2Review+

Version 4 User Guide

3rd Edition, March 2005
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REV_BC_007

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REV_UG_007

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System Requirements

Operating System: Windows 95 / 98 / 98SE / ME / NT4 (SP3) / 2000 / XP / Vista

Processor: Minimum Pentium II, 100 MHz

Memory: Minimum 16MB RAM

Hard Drive: 10MB

Display: Minimum 800x600, 16 bit High Colour (Recommended 1024 x 768)

CD-ROM Drive Required for Installation

Standard Mouse, Keyboard

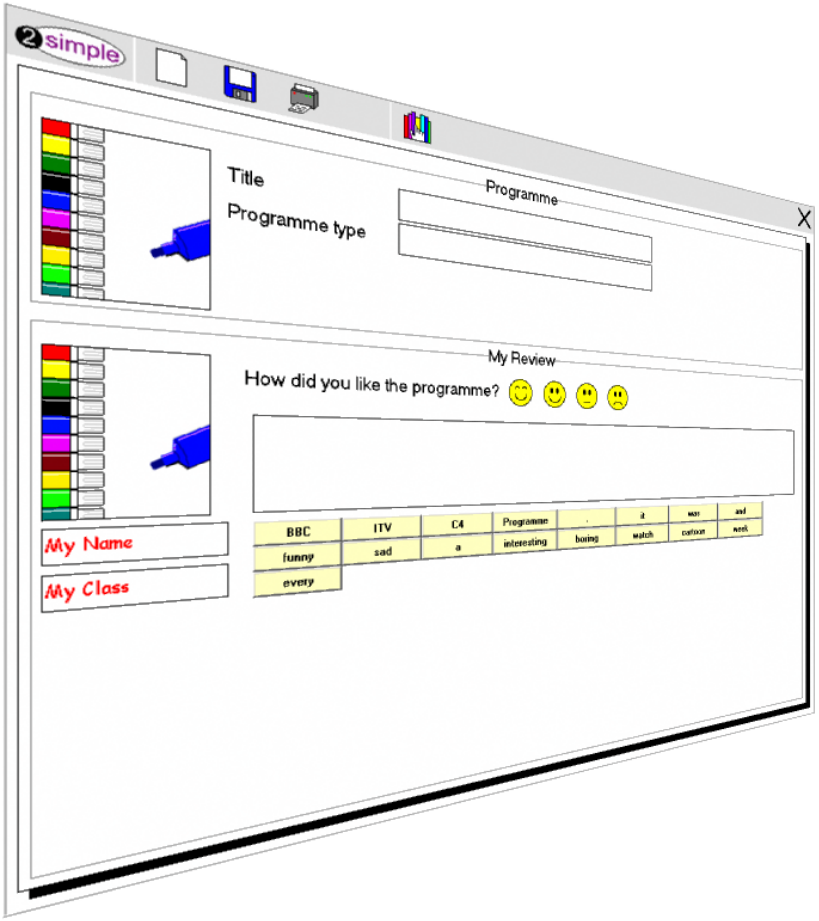
Printer Optional

Internet Browser Optional

Adobe Reader Required to view the user guide (Available on CD-ROM)

The 2Review+ CD-ROM Includes MSI for WIN2000

Other MSIs available on request

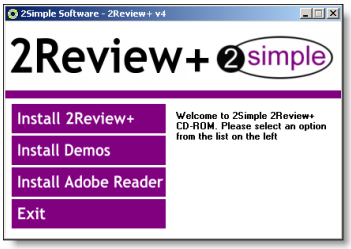


Chapter 1

Installation

Installing 2Review+

Welcome and thank you for choosing 2Review+. You must install 2Review+ from its CD-ROM onto your hard drive; you cannot run the program from the CD.

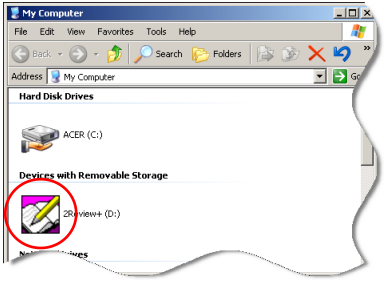


- Insert the CD into the CD drive and it should automatically start...

However if the menu does not start automatically, please follow these instructions:

- Click on the **"My Computer"** icon on the desktop.

- This will open a window that will show the CD in the CD Drive.

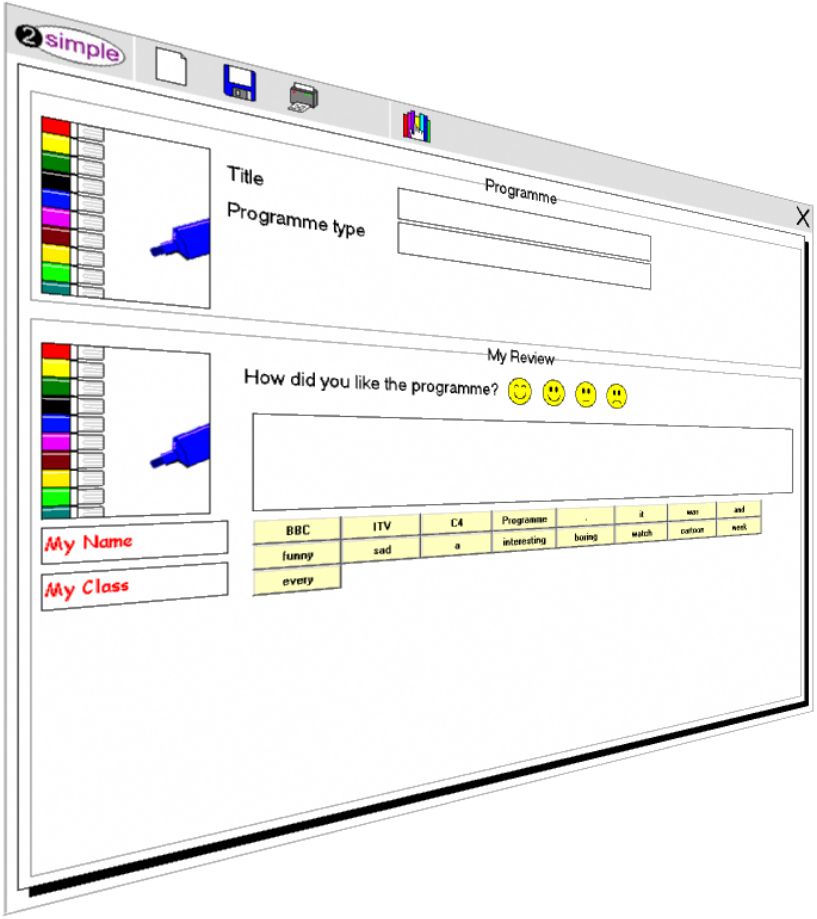


- Double click on the "**Book"** icon (Circled). This should start the menu. If this doesn't work. Try restarting the PC and trying again.

If you are still having problems, the disk might be faulty. Call Support on **(+44) 020 8203 1781** or **www.2simple.com/support** for help. We will be only too happy to send you a replacement CD-ROM.

2Review+ is designed to work on ALL networks. You can find clear installation instructions on the CD and we provide full support on our website: **www.2simple.com/support**

If you need help with a specific installation, please do not hesitate to contact us via our website or email us at **support@2simple.com** 2Simple will provide MSI installations free of charge. As networks differ from one another, we can and will help you when needed. If any of our instructions do not work, please do contact us as we want to provide accurate information and we rely on your feedback to help us to get it right.

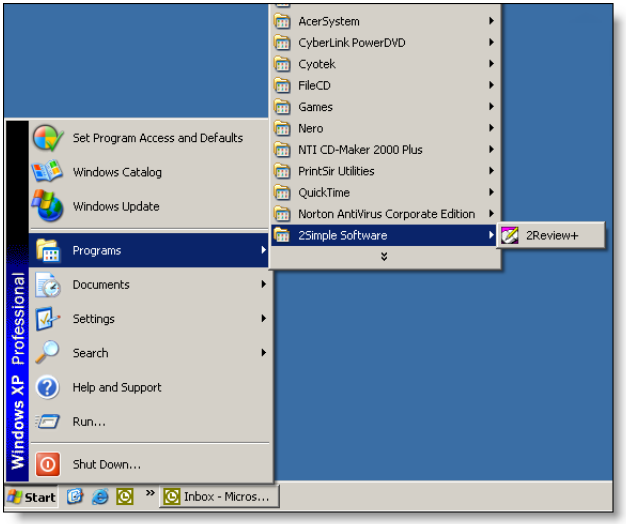


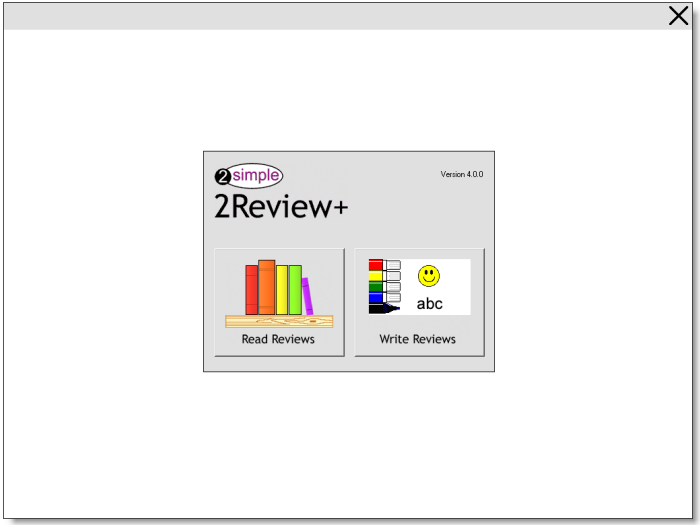
Chapter 2

Getting Started

Starting 2Review+

Start 2Review+ using the icon on the desktop , or from the **Start | Programs | 2Simple Software | 2Review+** menu (Left). Once the program is launched, you will see (Right):

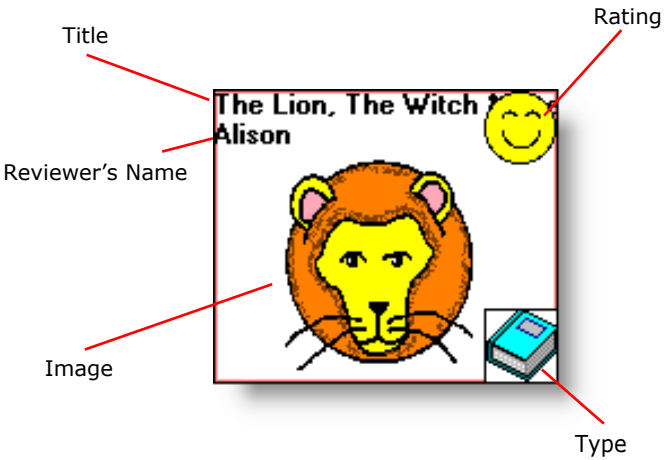




There are two options in this screen. **"Read Reviews"** or **"Write Reviews"**.

Reading Reviews

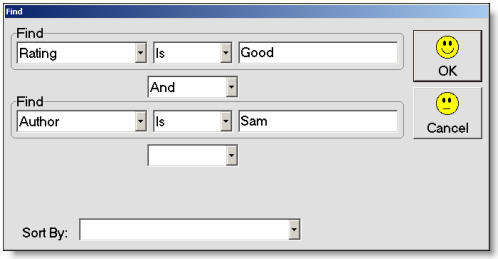
This option enables the pupils to read reviews from the "**Library**". This could be a review about anything from books to outings.



By simply clicking on a review as shown above, the pupils can read/print the reviews.
Navigating through the library is achieved through the buttons on either side of the screen.

Starting 2Review+

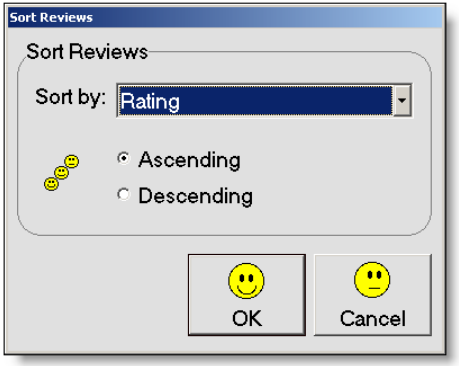
Finding & Sorting



2Review+ enables the pupils to find a review based on the following criteria:

- Title
- Author
- Reviewer Name
- Reviewer Class
- Rating

The pupils can perform multi conditional searches using "And" & "Or".



2Review+ also has a sort feature which enables the pupils to sort reviews based on:

- Title
- Author
- Rating
- Reviewer
- Date
- Class

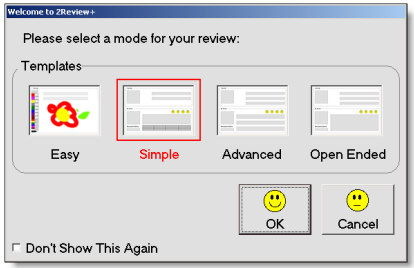
The sort can be done in an "Ascending" or "Descending" order.

Writing Reviews

When 2Review+ is run for the first time, the pupils are prompted with the "Welcome" screen shown below.

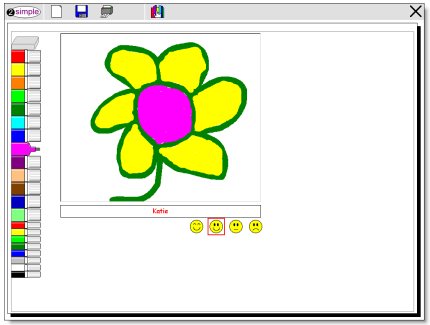
It comes in four modes:

- Easy
- Simple
- Advanced
- Open Ended



furthermore pupils can write reviews about the following topics:

- Book
- Programme
- Music
- Outing
- Art
- Play
- Food



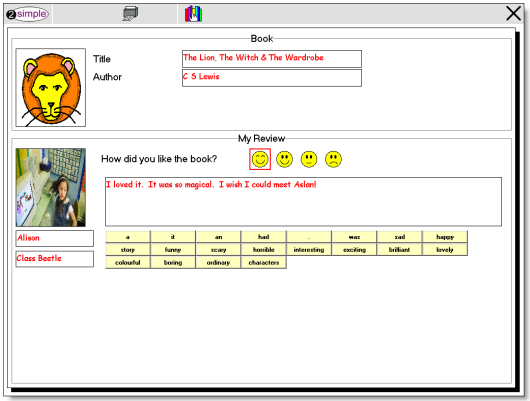
Easy
This mode is very simple and is aimed at very young users with few options such as **"Name"** and **"Title"** and a drawing area where they can draw a picture and not many words.

Starting 2Review+

Simple
This mode enables the pupils to write reviews with the following criteria:

- Title
- Author

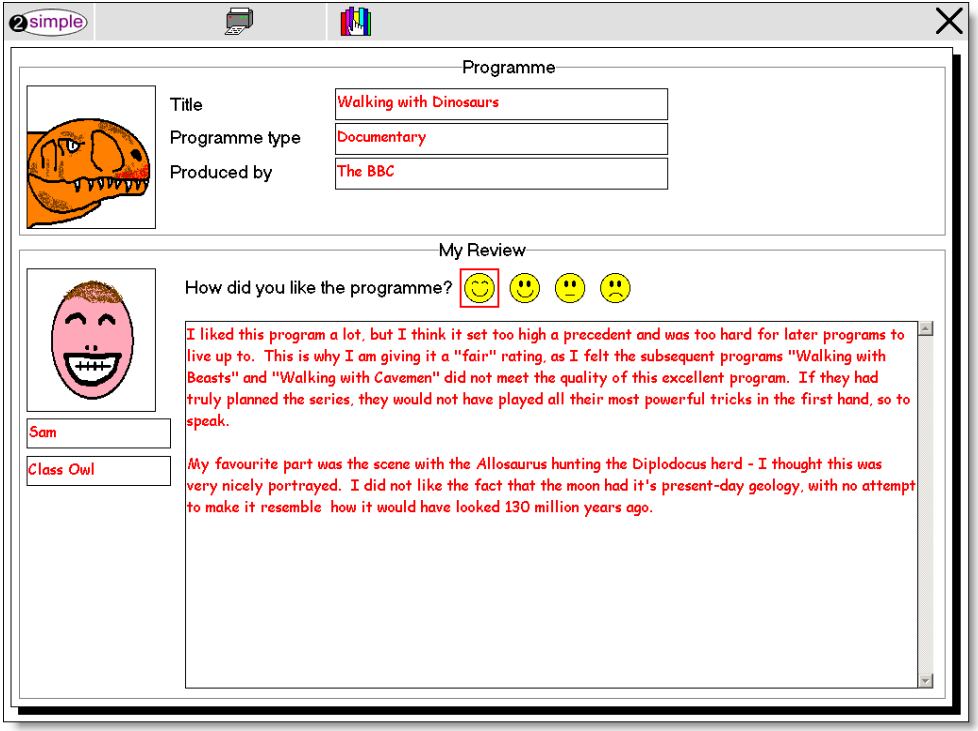
Pupils can either import or draw images within the review. The pupils are also assisted further with the aid of a "Word bank" which is editable and customisable from the "Teacher Options" (CTRL+ SHIFT + O)

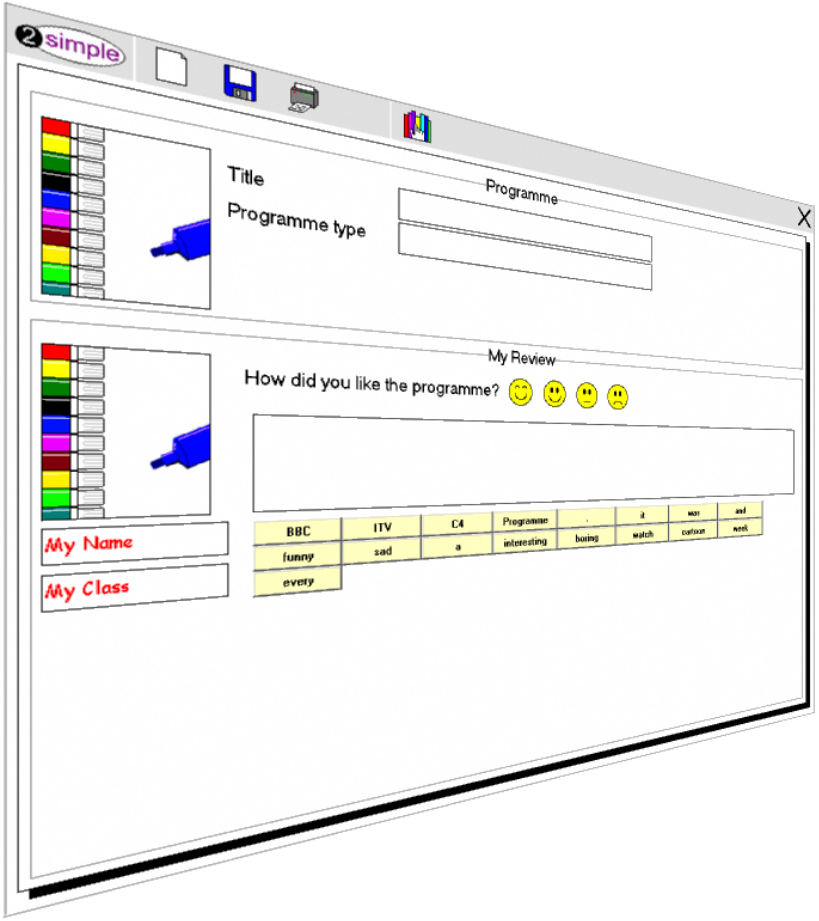


Advanced
This mode has all the fields of "Simple" mode plus more advanced fields such as "ISBN" and "Publisher". It doesn't have word banks as it has two more fields for the pupils to complete the review.

Open Ended

As the name suggests this mode enables the pupils to write reviews without any constraints on the amount of text used.





Chapter 3

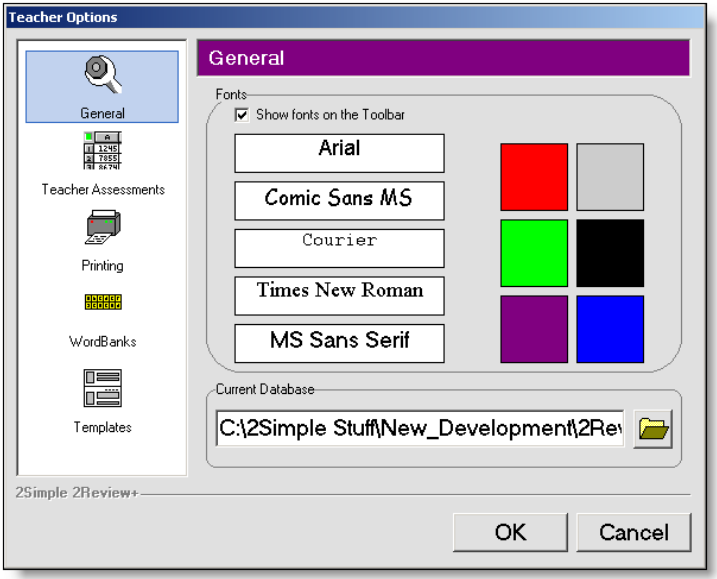
Teacher Options

2Review+ Teacher Options

Like all 2Simple products, Teacher Options can be accessed by pressing CTRL + SHIFT + O (Letter O).

It consists of 5 sections. These are:

- **General**
- **Teacher Assessment**
- **Printing**
- **WordBanks**
- **Templates**



General:

>> Fonts
This section enables you to set 5 choices of fonts and 6 colours to be used when pupils are writing their reviews. It also enables you to give this option to them at the first place by checking the tickbox below the font selector.

>> Database
This options enables you to switch databases by having the database in a different location i.e. from the server. This would mean several users can use the same database from different locations provided they have "Read/Write" access to this location.

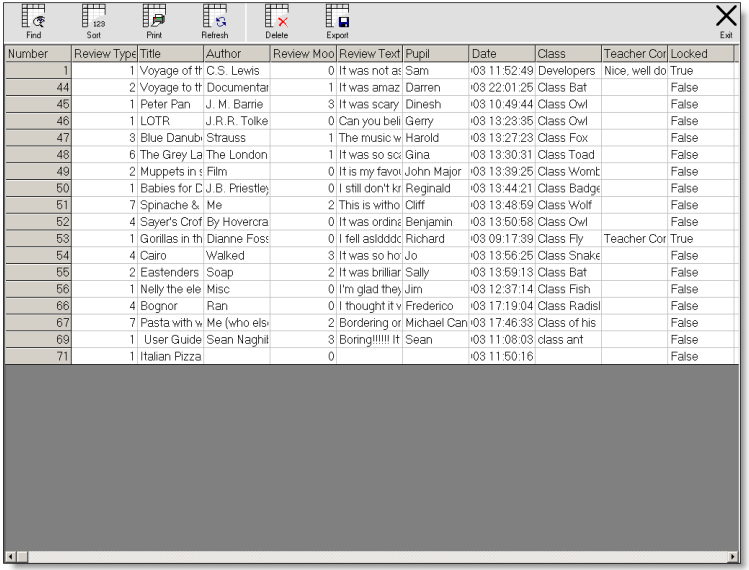
Reading and writing to a database located in a remote area i.e. different computers can take a long time depending on your network connection and may freeze your computer. Therefore it is not generally recommended.

>> Teacher Assessment

This section is designed to give teachers an over-view of the whole database containing all the reviews created by the pupils. Here the teachers can:

- Find
- Sort
- Print
- Delete
- Export

reviews. Furthermore they can export the reviews in CSV (Comma Seperated Value files) which can be imported into applications such as Microsoft® Excel®.



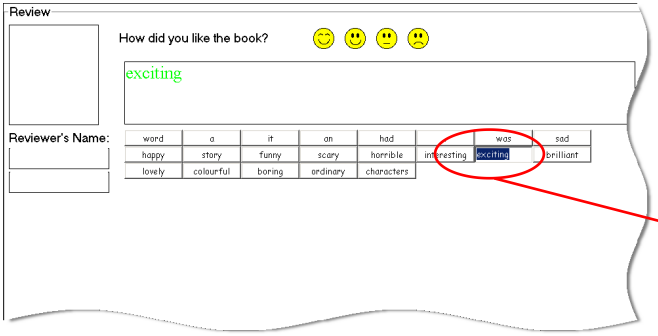
Number	Review Type	Title	Author	Review Moo	Review Text	Pupil	Date	Class	Teacher Cor	Locked
1	1	Voyage of th	C.S. Lewis	0	It was not as	Sam	03 11:52:49	Developers	Nice, well do	True
44	2	Voyage to th	Documentar	1	It was amaz	Darren	03 22:01:25	Class Bat		False
45	1	Peter Pan	J. M. Barrie	3	It was scary	Dinesh	03 10:49:44	Class Owl		False
46	1	LOTR	J.R.R. Tolke	0	Can you beli	Gerry	03 13:23:35	Class Owl		False
47	3	Blue Danub	Strauss	1	The music w	Harold	03 13:27:23	Class Fox		False
48	6	The Grey La	The London	1	It was so sc	Gina	03 13:30:31	Class Toad		False
49	2	Muppets in s	Film	0	It is my favo	John Major	03 13:39:25	Class Womb		False
50	1	Babies for D	J.B. Priestley	0	I still don't kr	Reginald	03 13:44:21	Class Badge		False
51	7	Spinache &	Me	2	This is witho	Cliff	03 13:48:59	Class Wolf		False
52	4	Sayer's Crof	By Hovercra	0	It was ordina	Benjamin	03 13:50:58	Class Owl		False
53	1	Gorillas in th	Dianne Foss	0	I fell asldddd	Richard	03 09:17:39	Class Fly	Teacher Cor	True
54	4	Cairo	Walked	3	It was so ho	Jo	03 13:56:25	Class Snake		False
55	2	Eastenders	Soap	2	It was brilliar	Sally	03 13:59:13	Class Bat		False
56	1	Nelly the ele	Misc	0	I'm glad they	Jim	03 12:37:14	Class Fish		False
66	4	Bognor	Ran	0	I thought it v	Frederico	03 17:19:04	Class Radisl		False
67	7	Pasta with w	Me (who else	2	Bordering or	Michael Can	03 17:46:33	Class of his		False
69	1	User Guide	Sean Naghil	3	Boring!!!!!! It	Sean	03 11:08:03	class ant		False
71	1	Italian Pizza		0			03 11:50:16			False

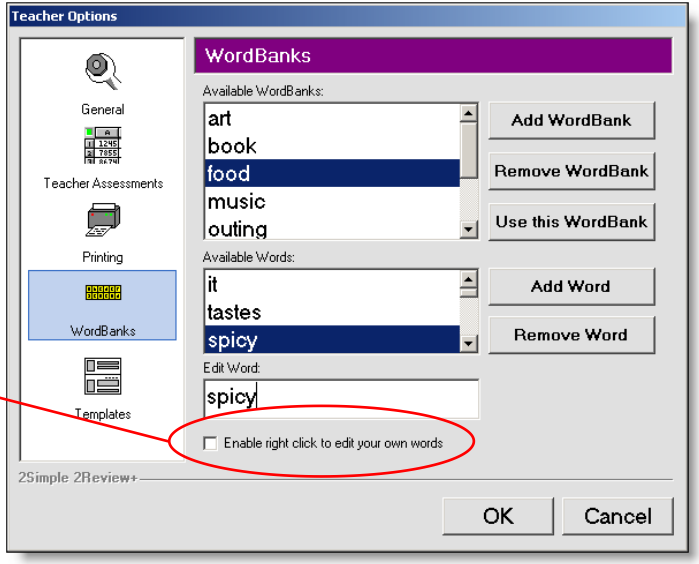
2Review+ Teacher Options

>> Printing
This option enables the teachers to set up a printer and also allows the pupils to print or not to print. At the same time if the printer button is set to disappear, it will do so based on the number of minutes set up here. This will mean once a pupil has pressed the "Print" button, it will disappear and come back after say 5 minutes thus preventing the pupils continuously pressing the "Print" button and wasting paper and ink.

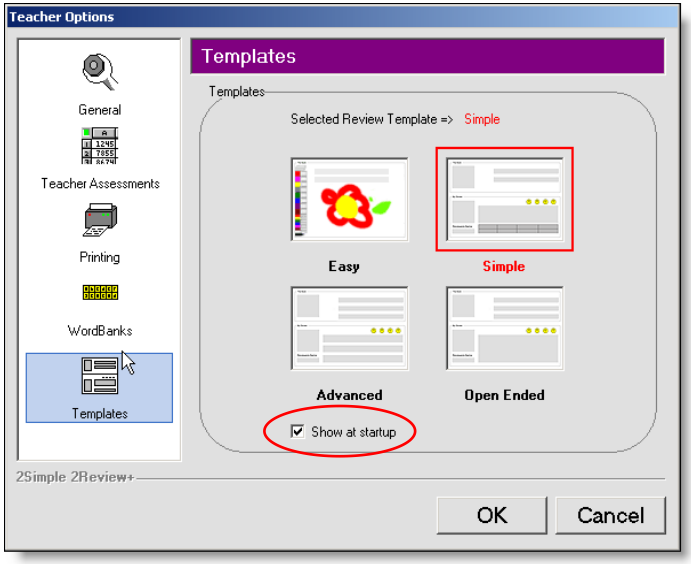
>> WordBanks

2Review+ has editable wordbanks which can also be edited from the main application (Circled below left). by checking the box (circled below right).





>> Templates
You can change the templates and set the one you want the pupils to work with. You can also enable the pupils to choose a template at startup by ticking the box (Circled below)



There are four modes:

- Easy
- Simple
- Advanced
- Open-Ended

Contacting 2Simple Software

You can contact us via:

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For support issues: **www.2simple.com/support** or **support@2simple.com**

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Fax: **(+44) 020 8202 6370**

You can write to us:

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United Kingdom

Faulty Media
Should the CD ROM develop a fault we will replace the media free of charge.

Free Updates
Updates are always available from our web site when they become available. To check for updates click on the 2Simple logo from the toolbar and in the "About" dialogue box click on "Check for Updates" button. Please note this requires internet connection.

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