

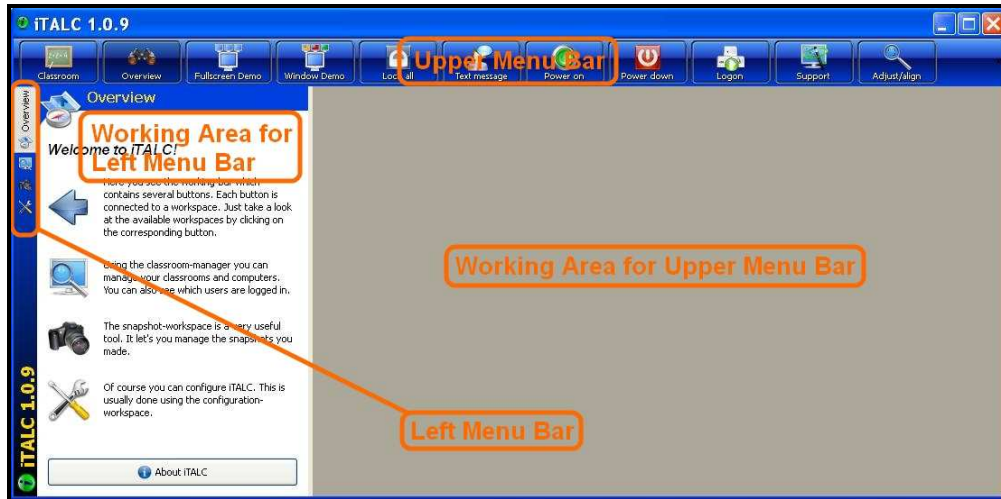
**iTALC**  
***Intelligent Teaching And Learning with Computers***  
Version 1.0.9

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## The iTALC Management Console

The iTALC management console will open by default to the **Overview work area**. The Overview work area provides some brief tips about the Left or also called the Working Bar and iTALC information. Notice there are four major areas to work in iTALC. The Upper Menu, Upper Menu Work Area, Left menu, and the Left Menu Work Area as shown below.



### Open your Classroom.

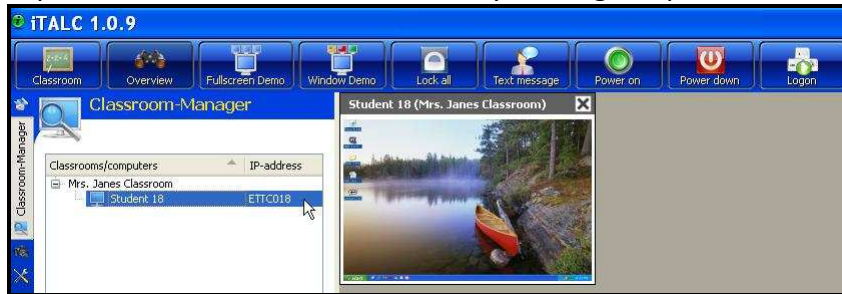
1. Click the Classroom button in the top left corner of the screen and then choose your computer lab from the drop down list.



2. On the left menu bar choose **Classroom Manger** to see classroom options.



3. Expand the classroom list if needed by clicking the plus to the left of the lab name.



Most computer monitors can't display all of the buttons that are turned on by default. So, before we can continue, we need to eliminate one button so the rest can be visible.

- 3a. You will need to right click the top right corner of the program where a red X is drawn in the below picture.



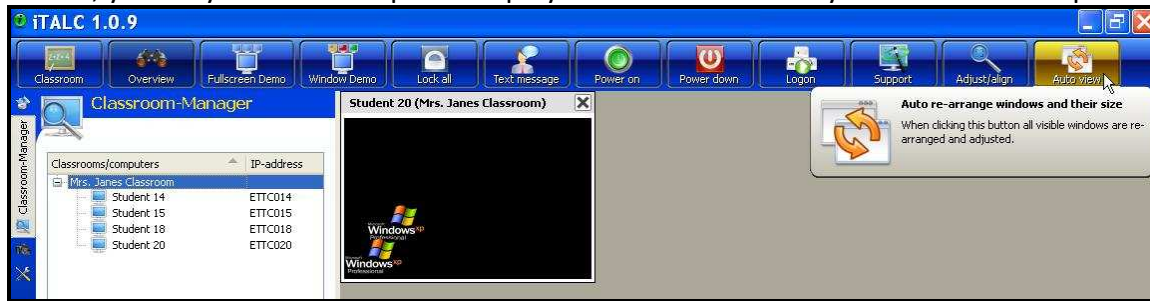
- 3b. We now need to click **Direct support** to turn that button off.



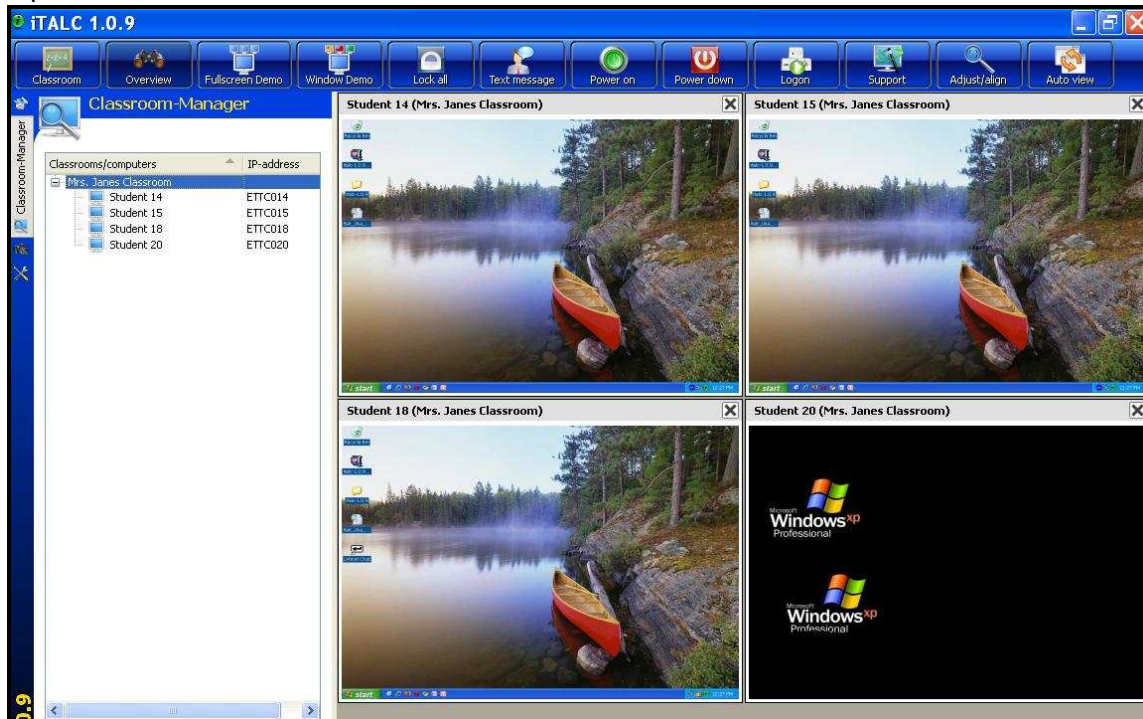
3c. Your toolbar will now look like this.



Notice, you only see one computer display. This is because they are stacked on top of each other.



- Find the Auto view button in the upper menu bar to auto arrange all student computer displays in alphabetical order as shown below.

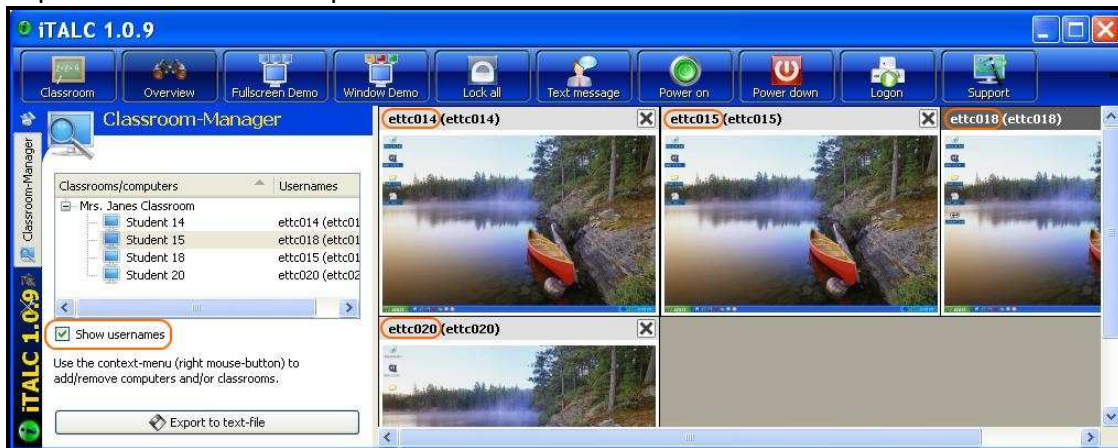




5. The teacher may choose to view the assigned names such as in the example image Student xx, or may choose to view the actual student login username. By default usernames are not displayed but may be changed by checking the Show usernames box. This may be helpful when taking a snapshot of activity as proof the user was actually logged into the computer when something wrong had been done.



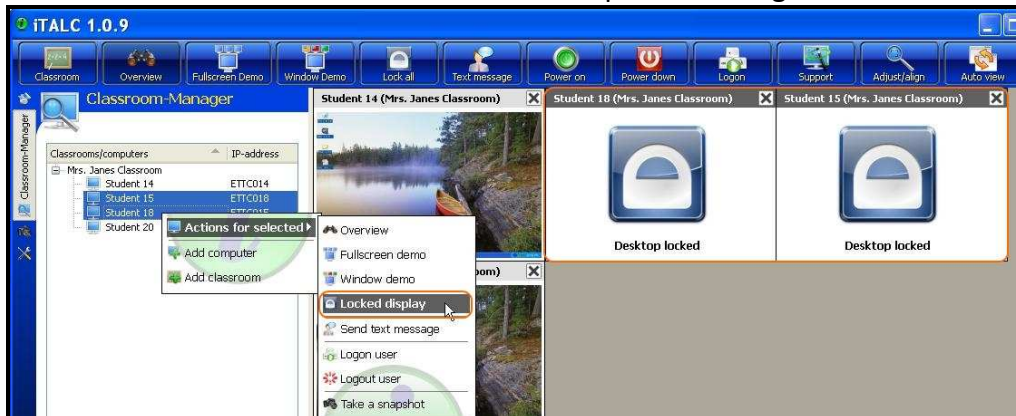
The image below shows usernames that are identical to the computer names. In most cases these will not be the same. The name to the left that has been circled is the username and the name to the right in parenthesis is the computer name.



6. To manage the student computers you may use the upper menu bar buttons or right-click each student computer image individually. The upper menu bar button actions will affect all student computers or the right-click may be used to manage a single student computer at a time as shown below.



7. To manage multiple computers but not all at one time you may use the shift or Alt keys while clicking each computer in the classroom list then right-clicking any selected computer from the list and choose **Actions for selected**. This method allows for quicker management of selective computers.



## Functionality of the Upper Menu Bar



The Upper Menu Bar button actions are applied to all student computers actively in the working area.

8. If you have multiple classrooms setup you may toggle between the selections by using the Classroom menu button. It also allows you to hide the teacher's computer.



9. The overview button gives you an overview of all connected computers and unlocks any locked student desktops, but will not unlock the student when the lock was applied by the Full Screen view menu bar explained later in viewing and controlling student computers.



10. The Full Screen Demo button allows you to share your teacher desktop in full screen mode with the students through a toggling between on and off. Students cannot close or leave the teacher Demo and lose control of their mouse pointer.



11. The Window Demo button allows you to share the teacher's desktop inside a window on the students computer, but they still have control over their mouse pointer and may resize or open and view other windows while the teachers desktop is being viewed.

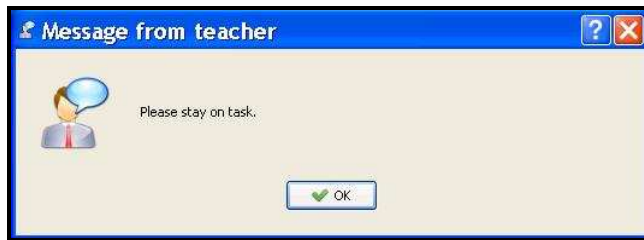


12. The Lock button allows the teacher the ability to lock and unlock the student computer screens. The students cannot do anything on the desktop until the teacher has unlocked.



13. The Text message button allows a one way message to be sent to all computers from the teacher. Students cannot respond.





14. The Power on button will attempt to power on all computers in the work area. This can only be accomplished if the student computer has **Wake On Lan (WOL)** enabled. Your administrator would have to make sure this is turned on within each workstation.



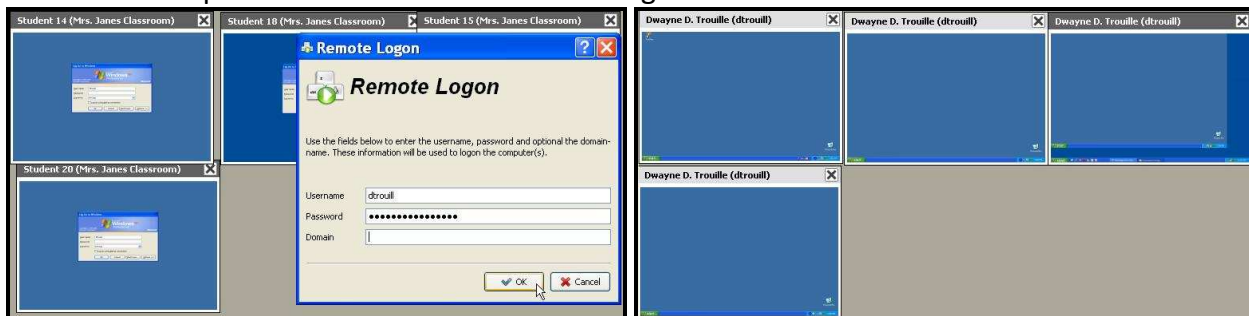
15. The Power down button will power down all computers listed in the work area regardless of the classroom they're assigned.



16. The Logon button allows the teacher to choose a single username and logon for all computers listed in the work area that is not already logged onto. For labs that utilize a single login for all computers, and does not have auto-logon capability this option will save the teacher much time. The domain name field should be left blank since Windows retains the name of the last logged into domain.



The computers need to all be at the logon screen. All computers are then logged in using same account. Example: This is useful for NWEA testing.

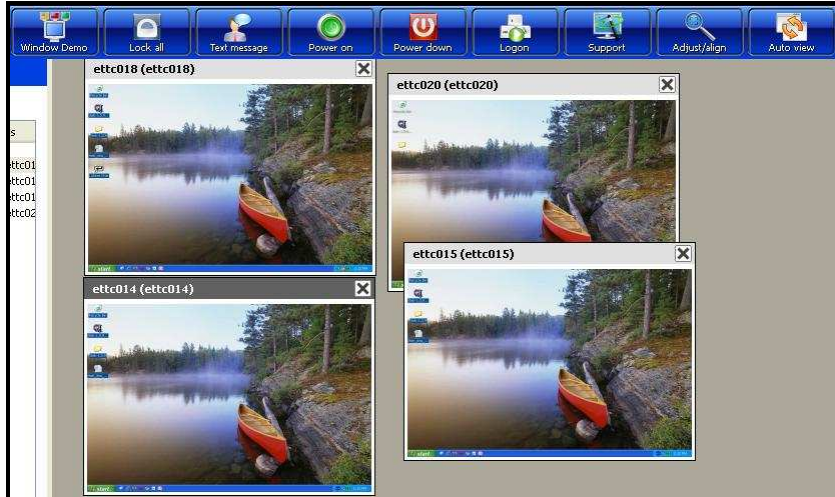




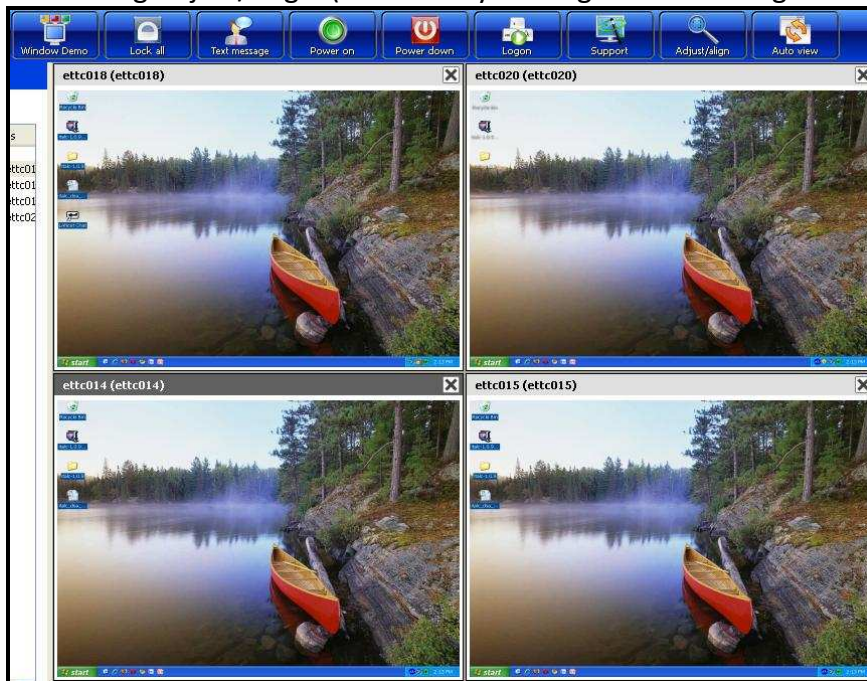
17. The adjust/Align button will adjust all student computer windows to the highest possible size and aligned.



Before using Adjust/Align



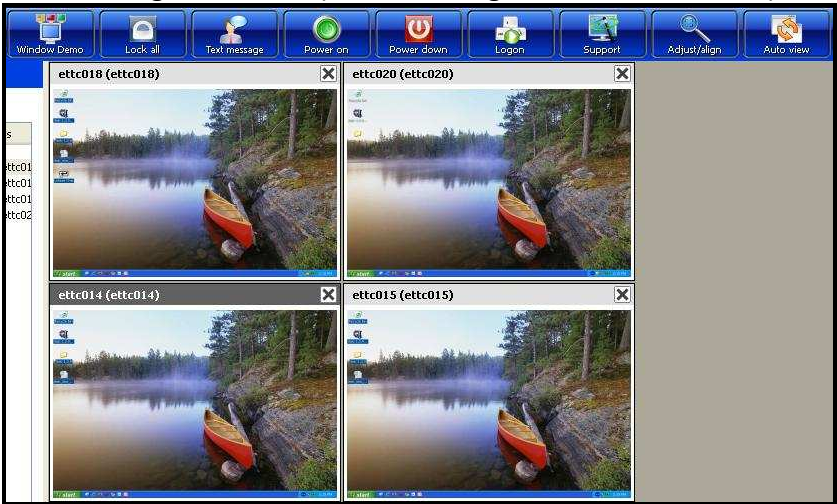
After using Adjust/Align (Notice they are aligned and enlarged but not in order)



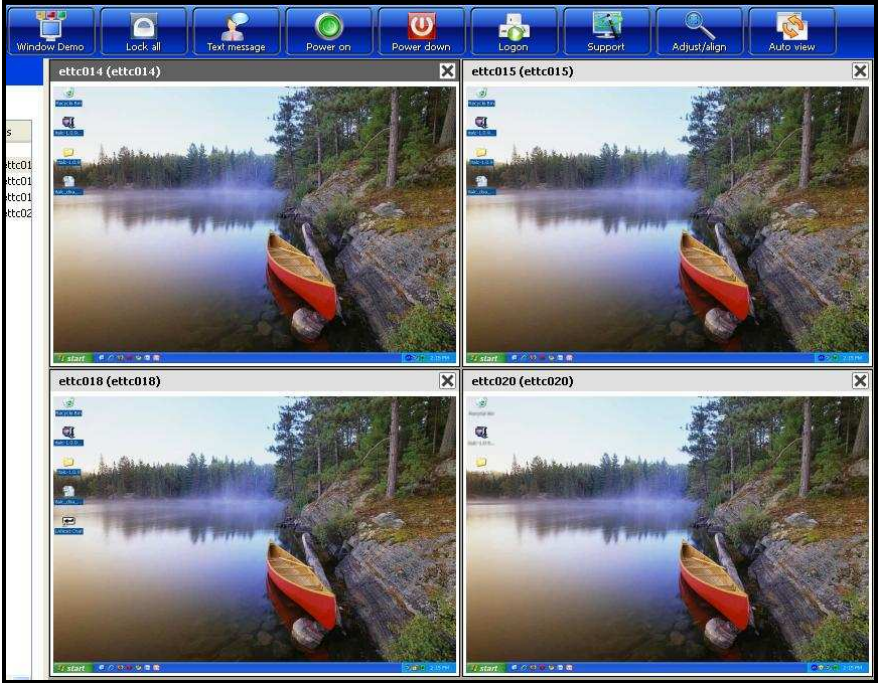
18. The Auto view will adjust windows in order and resize to largest possible.



Before using Auto view (Notice all aligned but out of order)



After using Auto view (Notice all aligned, enlarged and in order)



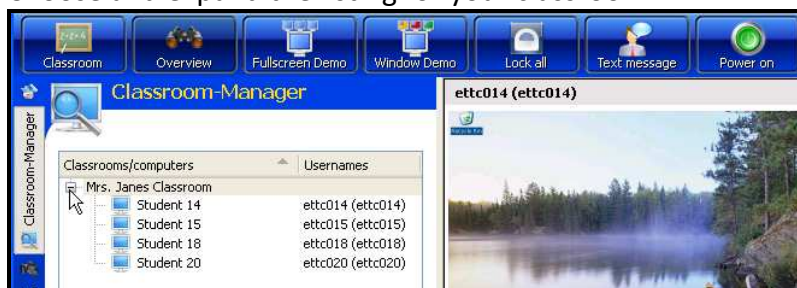
## Managing individual or select groups of computers

When you need to manage individual groupings of student computers instead of the entire classroom listing a slightly different process will have to be followed. This process will take advantage of using the Ctrl and Shift keys as you often do to select and copy a whole or various listing of items from a list.

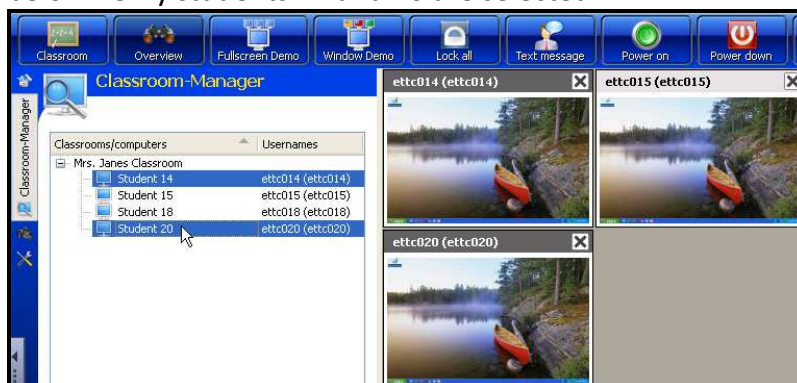
1. Select the Classroom-Manager from the left menu bar.



2. Choose and expand the listing for your classroom.

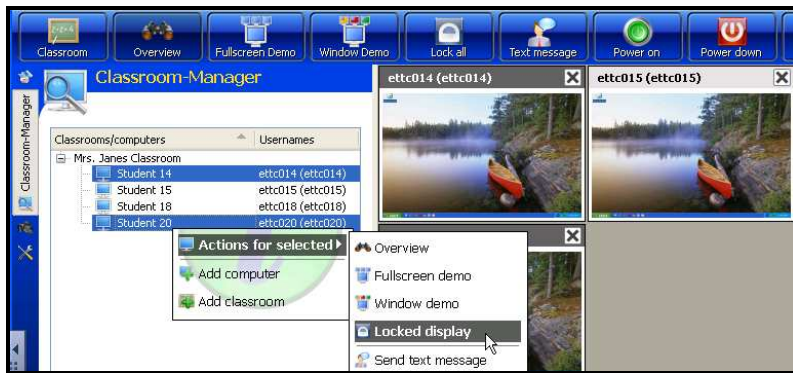


3. Hold down the Ctrl key and use your mouse pointer to select individual student computers as shown below. Only students 14 and 20 are selected.

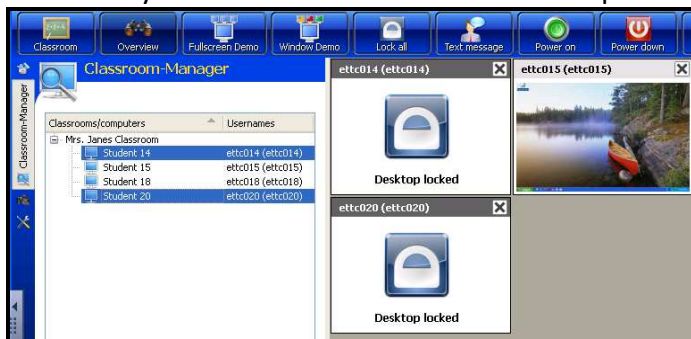




4. Once the required students have been selected, right-click any one of the selected students and choose “Actions for selected”, then choose an action from the list such as the Locked Display shown below.



5. Notice only the two selected student's desktop is locked.



6. Since this operation did not include the Locked button on the Upper Menu, it is not used to unlock. Also, you may notice there is not an unlock when using the right-click on the selected individual student computers. Remember, you may use the Upper Menu button named **Overview** to unlock computers.



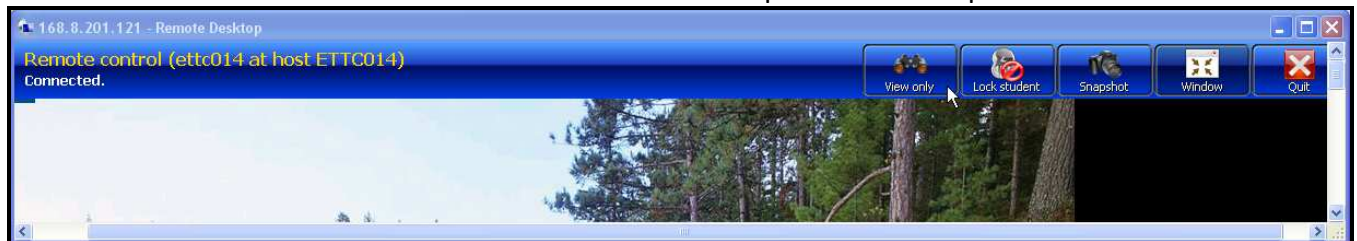


## Remote Control and View Students Computers

- Depending on the setting in iTALC configuration a double-click on any student computer window will open the windows to full screen and allow view only or remote control. The default setting is view only in full screen mode.



- When set to Remote control the teacher may double-click a student computer window and immediately interact with the student. In Remote Control the teacher and student both have access to the mouse pointer and the teacher may step through a process then allow the student to follow. When the teacher uses remote control the student desktop window will open in full screen mode.



- The remote view bar includes buttons for View only, Lock Student, Snapshot, Window and Quit. This menu bar will auto-hide and will un-hide when you move your pointer to the top of the display screen.



- Notice you may choose to view the desktop instead of control by selecting the View Only button. This is a great way to observe students without interrupting their work.



- Notice that once you select the view only button it will immediately change to a Remote Control button. This shows you the function of this button is merely to toggle between view only or remote control.



6. Using the Lock Student button will remove the mouse pointer and taskbar from the student's computer preventing them from doing anything further. The button will also change to Unlock Student of which will return the mouse pointer and taskbar so the student can once again work. To unlock the student computer you must use the Unlock Student button. The Overview button will not unlock this action.



7. The Snapshot button allows the teacher to take a snapshot of the student desktop screen. This may be helpful when needing proof that a student is doing something inappropriate. Notice in the screenshot below the student was on youtube and the teacher is taking a snapshot.



The snapshot can later be viewed from the Snapshots area found in the Left Menu Bar list as shown below.



If the Classroom Manager was set to show usernames as discussed earlier in Creating the First Classroom step 10, you will be able to choose **Show snapshot** and see the image with the student's username, computer name, date and time at the bottom left of the image.

Snapshot images may be retrieved for printing or sending to the appropriate authority by opening My Documents/iTALC-snapshots on the teacher's computer.



8. The Remote control/view window always opens in full screen mode and you may use the Window button to change the viewing screen to a window that may be minimized, maximized, resized and moved around the screen. Notice how the second image below shows the Window button is now labeled Fullscreen and there is a title bar indicating you may minimize, maximize or close the window.



9. The Quit button is self explanatory and only closes the current student window that is being controlled or viewed by the teacher.



### Additional options found in the right-click

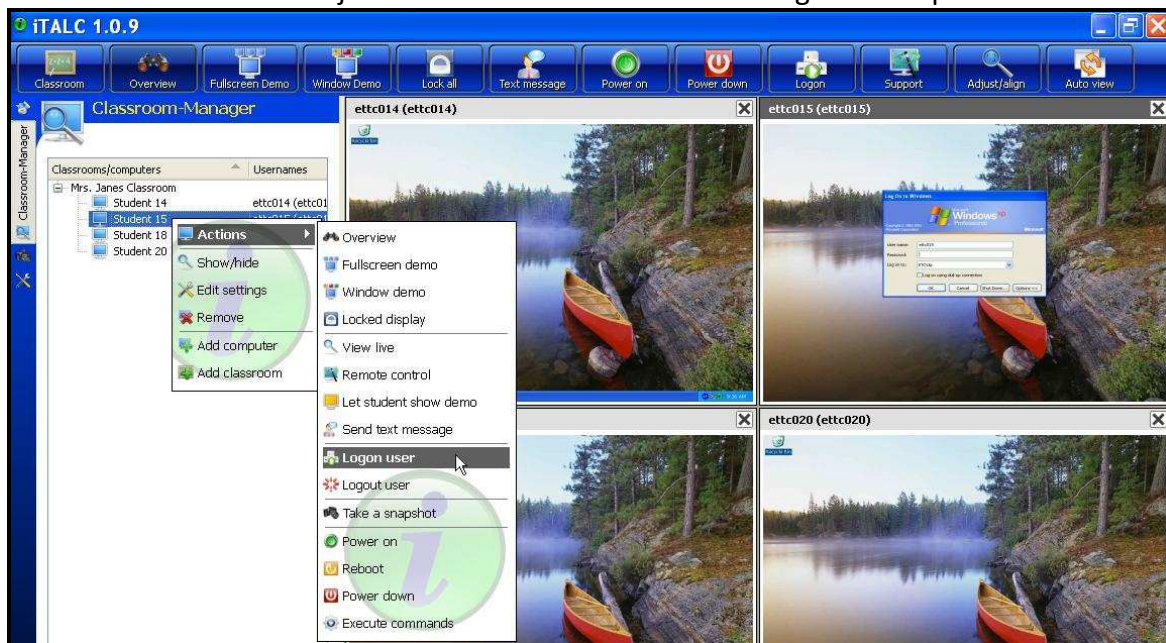
There are many ways to control or view the students computers in a particular classroom. Through use of the provided Upper Menu and left Menu buttons, double-clicking a computer or even right-clicking any single computer or group of computers. You should investigate all the various options as some options only show themselves through using the right-click.



1. Selecting the Classroom Manager then right-clicking a classroom and selecting Actions for this classroom will show options not found on either of the menu bars. In the example below I found the Reboot option. If you ever needed to restart all student computers in the classroom it is found here. You will see the Logout User option which takes them out to a login screen and going to the other context menu list you will see the option to edit your classroom name when selecting Edit name.

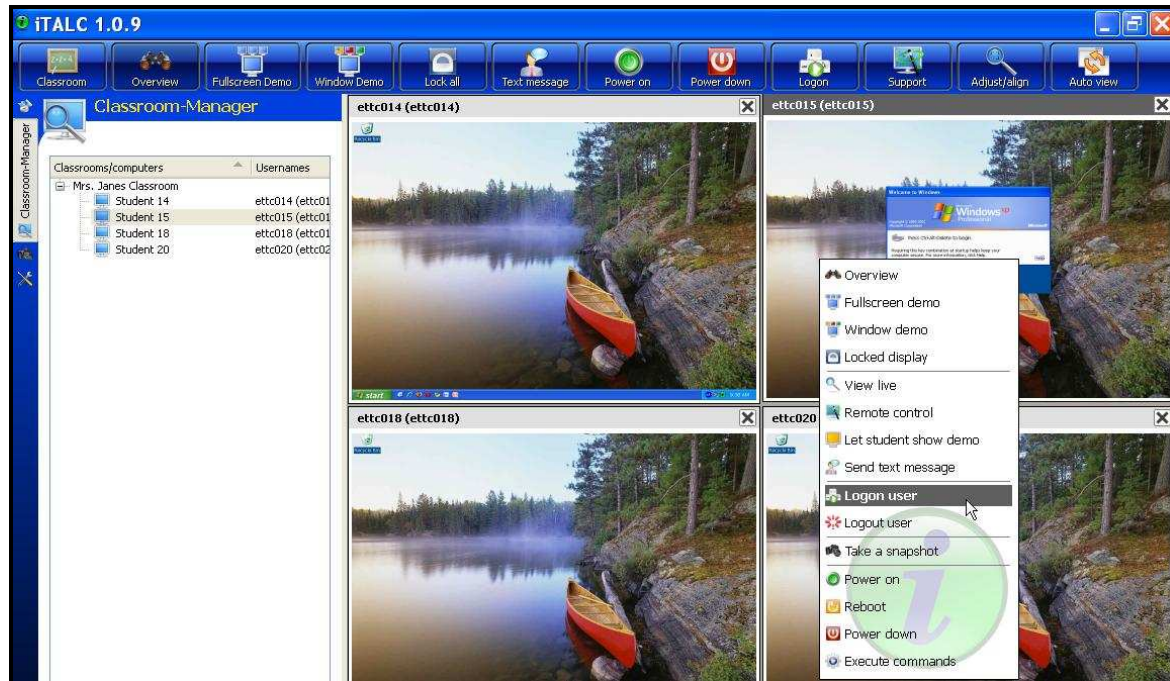


2. Selecting the Classroom Manager and expanding the students computer list you may right-click any individual student computer and choose the Actions menu item to see the list of all options that may be applied to a single student computer. Notice how ETTC015 is stuck at a logon screen and the teacher is able to choose just that one user and select the Logon user option.





- The teacher may right-click directly on top of a student desktop window to list all the available options for managing this student computer. In the example below, ETTc015 needs to be logged on and the teacher has simply right-clicked the students desktop window and located the Logon user option in the context menu.



## Configuring iTALC Preferences

- Select the Left Menu Bar icon that looks like a Tool set named “Your iTALC-configuration”.



2. Go through the list of configuration options and set to your preference.



- **Interval between updates** – How often to refresh student computers with Teacher. If you suspect this setting is slowing your network speed, change the setting so it refreshes less often.
- **Quality of Demo-Mode** – The color depth for desktop demo of Low Quality (15 bit), Mid Quality (18 bit) and High Quality (True Color). The lower the quality the less impact on your network bandwidth and teacher workstation performance when refreshing.
- **User interface** – Allows the removal of the balloon tips
- **Your Role (needs according keys!)** – The role of the computer running iTALC manager.
- **Settings for multi-logon** – A second domain may be entered here for multi domain logon.
- **Double-click action for client-window** – Assign the event that happens when you double-click a client window. Remote Control or Live in Full Screen. If not set, the default action is to View Live in Full Screen.