

HELP GUIDE

NELSON LITERACY DIRECTIONS INTERACTIVE STUDENT ACTIVITIES

‘Levels’ screen

This first screen provides access to each of the activities for the *Nelson Literacy Directions* levelled texts.

‘Titles’ screen

The book covers of the fiction and non-fiction texts from that level will appear. The texts are in three categories, Arts, Humanities and Sciences, and when the mouse is hovered over a book cover the corresponding category is highlighted. Select a book’s cover to see the activities relating to that text.

‘Activities’ screen

For each book there are four activities for the student to complete: Comprehension, Vocabulary/Spelling, Writing and Word Game. These activities are accessed via this screen.

Note: In the Word Find (Word Game activity), words can be found horizontally, vertically or diagonally, but can only be selected starting at the first letter, and not backwards.

In the Crossword (Word Game activity), either the tab key or the mouse can be used to move the cursor from one box to the next.

Activity screens – Comprehension, Vocabulary/Spelling, Writing and Word Game

Assessing activities

All of the activities except Writing and some Comprehension activities are automatically assessed. When an activity is completed, the user will be prompted to select the ‘Check my answers’ button, which appears at the bottom right-hand corner of the screen. After seeing their results the user will then see a message asking them to select the Reset button if they would like to try the activity again.

Back

Selecting the back button takes the user back to the previous screen.

Reset an activity

The user can select the Reset button any time during the activity to refresh the screen and start again. If there are multiple answer options these will shuffle.

Save an activity

All Writing activities and some Comprehension activities have the option of saving the user's work, allowing the teacher to check a student's work at a later date.

To save:

- 1 Click on the green 'S' button on the top right of the screen. (Note: The user will have had to enter their name in the 'Name:' field at the top of the screen for their work to save – a box will appear to remind the user to do this when Save is selected.)
- 2 A dialogue box will appear letting the user know the saved Notepad file has been saved to the desktop. The filename will include the student's name and the activity, as well as the date and time. This file can then be printed from here, or as a PDF using the 'Print' function.

Note: Printing the saved Notepad file will enable all text entered in the fields to be visible.

Print an activity

At any stage the user can select the blue Print button at the top right of the screen to print the activity either directly to a printer or as a PDF saved to the user's computer (Adobe PDF option). The default filename in this option is 'Flash' – this can be changed to the user's preference.

Note: Printing from the PDF file will only enable what was visible on screen to be printed, i.e. not text that was entered below the scroll bar.

Quit the application

To quit the *Nelson Literacy Directions* Interactive Student Activities select 'Quit' at the top left of the screen. The credits will be displayed and a prompt will appear confirming the user would like to quit.

Help

If you are having difficulty with any aspect of this product, please call Cengage Learning customer support on:

Australia: 1300 790 853
New Zealand: 0 508 635 766

Alternatively, you can visit our website or email us:

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