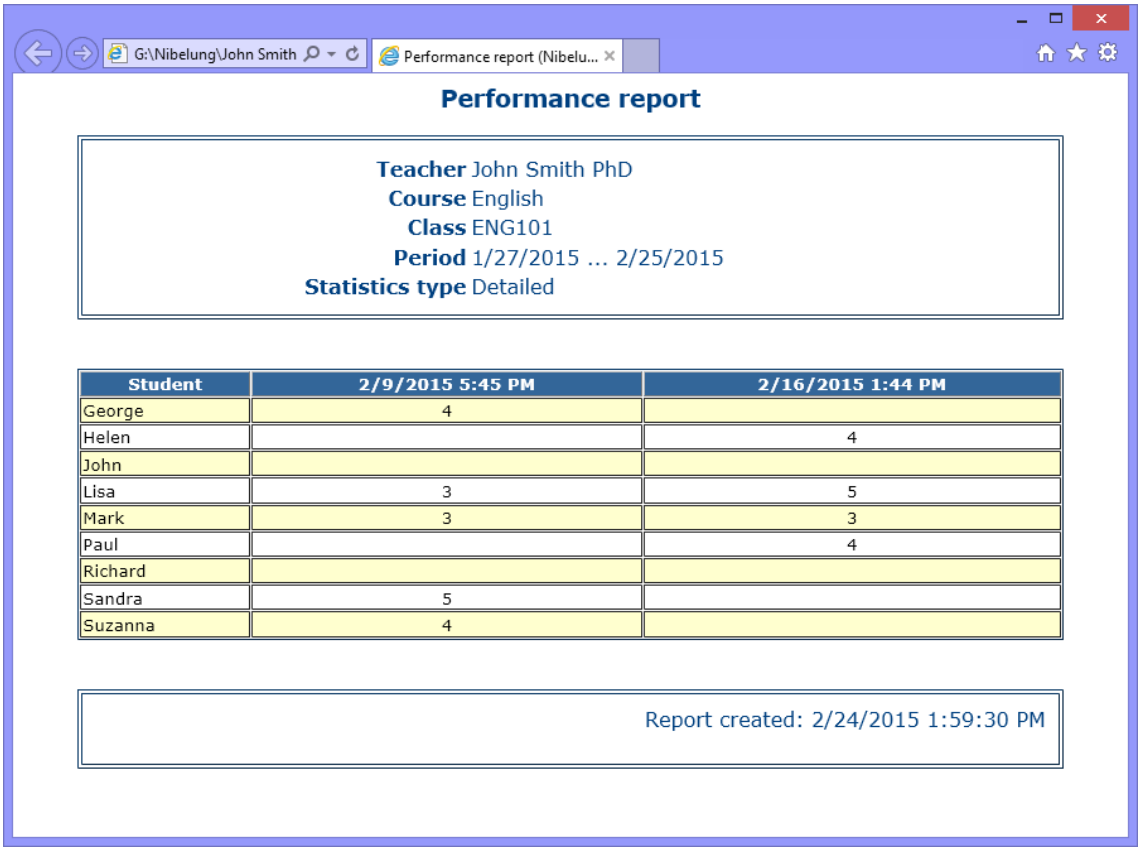


Figure 157: Performance report

Related Links

Log book on page 138

4.17.5 Class statistics

Select **Logbook** > **Class stats** from the main menu to display class performance and attendance statistics.

A window will appear on your screen with a list of classes (*Figure 158:* on page 149). You can select course and time interval to filter classes displayed in the list. A list of classes with their respective statistical

data will be displayed in the **Class statistics** panel. Statistical data includes number of lessons recorded, attendance percentage, and average grade for each class for the specified time interval.

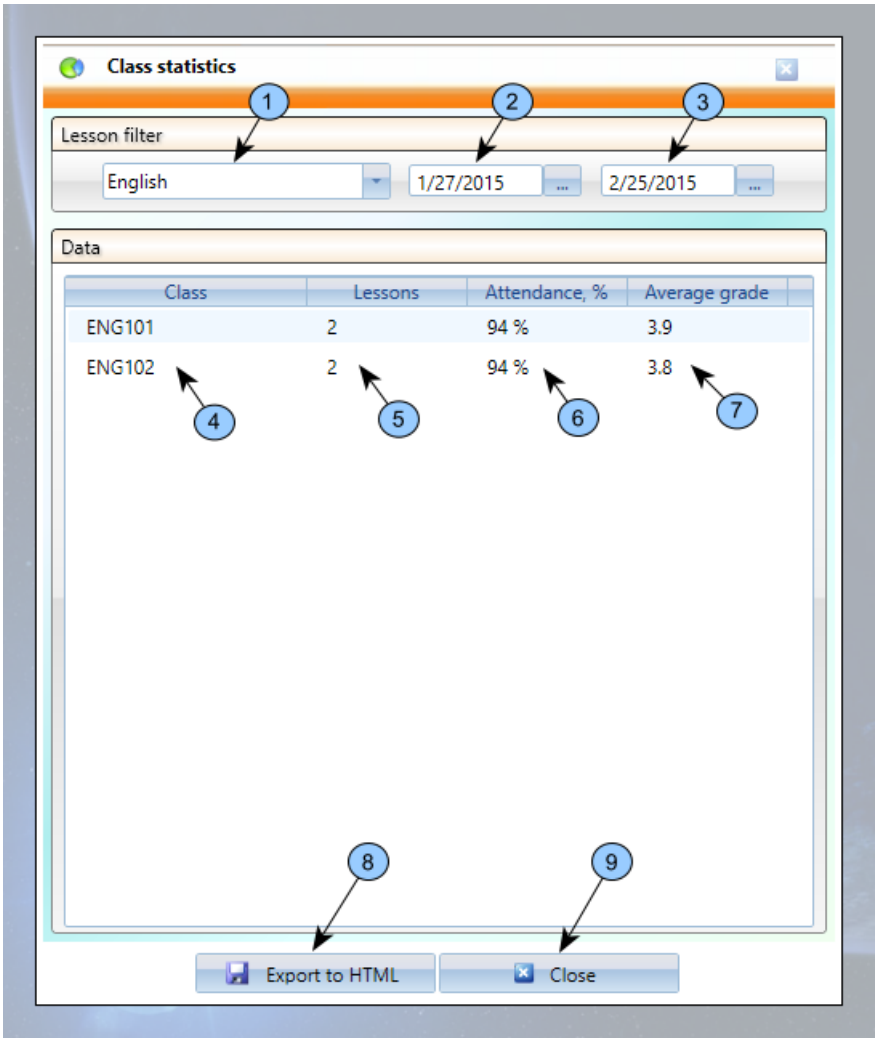


Figure 158: **Class statistics** window

Elements of the **Class statistics** window:

1	**Course** selection list
2	Start date for filtering
3	End date for filtering
4	**Class**
5	**Lessons** recorded
6	**Attendance** percentage
7	**Average grade** for this class
8	**Export to HTML** button
9	**Close** window button

You can export class statistics report into a file in HTML format. Press **Export to HTML** and enter file name. After export is completed you will be given an option to view results in your default browser (*Figure 159:* on page 150).

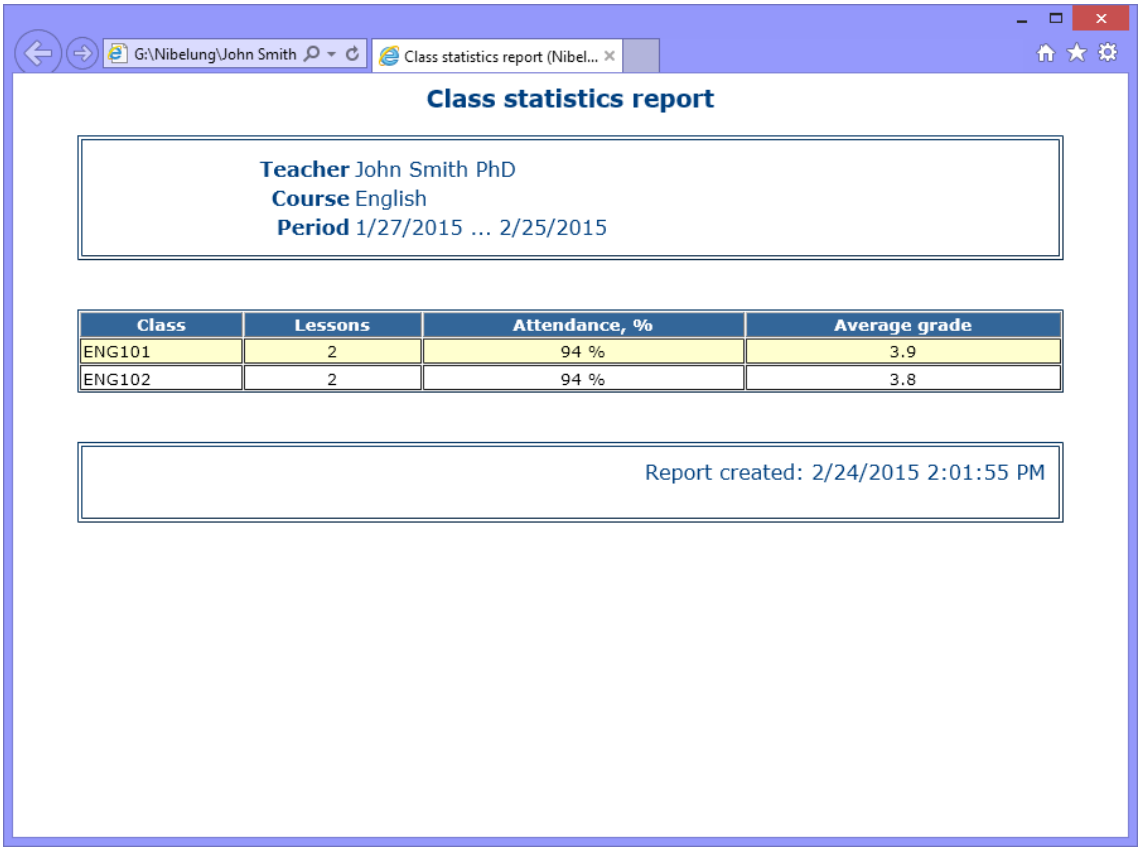


Figure 159: Class statistics report

Related Links

Log book on page 138

4.18 Software updates

Select **Help** > **Check for updates** from the teacher module main menu to check for available **Dialog Nibelung** software updates.

Attention: *The teacher workstation must have Internet access in order to be able to check for available software updates.*

When a new version of the software is available for download, a window will appear on your screen informing you on the version of the update and showing a list of new features an bug fixes in it (*Figure 160:* on page 151).

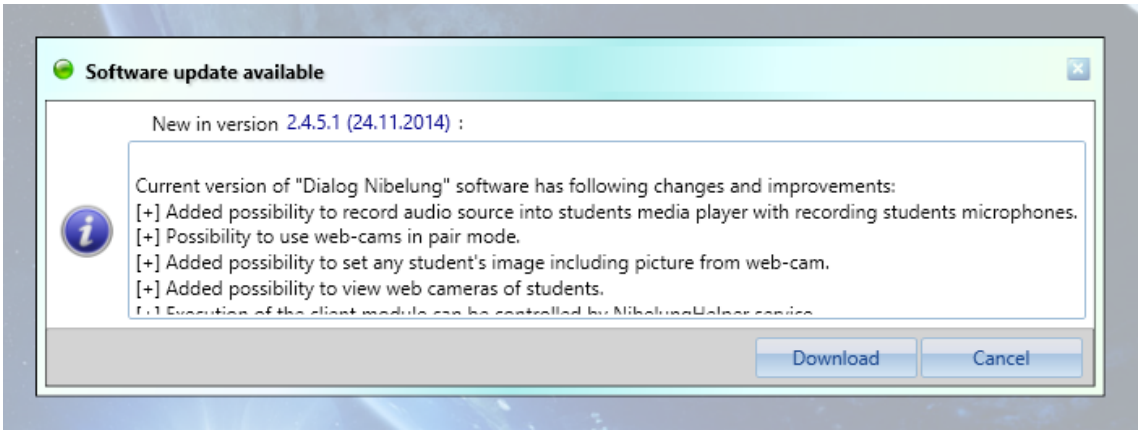


Figure 160: **Software update available** window

Press **Download** button to download new version of the software. A window will appear with a download progress bar (*Figure 161:* on page 151).

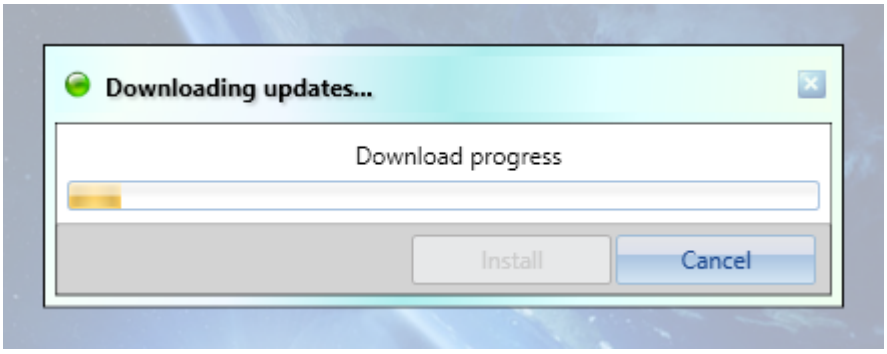


Figure 161: Software update download in progress

Install button in this window becomes enabled after update has been downloaded. Press this button to update the teacher module. After teacher module has been successfully updated, you can update student modules by selecting **Help** > **Update student modules** from the menu.

Because student workstation may have to be rebooted during the update process, you will need to confirm your intention to proceed with the update of student modules (*Figure 162:* on page 151).

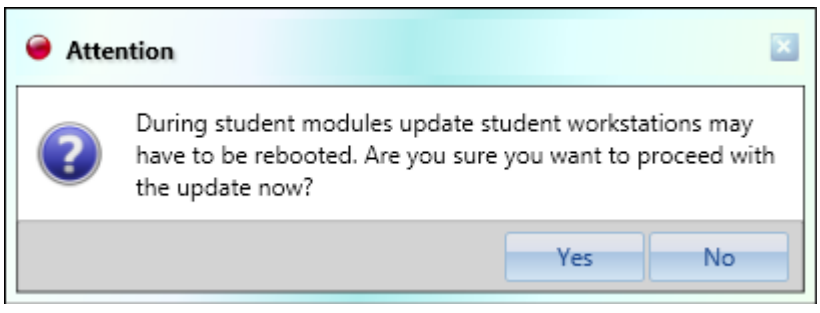


Figure 162: Student modules update confirmation

Attention: *Please note that all student modules must be active and in communication with the teacher module to perform their update (Figure 46: on page 52).*

Related Links

Teacher module on page 51

5. STUDENT MODULE

Student module is a component of **Dialog Nibelung** that runs on the student workstations. Media player is at the core of the student module. The media player allows the students to listen to audio, watch video, and record their own voices from the microphone.

Student module main window (*Figure 163:* on page 152) includes the following control elements:

1	Media **Player** start button; whenever the media player is active, player controls, master track and student track panels, and a playlist panel will also appear in the window (*Figure 166:* on page 154);
2	**Playback mute** button;
3	**Volume** control slider;
4	**Microphone mute** button;
5	**Disable loopback** button;
6	**Microphone level indicator**;
7	**Disable microphone level indicator** button;
8	**Call teacher** button;
9	**Message teacher** button.

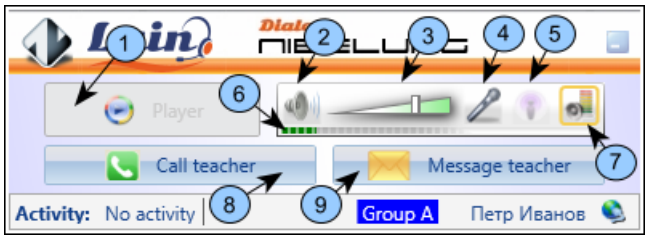


Figure 163: Student module controls

Attention: *Please note that the* ***Disable loopback*** *button is only available in Windows XP as support for this feature has been eliminated in subsequent versions of Windows.*

Attention: *Please note that the* ***Player*** *button is only enabled when the student module is running in standalone mode, i.e. it is not in communication with the teacher module.*

The students can send teacher a message by pressing the **Message teacher** button and entering the message in a window that will appear on their screens (*Figure 164:* on page 152).

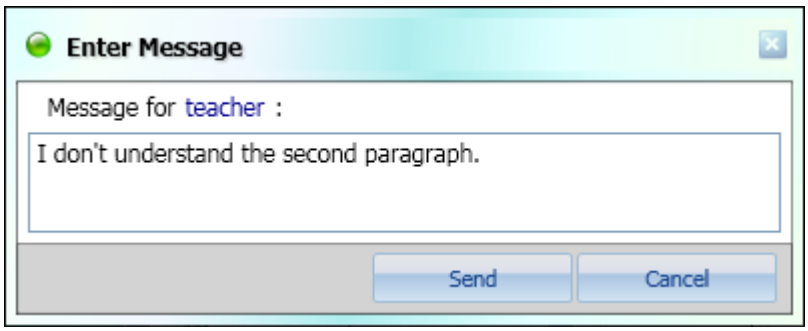


Figure 164: Sending a message to the teacher

Whenever a student uses the **Call teacher** button, his or her student panel in the teacher module window classroom console will indicate the call with a **Help me** bubble and a phone handset icon (*Figure 91:* on page 91).

The status bar at the bottom of student module window (*Figure 165:* on page 153) displays:

1	current activity;
2	group affiliation;
3	current grade (if exists);
4	student seat ID or student name;
5	online/offline status icon (whether in communication with the teacher module or not).

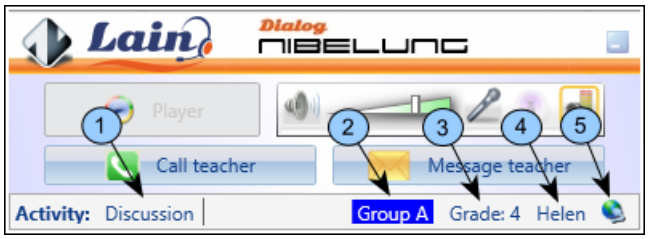


Figure 165: Student module status bar

Related Links

Media player on page 153

5.1 Media player

The (media player) can play back **WAV**, **MP3**, **WMA** and **NMF** (**Dialog Nibelung** proprietary format) files, as well as video files in many common formats.

Tip: ***NMF*** *files are audio files containing master track and student track in* ***MP3*** *format, file description, bookmarks, and subtitles.*

Elements of the media player window (*Figure 166:* on page 154):

1	player control buttons (*Figure 172:* on page 158);
2	master track and student track panels (*Figure 167:* on page 154);

3	playlist panel (*Figure 168:* on page 156).

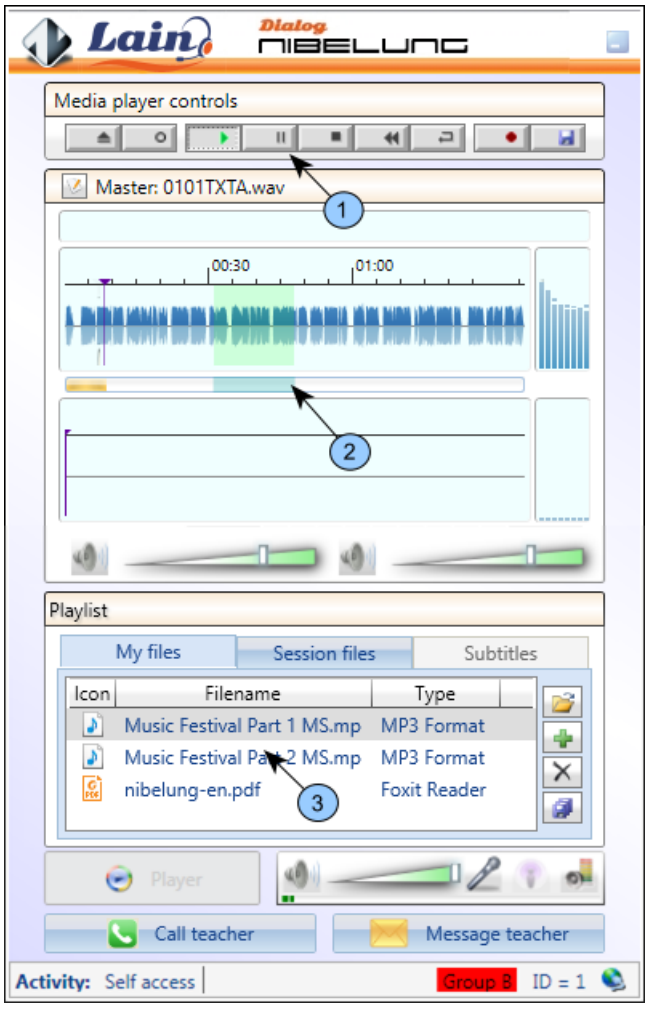


Figure 166: Student module window with media player active

Related Links

Student module on page 152
Playlist on page 154
Master track and student track on page 155
Bookmarks on page 157
Media player controls on page 158
Video playback on page 159
Subtitles on page 160

5.1.1 Playlist

The playlist panel contains three tabs: **My files**, **Session files** and **Subtitles**.

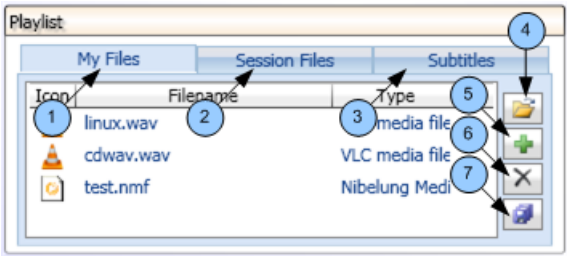


Figure 167: **Playlist** panel

Elements of the playlist panel:

1	**My files** tab
2	**Session files** tab
3	**Subtitles** edit tab

Session files tab contains a list of files received from the teacher module as a part of classroom activity or assignment.

Each student can also have their own playlist, which is located in the **My files** tab. Whenever this tab is active, several additional controls appear in the panel:

4	open playlist;
5	add file to playlist;
6	remove file from playlist;
7	save playlist on the student workstation.

Files can be loaded into the media player in one of the following ways:

- using the **Open media file** button in the media player control panel (see *Media player controls* on page 158);
- double click on a file in the **My files** playlist tab;
- double click on a file in the **Session files** playlist tab;
- remotely from the teacher workstation (see *Media sources* on page 127).

Tip: *Files listed in the **Session files** tab are downloaded from the teacher workstation on demand, i.e. only when they are actually accessed.*

Related Links

Media player on page 153

5.1.2 Master track and student track

Dialog Nibelung media player supports two separate audio tracks: the master track and the student track. Master track can contain any type of audio program from a file. Student track is typically used to record student's voice and compare it to the master track.

Important: *Student track can only be recorded from the student microphone and saved as an **NMF** file. It can not be imported from a **WAV** or **MP3** file.*

After a file is open in the media player, its name will appear in the panel header and track waveforms will be visualized in the panel (1 and 2 in *Figure 168:* on page 156).

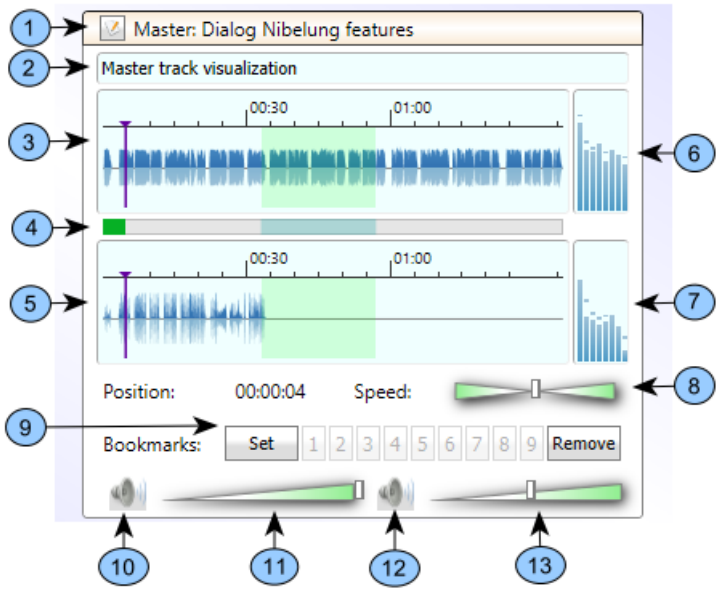


Figure 168: Master and student tracks panel

Elements of the master and student tracks panel:

1	Edit file description button
2	Subtitles display panel
3	Master track visualization
4	Current position slider
5	Student track visualization
6	Master track spectrum
7	Student track spectrum
8	Playback speed
9	Bookmark control buttons
10	Mute master track
11	Master track volume
12	Mute student track
13	Student track volume

Use the current position slider (3) to jump to different fragments of the video or audio.

Whenever a student track is present, any operation on the media file (playback start/stop/pause, repositioning, fragment selection, etc.) will be performed simultaneously on both master and student tracks.

The player has controls for independent volume adjustment (7 and 9) and muting (6 and 8) of both tracks, and playback speed adjustment (5, works in sync for both tracks).

Important: *Audio visualization and playback speed adjustment are not available during video playback.*

Use the edit button (10 in *Figure 168:* on page 156) to edit description of the current file or assignment (*Figure 169:* on page 157). The description will be saved along with audio/video data when the file is

saved in **NMF** format. This description will be displayed in place of the file name in the master/student tracks panel title bar.

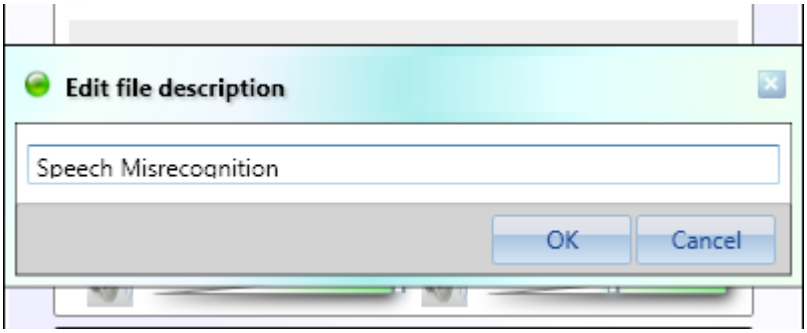


Figure 169: **Edit file description** window

Related Links

Media player on page 153

5.1.3 Bookmarks

You can set bookmarks on the master track for easy access to certain playback positions.

Use the **Set** button to set up to 9 bookmarks per file. Each bookmark will be set at the current playback position. A new bookmark will get the first available number and the corresponding number button will become available. Press that button to instantly jump the playback to the bookmark position. Press **Remove** button, followed by a number button to remove the bookmark.

Attention: *Please note that only those number buttons that correspond to set up bookmarks are enabled in the player.*

You can also assign a name to a bookmark. Press **Ctrl** on your keyboard and click on the bookmark number button to enter the name.

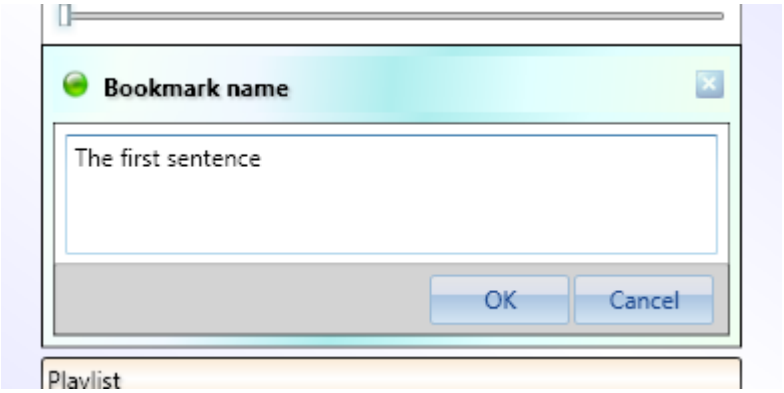


Figure 170: Editing a bookmark name

Hover the mouse pointer over a bookmark number button and the bookmark position and name will be displayed in a floating panel.

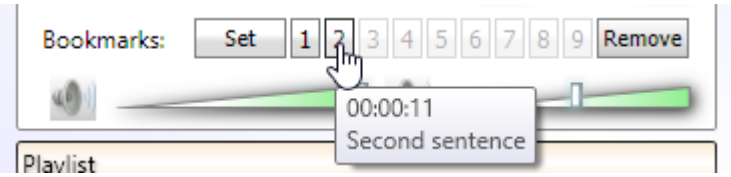


Figure 171: Bookmark position and name display

Related Links

Media player on page 153

5.1.4 Media player controls

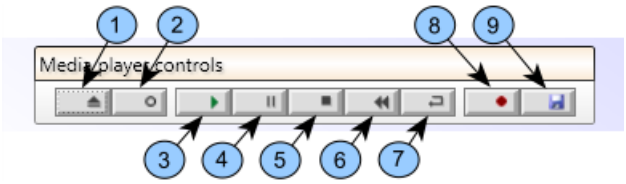


Figure 172: Media player controls

Media player controls (*Figure 172:* on page 158) with available keyboard shortcuts in parentheses:

1	**Open** (**Ctrl+O**) - open a media file.
2	**Clear** - clear master and student tracks.
3	**Play** (**Ctrl+P**) - start playing the media.
4	**Pause** (**Ctrl+U**) – pause media playback.
5	**Stop** (**Ctrl+S**) – stop media playback.
6	**Rewind** (**Ctrl+W**) – set current position to the beginning of the file.
7	**Repeat** (**Ctrl+R**) – repeat selected fragment in a loop. Click and drag the mouse pointer on the visualization of either master or student track to select a fragment. Selected fragment will be marked in contrasting color.
8	**Record** (*) – record student voice from the microphone. This button will stay depressed upon activation, master track will start playing and the student voice will be recorded to the student track. Press this button again to stop the recording.
9	**Save** - save file. You will be presented with the six options: • save both master track and student track in one file in **MP3** format; • save student track in **WAV** format; • save student track in **MP3** format; • save master track in **WAV** format; • save master track in **MP3** format; • save both tracks, subtitles, bookmarks, and description in **Dialog Nibelung NMF** format.

Related Links

Media player on page 153

5.1.5 Video playback

An additional window displaying the video will open during video playback in the media player (*Figure 173:* on page 159).

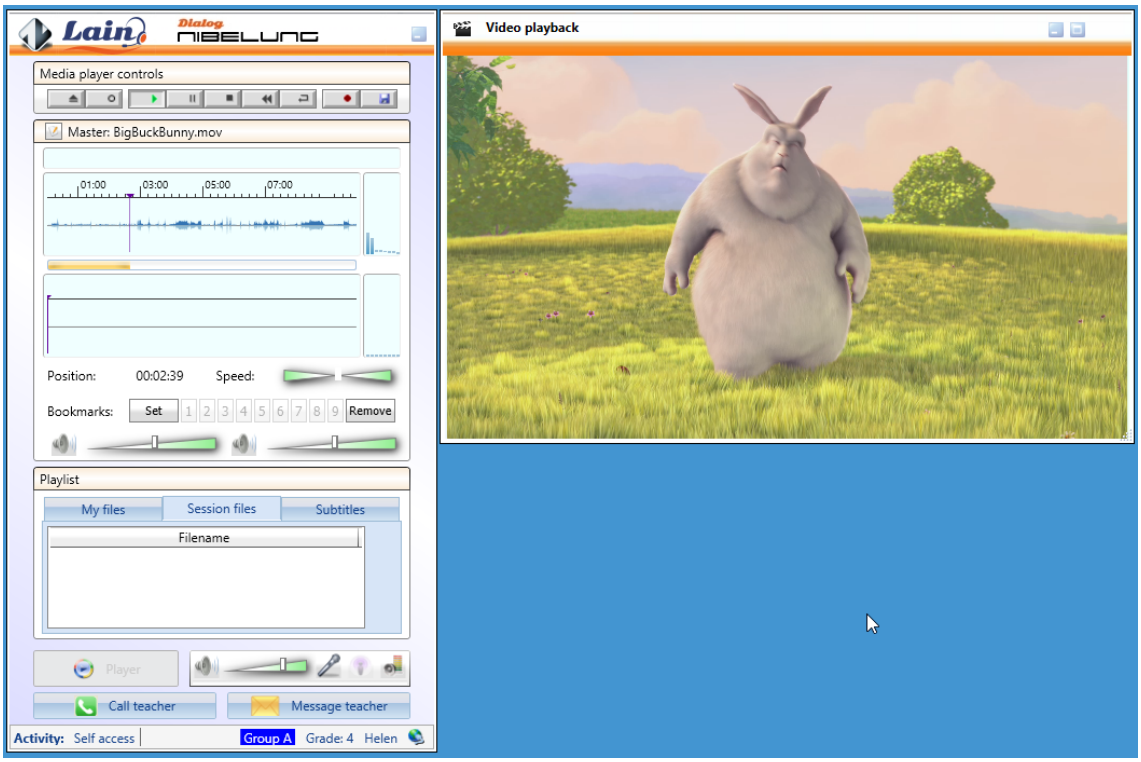


Figure 173: Media player with the **Video playback** window

Right click on the **Video playback** window and select a value from the pop-up menu to resize the video (*Figure 174:* on page 159). The window will be automatically resized to fit the video.

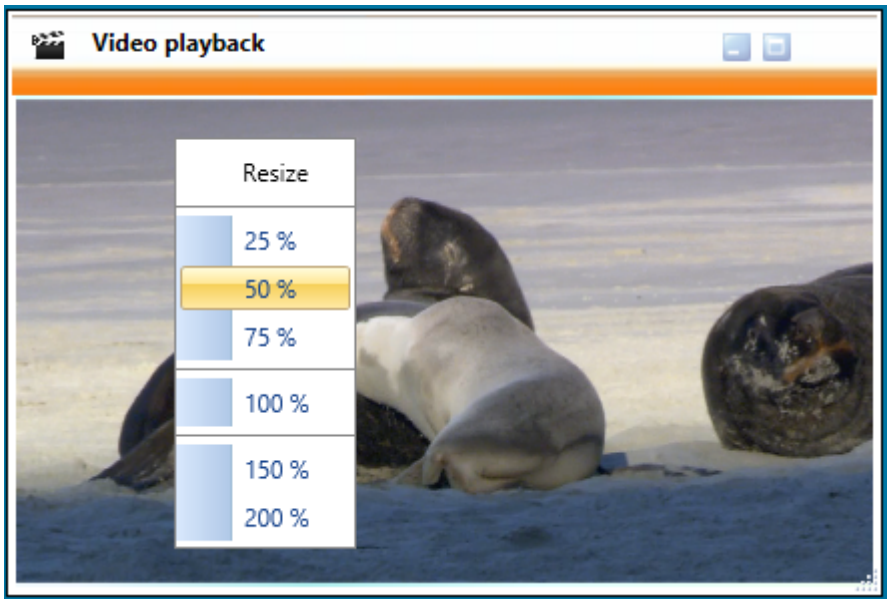


Figure 174: Resizing video playback

Double click on the video playback window to reset video size back to 100%. A second double click will restore size of the video to the value set via the pop-up menu.

Related Links

Media player on page 153

5.1.6 Subtitles

An audio track can have subtitles associated with it to help students understand what was said. During playback subtitles will be displayed in an overlay on the master track visualization (*Figure 175:* on page 160).

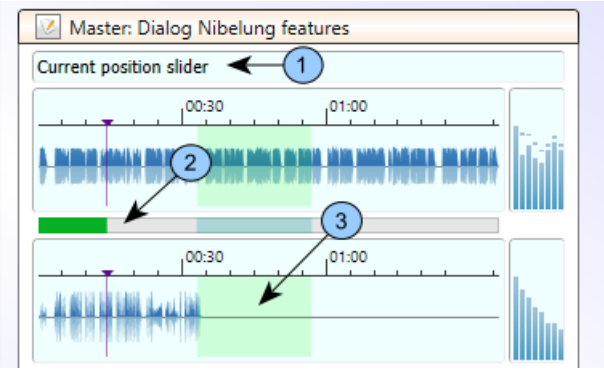


Figure 175: Subtitles display in the master track panel

Elements of the subtitle display:

1	Subtitle overlay
2	Playback position slider
3	Selected fragment

Tip: *If a subtitle text is too long to fit the panel, it will appear as scrolling line.*

Select the **Subtitles** tab in the media player window (*Figure 176:* on page 160) to edit the subtitles. A list of subtitles will be displayed in the playlist panel. The first and second columns indicate subtitle display start and end time, third column displays the subtitle text. Subtitle **add** and **delete** buttons are on the right of the list.

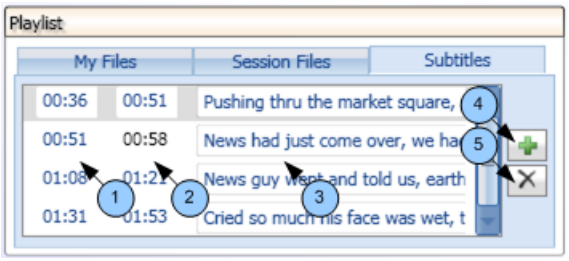


Figure 176: List of subtitles

Elements of the list of subtitles:

1	**Start time** field
2	**End time** field
3	**Subtitle text** field
4	**Add** subtitle button
5	**Delete** subtitle button

You can add a subtitle in one of the two ways:

- Select a media file fragment by dragging the mouse pointer (*Figure 175:* on page 160) and press the **+** button or double click on an empty space in the subtitle list. Subtitle start and finish times will be set automatically to the boundaries of the selected fragment.

- Position the slider to the where you want the subtitle to start and press the **+** button or double click on an empty space in the subtitle list. The new subtitle start time will be set to the slider position, while its end time will be set to 00:00.

Enter the subtitle text into the list.

Tip: *Subtitle end time equal to **00:00** means that it will be displayed until the end of the track.*

Important: *If a new subtitle cuts into another subtitle display time that is marked as ending at **00:00** (end of the track), that other subtitle end time will be automatically adjusted to the start time of the new subtitle.*

Select a subtitle in the list to edit the start time, end time and text fields.

Tip: *Upon selection of a subtitle for editing, corresponding track fragment becomes selected in the master track panel (except for subtitles ending at **00:00**), and current playback position will also be set to the start of the subtitle.*

Select a subtitle in the list and press the **Delete** button or **Del** on your keyboard to delete the subtitle.

Important: *For correct display of the subtitles start and end times of different subtitles should not overlap.*

Important: *Subtitles can be reused whenever the media file is saved in a **Dialog Nibelung NMF** file.*

Related Links

Media player on page 153

6. DIALOG NQUIZ

Dialog NQuiz is a software based general purpose quiz system which can be used for testing students in various areas, not necessarily limited to the language courses. **Dialog NQuiz** is shipped as an integrated part of **Dialog Nibelung**.

Dialog NQuiz includes **Quiz Builder** for creating tests and **Quiz Player** for conducting the tests. Test results can be displayed via the **Quiz Administrator** module and are automatically imported into **Dialog Nibelung** class log book upon conclusion of a lesson.

Related Links

Quiz Builder on page 162
Quiz Player on page 178
Viewing test results on page 185

6.1 Quiz Builder

Quiz Builder (*Figure 177:* on page 162) is a software module for creation of interactive multimedia tests consisting if different types of questions that may contain formatted text with hyperlinks, audio and video media.

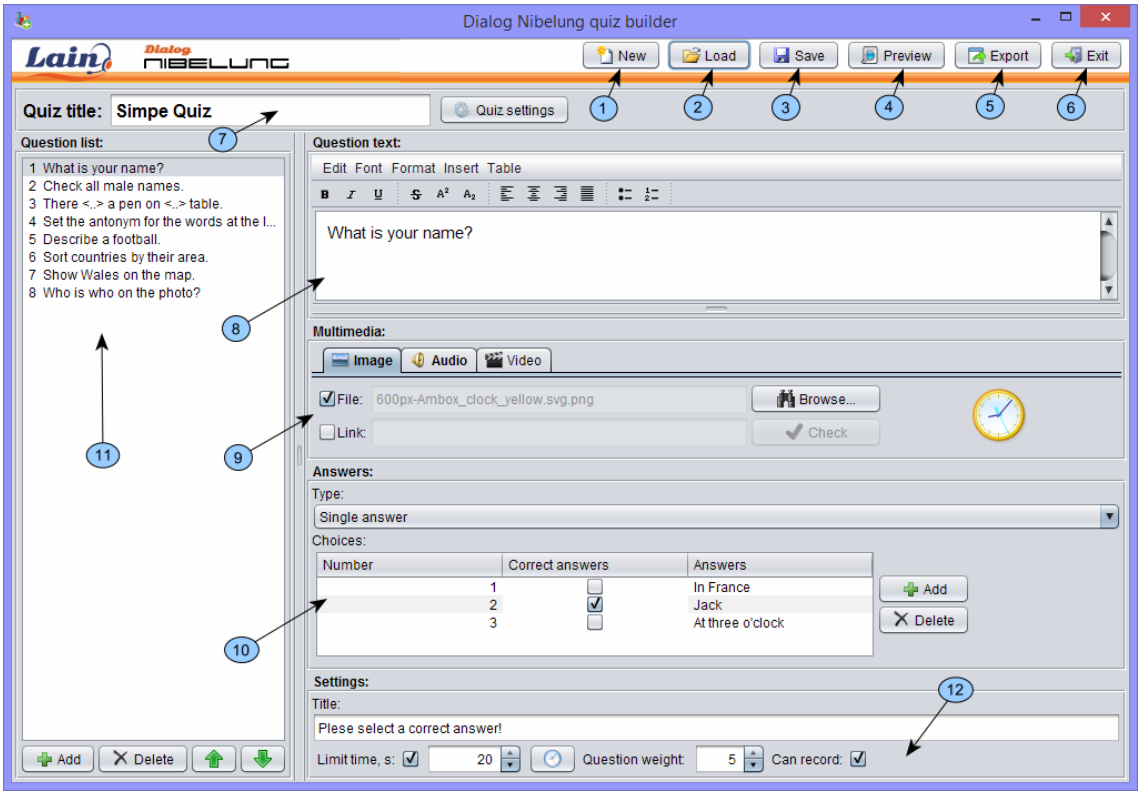


Figure 177: **Quiz Builder** window

Elements of the **Quiz Builder** window:

1	**New** - create a new quiz.
2	**Open** - open a previously saved **.nqf** Nibelung quiz file.
3	**Save** - save current quiz as a **.nqf** Nibelung quiz file.
4	**Preview** - preview current quiz as it would appear on the student workstations.
5	**Export** - export current quiz to an **HTML** file.

6	**Exit** - exit the **Quiz Builder**.
7	Quiz title
8	Question editor
9	Multimedia panel
10	Answers panel
11	Question list panel
12	Question settings panel

Important: *Quiz preview will be started from the question selected in the list (11).*

You can edit the quiz title in the corresponding field of the window (*Figure 178:* on page 163). Quiz title will be displayed at the top of the quiz when viewed on student workstations.

Figure 178: Quiz title panel

Elements of the quiz title panel:

1	Title text edit field
2	**Quiz settings** button

Press the **Quiz settings** button to open a **Quiz settings** window (*Figure 179:* on page 164) where you can change settings common for the whole quiz:

- quiz description;
- course;
- quiz author;
- maximum grade;
- quiz time limit in minutes;
- enforce question order so that students can not go back and change their answers;
- randomize question order;
- allow the students to see detailed results (individual questions) after they complete the test; otherwise, only the quiz summary will be shown (*Figure 209:* on page 183);

- provide instant feedback to students for correctness of their answers so they can make another attempt.

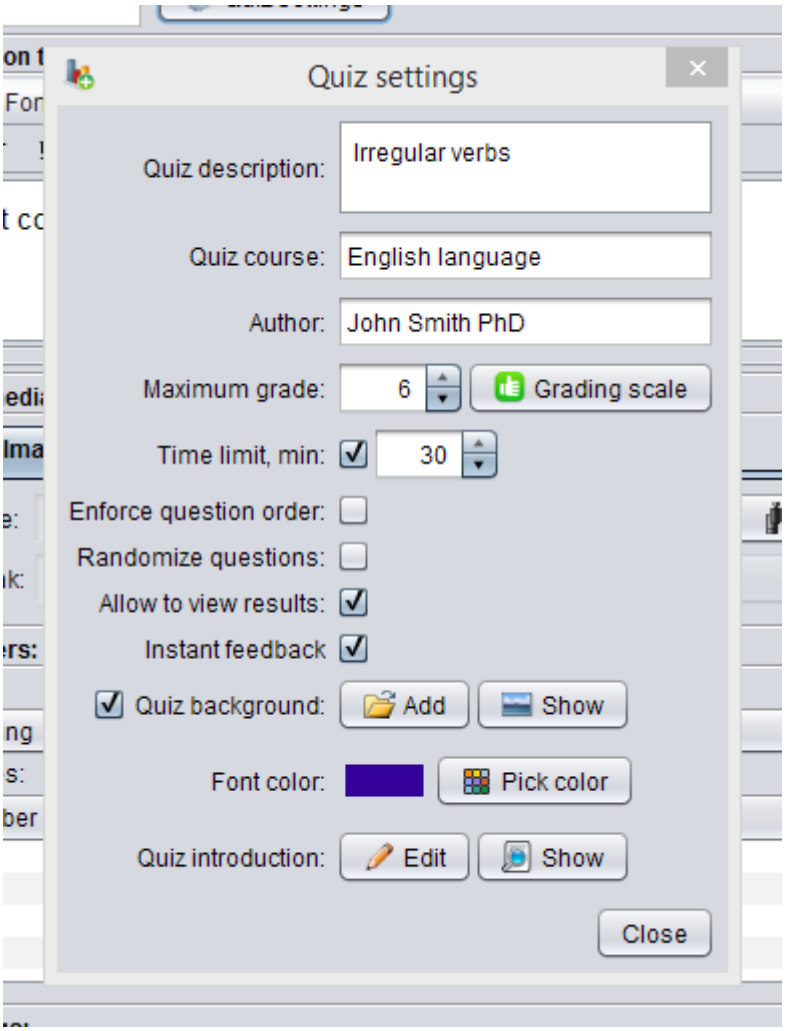


Figure 179: **Quiz settings** window

Important: *Whenever* ***Enforce question order*** *option is selected, the students must answer to every question in exact order the questions are presented. They will not be able to go back and correct their answers (****Previous*** *button in the* ***Quiz Player*** *will be disabled).*

Tip: ***Enforce question order*** *option may be useful, for example, when subsequent questions contain answers to the previous questions of the quiz.*

Press the **Grading scale** button to open a window (*Figure 180:* on page 165) where you can set the grades corresponding to different raw percentage scores on the quiz. Double click on a grade to change its presentation (e.g. alphabetical from numerical).

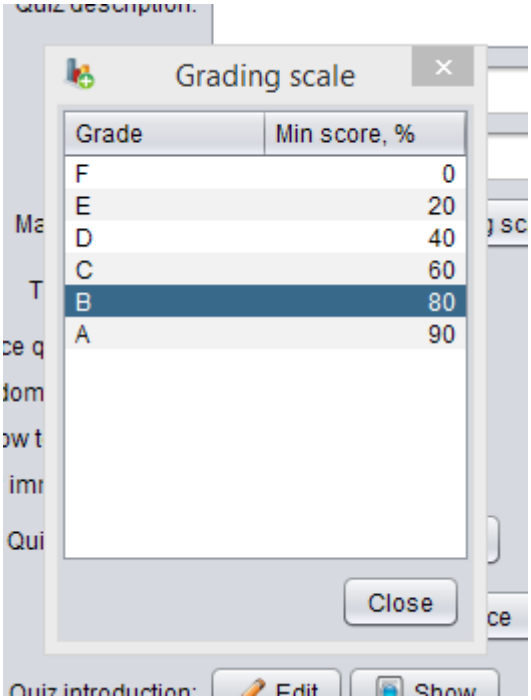


Figure 180: **Grading scale** window

You can also set a background image for the quiz. Press **Add** located in the **Quiz background** field and select an image file to be used as a background. Press the **Show** button to preview selected image on your screen.

Important: *The background image will be previewed using the default image viewer software on your system.*

Press the **Pick color** button located in the **Font color** field to set default font color for the quiz.

Press the **Edit** button located in the **Quiz introduction** field to edit an introductory text for the quiz (*Figure 181:* on page 165).

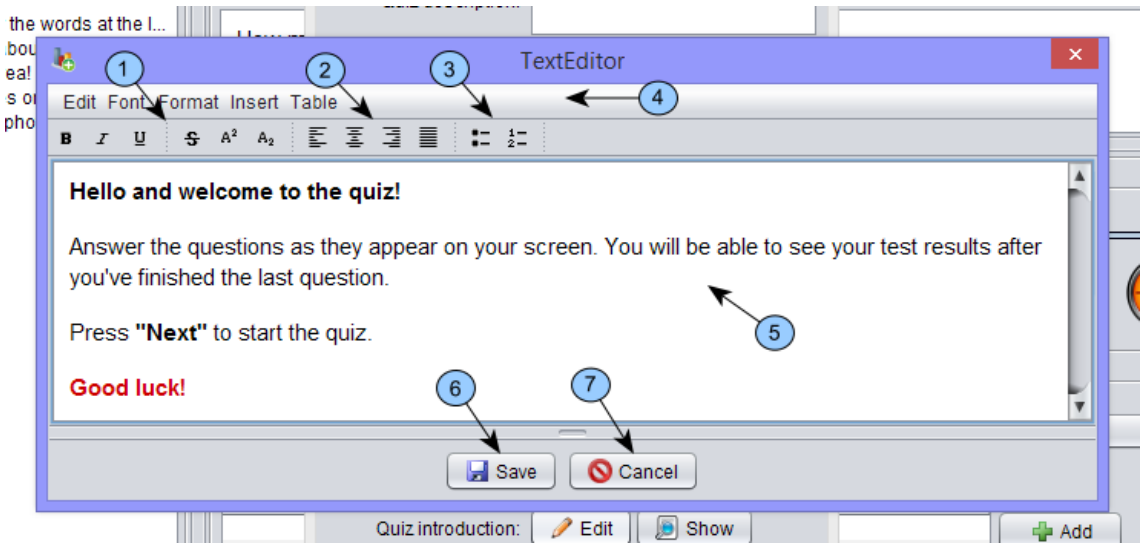


Figure 181: Quiz introduction editor window

:

1	**Character format** buttons
2	**Text alignment** buttons
3	**List type** buttons
4	Editor menu
5	Text entry field
6	**Save** the quiz introduction button
7	**Cancel** button

Tip: *The quiz introduction editor is a simple visual **HTML** editor equipped with common text formatting functions and capable of handling hyperlinks, images, tables, etc.*

Press the **Show** button located in the **Quiz introduction** field (*Figure 179:* on page 164) to preview the introduction text as it will appear on student screens.

Question list panel is located on the left of the **Quiz Builder** window (*Figure 182:* on page 166).

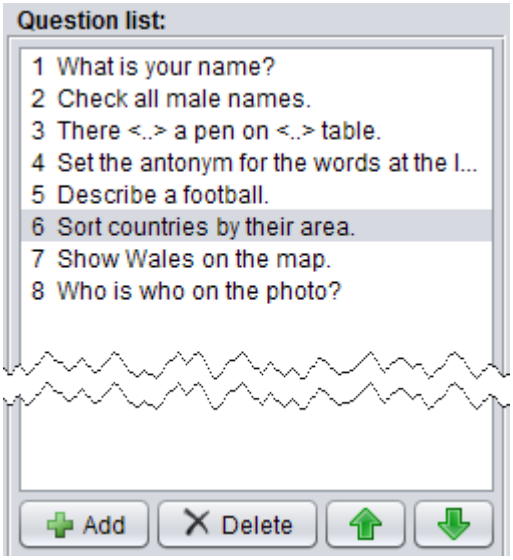


Figure 182: **Question list** panel

Important: *Questions appear in the list in the same order as they will appear in the quiz.*

This list is used for organizing the order of questions in the quiz as well as quick access to editing a particular question.

Press **Add** button to add a question to the quiz.

Press **Delete** button to remove a question from the quiz.

Select a question and press **Up** and **Down** buttons to reorder the questions.

A simple HTML editor is provided in the question edit panel similar to the quiz introduction editor (*Figure 181:* on page 165). The editor is equipped with common text formatting functions and is capable of handling hyperlinks, images, tables, etc.

Quiz Builder allows you to insert images, audio, and video into the quiz questions by using corresponding tabs on the **Multimedia** panel: **Image** (*Figure 183:* on page 167), **Audio** (*Figure 184:* on page 167), and **Video** (*Figure 185:* on page 167).

Figure 183: Inserting image

Figure 184: Inserting audio

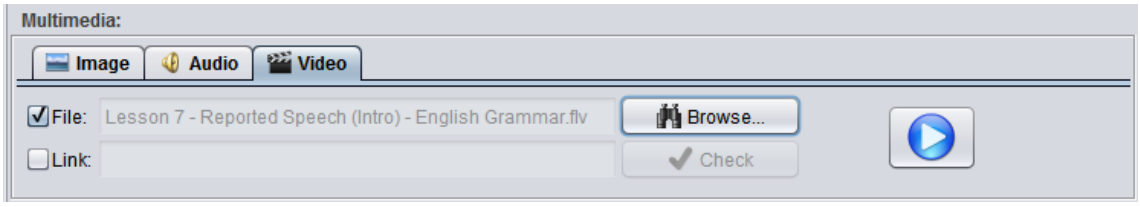


Figure 185: Inserting video

Each of these tabs has **File** and **Link** radio buttons with their associated entry fields, as well as **Browse** and **Check** buttons.

An image, an audio, or a video can be inserted either as a file or a hypertext link reference.

Check the **File** box and press **Browse** button to select a file, or enter the file name manually into the field to insert a file.

Check the **Link** box and enter the link URL onto the box to insert a hypertext link. You can validate the URL by pressing the **Check** button.

Tip: *By using hypertext links instead of files you can drastically reduce quiz file size. Hypertext links allow you to use any resource available on the local network or the Internet. Please note that students must be able to access the Internet when taking a quiz that uses links to the Internet.*

A thumbnail image of the inserted graphics will be displayed on the right hand side of the **Multimedia** panel (*Figure 183:* on page 167). For audio and video, a playback button will appear in the same place (*Figure 184:* on page 167 and *Figure 185:* on page 167).

You can specify the following parameters for each question individually in the question settings panel (*Figure 186:* on page 168):

- question title;
- optional time limit in seconds (can not exceed total limit for the quiz (see *Figure 179:* on page 164);
- question weight in the overall quiz score;

- option for an oral answer (recorded from the student microphone).

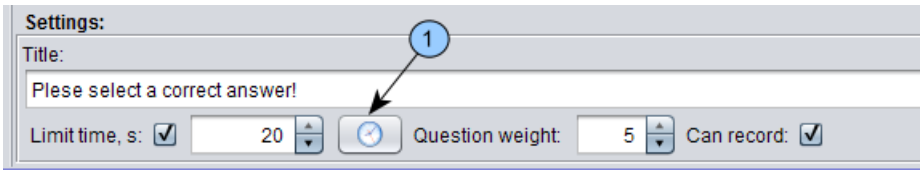


Figure 186: Question settings panel

Tip: *Whenever* ***Time limit*** *option is selected,* ***Set equal time limit for all questions*** *button in the settings panel (1 on Figure 186: on page 168) becomes enabled. Press this button to set equal time limits for all question in the quiz.*

Attention: *Please note that if* ***Time limit*** *option was set for the whole quiz (Figure 179: on page 164), then individual question time limits will have no effect.*

You can use several types of question on the quiz:

- multiple choice single answer;
- multiple choice multiple answers;
- fill in the blank spaces;
- relations;
- ranking;
- image hot spots;
- drag and drop labels;
- open question;
- dummy question (does not require students to give an answer and can be used to convey to them some information).

All types of questions will be scored on an all-or-nothing basis, i.e. the question will receive a full score only when a correct and complete answer is provided. Partially correct answers will score zero.

The look and feel of the **Answers** panel depends on the selected type of the question and is described in the following sections.

Related Links

Dialog NQuiz on page 162
Single answer questions on page 168
Multiple answer questions on page 169
Fill in the blanks on page 170
Relations on page 171
Ranking on page 172
Image hot spots on page 173
Drag and drop labels on page 175
Open question on page 178

6.1.1 Single answer questions

A single answer question is a multiple choice question where students can select only one answer.

These types of question will be presented to the students as shown in *Figure 187:* on page 169 .

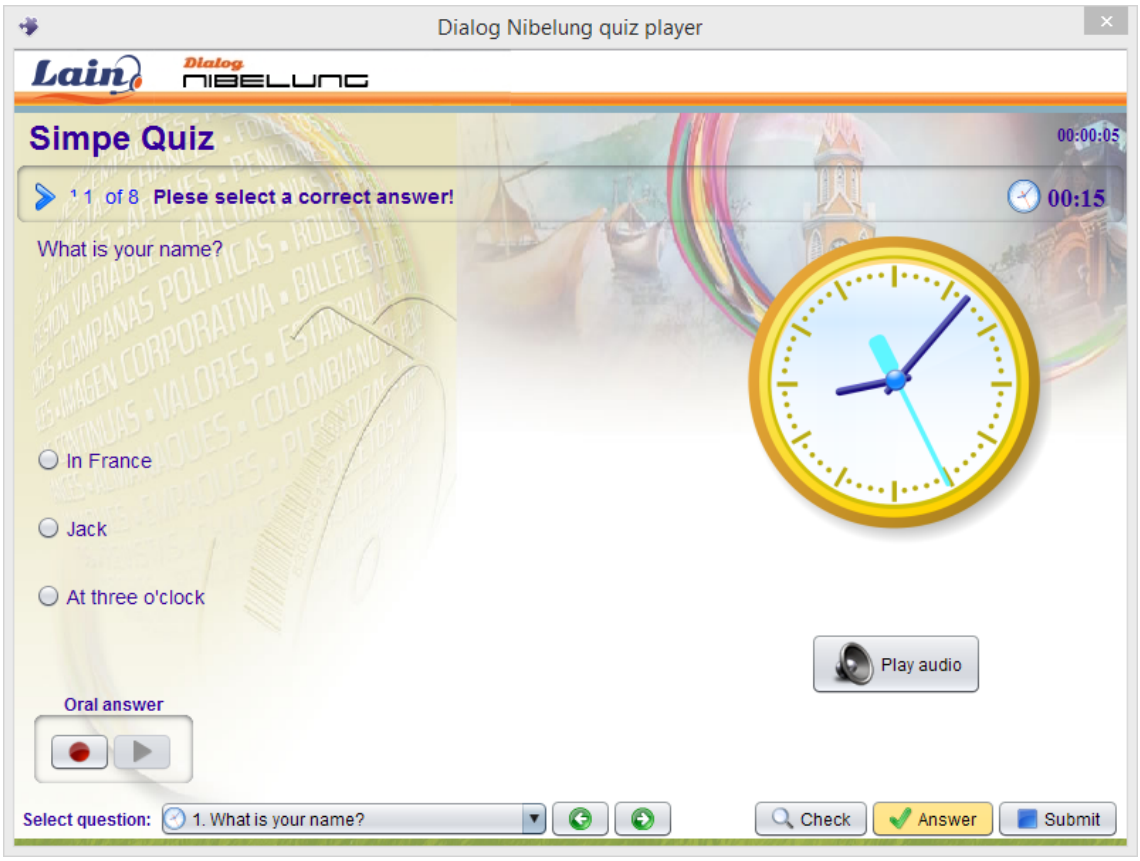


Figure 187: **Quiz Player**: Single answer questions

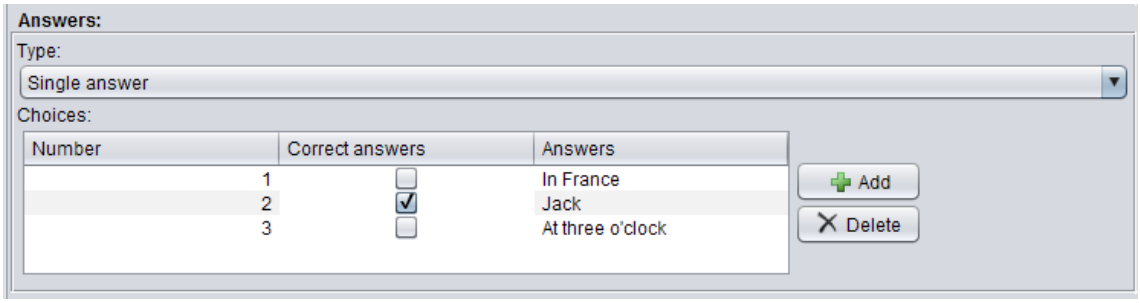


Figure 188: **Quiz Builder**: **Single answer**

For this type of questions the **Answers** panel in the **Quiz Builder** window will include a list of answer choices on the left and **Add** and **Delete** buttons on the right. Use these buttons to add or remove answer choices. A blank line will appear in the list upon pressing the **Add** button. Click on the **Answers** field to enter the answer text.

After entering all the choices, check the box next to the correct answer in the **Correct answers** column.

Related Links

Quiz Builder on page 162

6.1.2 Multiple answer questions

A multiple answer question is a multiple choice question where students can select more than one answer. The question will receive full score only when all correct answers have been selected.

These types of question will be presented to the students as shown in: *Figure 189:* on page 170 .

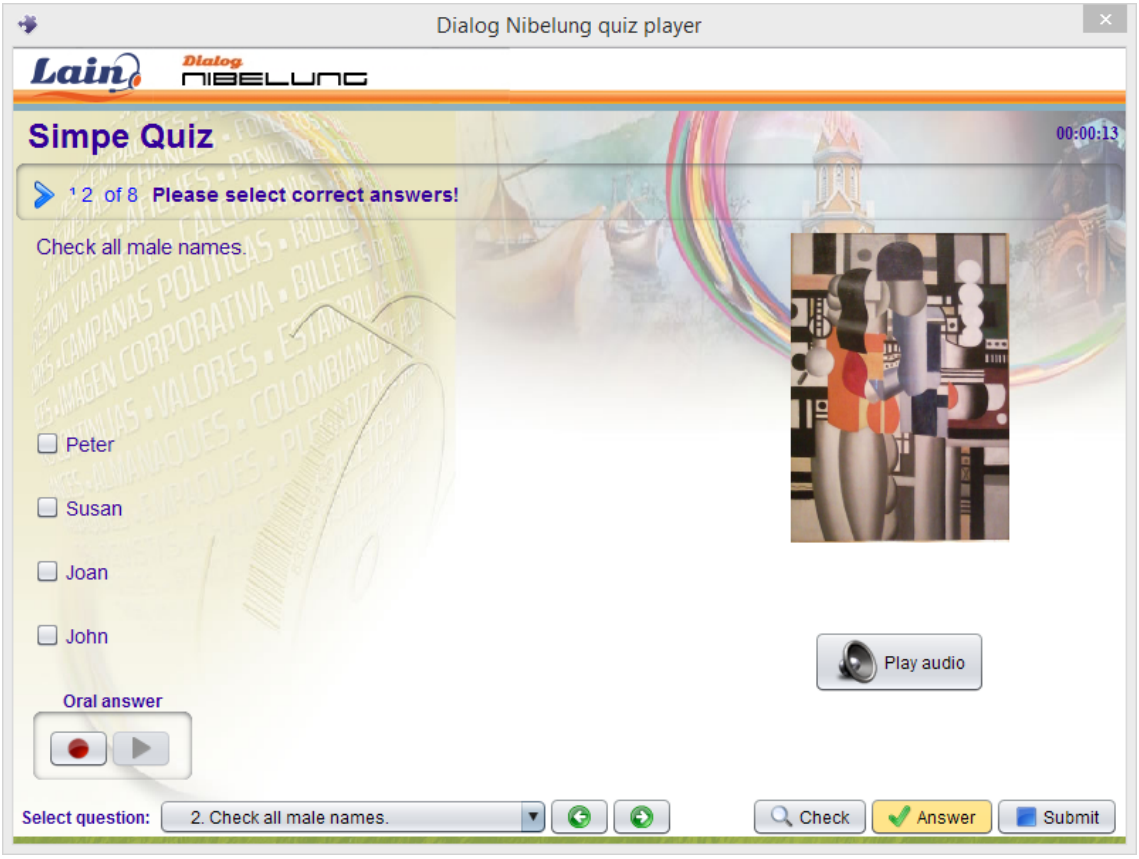


Figure 189: **Quiz Player**: Multiple answer questions

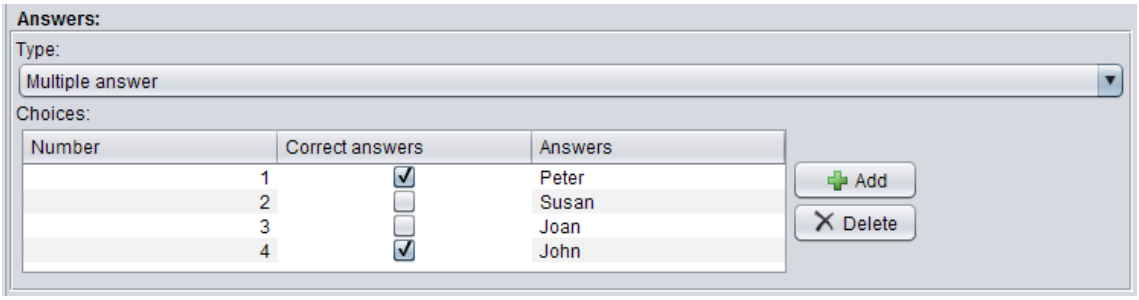


Figure 190: **Quiz Builder**: **Multiple answer**

For this type of questions the **Answers** panel in the **Quiz Builder** window will include a list of answer choices on the left and **Add** and **Delete** buttons on the right. Use these buttons to add or remove answer choices. A blank line will appear in the list upon pressing the **Add** button. Click on the **Answers** field to enter the answer text.

After entering all the choices, check boxes next to all correct answers in the **Correct answers** column.

Related Links

Quiz Builder on page 162

6.1.3 Fill in the blanks

Fill in the blanks is a type of question where students must fill in the blanks in a given text. Multiple correct options may be specified for each blank. This question will receive full score when every blank is filled in with one of the correct options.

These types of question will be presented to the students as shown in *Figure 191:* on page 171 .

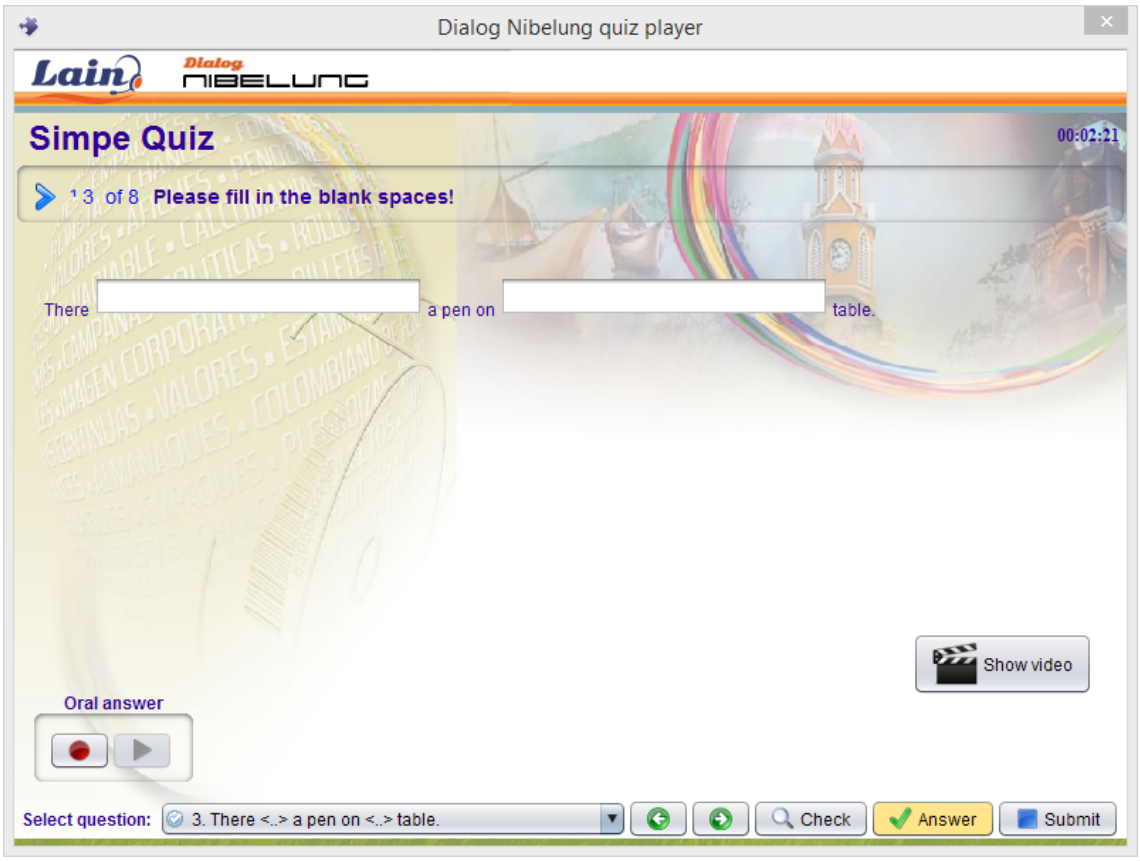


Figure 191: **Quiz Player**: Fill in the blanks

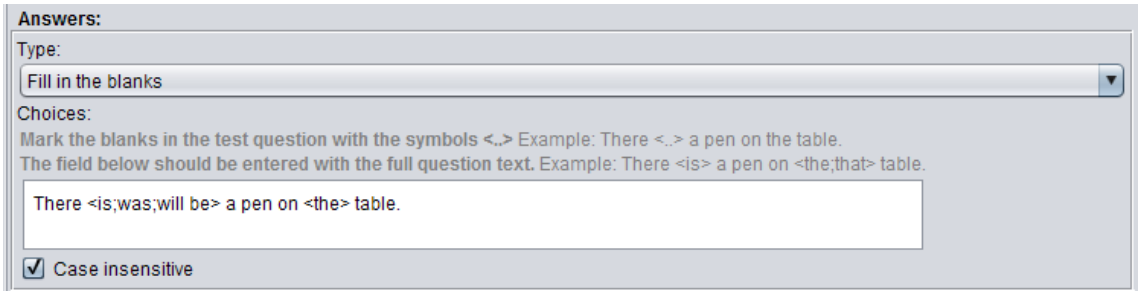


Figure 192: **Quiz Builder**: **Fill in the blanks**

Select **Fill in the blanks** as the question type and enter the text into the editor panel (*Figure 181:* on page 165) marking the blanks with **<..>** symbols.

Enter the correct fill-in text between the **<** and **>**. Multiple options can be specified by separating them with a semicolon, for example **<dog;cat>**.

Related Links

Quiz Builder on page 162

6.1.4 Relations

Relation type questions require the students to match items from two lists to each other.

These types of question will be presented to the students as shown in *Figure 193:* on page 172 .

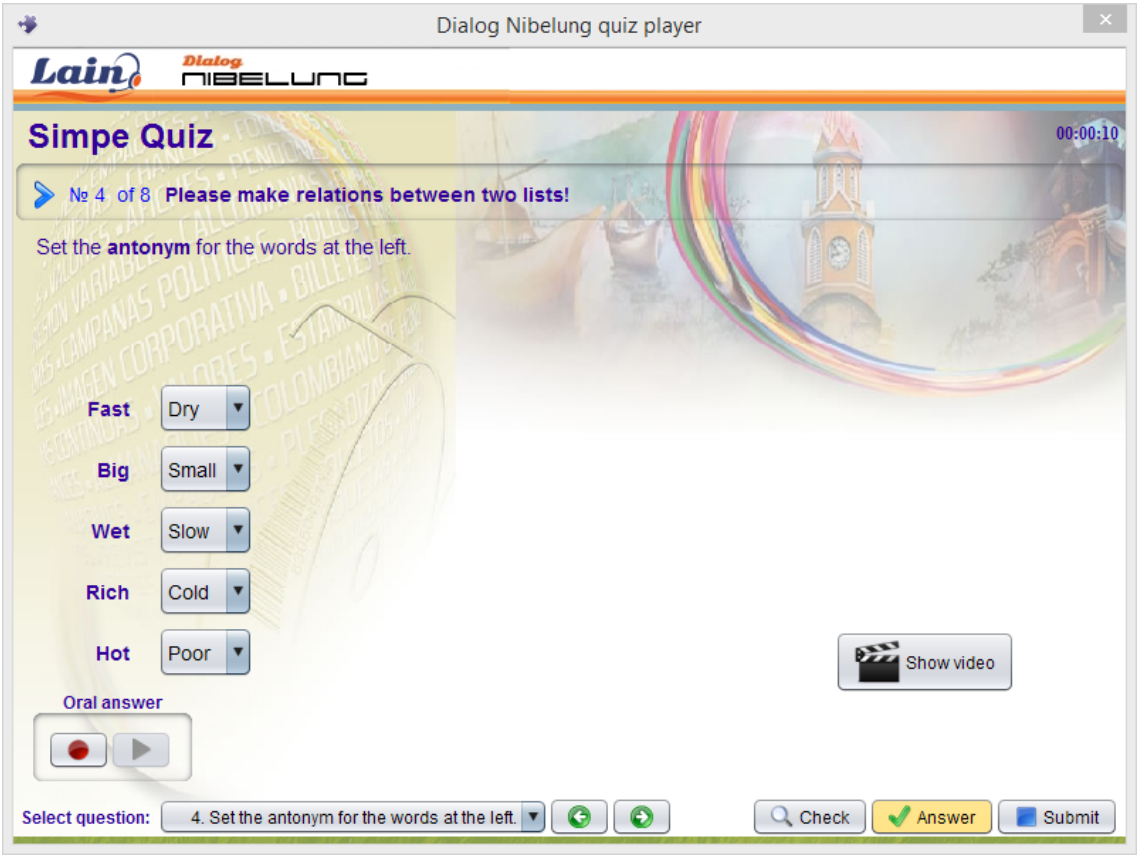


Figure 193: **Quiz Player**: Relations

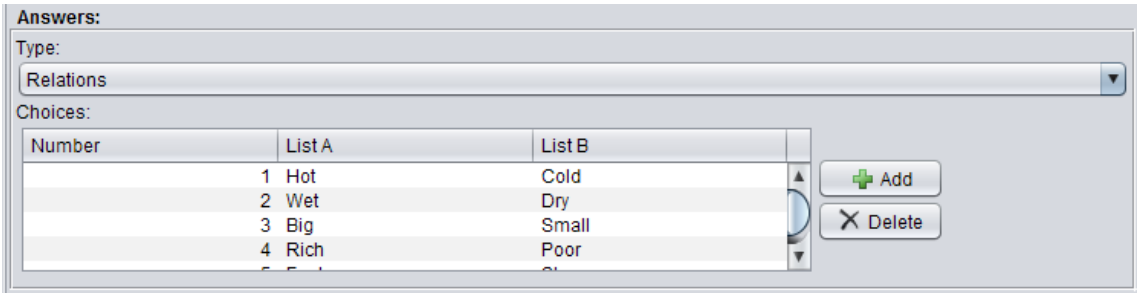


Figure 194: **Quiz Builder**: **Relations**

When **Relations** is selected as the question type, the **Answers** panel will include a list of matched pairs on the left and **Add** and **Delete** buttons on the right. Use these buttons to add or remove items to the list.

Click on the fields in **List A** and **List B** columns to enter or edit the text.

Related Links

Quiz Builder on page 162

6.1.5 Ranking

Ranking type questions require the students to rank items in the list according to a certain criteria.

These types of question will be presented to the students as shown in *Figure 195:* on page 173 .

Figure 195: **Quiz Player**: Ranking

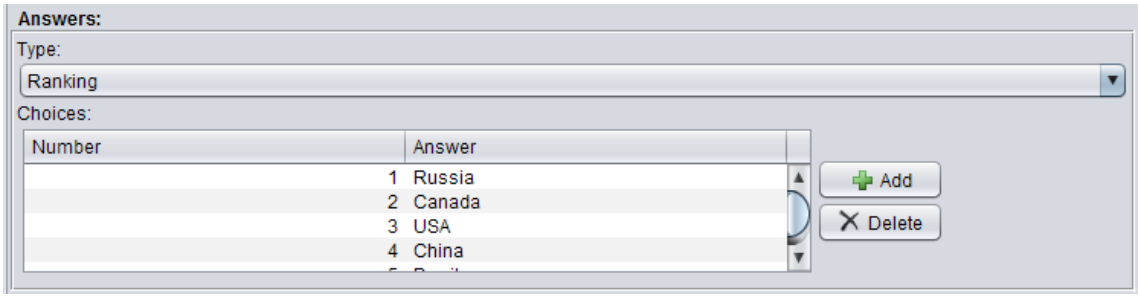


Figure 196: **Quiz Builder**: **Ranking**

the **Answers** tab will contain a list of items on the left and **Add** and **Delete** button on the right. Use the buttons to add to or remove items from the list.

Click on the fields in the **Answer** column to enter or edit the items.

Important: *The order in which items appear on the list is the ranking order against which this question will be scored.*

Related Links

Quiz Builder on page 162

6.1.6 Image hot spots

Image hot spots is a type of visual question where students must click on an area of an image that corresponds to a correct answer (the hot spot). Several areas can be marked on the image, with several of them being the correct ones. All those areas must be picked out for the answer to be considered correct.

These types of question will be presented to the students as shown in *Figure 197:* on page 174 .

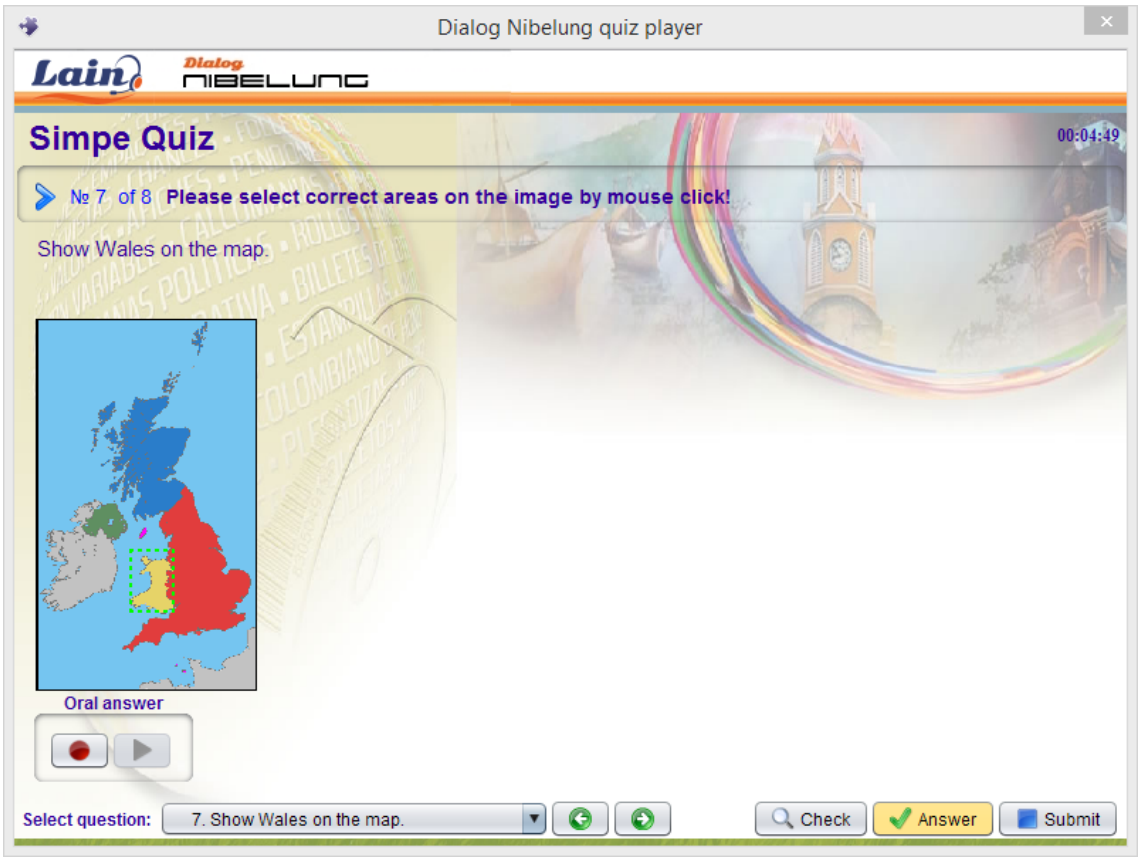


Figure 197: **Quiz Player**: Image hot spots

Figure 198: **Quiz Builder**: Image hot spots

Use the **Browse** button in the **Quiz Builder Answers** panel to select a graphic file. Press the **Select hot spots** button to open the spot editor.

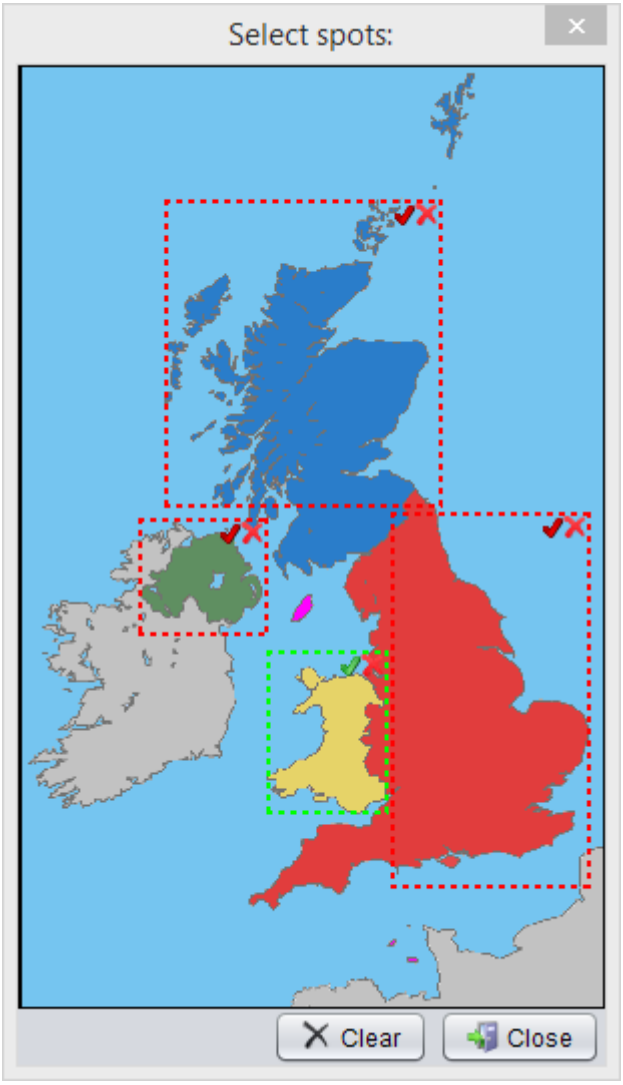


Figure 199: Spot editor window

Click on the image in the spot editor and drag the mouse pointer to select an area. The area will be marked with a dashed line, green for a correct spot and red otherwise. Click on the check mark in the upper right corner of the area to switch its type. Click on the red **x** mark to delete the area.

Related Links

Quiz Builder on page 162

6.1.7 Drag and drop labels

For the **Drag and drop labels** types of questions students must drag text labels and drop them on certain areas of an image. All areas have to be labeled correctly in order for the answer to be correct.

These types of question will be presented to the students as shown in *Figure 200:* on page 176 .

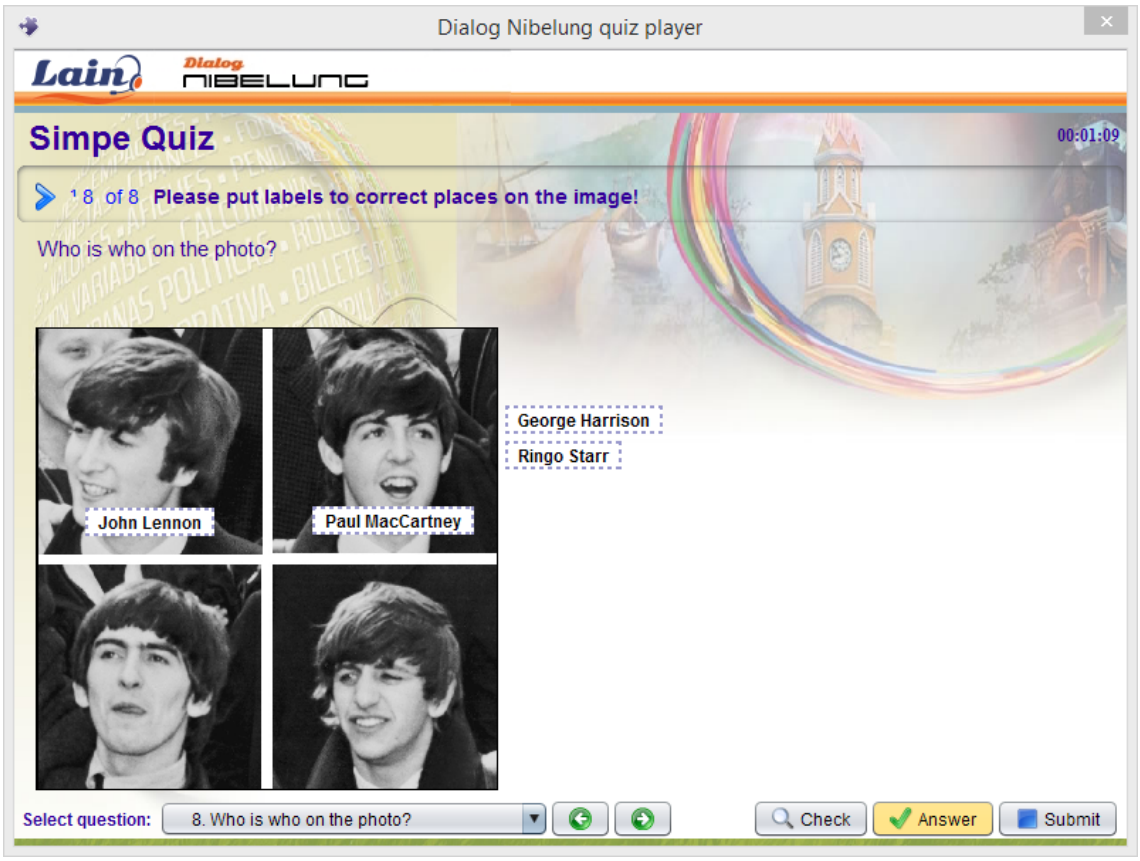


Figure 200: **Quiz Player**: Drag and drop labels

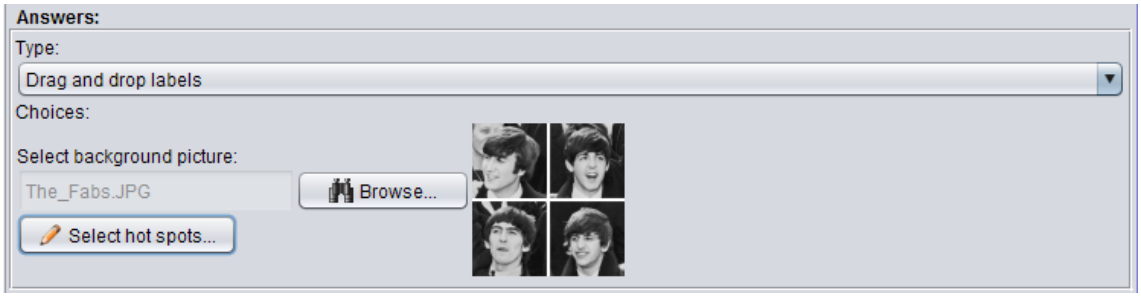


Figure 201: **Quiz Builder**: Drag and drop labels

Use the **Browse** button in **Quiz Builder Answers** panel to select a graphic file for the question. Press **Select hot spots** button to open label editor where you can specify the labels and where they should be placed.

Figure 202: Label editor

Click on the image and drag the mouse pointer to select an area, then click on the selection and type the label text inside the selected area. Press the button with the white rectangle at the bottom of the editor window to change opacity of the selected area. Click on the red **x** mark at the upper right corner of an area to delete the area.

Related Links

Quiz Builder on page 162

6.1.8 Open question

Open type questions require the students to give a free form answer. Answers to such questions necessarily have to be graded manually. As such, they are not automatically counted towards the overall quiz score.

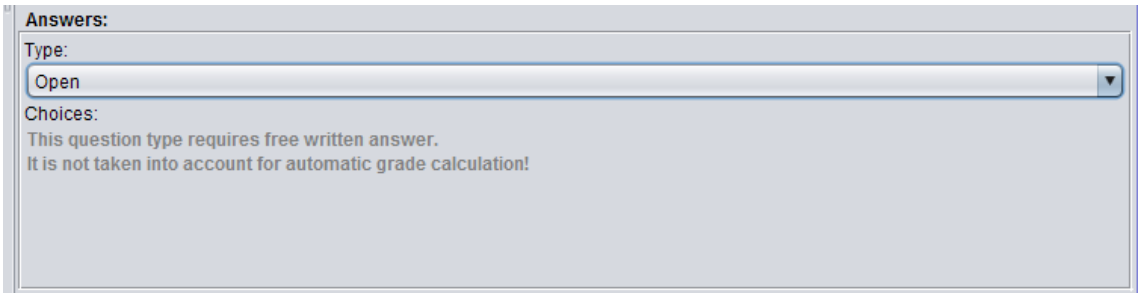


Figure 203: Question type: **Open**

These types of questions will be presented to the student as shown in *Figure 204:* on page 178 .

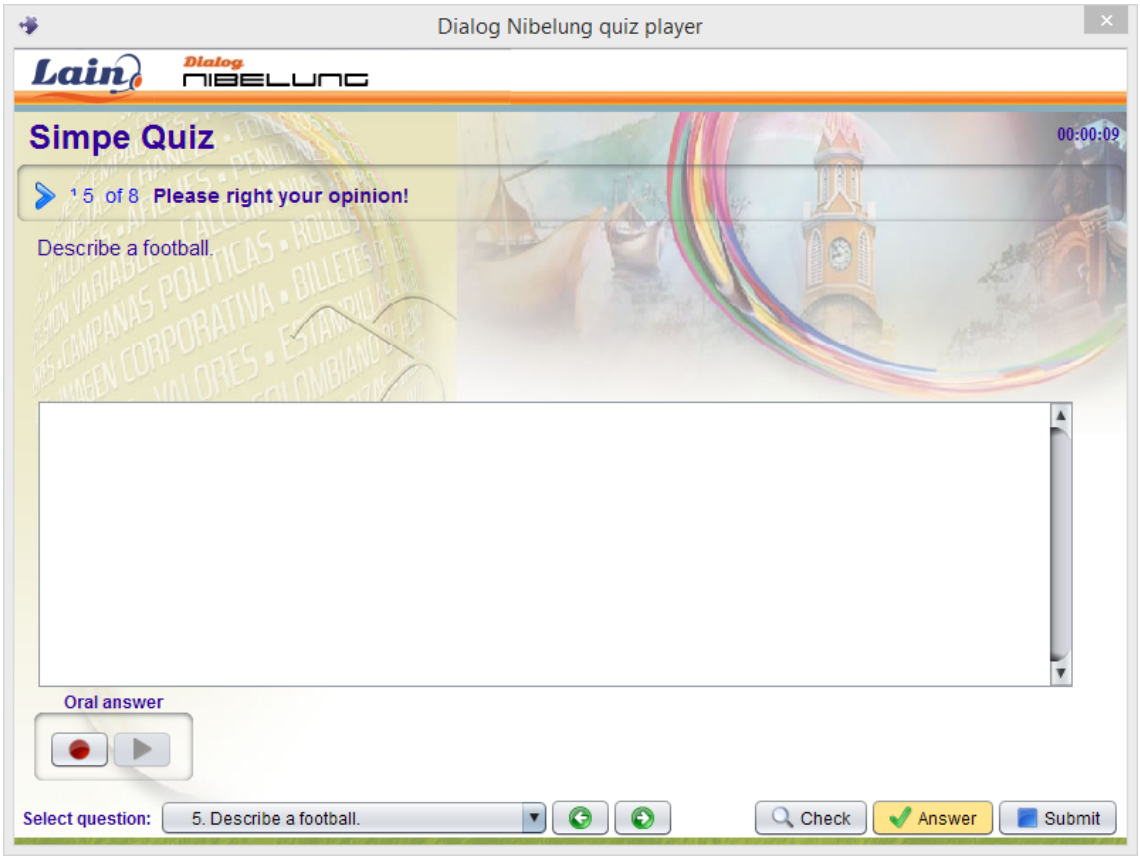


Figure 204: Quiz player: Open question

Related Links

Quiz Builder on page 162

6.2 Quiz Player

Quiz Player is a software module that conducts the test, i.e. displays questions to the students, records their answers, scores them, and submits the results to **Dialog Nibelung** teacher module.

When teacher assigns a group of students a **Quiz** activity (see *Quiz* on page 126), **Quiz Player** will be launched on the workstations of the students affiliated with the group and a window with quiz introductory page will appear on their screens (*Figure 205:* on page 179).

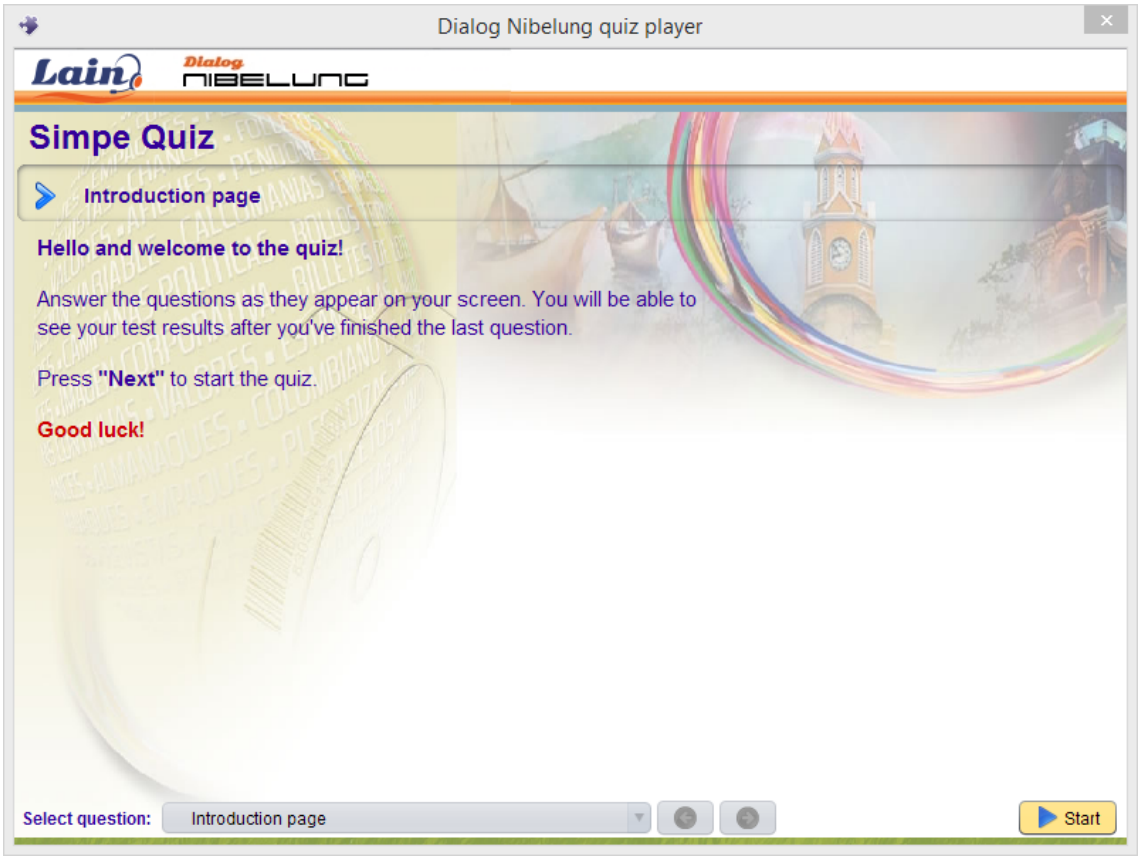


Figure 205: **Quiz Player** window displaying quiz introduction

Students should press the **Start** button to start the quiz. First question of the quiz will appear on their screens (*Figure 206:* on page 180).

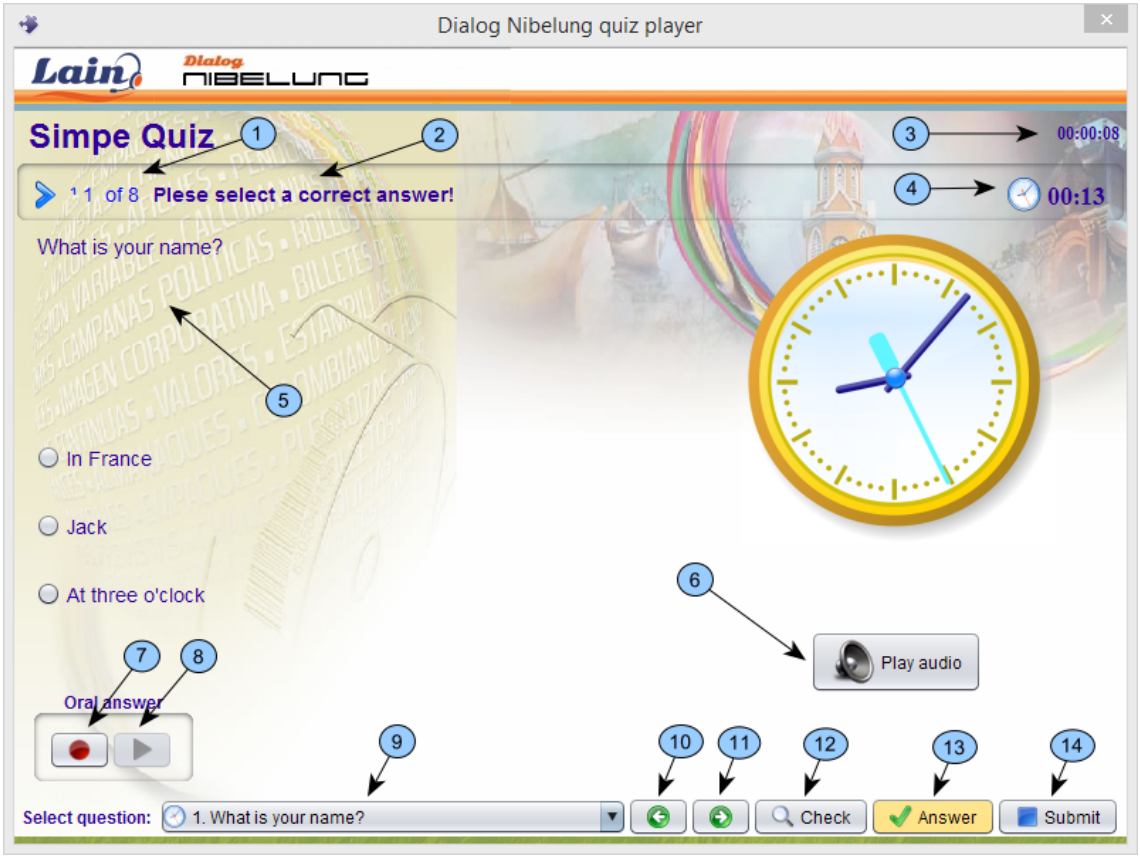


Figure 206: **Quiz Player** window displaying a question

Elements of the **Quiz Player** window displaying a question:

1	Question number
2	Title of the question
3	Quiz clock: displays elapsed time if quiz time limit was not set; displays elapsed time and remaining time separated by a clock icon otherwise (see (1) in *Figure 208:* on page 182)
4	Question time remaining
5	Question itself and answer choices (if applicable)
6	**Play audio** button (if applicable)
7	**Record an oral answer** button (if applicable)
8	**Listen to recorded answer** button (if applicable)
9	List of questions in the quiz
10	Return to the previous question
11	Go to the next question without giving an answer to the current one (if allowed by quiz settings)
12	Get instant feedback (if allowed by quiz settings)
13	Record answer and go to the next question
14	Submit all recorded answers and exit the quiz

Students' ability to navigate around the quiz depends on both quiz and individual question settings.

Whenever the quiz is enforcing strict order of questions (*Quiz Builder* on page 162), only the **Answer** navigation button is enabled, which records the answer and proceeds on to the next question.

If the strict order is not enforced, students will be able to use **Previous** and **Next** buttons to navigate to the previous or next question or use the drop-down list (9) to jump to any question in the quiz.

If quiz settings allow instant feedback, the students will be able to get question feedback by pressing the **Check** button. In this case **Check** will change into **Repeat** button that will allow students to make another attempt if they were wrong (*Figure 206:* on page 180).

Tip: *Instant feedback option greatly simplifies creation of learning assignments.*

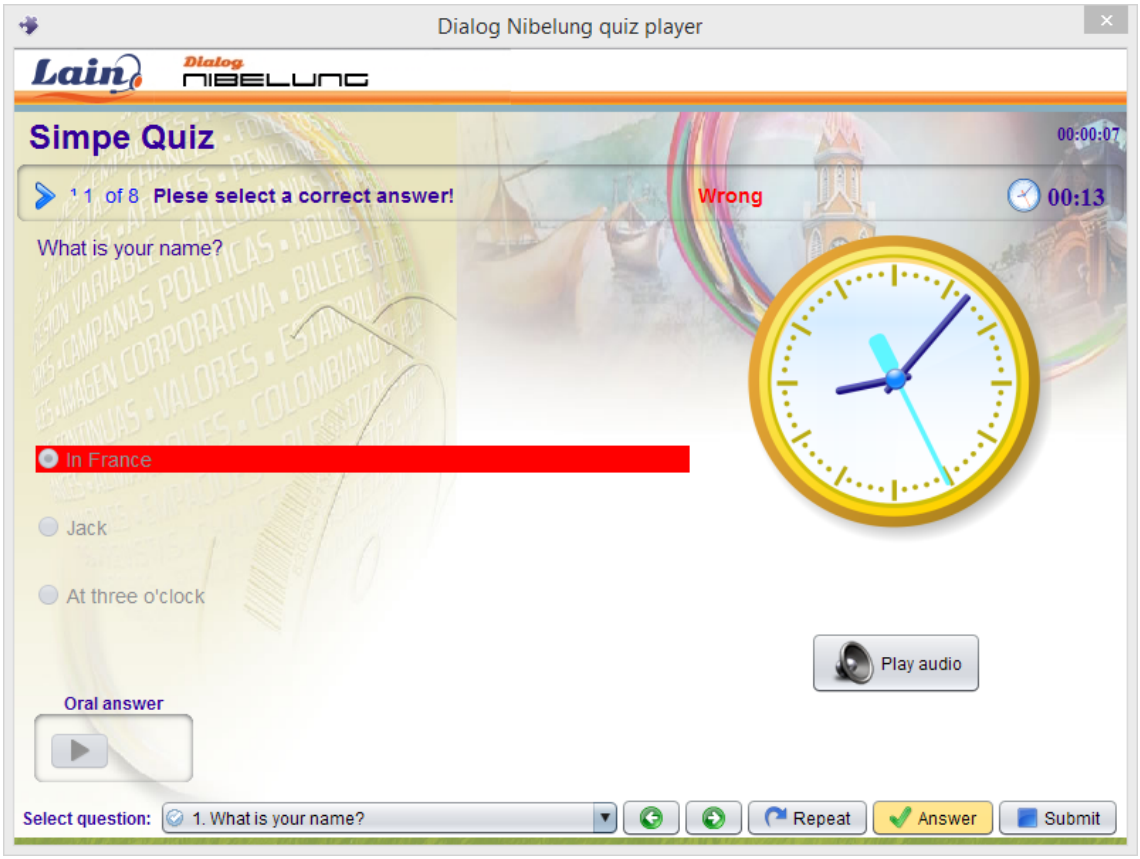


Figure 207: **Quiz Player** window with an **Instant feedback** question

Quiz title, quiz remaining time, and question title are displayed in the upper portion of the **Quiz Player** window. If the question has a time limit set, question remaining time will also be displayed in the upper right corner next to the quiz remaining time.

Important: *Students will not be able to change their answers after the question time limit has elapsed. Moreover, if a question has a time limit set, students will not be able to return to this question later.*

Questions can have images, audio and video associated with them. If this is the case, **Play audio** and/or **Show video** buttons that launch the media player will appear in the question window (*Figure 206:* on page 180). Images will be displayed automatically in the right portion of the **Quiz Player** window (e.g. the clock image in *Figure 206:* on page 180).

If the question has the option for an oral answer selected, recording and playback buttons will appear in the lower left corner of the window (see (7) and (8) in *Figure 206:* on page 180).

Whenever the quiz has a time limit set, a clock icon and a countdown clock for quiz remaining time will appear in the upper right corner.

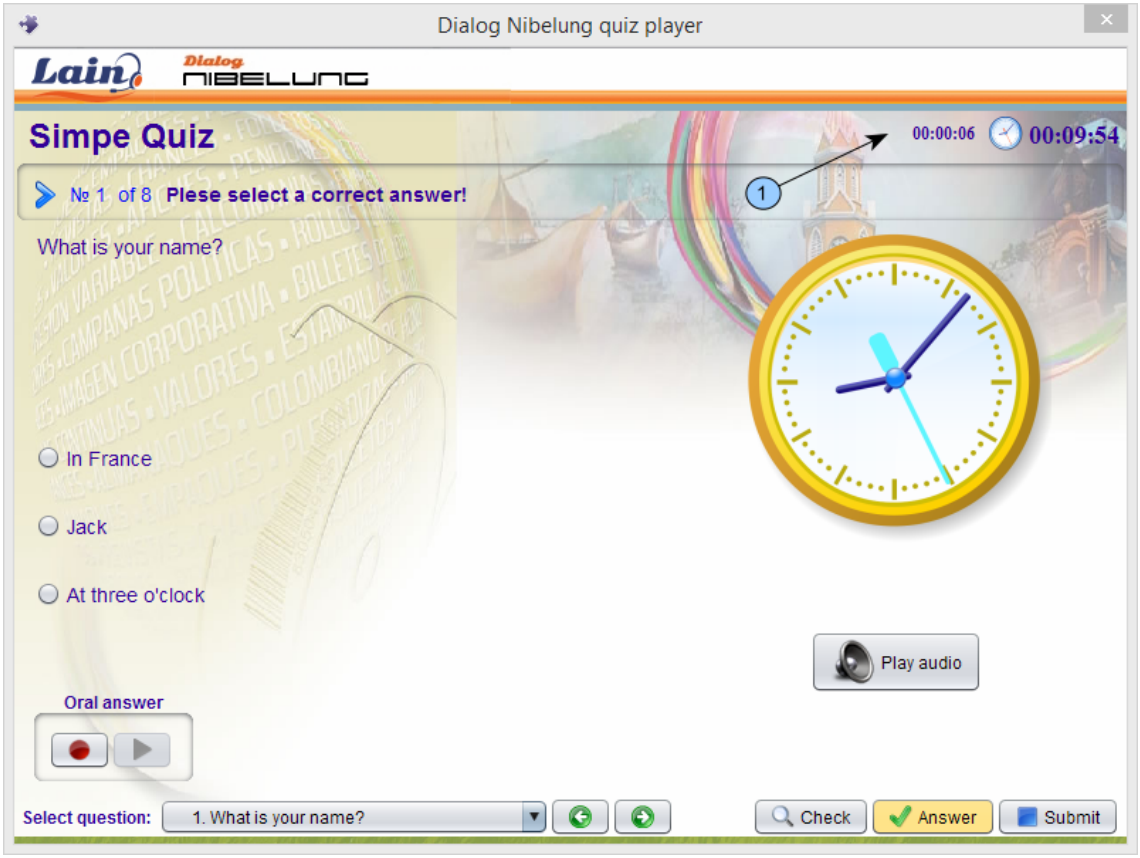


Figure 208: **Quiz Player** window with a **Single answer** question with a time limit

Elements of the **Quiz Player** window:

1	Quiz time remaining

Depending on the type of the questions, while taking the quiz the students can:

- select a single answer from given choices;
- select several answers from given choices;
- fill in the blacks in given text;
- establish relationships between items on two lists according to given criteria;
- rank items on the list according to given criteria;
- select areas on an image corresponding to the correct answer;
- drag and drop labels on an image;
- type a free form answer to a question.

A student can stop taking the quiz at any time by pressing **Submit** button (14 on *Figure 206:* on page 180).

Quiz results summary will be displayed to the students upon completion of a quiz (*Figure 209:* on page 183).

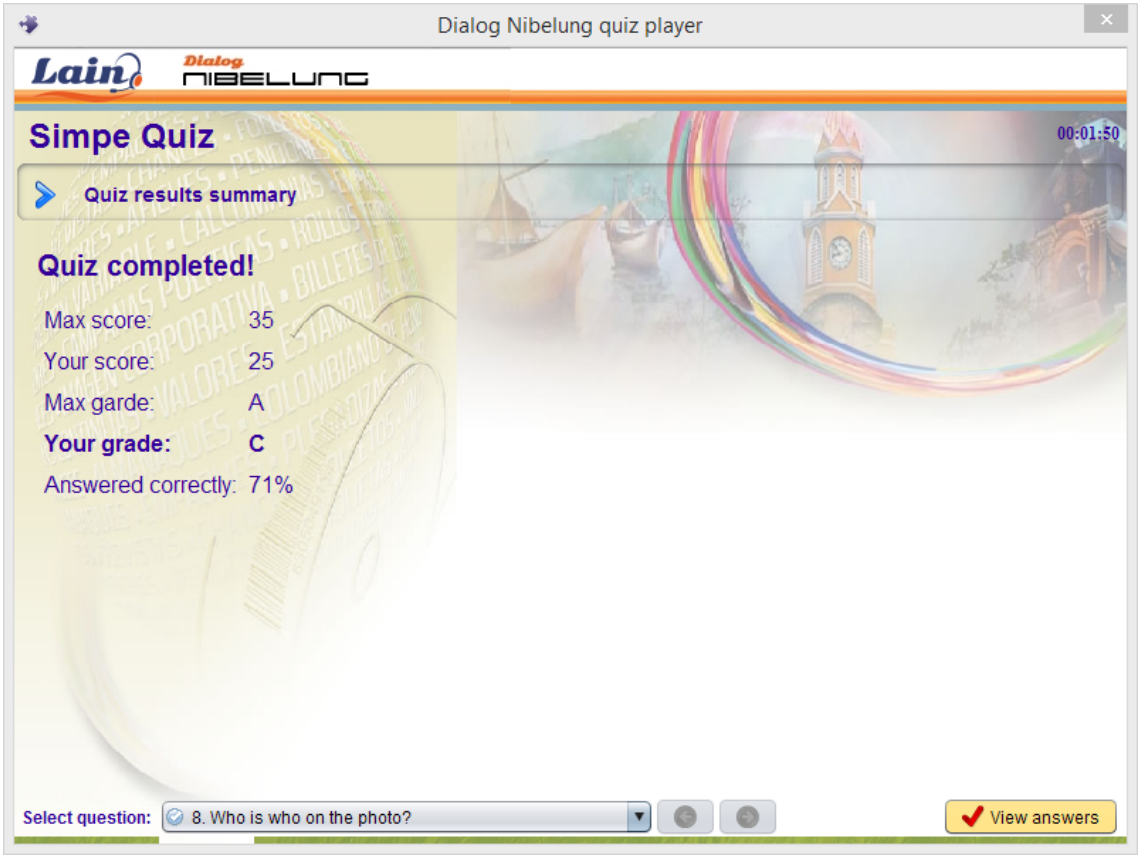


Figure 209: Quiz results summary

If quiz settings allow the students to see detailed results, a **View answers** button will appear in this window. By pressing this button students will be able to see which questions they have answered correctly (*Figure 210:* on page 184) and which not (*Figure 211:* on page 184).

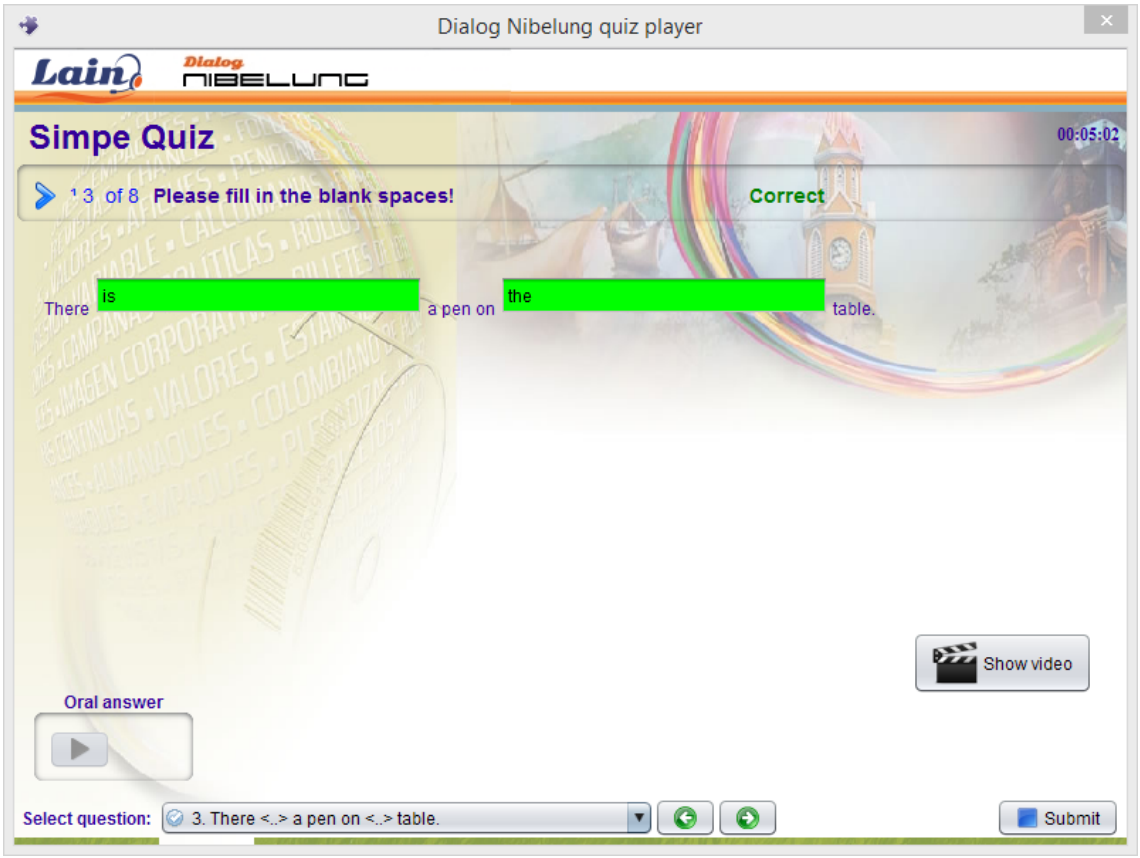


Figure 210: Correct answer

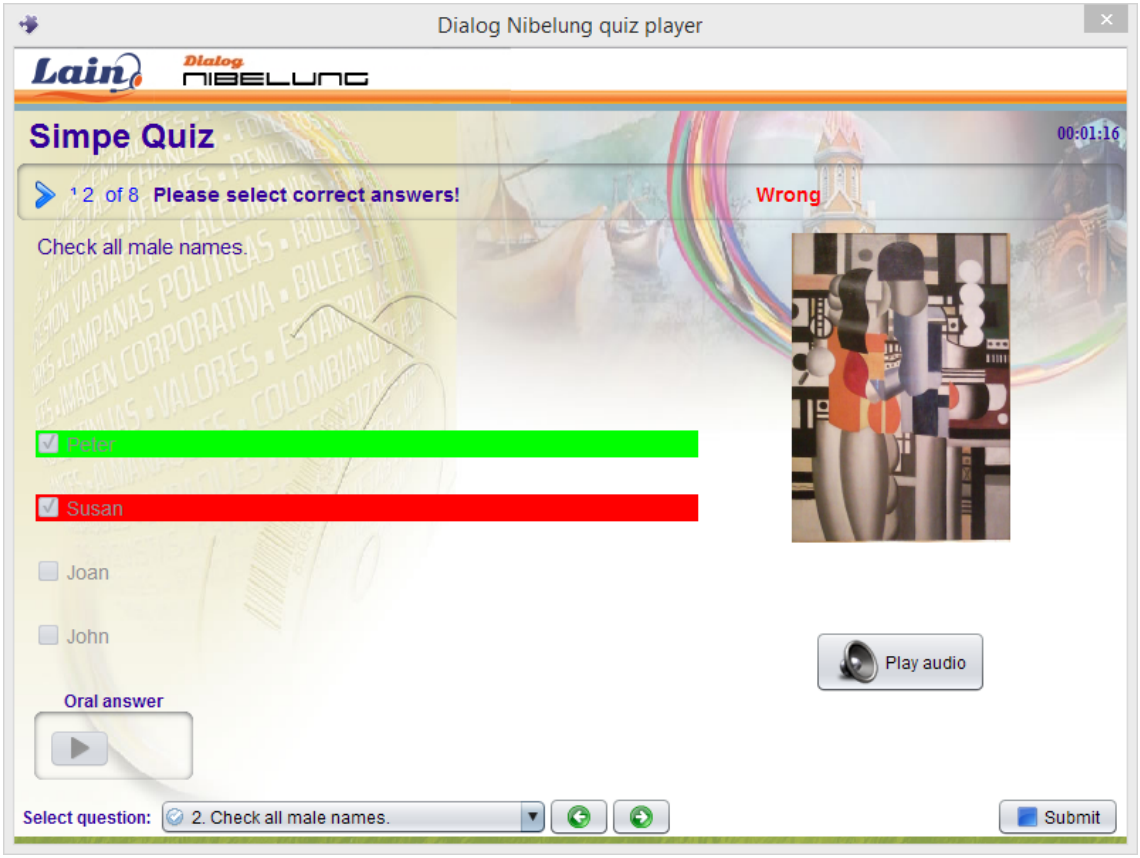


Figure 211: Incorrect answer

Related Links

Dialog NQuiz on page 162

6.3 Viewing test results

Upon completion of the quiz, the teacher normally would initiate collection of test results in **Dialog Nibelung** teacher module (see *Quiz* on page 126). After the test results have been collected, the teacher can use **View results** button to open the **Quiz Administrator** window with results of the quiz (*Figure 212:* on page 185).

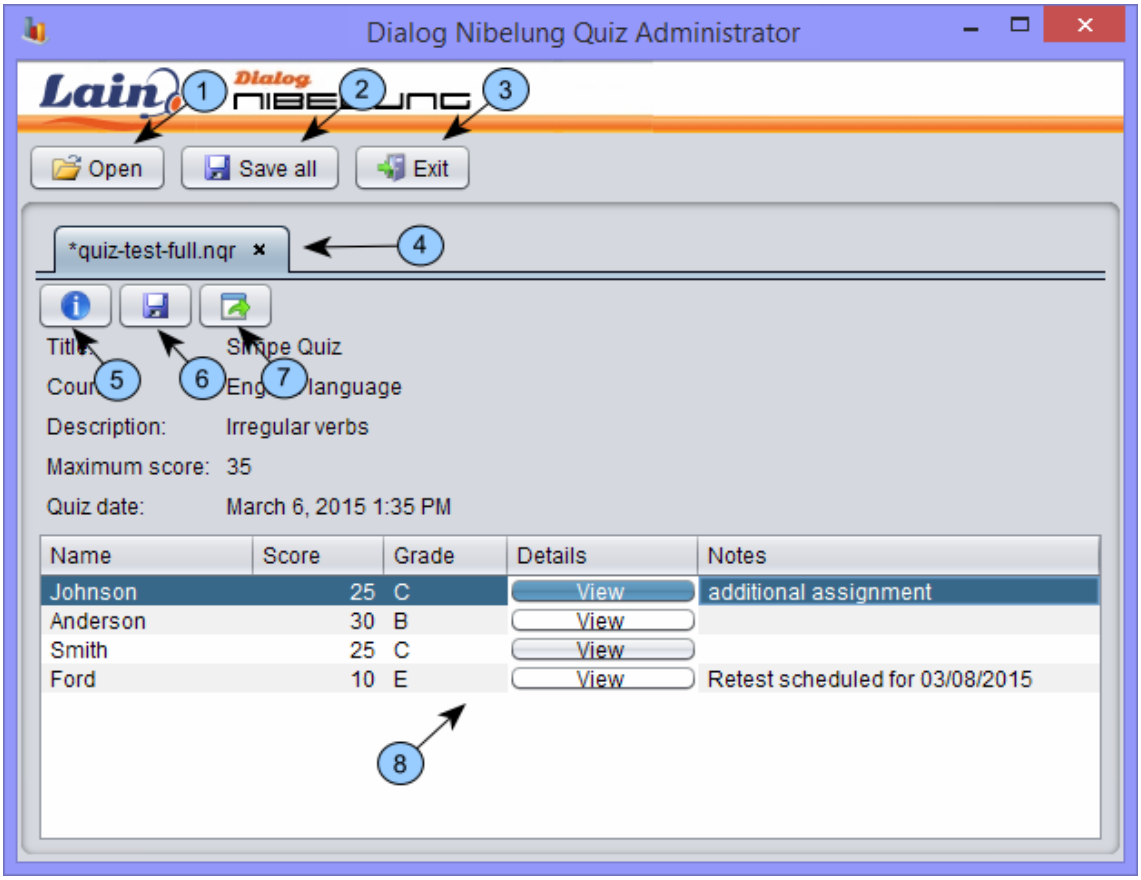


Figure 212: **Quiz Administrator** window with test results

Elements of the **Quiz Administrator** window:

1	**Open** button to open a quiz file with test results;
2	**Save all** button to save all opened quizzes;
3	**Exit** button to exit from **Quiz Administrator** and close the window.
4	Quiz tabs for switching between multiple opened quizzes
5	**Information** button that will open a window with additional information for the quiz: author, creation date, and last modification date
6	**Save** button to save modified quiz results
7	**Export to HTML** button to export quiz results to an HTML file
8	Class list with quiz results

Select a quiz tab (4) to view quiz title, course, quiz description, maximum score and grade, date the quiz was conducted, and a class list for the quiz with individual scores, grades and notes. You can edit scores, grades and notes by double clicking on the appropriate field. Press **Save** button (6) to save modified quiz results and/or notes.

You can use the **Export to HTML** button (7) to export quiz results into an **HTML** page that can be viewed in any browser, posted online, or printed out.

Press the **View** button in the **Details** column to see detailed results for individual students. This will launch the **Quiz Player** (see *Quiz Player* on page 178) with this student's quiz results.

Related Links

Dialog NQuiz on page 162

7. ПРОГРАММА УПРАВЛЕНИЯ БАЗАМИ ДАННЫХ УЧАЩИХСЯ

7.1 Introduction

Dialog Nibelung StudDB is a student database management software with database format compatible with **Dialog Nibelung** (*http://lainlab.com/*). It can be used in conjunction with **Dialog Nibelung** or as a standalone student management software.

Principal features:

- database management:
  - create database;
  - set and edit school properties;
  - create and edit school structure;
  - student profiles management;
  - student archives management;
- student profiles can include a photo or any other image;
- full text search for students and school subdivisions;
- school, subdivision, or student data export into txt, csv, and html formats;
- simplified navigation and full keyboard control;
- internationalization and localization support;
- instant and deferred database editing;
- возможность автоматического сохранения базы данных;
- user authentification and database access authorizaton.

7.2 Dialog Nibelung StudDB installation notes

Launch **Dialog Nibelung StudDB** installer and follow onscreen instructions to install the software.

Attention: *You do not need adminitrator privileges to install* ***Dialog Nibelung StudDB****.*

Important: Dialog Nibelung StudDB *has both runtime and install time dependencies:* ***Microsoft .NET Framework 4.0 Client Profile*** *and* ***Windows Installer 4.5****. These will be installed as necessary if your computer lacks them. An internet connection is required if these dependencies have to be downloaded.*

Important: Dialog Nibelung StudDB *online documentation is supplied in* ***PDF*** *format. You will need* ***Adobe Acrobat Reader*** *or other PDF reader to view the documentation.*

7.3 Software setup

Before **Dialog Nibelung StudDB** is deployed, it should be set up by either a system administrator (*Системному администратору* на стр.213) or a sufficiently experienced user (*Системному администратору* на стр.213).

Recommended setup procedure:

- Log in as `Admin` (default password: `Admin`) (_fixme_ [xref]);
- Create a database (_fixme_ [xref]);
- Specify file name and path (_fixme_ [xref]);
- Specify school name, type, and address (_fixme_ [xref]);
- Define school subdivision structure if necessary (_fixme_ [xref]);
- Save database (if deferred mode is active, otherwise it will be autosaved) (_fixme_ [xref]);
- Close database (_fixme_ [xref]);

- Open application settings window (_fixme_ [xref]) ans set the following:
  - user interface language;
  - path to the earlier created database;
  - set deletion confirmations as necessary;
  - set **Deferred mode** and **Autosave** modes as necessary as set autosave interval;
  - Press **OK**;
- Open account management window and create user accounts (_fixme_ [xref]).

Dialog Nibelung StudDB is set up and ready. End users can now log in with their credentials and work with the database.

7.4 Suggested workflow

Dialog Nibelung StudDB should be ready for day-to-day operations after the initial setup which should have been performed by your school system administrator (*Системному администратору* on page 213). The suggested workflow is:

- Launch the software and log in.
- Edit shool settings (_fixme_ [xref]) if this has not been done previously.
- School structure is defined as a flat (non-hierarchical) list of school subdivisions. These subdivisions are the categories with which students are affiliated in your school, e.g. grades, year in school, expected graduation date, program enrolled, etc.
- Bulk of the work will probably be performed manipulating student profiles: creating, editing, moving from one subdivision into another, archiving, etc.
- Save your work (see *Режимы работы с базой данных* on page 212) or export the data.
- Log out and end session.

7.5 Интерфейс программы

7.5.1 Login window

Immediately after launch **Dialog Nibelung StudDB** will display the login window awaiting user authentification.

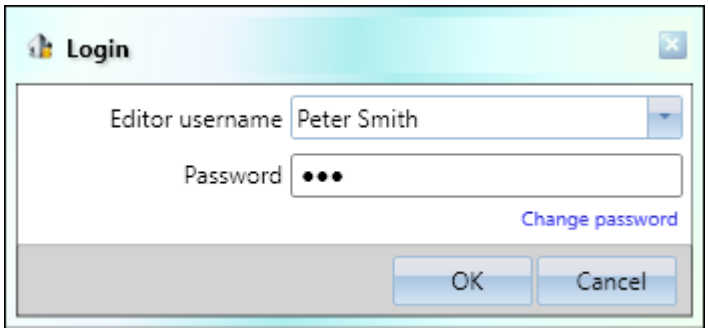


Figure 213: Login window

To log in:

- Choose your name in the drop down list.
- Enter your password.
- Press **OK** button or **Enter** on your keyboard.

If you made a mistake while entering your password, you will be given another attempt.

Attention: *If you click on* ***Change password*** *the software will prompt you for your old and new passwords (see Окно изменения пароля on page 191). It is not possible to change the password without entering the old one.*

Tip: *If your keyboard is in* ***CapsLock*** *an indicator to that effect will appear in the window.*

Press the **Cancel** button or **Esc** on your keyboart to abort login and quit **Dialog Nibelung StudDB**.

7.5.2 StudDB main window

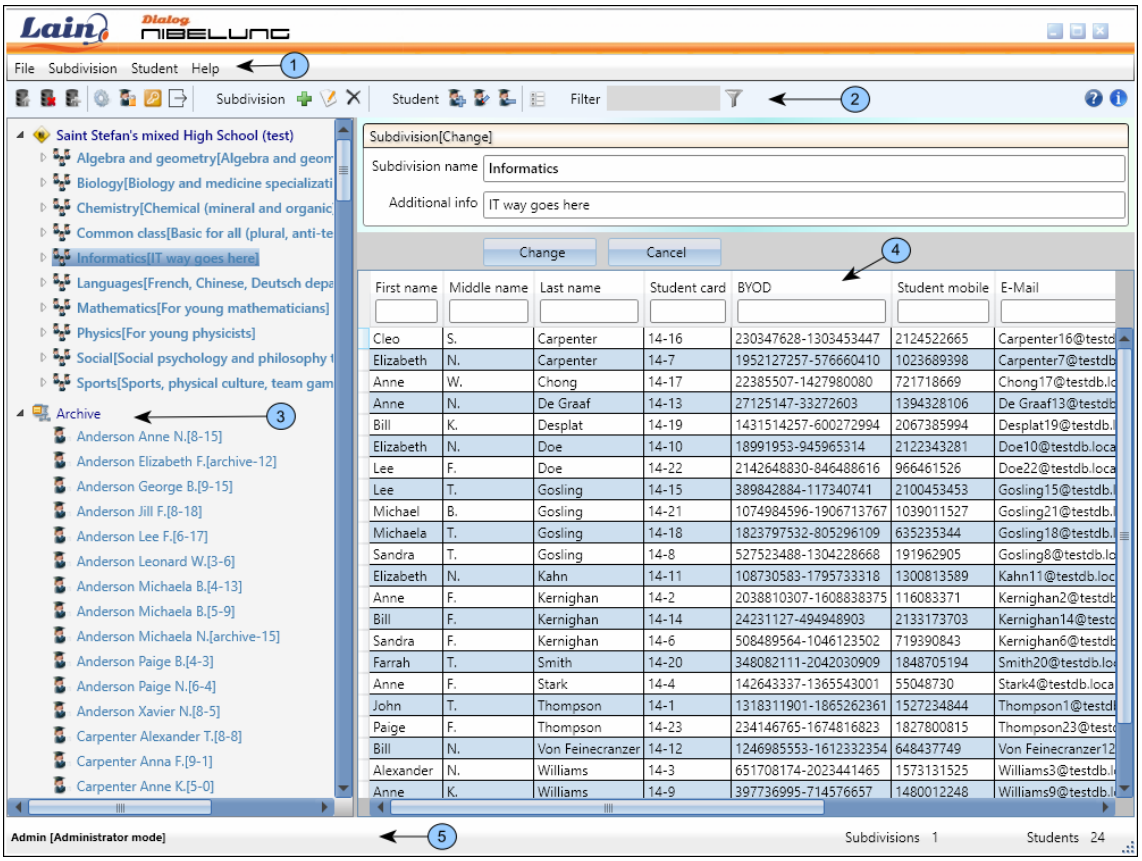


Figure 214: StudDB main window

Окно состоит из следующих областей:

1. Main menu (see *Главное меню* on page 197), contains most of the StudDB command.
2. Toolbar (see *Панель инструментов* on page 199) for quick access to most often used functions.
3. Tree view panel (see *Древовидное представление элементов учебного заведения* on page 199) provides an overview of the school structure.
4. General view panel. This is the panel that displays and allows editing of student profiles and school subdivisions.
5. Status bar (see *Статусная строка* on page 204).

7.5.3 Settings window

Select **File -> Settings (?) _fixme_ [ui]** from the **Dialog Nibelung StudDB** main menu to open the **Settings** window.

The **Settings** window is only accessible if you are logged in as `Admin` (see *Системному администратору* on page 213). It allows you to set:

- user interface language;
- check **Confirm deletions** option to ask for confirmirmation of any action that removes records from any database;
- path to user database;

- deferred write mode and autosave mode.

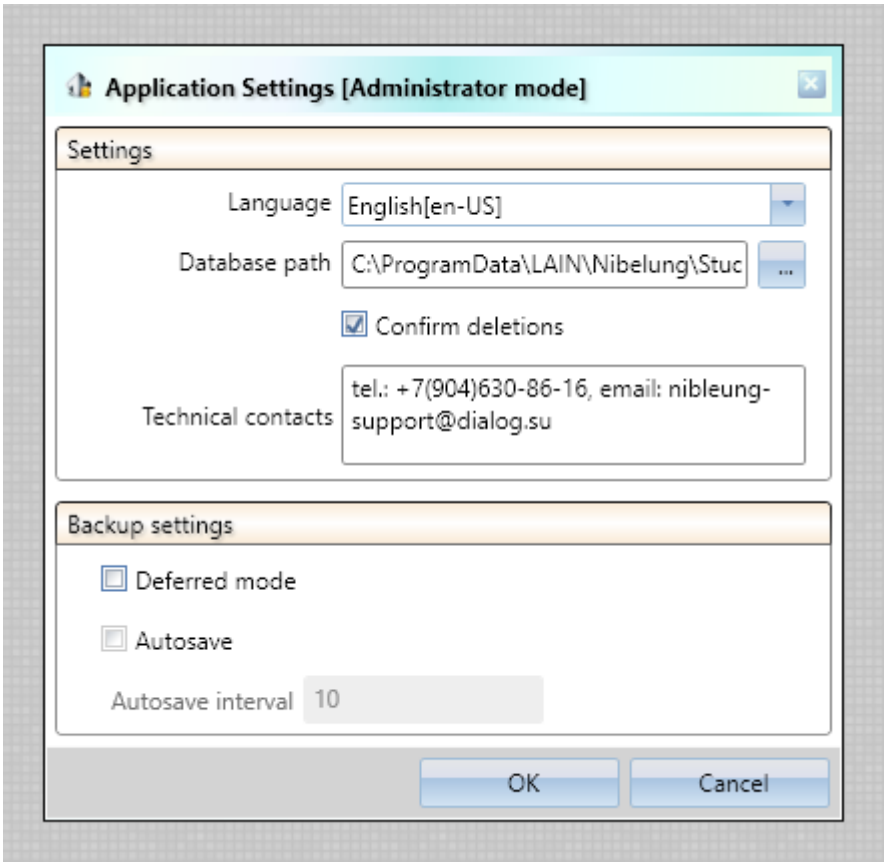


Figure 215: **Settings** window

7.5.4 Accounts management window

(*Системному администратору* on page 213) Select **File -> Accounts _fixme_ [ui]** from the **StudDB** main menu to open the accounts management window. This command is only available when you are logged in as `Admin`. Here you can manage accounts of users that are authorised to modify the database.

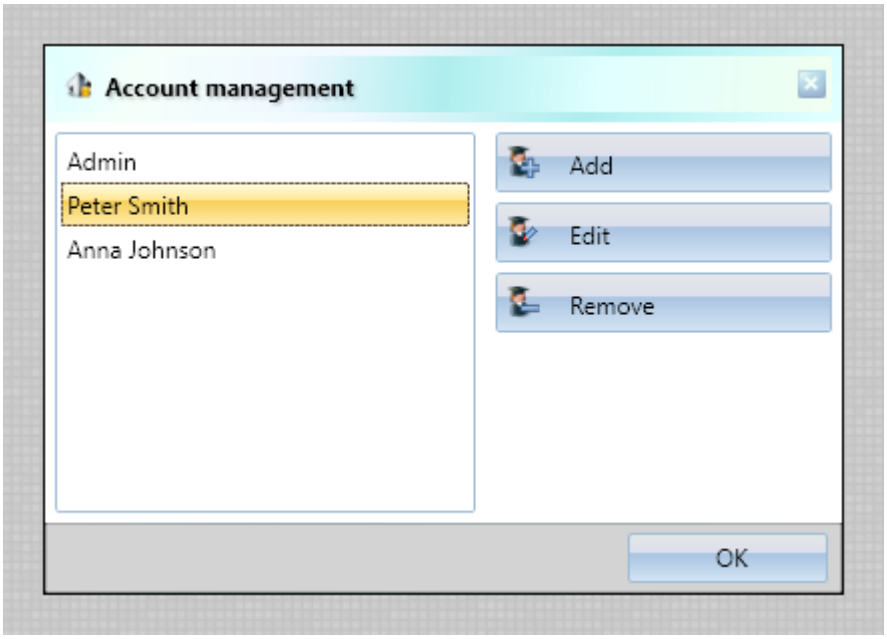


Figure 216: Accounts management window

Attention: *`Admin` account can not be deleted as this will preclude many essential operations that can only be performed by the administrator.*

Tip: *You can create user accounts with empty passwords or change passwords of existing account(s) to an empty value if it is absolutely necessary to do so. However, we strongly discourage you from such practices for security reasons.*

7.5.5 Окно изменения пароля

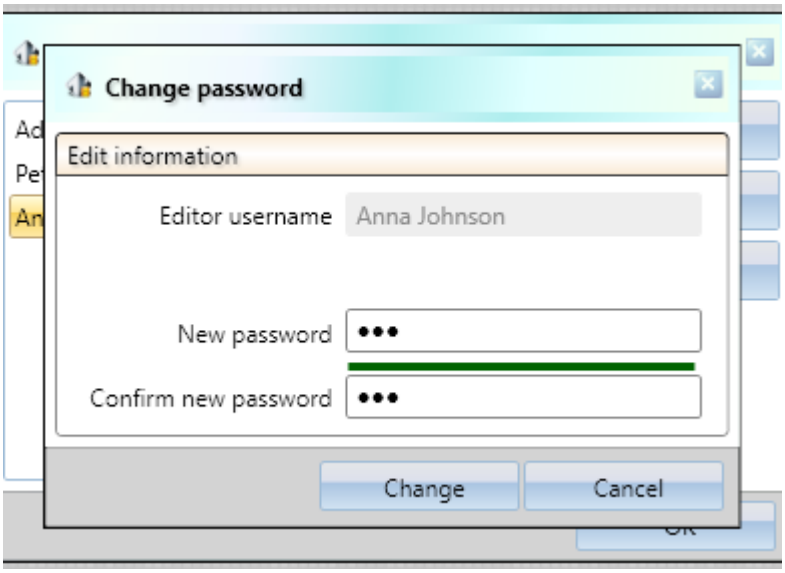


Рис.217 Окно изменения пароля

Окно для смены пароля появляется в программе в двух случаях:

1. При выборе команды **Изменить пароль** в диалоге авторизации (см. *Login window* на стр.188)
2. При добавлении или изменении пользователей в диалоге управления пользователями (см. *Accounts management window* на стр.190)

Важное замечание: *Для смены пароля пользователю необходимо знать свой текущий пароль! Если пользователь забыл свой пароль, необходимо обратиться к системному администратору*

Информация: *При нажатой клавише CapsLock в окне появится соответствующий индикатор*

В случае, если текст в полях ввода и подтверждения нового пароля совпадает, полоска-индикатор (находящаяся между полями для ввода пароля и его подтверждения) будет зеленого цвета. Если пароли не совпадают, полоска будет оранжевой.

7.5.6 Окно "О программе"

Окно "О программе" позволяет узнать информацию о разработчиках программы, обратной связи, а также содержит данные о версии программы и дате ее сборки.

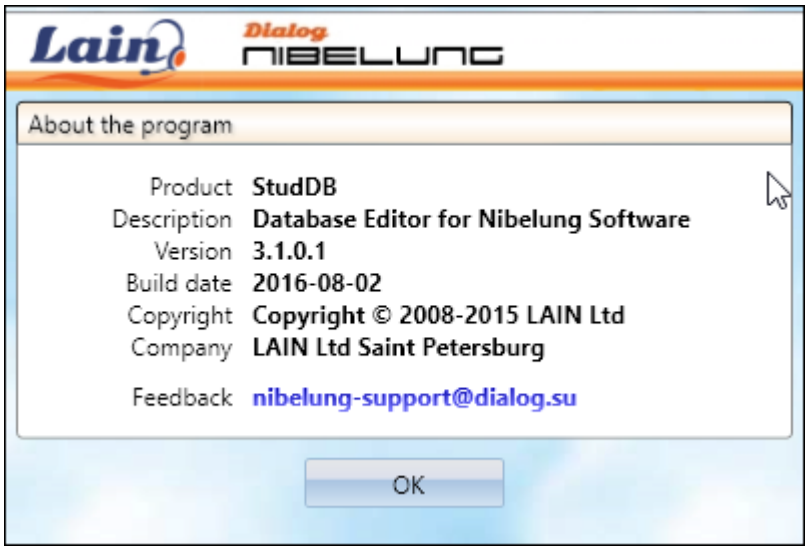


Рис.218 Диалог "О программе"

Для вызова окна служит пункт главного меню **Помощь** > **О программе** или соответствующая кнопка на панели инструментов.

7.5.7 Диалог свойств учебного заведения

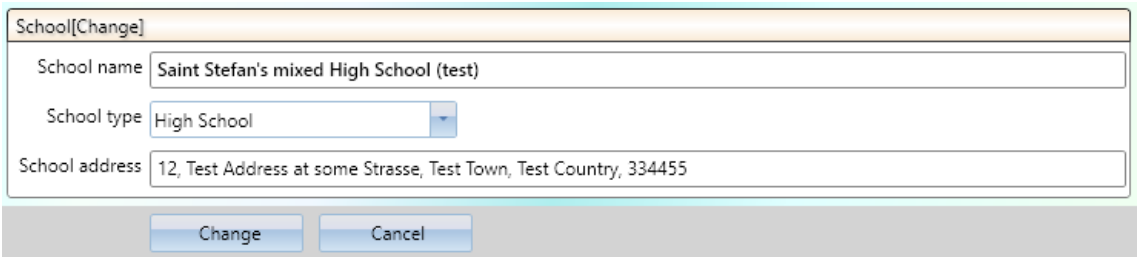


Рис.219 Диалог свойств учебного заведения

Диалог свойств учебного заведения позволяет редактировать и просматривать основные свойства учебного заведения:

- Название учебного заведения;
- Тип учебного заведения;
- Адрес учебного заведения.

Для вызова диалога можно вызвать контекстное меню для элемента учебного заведения в области древовидного просмотра или, выделив учебное заведение там же, нажать клавишу **F2**

7.5.8 Диалог свойств подразделения

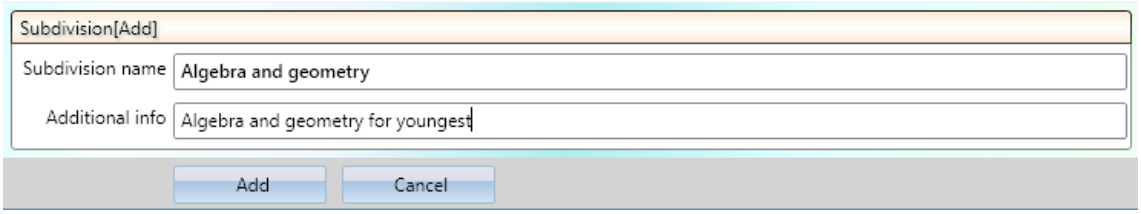


Рис.220 Диалог свойств подразделения в режиме добавления

Диалог редактирования подразделения отображает информацию о подразделении и может показываться в трех режимах:

1. Добавление подразделения;
2. Редактирование подразделения;
3. Удаление подразделения.

Режим показа диалога следует из контекста выполненной перед этим команды. Его всегда можно узнать по названию кнопки, подтверждающей операцию, и соответствующему суффиксу в конце заголовка диалога:

- [Добавить]
- [Изменить]
- [Удалить]

Внимание: *При удалении подразделения его учащиеся перемещаются в архив. Учащихся затем необходимо вручную распределить (восстановить) по другим классам! Рекомендуется сначала переместить учащихся в нужные подразделения, а затем удалять уже пустое подразделение*

7.5.9 Диалог свойств (карточка) учащегося

Диалог свойств учащегося можно назвать основным в программе **Диалог Nibelung StudDB**, поскольку работа с учебным заведением и его структурой является подготовительным этапом, подавляющий же объем работы происходит именно с учащимися. Диалог свойств учащегося показывается, в зависимости от контекста, в одном из следующих режимов:

- добавление карточки учащегося - когда Вы желаете добавить карточку учащегося в какое-либо подразделение;
- редактирование карточки учащегося; включает также перевод в другое подразделение;
- удаление карточки учащегося (фактически - перевод карточки учащегося в архив);

- восстановление карточки учащегося из архива (вызывается из контекстного меню для учащихся, расположенных в архиве).

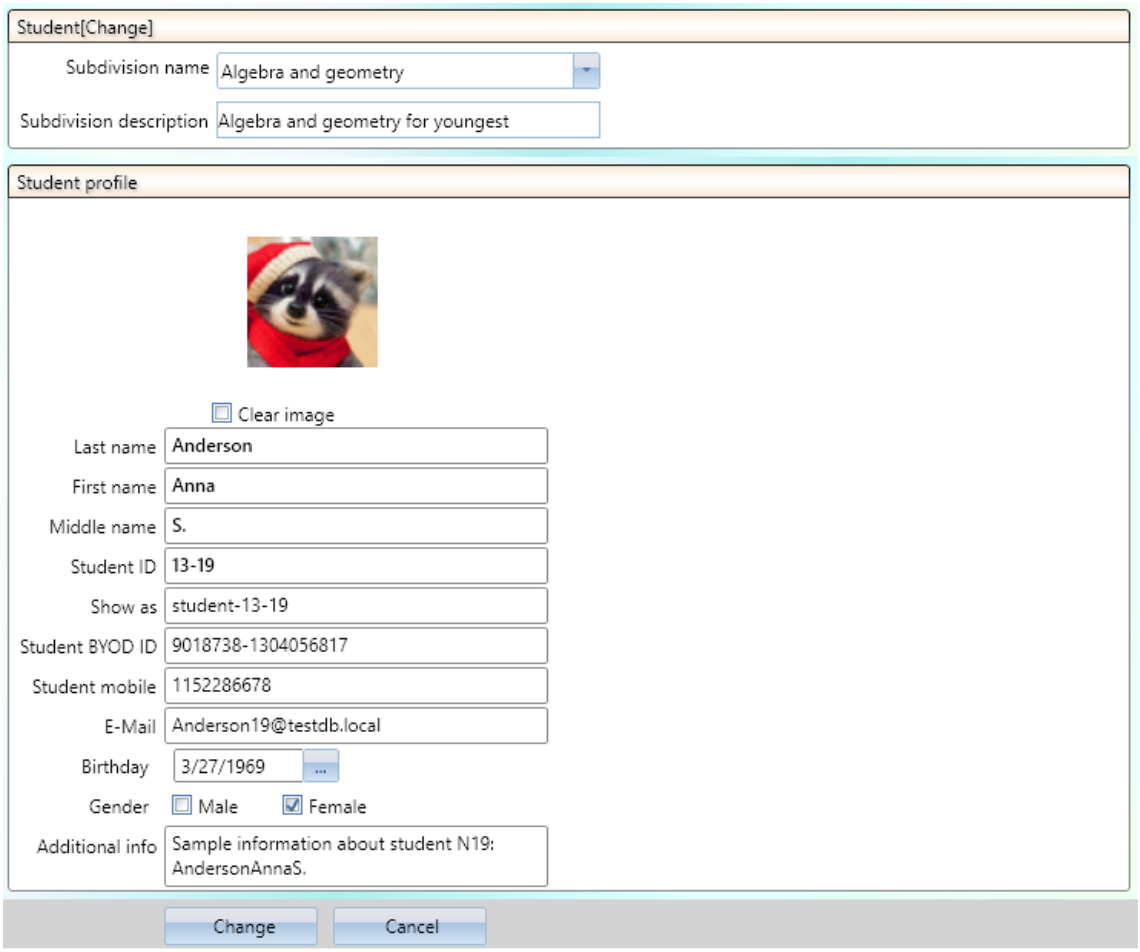


Рис.221 Диалог учащегося в режиме редактирования

Важное замечание: *Не обязательно выделять целевое подразделение в таблице или в области древовидного просмотра перед вызовом команды* ***Добавление учащегося****. Нужное подразделение можно будет указать в процессе добавления учащегося (см.* *Диалог перевода в другое подразделение на стр.195* *)*

Введите данные учащегося с клавиатуры или вставляйте их в нужные поля из буфера обмена. **Обязательно** указать следующие данные: **имя**, **фамилия**, **отчество** и **номер ученического билета**.

Информация: *Если в Вашем учебном заведении отсутствует нумерация учащихся, Вы можете использовать любую другую информацию (например - ФИО + дата рождения:* ***ИвановПетрСеменович-10.12.2004****) вместо номера ученического билета. Важно понимать, что программа не позволяет добавить карточку учащегося с таким же номером, как у одного из уже имеющихся в базе данных*

Информация: *Каждому учащемуся сопоставьте его фотографию для большего удобства дальнейшей работы. Программа поддерживает фотографии наиболее распространенных форматов JPG и PNG. Для фотографий рекомендуется использовать картинки размером 128 на 128 пикселей или размеров, кратных им (например, 512 на 512 пикселей), на которых лицо учащегося занимает большую часть фотографии и расположено в фас или в анфас. Для добавления фотографии щелкните мышкой по условному изображению, находящемуся в*

верхней части диалога. Фотографию учащегося можно удалить (исходный файл при этом не удаляется - все изменения происходят только в базе) или заменить на другую

Рис.222 Условное изображение фото учащегося

7.5.10 Диалог перевода в другое подразделение

Диалог для перевода в другое подразделение появляется при восстановлении учащегося из архива (см. *Архив учащихся* на стр.206), а также совместно - при показе карточки учащегося (см. *Диалог*

свойств (карточка) учащегося на стр.193), во всех его режимах (добавление, редактирование, удаление, восстановление).

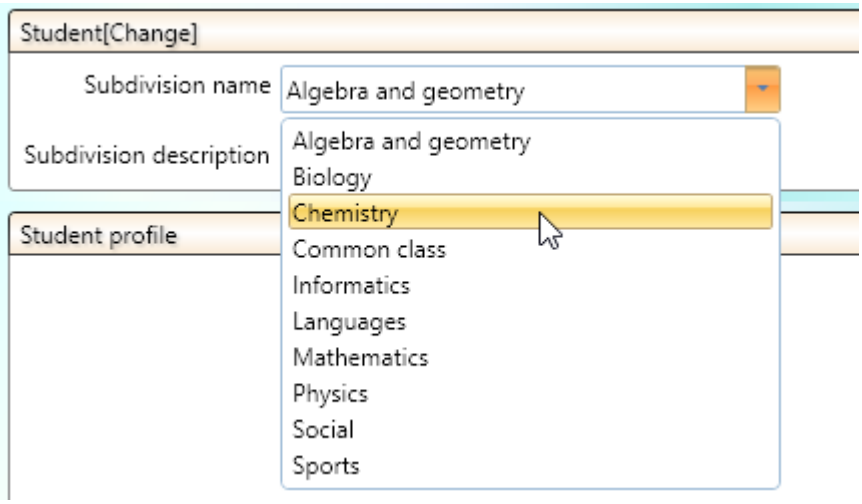


Рис.223 Диалог для перевода совместно с диалогом учащегося

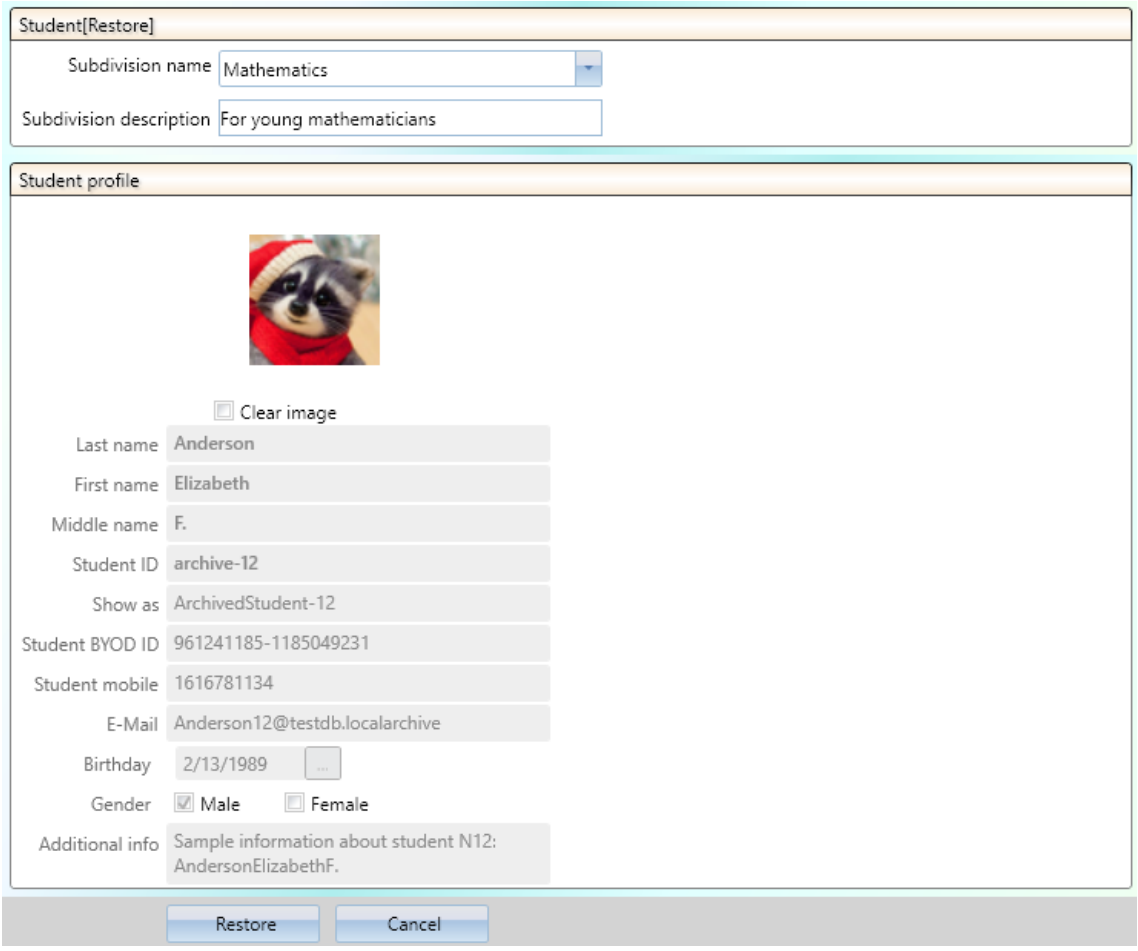


Рис.224 Диалог для перевода при восстановлении из архива

В данном диалоге содержится информация о подразделении, в которое будет добавлен, переведен или восстановлен учащийся.

Информация: *В случае показа в режиме редактирования автоматически выбирается текущее подразделение учащегося*

7.5.11 Приглашение к быстрому созданию элемента

Данное приглашение появляется в двух случаях:

- При выделении учебного заведения, в котором отсутствуют подразделения;
- При выделении подразделения, в котором отсутствуют учащиеся.

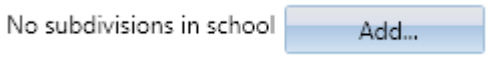


Рис.225 Приглашение добавить подразделение

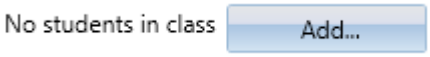


Рис.226 Приглашение добавить учащегося

Вышеуказанное приглашение служит как напоминанием, так и дополнительным средством автоматизации, призванным ускорить и упростить работу пользователя.

Информация: *Нажмите кнопку* ***Добавить*** *при желании или необходимости совершения предлагаемого действия, заполнив сначала требуемые данные*

7.5.12 Главное меню

Главное меню состоит из четырех основных разделов:

- Меню Файл;
- Меню Подразделение;
- Меню Учащийся;
- Меню Помощь;

Рис.227 Главное меню

Меню Файл

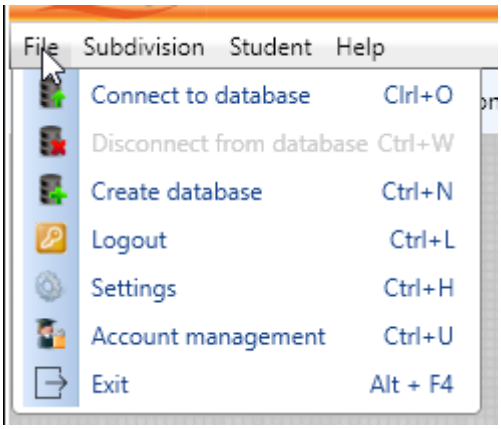


Рис.228 Меню Файл

№	Пункт меню	Иконка	Сочетание клавиш
1	Соединиться с базой данных *		**Ctrl + O**

№	Пункт меню	Иконка	Сочетание клавиш
2	Отсоединиться от базы данных *		Ctrl + W
3	Сохранить базу данных **		Ctrl + S
4	Создать базу данных *		Ctrl + N
5	Завершить сеанс...		Ctrl + L
6	Настройки *		Ctrl + H
7	Управление пользователями *		Ctrl + U
8	Выход		Alt + F4

* - команда доступна только в административном режиме; ** - команда доступна только в режиме резервирования.

Меню Подразделение

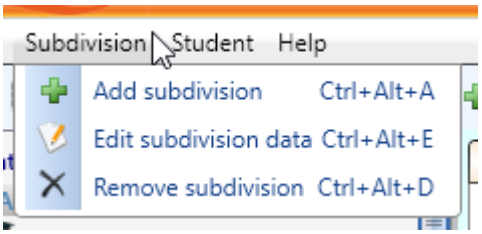


Рис.229 Меню Подразделение

№	Пункт меню	Иконка	Сочетание клавиш
1	Добавить подразделение		Ctrl + Alt + A
2	Редактировать подразделение		Ctrl + Alt + E
3	Удалить подразделение		Ctrl + Alt + D

Меню Учащийся

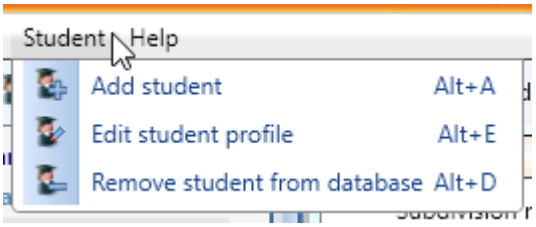


Рис.230 Меню Учащийся

№	Пункт меню	Иконка	Сочетание клавиш
1	Добавить учащегося		Alt + A
2	Редактировать данные учащегося		Alt + E
3	Удалить учащегося из базы		Alt + D

Меню Помощь

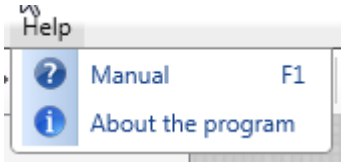


Рис.231 Меню Помощь

№	Пункт меню	Иконка	Сочетание клавиш
1	Инструкция		F1
2	О программе		-

Доступ к каждому пункту можно получить как с помощью мыши, так и набрав соответствующее пункту сочетание клавиш. Навигация по меню *также включается* после нажатия на клавиатуре клавиши **Alt**.

Информация: *Если команда отображается серым цветом и не срабатывает по сочетанию клавиш, значит, в текущем контексте она неприменима. Например, нельзя отредактировать карточку учащегося, если в данный момент нет выделенного учащегося: программа не знает, о ком идет речь и не может применить операцию редактирования*

7.5.13 Панель инструментов

Панель инструментов используется для быстрого доступа к основным функциям программы с помощью мыши: все команды находятся перед глазами в виде соответствующих им пиктограмм.

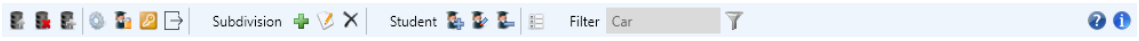


Рис.232 Панель инструментов

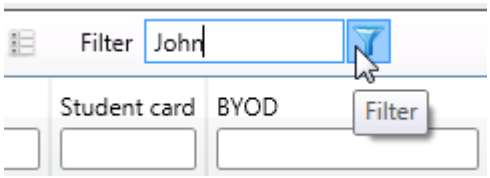


Рис.233 Область фильтра панели инструментов

Помимо команд, дублирующих главное меню, в панели инструментов располагаются:

- кнопка **Режим показа всех учащихся** (расположена левее поля для ввода строки фильтра);
- кнопка **Фильтр**, включающая или выключающая фильрацию по всем полям (см. *Поиск* на стр.206);
- поле для ввода строки фильтра (расположено левее кнопки фильтра).

Рис.234 Кнопка режима показа всех учащихся

7.5.14 Древовидное представление элементов учебного заведения

Область древовидного просмотра располагается в левой части главного окна программы **Диалог Nibelung StudDB** и позволяет наглядно отобразить структуру учебного заведения и состав учащихся каждого из его подразделений. Предполагается, что основная часть работы с программой будет

производиться с использованием области древовидного просмотра, тем не менее все основные действия по управлению учащимися можно производить и через область табличного просмотра.

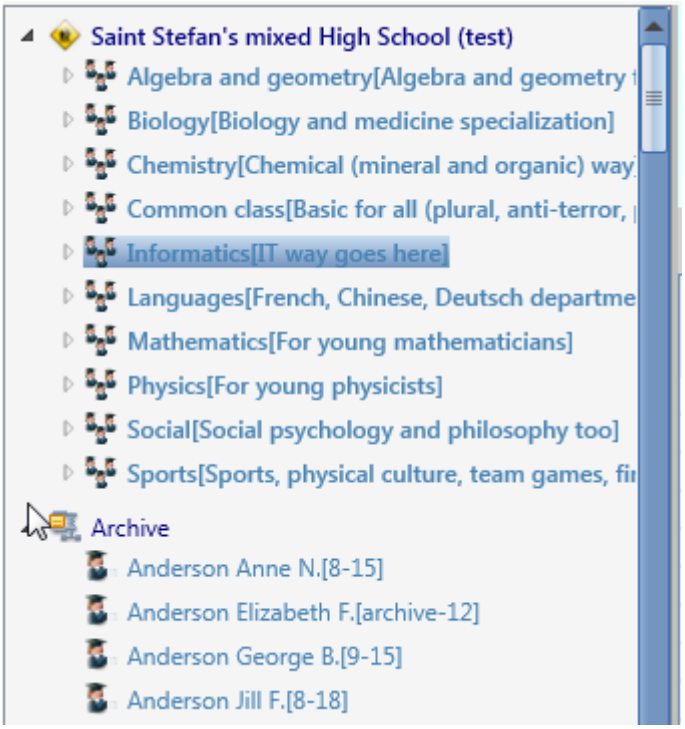


Рис.235 Область древовидного просмотра

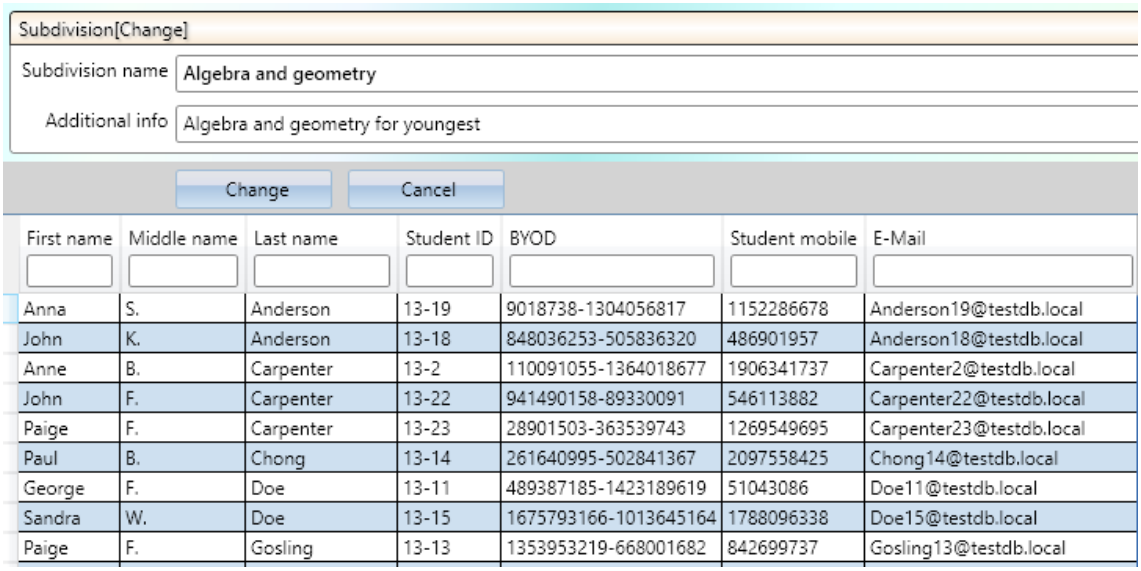
Основные приемы работы с областью древовидного просмотра:

- Нажатие левой кнопкой мыши по любому элементу вызывает диалог с его свойствами; тот же эффект достигается двойным нажатием, а также нажатием клавиши `Enter` или `F2` в случае, если элемент выделен;
- Запрос на удаление выделенного элемента появляется при нажатии клавиши `Delete`;
- Наведение мыши на любой элемент (кроме архива) показывает карточку с его основными свойствами;
- Нажатие правой кнопкой мыши на элемент вызывает его контекстное меню; тот же эффект достигается нажатием клавиши контекстного меню на клавиатуре;
- Любого учащегося можно быстро перевести в другое подразделение, просто перетащив его мышью методом drag'n'drop (см. *Glossary* на стр.230);
- Треугольная область слева от элемента означает, что у него есть дочерние элементы (например, в учебном заведении есть подразделения, а в подразделении есть учащиеся). Нажатие мышкой на треугольную область раскрывает дочерние элементы, повторное нажатие - сворачивает их обратно; того же эффекта можно достичь стрелками клавиатуры влево-вправо, если данный элемент выделен;
- Отмена любого диалога, достигаемая нажатием клавиши **Esc** или кнопки **Отмена** диалога, переводит фокус на выделенный элемент области древовидного просмотра; благодаря этому можно быстее просматривать и редактировать информацию об учащихся, а также видеть, с чьей карточкой (либо с каким подразделением) только что производилась работа;
- По области древовидного просмотра возможная быстрая навигация с помощью клавиатуры. Стрелки клавиатуры вниз и вверх, а также клавиши **Home**, **End**, **PageUp** и **PageDown** используются непосредственно для перемещения, стрелки влево и вправо - для сворачивания и разворачивания элементов, имеющих дочерние.

7.5.15 Табличный вид

В главном окне программы **Диалог Nibelung StudDB** данные для работы (учебное заведение, подразделения, учащиеся и архив) представлены в двух видах: древовидном и табличный. **Табличный** вид позволяет быстро просматривать большое число записей, производить их поиск, сортировку и

фильтрацию. В табличном виде работают горячие клавиши и контекстное меню, позволяя быстро отредактировать карточку выделенного учащегося.



First name	Middle name	Last name	Student ID	BYOD	Student mobile	E-Mail
Anna	S.	Anderson	13-19	9018738-1304056817	1152286678	Anderson19@testdb.local
John	K.	Anderson	13-18	848036253-505836320	486901957	Anderson18@testdb.local
Anne	B.	Carpenter	13-2	110091055-1364018677	1906341737	Carpenter2@testdb.local
John	F.	Carpenter	13-22	941490158-89330091	546113882	Carpenter22@testdb.local
Paige	F.	Carpenter	13-23	28901503-363539743	1269549695	Carpenter23@testdb.local
Paul	B.	Chong	13-14	261640995-502841367	2097558425	Chong14@testdb.local
George	F.	Doe	13-11	489387185-1423189619	51043086	Doe11@testdb.local
Sandra	W.	Doe	13-15	1675793166-1013645164	1788096338	Doe15@testdb.local
Paige	F.	Gosling	13-13	1353953219-668001682	842699737	Gosling13@testdb.local

Рис.236 Табличный вид

В табличном виде могут показываться:

- подразделения учебного заведения - при выделении учебного заведения;
- все карточки учащихся учебного заведения - при выделении учебного заведения и включении режима показа всех учащихся (п. *Панель инструментов* на стр.199);
- карточки учащихся выбранного подразделения - при выделении подразделения;
- карточки учащихся, находящиеся в архиве - при выделении архива.

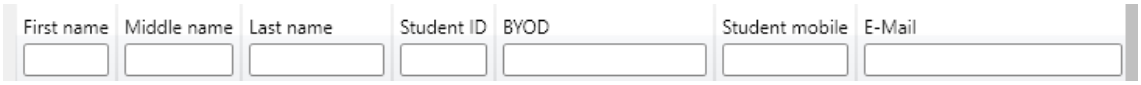


Рис.237 Заголовки столбцов таблицы

Возможности табличного вида:

- позволяет производить сортировку данных по любому столбцу, для чего достаточно щелкнуть мышкой по его заголовку (*Рис.238* на стр.201);
- открывает диалог редактирования элемента таблицы при двойном щелчке по нему;
- позволяет производить основные действия над элементами таблицы с помощью контекстных меню;
- производит полнотекстовый поиск по всем полям при вводе поискового текста в поле фильтрации на панели инструментов (см. *Панель инструментов* на стр.199);
- производит фильтрацию записей при вводе строки фильтрации в нужном столбце (строка для ввода находится под заголовком каждого столбца). Возможна выборочная фильтрация по нескольким полям.

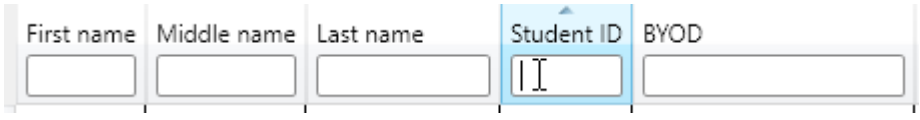


Рис.238 Вид выделенного столбца

7.5.16 Контекстные меню

В программе *Диалог Nibelung StudDB* для каждого структурного элемента базы данных существуют контекстные меню - как в области древовидного представления, так и в табличном виде (см. *StudDB main window* на стр.189).

Контекстные меню есть у:

- учебного заведения;
- подразделения;
- архива;
- учащегося, находящегося в подразделении;
- учащегося, находящегося в архиве.

Контекстное меню вызывается правой кнопкой мыши или клавишей контекстного меню клавиатуры. По своему действию пункты контекстное меню эквивалентны соответствующим пунктам главного меню и панели инструментов.

Перечень контекстных меню программы:

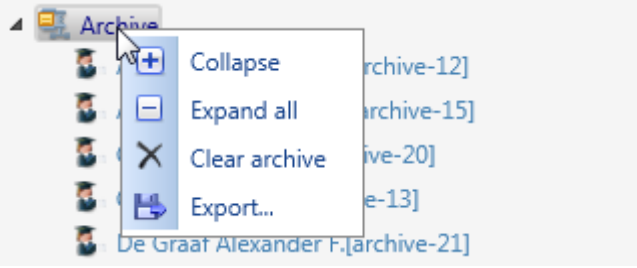


Рис.239 Контекстное меню архива

Пункты контекстного меню:

- Свернуть все - сворачивает содержимое архива;
- Очистить архив - удаляет все записи архива;
- Экспорт - позволяет экспортировать все содержимое архива.

Важное замечание: *После очистки архива записи восстановить невозможно!*

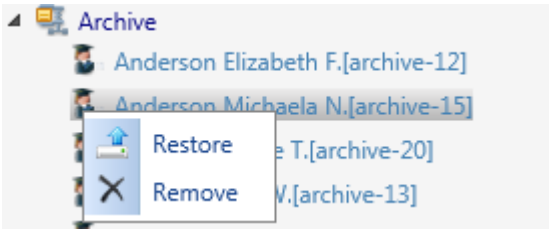


Рис.240 Контекстное меню архивного учащегося

Пункты контекстного меню:

- Восстановить - восстанавливает учащегося в указанное подразделение;
- Удалить - окончательно удаляет учащегося из базы.

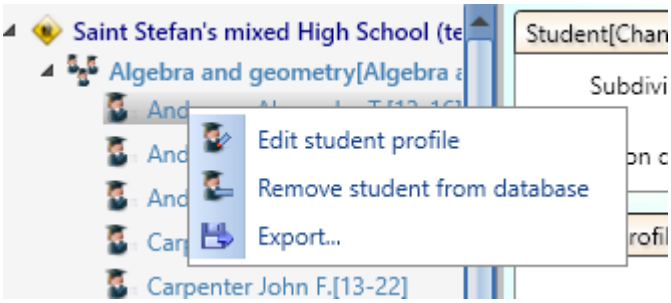


Рис.241 Контекстное меню учащегося

Пункты контекстного меню:

- Редактировать данные учащегося - показывает диалог с карточкой учащегося в режиме редактирования;
- Удалить учащегося из базы - показывает диалог подтверждения перемещения учащегося в архив;
- Экспорт... - позволяет экспортировать карточку данного учащегося.

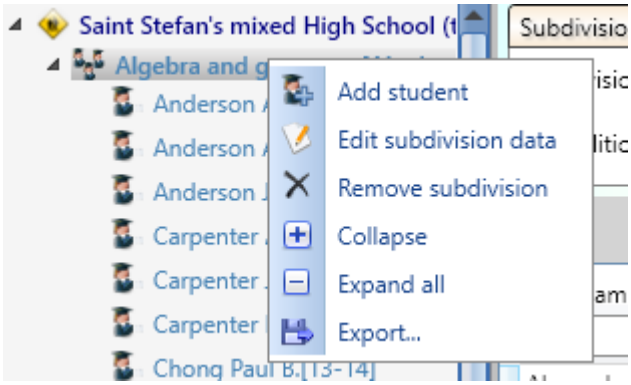


Рис.242 Контекстное меню подразделения

- Добавить учащегося - показывает диалог с карточкой учащегося в режиме добавления;
- Редактировать подразделение - показывает диалог с карточкой подразделения в режиме редактирования;
- Удалить подразделение - показывает диалог подтверждения удаления подразделения и автоматического перемещения всех его учащихся в архив;
- Свернуть - сворачивает графический элемент древовидного представления подразделения;
- Раскрыть все - разворачивает графический элемент древовидного представления подразделения;
- Экспорт... - позволяет экспортировать данные о подразделении и каждом из его учащихся.

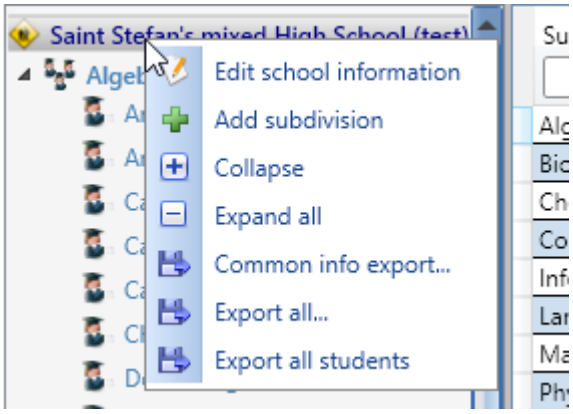


Рис.243 Контекстное меню учебного заведения

- Правка учебного заведения - показывает диалог просмотра и редактирования данных об учебном заведении;
- Добавить подразделение - показывает диалог с карточкой подразделения в режиме добавления;
- Свернуть - сворачивает графический элемент древовидного представления учебного заведения;
- Раскрыть все - разворачивает графический элемент древовидного представления учебного заведения и каждый из его дочерних элементов;
- Экспорт сводной информации... - позволяет экспортировать сводные данные об учебном заведении и его подразделениях;
- Экспорт всего... - позволяет экспортировать все сведения, хранящиеся в базе данных по учебному заведению;

- Экспорт всех учащихся - позволяет экспортировать карточки всех учащихся, имеющиеся в базе данных, за исключением архива.

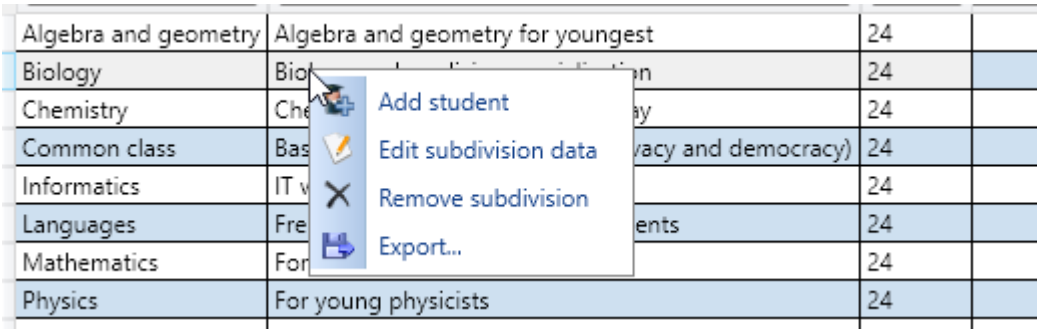


Рис.244 Контекстное меню подразделения (в таблице)

- Добавить учащегося - показывает диалог с карточкой учащегося в режиме добавления в выбранное подразделение;
- Редактировать подразделение - показывает диалог с карточкой подразделения в режиме редактирования;
- Удалить подразделение - показывает диалог подтверждения удаления подразделения и автоматического перемещения всех его учащихся в архив;
- Экспорт... - позволяет экспортировать данные о подразделении и каждом из его учащихся.

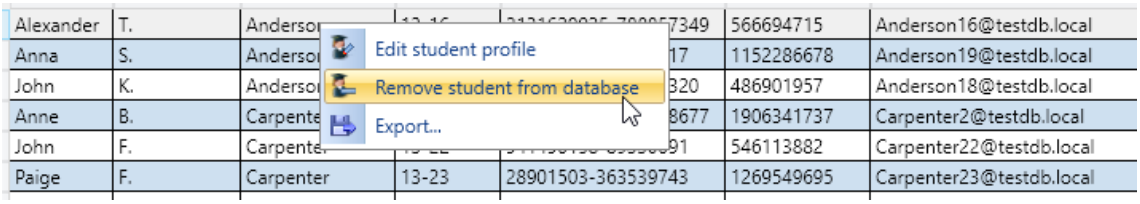


Рис.245 Контекстное меню учащегося (в таблице)

Контекстное меню учащегося в табличном виде аналогично таковому в древовидном представлении

Внимание: *Все типы экспорт осуществляются через контекстное меню выделенного элемента!*

7.5.17 Статусная строка

Строка состояния расположена внизу главного окна программы и отображает следующую информацию: в левой части - имя пользователя в текущем сеансе. В правой части:

- Общее количество подразделений в текущем элементе;
- Общее количество учащихся в текущем элементе.

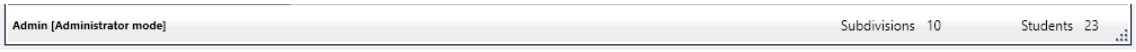


Рис.246 Строка состояния

7.5.18 Клавиатурные сокращения

Для большинства действий в программе **Диалог Nibelung StudDB** имеются клавиатурные сочетания.

Команды, работающие во всех режимах:

№	Команда	Сочетание клавиш
1	Сохранить базу данных *	**Ctrl + S**
2	Завершить сеанс	**Ctrl + L**

№	Команда	Сочетание клавиш
3	Выход	**Alt + F4**
4	Добавить подразделение	**Ctrl + Alt + A**
5	Редактировать подразделение	**Ctrl + Alt + E**
6	Удалить подразделение	**Ctrl + Alt + D**
7	Добавить учащегося	**Alt + A**
8	Редактировать данные учащегося	**Alt + E**
9	Удалить учащегося	**Alt + D**
10	Показать настоящее руководство	**F1**

* - команда доступна только в режиме резервирования.

Команды, работающие только в административном режиме:

№	Команда	Сочетание клавиш
1	Создать базу данных	**Ctrl + N**
2	Соединиться с базой данных	**Ctrl + O**
3	Отсоединиться от базы данных	**Ctrl + W**
4	Открыть диалог "Настройки программы"	**Ctrl + H**
5	Открыть диалог "Управление пользователями"	**Ctrl + U**

Команды, доступные только из контекстных меню:

- Очистить архив;
- Свернуть (элемент древовидного представления);
- Раскрыть все (элемент древовидного представления);
- Правка учебного заведения;
- Восстановить учащегося;
- Удалить учащегося (из архива);
- Экспорт:
  - учебного заведения (все);
  - учебного заведения (только учащиеся);
  - учебного заведения (только сводная информация);
  - всех учащихся;
  - подразделения;
  - учащегося;
  - архива.

Информация: *Если команда в данный момент неприменима, то соответствующий элемент меню, панели инструментов и клавиатурное сочетание работать не будут*

7.5.19 Поиск

В программе **Диалог Nibelung StudDB** реализована фильтрация записей для их эффективного поиска. Фильтрация работает в двух режимах: по всем полям и по каждому полю.

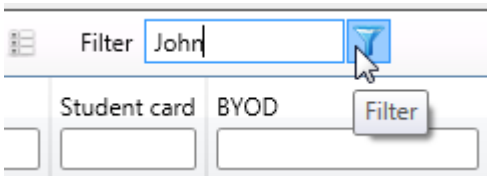


Рис.247 Фильтр по всем полям

First name	Middle name	Last name	Student ID	BYOD	Student mobile	E-Mail
		An				
Anna	S.	Anderson	13-19	9018738-1304056817	1152286678	Anderson19@test
John	K.	Anderson	13-18	848036253-505836320	486901957	Anderson18@test
Farrah	S.	Kernighan	13-0	524784022-757222490	1429002724	Kernighan0@testc
Farrah	W.	Kernighan	13-21	1874831777-1458781258	1937974100	Kernighan21@test
Michael	T.	Von Feinecranzer	13-8	950262441-779190831	1322836459	Von Feinecranzer8

Рис.248 Фильтр по каждому полю

- В первом режиме поиск ведется **по всем полям** записей, отображаемых в данный момент в табличном виде. Например, после ввода в поле фильтра строки "####", будут отображены учащиеся с именем "Владимир", отчеством "Владиславович" и так далее.
- Во втором режиме фильтр работает **по каждому полю**, позволяя производить избирательный поиск. Под заголовком каждого столбца имеется поле, ввод данных в которое будет оставлять в таблице только те записи, которые содержат данную строку в данном столбце.

Внимание: *Фильтр по всем полям и фильтр по каждому полю не работают одновременно*

7.5.20 Архив учащихся

В программе существуют два сравнительно независимых друг от друга хранилища учащихся:

- Учебное заведение;
- Архив.

Рис.249 Архив учебного заведения

Любого учащегося возможно как поместить в архив, так и перевести (восстановить) из архива в любое из имеющихся подразделений. Также можно удалить учащегося из архива; при этом он удаляется

из базы данных **окончательно**. Архив возможно очистить целиком, выбрав пункт контекстного меню **Очистить архив**.

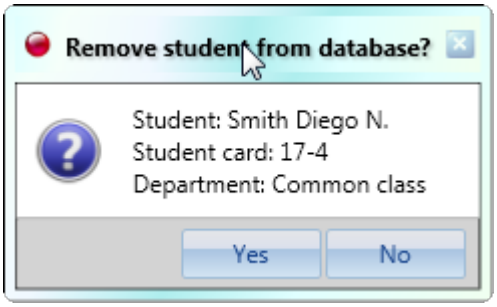


Рис.250 Запрос на окончательное удаление

Важное замечание: *При удалении подразделения все его учащиеся автоматически помещаются в архив*

7.6 Работа с подразделениями

7.6.1 Добавление подразделения

Для добавления подразделения в учебное заведение выполните любое из нижеуказанных действий:

- Выберите пункт меню **Подразделение** > **Добавить подразделение**;
- Нажмите кнопку **Добавить подразделение** на панели инструментов;
- Выберите соответствующий пункт контекстного меню учебного заведения;
- Нажмите кнопку **Добавить** (п. *Приглашение к быстрому созданию элемента* на стр.197) в случае отсутствия подразделений в недавно созданной базе данных;
- Нажмите сочетание клавиш **Ctrl + Alt + A**.

Справа от области древовидного просмотра появится диалог подразделения. Введите имя и описание подразделения в соответствующие поля, например: название подразделения - "11А", дополнительно - "выпускной класс (физико-математический)".

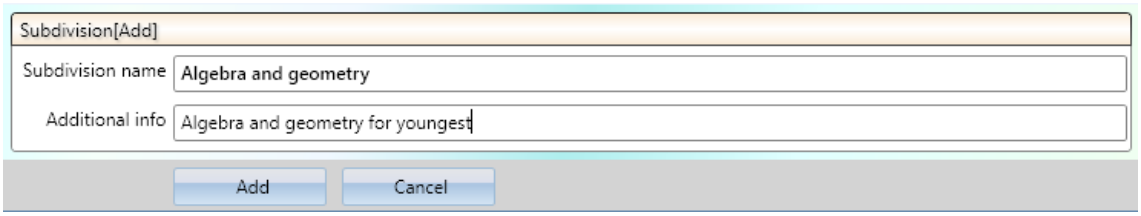


Рис.251 Диалог подразделения в режиме добавления

Для выполнения команды добавления нажмите кнопку **Добавить** или клавишу **Enter**. Для отмены нажмите кнопку **Отмена** или клавишу **Esc**.

Важное замечание: *Программа не даст добавить новое подразделение, если в базе данных уже существует подразделение с таким же именем. Возможно, в этом случае Вам не нужно добавлять подразделение, т.к. оно уже было добавлено ранее. Если же речь идет о другом подразделении, то существуют такие варианты дальнейших действий:*

- *изменить имя создаваемого подразделения;*
- *перед созданием нового подразделение переименовать предыдущее подразделение с таким же именем;*
- *удалить предыдущее подразделение (**примечание:** этот метод не рекомендуется, поскольку учащиеся удаленного подразделения будут автоматически переведены в архив).*

7.6.2 Редактирование подразделения

Для редактирования существующего подразделения выполните любое из нижеуказанных действий для выделенного подразделения:

- Выберите пункт меню **Подразделение** > **Редактировать подразделение**;
- Нажмите кнопку **Редактировать подразделение** на панели инструментов;
- Выберите соответствующий пункт контекстного меню подразделения в древовидном или табличном просмотре;
- Нажмите сочетание клавиш **Ctrl + Alt + E**;
- Выделив подразделение в области древовидного просмотра, нажмите клавишу **Enter** или **F2**.

Справа от области древовидного просмотра появится диалог (см. *Рис.251* на стр.207) в режиме редактирования. Измените имя и описание подразделения на нужные. Для выполнения команды редактирования подразделения нажмите кнопку **Изменить** или клавишу **Enter**. Для отмены - нажмите кнопку **Отмена** или клавишу **Esc**.

Важное замечание: *Программа не даст отредактировать подразделение, если в базе данных уже существует подразделение с таким же именем, на которое Вы хотите отредактировать текущее подразделение. Возможные варианты действий в таком случае описаны в предыдущем разделе Руководства (п. Добавление подразделения на стр.207)*

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7.6.3 Удаление подразделения

Для удаления существующего подразделения выполните любое из нижеуказанных действий для выделенного подразделения:

- Выберите пункт меню **Подразделение** > **Удалить подразделение**;
- Нажмите кнопку **Удалить подразделение** на панели инструментов;
- Выберите соответствующий пункт контекстного меню подразделения в древовидном или табличном просмотре;
- Нажмите сочетание клавиш **Ctrl + Alt + D**.

В зависимости от сделанной команды появится диалог (см. *Рис.251* на стр.207) в режиме удаления, либо информационный запрос, содержащий данные об удаляемом подразделении.

Подтвердите или отмените операцию удаления.

Важное замечание: *Подразделение при удалении удаляется безвозвратно, но его учащиеся помещаются в архив. При необходимости этих учащихся можно восстановить из архива, переведя в нужное подразделение, или удалить из базы данных окончательно.*

Информация: *В режиме работы программы **Диалог Nibelung StudDB** с резервированием (п. Режимы работы с базой данных на стр.212) фактическое применение всех операций происходит только после выполнения команды **Сохранить базу данных** либо после выполнения программой команды **автоматического сохранения** (если включен соответствующий пункт настроек (см. Settings window на стр.189).*

7.7 Работа с учащимися

7.7.1 Добавление учащегося

Для добавления в подразделение нового учащегося выполните любое из нижеуказанных действий:

- Выберите пункт меню **Учащийся** > **Добавить учащегося**;
- Нажмите кнопку **Добавить учащегося** на панели инструментов;
- Выберите соответствующий пункт контекстного меню подразделения или учебного заведения;
- Нажмите кнопку **Добавить** (см. *Приглашение к быстрому созданию элемента* на стр.197) в случае отсутствия учащихся в созданном ранее подразделении;
- Нажмите сочетание клавиш **Alt + A**.

Справа от области древовидного просмотра (п. *Древовидное представление элементов учебного заведения* на стр.199) появится диалог (см. *Диалог свойств (карточка) учащегося*на стр.193) в режиме **добавления новой записи**.

Для выполнения команды добавления нажмите кнопку **Добавить** или клавишу **Enter**. Для отмены нажмите кнопку **Отмена** или клавишу **Esc**.

Важное замечание: *Программа не даст добавить учащегося, если в базе данных уже существует учащийся с таким же номером карточки. Возможно, в этом случае Вам не нужно добавлять учащегося, т.к. он уже был добавлен ранее. Если же речь идет о другом учащемся, то существуют такие варианты дальнейших действий:*

- *изменить номер карточки создаваемого учащегося;*
- *перед созданием нового учащегося изменить номер карточки у уже существующего в базе учащегося;*
- *поместить учащегося с таким же номером карточки в архив.*

7.7.2 Редактирование данных учащегося

Для редактирования существующего учащегося выполните любое из нижеуказанных действий для выделенного учащегося:

- Выберите пункт меню **Учащийся** > **Редактировать учащегося**;
- Нажмите кнопку **Редактировать учащегося** на панели инструментов;
- Выберите соответствующий пункт контекстного меню учащегося в древовидном или табличном просмотре;
- Нажмите сочетание клавиш **Alt + E** ;
- Выделив учащегося в области древовидного просмотра, нажмите клавишу **Enter** или **F2** .

Справа от области древовидного просмотра появится диалог (см. *Диалог свойств (карточка) учащегося* на стр.193) в режиме **редактирования существующей записи**.

Для выполнения команды изменения нажмите кнопку **Изменить** или клавишу **Enter**. Для отмены нажмите кнопку **Отмена** или клавишу **Esc** .

7.7.3 Перевод учащегося

Для перевода учащегося в другое подразделение можно поступить двумя способами:

- Вызвать карточку учащегося (см. *Диалог свойств (карточка) учащегося* на стр.193) и указать в ниспадающем списке целевое подразделение;
- Находясь в области древовидного представления, "перетащить" учащегося методом drug'n'drop (см. *Glossary* на стр.230) в целевое подразделение.

7.7.4 Удаление (архивация) учащегося

Для удаления (архивации) существующего учащегося выполните любое из нижеуказанных действий для выделенного учащегося:

- Выберите пункт меню **Учащийся** > **Удалить учащегося**;
- Нажмите кнопку **Удалить учащегося** на панели инструментов;
- Выберите соответствующий пункт контекстного меню учащегося в древовидном или табличном просмотре;
- Нажмите сочетание клавиш **Alt + D** ;
- Выделив учащегося в области древовидного просмотра, нажмите клавишу **Delete** . (в этом случае появится не диалог, а запрос на удаление учащегося).

Справа от области древовидного просмотра появится карточка учащегося (см. *Диалог свойств (карточка) учащегося* на стр.193) в режиме **удаления (архивации) существующего учащегося**.

Для выполнения команды удаления нажмите кнопку **Удалить** или клавишу **Enter** . Для отмены нажмите кнопку **Отмена** или клавишу **Esc** .

7.7.5 Восстановление учащегося из архива

Для восстановления учащегося из архива можно поступить следующими способами:

- выбрать пункт "Восстановить" контекстного меню учащегося, находящегося в архиве. Это можно сделать как в табличном виде, так и в области древовидного просмотра. Появится диалог, в котором можно будет указать целевое подразделение (т.е. то, в которое будет восстановлен учащийся);
- в области древовидного представления "перетащить" учащегося методом drag'n'drop (см. *Glossary* на стр.230) в целевое подразделение.

7.8 Ответы на часто задаваемые вопросы (FAQ)

7.8.1 Требования к системному программному обеспечению

В каких операционных системах работает программа Диалог Nibelung StudDB?

Программа **Диалог Nibelung StudDB** работает во всех операционных системах, в которых возможна установка .NET Framework 4.0, а именно:

- Microsoft Windows XP
- Microsoft Windows Vista
- Microsoft Windows 7
- Microsoft Windows 8
- Microsoft Windows 8.1
- Microsoft Windows 10
- Microsoft Windows Server 2003
- Microsoft Windows Server 2008
- Microsoft Windows Server 2012

7.8.2 Установка и настройка

Какие могут возникнуть трудности при установке и настройке программы?

Перед началом установки программы **Диалог Nibelung StudDB** рекомендуем ознакомиться со следующим разделом: *Dialog Nibelung StudDB installation notes* на стр.187 .

Какое имя и пароль преподавателя по умолчанию?

По умолчанию имя преподавателя: `Admin`, пароль: `Admin`.

Где находятся настройки программы?

Для вызова диалога с настройками необходимо зайти в программу в режиме администратора. Диалог можно вызвать сочетанием клавиш **Ctrl**+**H** или выбрать соответствующий пункт меню или кнопку панели инструментов

Как запустить программу в режиме администратора?

Для этого достаточно войти в программу под именем **Admin**

7.9 Экспорт

Программа **Диалог Nibelung StudDB** позволяет экспортировать:

- карточку одного учащегося;
- подразделение вместе со всеми его учащимися;
- учебное заведение (сводная информация);
- учебное заведения (полная информация);

- всех учащихся, расположенных в архиве;
- всех учащихся учебного заведения.

Экспорт реализован в форматы csv, txt и html (см. *Glossary* на стр.230).

Информация: *При экспорте учащихся (единичная карточка или набор учащихся) в формат html экспортируются также их фотографии. Они находятся в каталоге, расположенном там же, где и html файл экспорта и названном так же, однако имеющем приставку `_files` в конце имени*

Чтобы выполнить экспорт, вызовите контекстное меню учебного заведения, подразделения, архива или единичного учащегося и выберите пункт **Экспорт**. В появившемся диалоге выберите:

- формат экспортируемых данных;
- каталог, куда будет произведен экспорт;
- имя файла для экспорта.

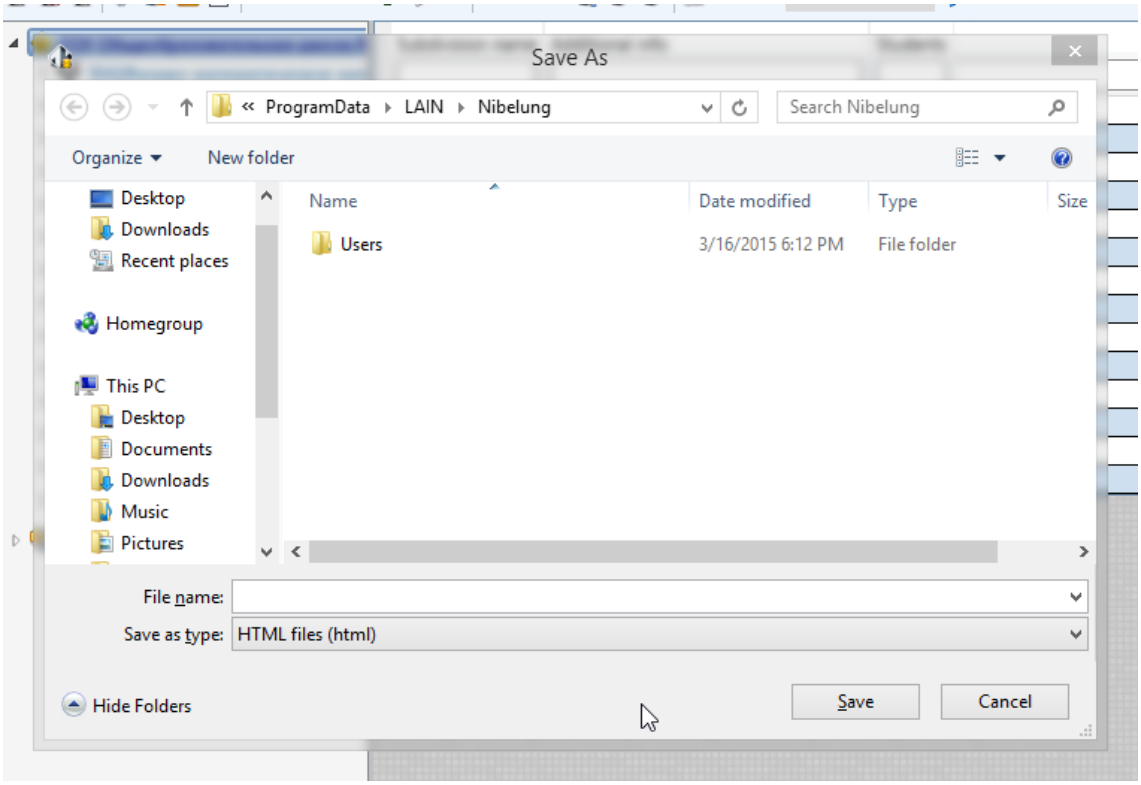

Рис.252 Пример диалога экспорта

Информация: *При отсутствии расширения у экспортируемого файла программа добавит его самостоятельно*

7.10 Советы по работе с программой

- Начните с создания нужных подразделений, затем добавляйте в них учащихся;
- Свойства выбранных в области древовидного представления можно посмотреть и изменить, нажав клавишу **F2**;
- Навигация по всему окну программы, а также по области древовидного представления, табличному виду и внутренним диалогам возможны как с помощью мышки, так и с помощью клавиатуры. Для навигации используются стандартные клавиатурные сочетания: **Tab**, **Ctrl + Tab**, стрелки **влево**, **вправо**, **вверх** и **вниз**. Эти клавиши используются как в области древовидного просмотра, так и в табличном виде и во всех диалогах и окнах программы;
- При наведении мышки на элемент в области древовидного просмотра будет показана карточка с основной информацией о нем;

- При необходимости можно изменить ширину области древовидного просмотра и навигации с помощью разделителя, расположенного справа от нее. При наведении на эту область мышкой появляется курсор, сигнализирующий о возможности изменения ширины области. Нажмите левую кнопку мыши и начните перемещение в нужную Вам сторону;
- У каждого элемента как в области древовидного просмотра, так и в табличном виде, имеется контекстное меню, которое можно вызвать правой кнопкой мыши или стандартной клавишей клавиатуры "контекстное меню";
- При вызове контекстного меню для произвольного (т.е., в общем случае - невыделенного) элемента он выделяется автоматически и любой пункт контекстного меню будет применяться к этому элементу;
- Если программа работает в режиме с резервированием (см. *Режимы работы с базой данных* на стр.212), появляется соответствующая кнопка на панели инструментов и пункт меню **Файл** > **Сохранить базу данных**. В этом случае все изменения в базе данных будут зафиксированы **только после нажатия этого пункта меню** (или кнопки "Сохранить"). При выходе из программы или завершении сеанса работы программа предложит сохранить изменения. При включенном режиме **автосохранения** резервная база данных будет автоматически записываться в основную каждые несколько минут согласно заданному интервалу);
- Для быстрой установки даты рождения в карточке учащегося можно использовать стрелки клавиатуры;
- В области табличного просмотра можно поменять порядок столбцов, просто перетащив их мышкой;
- Для быстрого перевода учащихся, их удаления или восстановления, используйте **drag'n'drop** (см. *Glossary* на стр.230). Целевое подразделение будет подсвечено, а перемещенный элемент окажется в конце древовидного представления соответствующего подразделения;
- Используйте режим показа всех учащихся для поиска учащегося, подразделение которого Вам точно неизвестно, но о котором известны некоторые данные (например, фамилия или дата рождения);
- Для быстрой ревизии базы данных экспортируйте целиком учебное заведение, подразделение или список учащихся в формат **html**. Так Вы сможете быстрее найти учащихся, узнав их по фотографии, а также использовать во всей полноте средства поиска, встроенные в любой современный браузер.

7.11 Режимы работы с базой данных

В программе **Диалог Nibelung StudDB** реализовано два режима работы с базой данных:

- Режим прямой работы;
- Режим с резервированием (режим отложенной записи).

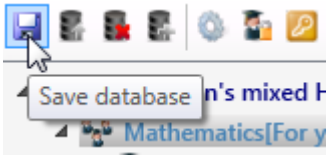

Рис.253 Кнопка сохранения в режиме резервирования на панели инструментов

Нужный режим устанавливается включением или выключением опции **Режим резервирования** (п. *Settings window* на стр.189). Настраивать режим следует системному администратору. В режиме прямой работы с базой данной любое действие, произведенное редактором базы, немедленно применяется к базе данных. При включенном режиме резервирования вся работа происходит с *временной базой данных*. Это значит, что любые изменения, сделанные пользователем, записываются во временную базу и оказываются в основной базе данных только после выполнения команды **Сохранить базу данных**.

Эта команда выполняется пользователем вручную (при завершении сеанса работы или закрытии программы пользователю в любом случае выдается запрос на сохранение изменений) и, при включен-

ном режиме автоматического сохранения, автоматически через интервал, заданный в окне настроек программы (см. *Settings window* на стр.189).

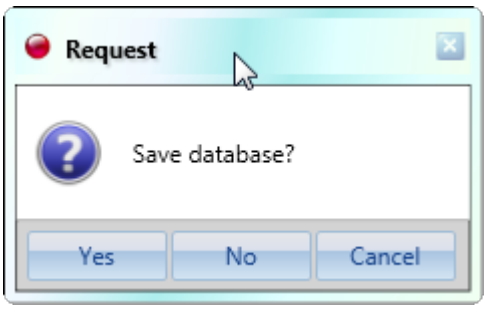

Рис.254 Запрос на сохранение изменений

Информация: *Интервал автоматического сохранения задается в минутах*

7.12 Системному администратору

В программе **Диалог Nibelung StudDB** существует разграничение пользователей по уровню доступа. После установки существует единственная учетная запись `Admin` с паролем по умолчанию `Admin`. Для настройки зайдите в программу, введя **пароль администратора**. После этого можно производить следующие действия:

- С помощью диалога управления пользователями (п. *Accounts management window* на стр.190):
  - добавление пользователя;
  - изменения пароля пользователя;
  - удаление пользователя.
- Создание новой базы данных StudDB;
- Подключение к произвольной базе данных StudDB;
- С помощью диалога настроек программы (п. *Settings window* на стр.189):
  - Изменение языка интерфейса программы;
  - Установка базы данных, с которой будут работать пользователи;
  - Задание контактных данных для связи пользователей с администратором;
  - Управление режимом запроса подтверждений при удалении;
  - Управление режимом резервирования базы данных;
  - Управление режимом автоматического сохранения и его интервалом.

Информация: *Задайте данные для связи в настройках, чтобы пользователи в случае забытого пароля или иных проблем не оставались один на один со своей проблемой.*

Информация: *Обычным пользователям задавать пароль желательно, но не обязательно.*

Важное замечание: *После установки программы поменяйте административный пароль по умолчанию на новый!*

Во время работы программа *Диалог Nibelung StudDB* протоколирует действия в **log-файл**. В случае необходимости его можно посмотреть в каталоге %TEMP%\Nibelung\StudDB.log текущего пользователя операционной системы.

При работе в режиме резервирования базы данных программа **Диалог Nibelung StudDB** оперирует с *базой данных*, расположенной в каталоге %TEMP%. Имя файла базы имеет вид "1234567890-tmp.db". Временная база представляет с собой копию базы со времени последнего сеанса работы с ней, к которой добавлены изменения, сделанные в текущем сеансе. Если по каким-либо причинам (напри-

мер, сбой питания) работа была прервана, можно попробовать восстановить последние изменения. Для этого надо:

- Открыть сохраненную временную базу в административном режиме;
- Убедиться в том, что это именно та база, которая редактировалась до завершения работы и что она **содержит последние изменения**, ради которых требуется восстановление;
- Сделать резервную копию текущей базы (*Settings window* на стр.189 содержит информацию о текущем файле базы данных);
- Вручную переместить временную базу в целевой каталог, задав ей удобное имя;
- Выбрать используемую базу данных в окне настроек программы.

7.13 Возможные ошибки

Не открывается база данных

- войдя в режим администратора, проверьте наличие файла базы данных по пути, указанному в настройках. При отсутствии файла:
  - создайте базу заново и укажите путь к ней в настройках;
  - переместите нужный файл базы соответственно настройкам пути и имени файла базы;
  - укажите в настройках пути любой ранее созданный файл базы данных StudDB, имеющийся на локальном компьютере или в сети;
- проверьте, не блокируется ли доступ к базе данных сторонней программой, например, антивирусом;
- с помощью диспетчера задач проверьте, не остался ли модуль программы (StudDB.exe) загруженным в памяти при том, что сама программа была закрыта или не была запущена повторно; если такой процесс есть, завершите его;
- убедитесь, что в каталоге с установленной программой присутствует файл **System.Data.SQLite.dll**. При его отсутствии переустановите программу.

Программа не запускается

- переустановите программу;
- убедитесь с помощью Вашего системного администратора, что каталоги программы доступны для чтения и записи текущим пользователем системы.

8. SUGGESTED LESSON WORKFLOW

1. Turn on the teacher and student workstations. Student workstation can be turned on remotely from the teacher workstation if they have been set up to do so (see *Network interface setup on Windows Vista and windows 7* on page 36).
2. Launch the teacher module and student modules if they have not been already launched upon Windows startup.
3. Log into your account in the teacher module. For a new teacher, log in as `Admin` and add a teacher account (section *Teacher accounts* on page 63).
4. Open a class file. If this is a new class, select **Class** > **New** from the main menu, and enter number of students in the class and number of rows in the virtual classroom. You can also (re)arrange student seats manually and edit the class list. Save the class file on the teacher workstation (section *Class layout* on page 67).
5. Perform student roll call registration (section *Roll call registration* on page 70). Correct student names if necessary.
6. You can now arrange students into groups (section *Grouping of students* on page 76) and assign them activities (section *Student activities* on page 111).
7. Process of finishing a lesson depend on the types of activities performed during the session. For example, after a self access activity it might be necessary to collect classroom assignments (section *Self access* on page 112).
8. You can copy lesson materials between the teacher folder and removable media using standard **Windows** tools.
9. Student workstations can be shut down remotely from the teacher module (section *Power control* on page 105).
10. Exit the teacher module and shut down the teacher workstation (if necessary).

9. AUDIO HUB

9.1 Advantages of using an audio hub

Dialog 5 audio hub together with student interface devices allows you to transmit audio over dedicated lines bypassing the classroom LAN.

By using **Dialog Nibelung** with the audio hub you can avoid the following problems frequently arising from transmission of audio across computer networks:

- degraded audio quality: pops, clicks and dropouts;
- echo;
- delay;
- lack of hardware loopback.

Tip: *Audio loopback allows you to hear yourself through your headset. Support for audio hardware loopback was eliminated in* ***Windows Vista*** *and subsequent versions, while its software emulation introduces additional delay and echo.*

Attention: *Installation of the audio hub should be performed by a qualified technician. Please contact the manufacturer (http://www.lainlab.com) if you require further assistance.*

9.2 Audio hub overview

The audio hub facilitates high quality audio transmission in the classroom. It operates under the control of **Dialog Nibelung** teacher module, with which it communicates via the classroom LAN.

The front panel of the audio hub contains the Power On/Off switch and three indicators (*Figure 255:* on page 216) .

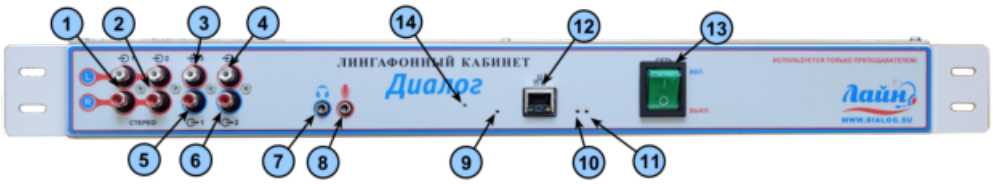

Figure 255: Audio hub: front panel

Front panel controls:

1	**Operational** indicator light (green LED)
2	**+5V** indicator light (red LED)
3	**-12V** indicator light (red LED)

4	Power on/Off switch

Figure 256: Audio hub: front panel indicators

The rear of the audio hub contains connectors for student interfaces (model shown in the picture can serve up to 20 students), 3 external audio sources, teacher workstation audio interface, teacher's headphones and microphone, LAN, and the power cord (*Figure 257:* on page 217). The unit is equipped with a worldwide power supply and can be powered from 85-264 VAC / 47-63 Hz mains by connecting a compatible cord.

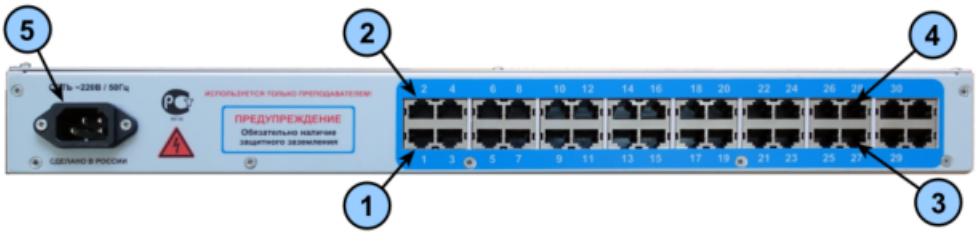

Figure 257: Audio hub: rear panel view

Connectors on the audio hub rear panel:

1	Power cord connector (IEC60320/C14)
2	LAN connector (RJ-45)
3	Input 1 connector (RCA)
4	Output 1 connector (RCA)
5	Input 2 connector (RCA)
6	Output 2 connector (RCA)
7	Input 3 connector (RCA)
8	Output 3 connector (RCA)
9	Input 4 connector (RCA), to be connected to the **Line Out** of the teacher workstation audio interface
10	Output 4 connector (RCA), to be connected to the **Line In** of the teacher workstation audio interface
11	Teacher headphones connector (3.5 mm jack)
12	Teacher microphone connector (3.5 mm jack)
13	Student interface 1 connector (RJ-45)

14	Student interface 2 connector (RJ-45)
15	Student interface 19 connector (RJ-45)
16	Student interface 20 connector (RJ-45)

Attention: *Please note that the sequential number of student interface connector must correspond to the Student Seat ID number for correct operation of the audio hub with* ***Dialog Nibelung****.*

Tip: *The audio hub will try to obtain an IP address via* ***DHCP****. If no* ***DHCP*** *servers can be reached, the audio hub will take first available address in the* `192.168.0.100 - 192.168.0.255` *range.*

Attention: *It is also possible to assign a static IP address to the hub, change the MAC address, and port number. Point your browser to* `http://x.x.x.x/cmd.cgi?cmd=set`*, where* `x.x.x.x` *is the current IP address of the audio hub. Edit the settings and submit the form (Figure 258: on page 218). Please note that these settings are password protected. Contact Lain Ltd. to obtain the password.*

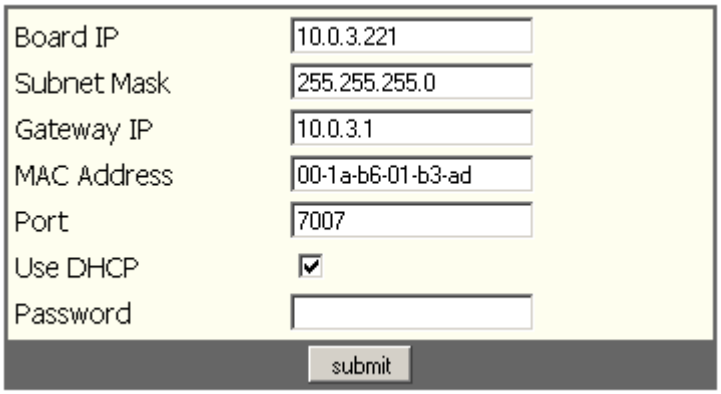

Figure 258: Audio hub network settings

9.3 Student interface

Student interface is a device installed in the vicinity of the student workstation that connects student workstation and headset to the audio hub.

Connectors for the student workstation and two headsets are located on the rear panel of the student interface (*Figure 259:* on page 219).

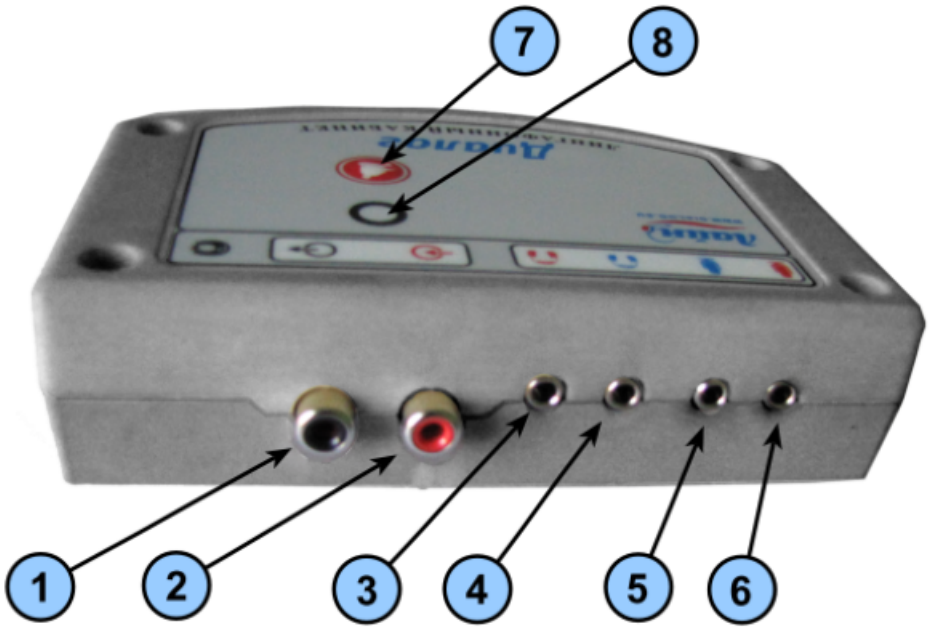

Figure 259: Student interface controls and connectors

Student interface controls and connectors:

1	**Line Out** (RCA) for connecting to the **Line In** of the student workstation audio interface
2	**Line In** (RCA) for connecting to the **Line Out** of the student workstation audio interface
3	Headset 1 headphones (3.5 mm jack)
4	Headset 2 headphones (3.5 mm jack)
5	Headset 2 microphone (3.5 mm jack)
6	Headset 1 microphone (3.5 mm jack)
7	**Call teacher** button
8	**Call teacher** indicator light

The **Call** and **Ring** light are located on the top panel of the student interface.

The **Call teacher** button operates just like the corresponding software button in the **Dialog Nibelung** student module.

Important: ***Line In*** *of the student workstation sound card should be connected to the* ***Line Out*** *of the student interface and vice versa.*

9.4 Connecting the audio hub

Connection diagram for a classroom equipped with Ethernet LAN and an audio hub is shown in *Figure 260:* on page 220 .

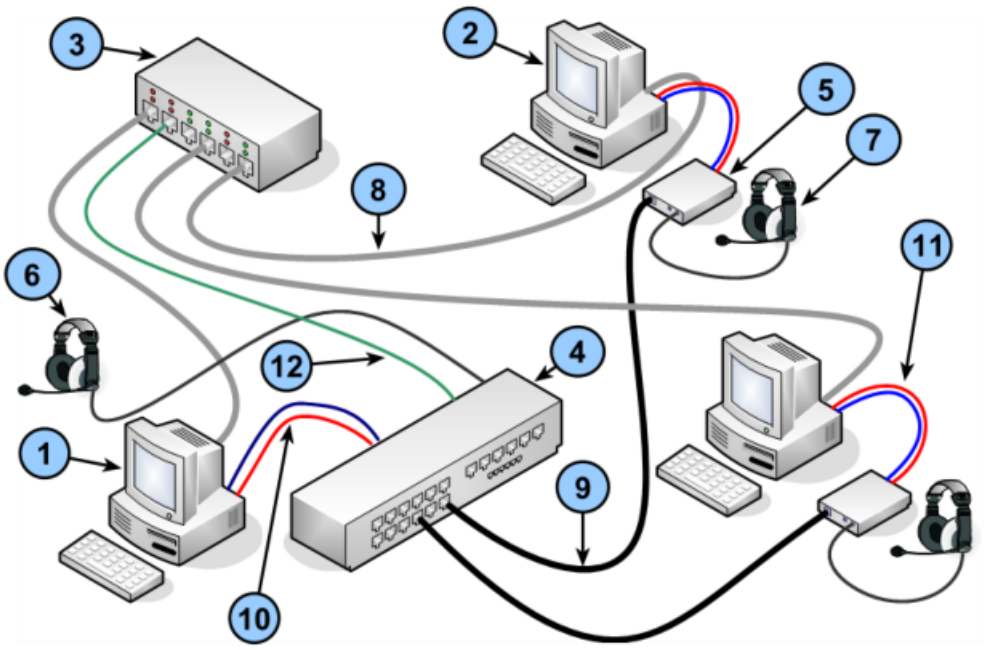

Figure 260: Audio hub connection diagram

Elements on the connection diagram:

1	Teacher workstation
2	Student workstation
3	**Ethernet** switch (or **Wi-Fi** router in case of wireless network)
4	Audio hub
5	Student interface
6	Teacher headset
7	Student headset
8	LAN cable (not necessary for wireless LAN)
9	Multipurpose cable connecting audio hub with student interface
10	Audio cables connecting audio hub with the teacher workstation
11	Audio cables connecting student interface with student workstation
12	Audio hub LAN cable for control & monitoring

9.5 Working with the audio hub

Dialog Nibelung will automatically find an audio hub connected to the classroom LAN and will reconfigure itself to take advantage of the available hardware. Otherwise, it will operate in regular mode as described in section *Teacher module* on page 51 .

Tip: *The audio hub allows for connections to a maximum of 28 student workstations. Student workstations with IDs above 28 will still be able to communicate via the classroom LAN.*

There is an icon indicating presence of the audio hub in **Dialog Nibelung** teacher module status bar (#1 in *Figure 261:* on page 221). This icon appears in color whenever **Dialog Nibelung** has established communications with the audio hub and gray otherwise.

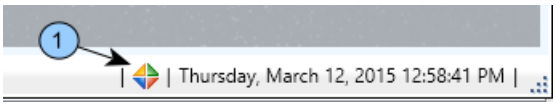

Figure 261: Audio hub status icon in the teacher module

Likewise, student modules connected to the audio hub will display the same icon in place of the online/offline status icon in the status bar (#4 in *Figure 165:* on page 153).

Figure 262: Audio hub status icon in the student module

A new **Audio hub** item will appear in the **Media sources** menu (section *Media sources* on page 127) whenever **Dialog Nibelung** recognizes an audio hub.

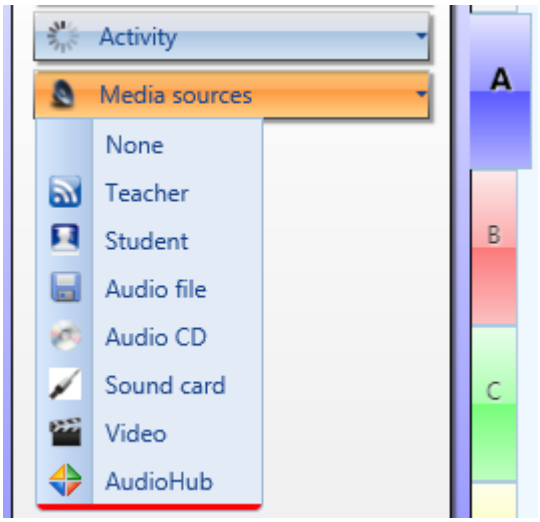

Figure 263: **Media sources** menu

Select **Audio hub** as a media source to open the control tab where you can choose between the following sources connected to the hub:

- **Teacher**;
- **Student**;
- **External source**;
- **Teacher plus external source**.

- **None**;

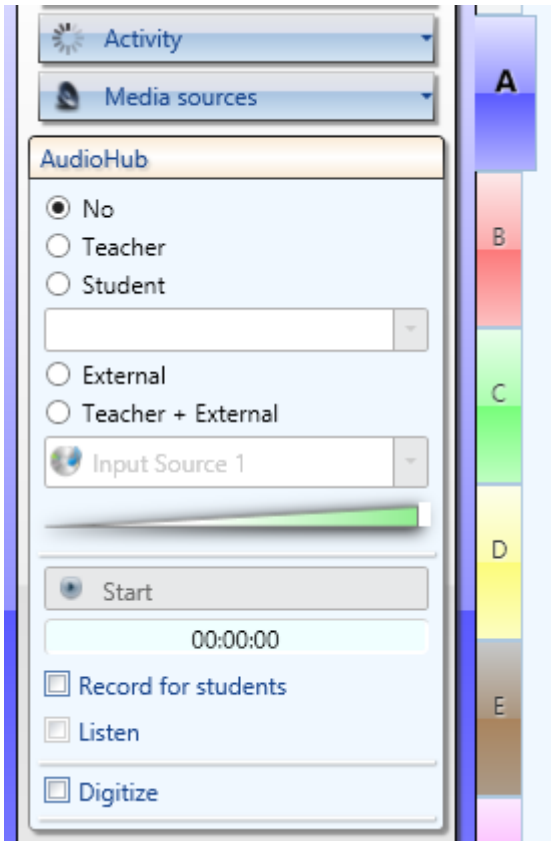

Figure 264: **Audio hub** source control tab

If an external source is selected, you can also choose between several external sources connected to the audio hub, and adjust their volume.

Important: *If* ***Student*** *is selected as the audio hub source, any student chosen by the teacher (see Student on page 128) and connected to the audio hub can be a media source for the selected group. All students in the group must also be served by the audio hub.*

The rest of the audio hub controls in this tab work as described in section *Media sources* on page 127 .

10. FREQUENTLY ASKED QUESTIONS

10.1 Hardware selection

What computer hardware do you recommend for running Dialog Nibelung?

Absolute minimum hardware requirements for the teacher workstation are listed in section *Hardware and network requirements* on page 11 of this manual.

Student workstations have lower requirements. Essentially any modern desktop, notebook, or ultrabook with at least 512 MB of RAM will do the job. A more powerful computer may increase software responsiveness and/or quality of the video playback.

We recommend a modern desktop or notebook computer with 1-2 GB of RAM or more and a dual core or more CPU for the teacher workstation. A more powerful computer is recommended if one or more of the following is required:

- more than 20 students in the class;
- classroom equipped with a wireless network;
- several video streams (particularly HD video) are used as media sources simultaneously;
- video (particularly HD video) from external sources is used as a media source;

What type of headsets can you recommend?

We recommend rugged circumaural (over-ear) noise isolating headsets with boom microphones, for example, Hamilton SchoolMate HA7M. VoIP headsets from recognized manufacturers (e.g. Plantronics, Jabra) also work quite well in language lab settings.

What network equipment can you recommend?

Performance of a software based language lab greatly depends on both bandwidth and latency of the classroom LAN, particularly if the audio hub is not used. As a rule of thumb, we recommend using business grade equipment for both wired and wireless networks. Consumer grade equipment should be avoided.

What hardware is necessary for using an external video source as a media source?

Teacher workstation has to be equipped with a video capture interface, either analog or digital, depending on the type of the video source.

What operating systems does Dialog Nibelung support?

Dialog Nibelung can run on any operating system where Microsoft .NET Framework 3.5 can be installed. For a complete list of supported operating systems, please refer to section *System requirements* on page 11.

What exactly is on the the installation disk?

Please refer to section *Installation notes* on page 11 for the content listing of the installation disk.

10.2 Installation and setup

What is the default teacher login and password?

Default teacher login name is `Admin`, password: `Admin`.

Where can I find the license number, license key, etc?

License number, license key and USB dongle are included in your **Dialog Nibelung** shipment together with the installation disk. The license number is printed on the USB dongle.

Can you help us restoring the license number or license key?

Contact your dealer or **Dialog Nibelung** customer service for the license key replacement. Please have your organization name and license number ready. License number is printed on the USB dongle.

Can we have the USB dongle replaced?

We are sorry, it is not possible to replace a USB dongle as they are unique.

How can I access the student module setup window?

Launch the student module with the Windows Administrator privileges. Press **Alt**+**Ctrl** and click on the student module window title bar or on any empty space within the window.

How do I launch it with the Administrator privileges?

Right click on the software icon and select **Run as Administrator** to launch a piece of software with Administrator privileges in Windows Vista, Windows 7 and Windows 8.x with UAC enabled.

How to set up Dialog Nibelung for a discussion with students and a simultaneous broadcast of a media source?

Select the sound card as the media source (see *Sound card* on page 132) and enable **Stereo mixer**. However, with such setup students will hear echo of their own voices if the teacher headset is connected to the same sound interface. There are two solutions for this problem:

1. Use two separate physical sound interfaces. Install the additional sound interface, connect it to the headset, and select this interface as the capture and playback device in the teacher module settings (see *Teacher module setup* on page 32). Connect the output of the original sound interface to the input of the newly installed one.
2. Use a virtual sound card, for example **Virtual Audio Cable** (*http://www.ntonyx.com/vac.htm*). Set the virtual sound card as the default Windows playback device and your physical sound interface as the default **Dialog Nibelung** capture and playback device.

Contents of the installation package:

- Docs – **Dialog Nibelung** documentation;
- Nibelung – **Dialog Nibelung** distribution folder;
  - DotNetFX40ClientKB2468871 – **.Net Framework 4.0 Client Profile** runtime software environment for **Dialog Nibelung** (already included in Windows 7, 8 and 10);
  - jre – **Java Runtime Environment** for the quiz system;
  - WindowsInstaller4_5 – for installation on outdated versions of Windows that do not include the Installer);
  - nibelungmain.msi – **Dialog Nibelung** teacher module installation file;
  - nibelungclient.msi – **Dialog Nibelung** student module installation file;
  - setup-nibelungmain.exe – teacher module installer;
  - setup-nibelungclient.exe – student module installer;
- NPlayer – **Dialog NPlayer** installation files for standalone use (e.g., on a home computer);
- NPW – **Nibelung Power Watch** installation file, NPW is application for display tablets' battery status;
- NQuiz – **Dialog NQuiz** test system with documentation and cross platform installer for standalone use (e.g., on a home computer);
- SampleContent – audio and video examples;

The following is also included on the installation CD for your convenience:

- AdobeReader – PDF files viewer;
- KB – Windows system updates necessary to install and run **Dialog Nibelung**;
- Lang – autorun language files;
- SimpleDict – freeware crossplatform multiformat dictionary distributed under Academic Free License;
- VideoConverter – freeware video editor and format converter;
- WMP – **Windows Media Player 10** (might be necessary for older versions of Windows);

11. TROUBLESHOOTING

Student module can not establish communication with the teacher module:

- check if the student workstation is connected to the network;
- check the teacher workstation IP address or network name in the student module settings;
- check if another student module with the same student seat ID is running on the network;
- check if a firewall is interfering with **Dialog Nibelung** network traffic.

Problems with sound transmission over the classroom LAN:

- network switch does not support **IGMP v2**;
- misconfigured sound interface (see *Microphone setup on Windows Vista and Windows 7* on page 41).

No recording in the media player:

- check the headset connection;
- check the sound interface setup and make sure that you can record using standard Windows software (**Sound recorder**, usually found under **Start** > **All programs** > **Accessories**).

Student workstations can not be remotely powered on from the teacher workstation:

- check network interface and **BIOS** settings (see *Operating System and hardware setup* on page 34);
- on some PCs **BIOS** does not support power on from the standby mode, only wake on LAN from the sleep mode;
- student workstation must have been previously at least once in communication with the teacher module (for it to learn the relevant **MAC** addresses).

Browser misbehaving on the teacher or student workstations:

- check that all workstations have the same version of the browser installed with identical set of plug-ins.

File transfer malfunction:

- check for presence and setup of any anti-virus software.

Software becomes unresponsive when simultaneously recording and playing back audio under Windows 7:

- install **KB841290** update. See Microsoft Support for details: *http://support.microsoft.com/kb/981679*.

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Subject to the provisions of the current legislation, **LAIN Ltd.** will not be liable to you for any damages arising from the use of the program, including without any restrictions, loss of favorable business reputation, work stoppage, faults and failures in operation of the computer equipment, as well as other commercial losses / damages, under condition that this provision shall not exclude or limit liability of **LAIN Ltd.** for lethal cases or injuries, or any other liability, which cannot be excluded or limited according to the current legislation.

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You express your consent in relation to you program supplier, providing **LAIN Ltd.** with your name, mail address and E-mail, and specify exactly the number of program copies purchased by you, for the purpose of **LAIN's Ltd.** use of this information to provide and find alternative Suppliers for the case of termination of his relations with your supplier, so that he could pass this information to any other supplier to be used for similar purposes. Also, you express your consent that **LAIN Ltd.** would pursuing the same purposes pass this information to countries outside the EEC, including the countries that do not ensure the same level of data protection as in the EEC countries. If you have any question as to the use of you personal data by LAIN Ltd., please contact **LAIN Ltd.** at the address shown above.

9. Miscellaneous

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If any provision of this Agreement is held to be illegal for some reason or otherwise unenforceable, then, to the extent so held, it shall be removed from this Agreement, the rest of the provisions remaining in full force and effect.

No breach of any provision of this Agreement shall be deemed to have been waived, but only by a written statement by one of the parties, and no breach or delay in execution of its provisions by any of the Parties is regarded as a refusal to execute them, and has no influence of the ability of the other party to exercise such right of theirs.

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13. CONTACT US

Web	*http://www.lainlab.com*
Email	*sales@lainlab.com*
Phone	+372 5622 6873

14. GLOSSARY

Student Seat ID
Student workstation sequential number for identification (section *Student module setup* on page 33). Each student workstation must have a unique student seat ID. Presence of multiple workstation with the same ID can cause malfunction of **Dialog Nibelung**.

IP address
IP address is a unique numerical address assigned to each device connected to the network. It looks like 4 numbers, between 0 and 255 each, separated by dots, e.g. **192.168.0.1**. You will need the IP address or network name of the teacher workstation to properly set up student workstations (section *Student module setup* on page 33).

USB dongle
USB dongle is a copy protection device that also has the maximum number of student workstation for current installations embedded in it (section *Teacher module installation* on page 13). USB dongle must be plugged into the teacher workstation at any time it is running the **Dialog Nibelung** teacher module.

Autoscan
Autoscan is a mode in which the teacher can monitor screens of several students and simultaneously listen to them (section *Autoscan* on page 100).

Class layout
Class layout is a map of the virtual classroom that may or may not represent the physical layout of the classroom. Class layout is used to arrange student panels in the teacher module classroom console (section *Class layout* on page 67).

Discussion
Discussion is a classroom activity during which students have conversations either in pairs or in a group (section *Discussion* on page 115).

Bookmarks
Bookmarks are used to mark certain positions in multimedia files for quick access to them later (section *Bookmarks* on page 157).

Launch applications
Launch applications is a mode that allows the teacher to remotely launch applications on student workstations (section *Launch applications* on page 79).

Master track
Master track is an audio track that students can listen to, set bookmarks, select fragments for repeat listening, etc., but can not record over it (section *Master track and student track* on page 155).

Student module
Student module is a **Dialog Nibelung** software module running on the student workstations. It has a media player at its core and works under the control of the teacher module (section *Student module* on page 152).

Teacher module
Teacher module is a **Dialog Nibelung** software module running on the teacher workstation. Teacher module performs many functions, including control over student modules, student monitoring, activities assignment, preparation of classroom multimedia materials, etc. (section *Teacher module* on page 51).

Digitization
Digitization is conversion of an analog signal into digital form. **Dialog Nibelung** allows you to digitize audio sources and store results in files (section *Media sources* on page 127).

Toolbar
Toolbar is a teacher module panel for quick access to frequently used functions. Customization of the toolbar is described in section *Toolbar customization* on page 137.

Teacher folder
Teacher folder is a folder on teacher workstation permanent storage which is automatically created for every teacher upon creating an account for this teacher. Teacher folder is used for storing class files, multimedia teaching materials, quizzes, etc.

Audio
Students can receive different kinds of audio materials over the classroom network: files, CD tracks, signals from teacher and student microphones, external sources, etc. (section *Media sources* on page 127).

Video
Students can receive different kinds of video materials over the classroom network: files, Youtube videos, external streams from video capture interfaces, web cams, etc. (section *Video* on page 133).

Live screen
Live screen is a mode that allows the students to see in real time a screen from teacher or another student workstation (section *Live screen* on page 120).

Scribble
Scribble is a mode that allows the teacher or a student to scribble notes on a white semitransparent layer on their screen and have them shown on another workstation (section *Live screen* on page 120).

Listen
Listen mode allows the teacher to listen to a student, a pair of students, or a group discussion (section *Listen* on page 77).

Conversation
Conversation mode allows the teacher to enter a conversation with a student, a group of students, or the whole class (section *Conversation* on page 77).

Roll call registration
Roll call registration is used to record student attendance, typically at the beginning of a lesson (section *Roll call registration* on page 70).

Self access
Self access is a type of classroom activity during which students work on their own on an assignment (section *Self access* on page 112).

Subtitles
Subtitles can be used to aid the students in speech comprehension in audio and video materials (section *Subtitles* on page 160).

Student track
Student track is used for recording student voice (section *Master track and student track* on page 155).

Remote control
Remote control is a mode using which the teacher can assume complete control over the student workstation (section *Remote desktop window* on page 109).

Power control
Power control is a mode that allows the teacher to remotely shut down, reboot, put to standby, and power on student workstations (section *Power control* on page 105).

Media player
Media player allows the students to play of audio and video materials, and to record their own voices (section *Media player* on page 153).

Chat
Chat is a classroom instant messaging service (section *Chat* on page 81).

Poll
Режим, в котором преподаватель может провести быстрое голосвание или опрос на один вопрос с различными вариантами ответов (см. *Polling* on page 83).

Screen thumbnails
Screen thumbnails is a mode that replaces student images in the classroom console with the thumbnails of their screenshots (section *Screen thumbnails* on page 99). These thumbnails will be updated every few seconds.

15. DISCLAIMER

Manufacturer reserves the right to modify this software product for the purpose of improvements and introduction of new features not affecting ability of the product to operate under reasonable conditions. This manual may contain certain inaccuracies as the result of such modifications.