

Getting Started

Welcome to the MathSteps Skills Tutorial CD-ROM. This program diagnoses each student's skill level, assigns appropriate lessons, teaches each skill, provides ample practice, and assesses mastery. The program also gives teachers handy tools for setting up classes, making assignments, and tracking student progress.

Before you use the program, it is recommended that you view the introductory disc found in the cover of this Teacher's Resources book. Your introductory tour will take about 15 to 20 minutes. Then, use the program CD-ROM, packaged separately, to install the program on your computer(s). Use the Quick Start sections of this User's Guide to become familiar with the program's basic functions. Continue on through the User's Guide to learn about the many features of this powerful software.

SYSTEM REQUIREMENTS: STAND-ALONE

| Windows® | Macintosh® |
|--|---|
| <ul style="list-style-type: none">• 486DX/66MHz processor or higher• 16MB of RAM• Windows 95/98• 14" SVGA 256-color display• 2X CD-ROM drive or higher• 20MB hard disk space• 8-bit video card• Sound-Blaster® compatible sound card and speakers• Mouse• Printer (grayscale and black & white) | <ul style="list-style-type: none">• 68040 processor (LC 580) or higher (Power Macintosh highly recommended)• 12MB of RAM (16MB for Power Macintosh; also recommended for 68040)• System 7.1 through 9.0, inclusive (7.6 or higher recommended)• 14" 256-color display• 2X CD-ROM drive or higher• 15MB hard disk space• Printer (grayscale and black & white) |



RECOMMENDED SYSTEM SPECIFICATIONS: NETWORK

| | Server Platform | Network Specifications | Server RAM | Server HD Space | Client Platform/OS | Client RAM | Client HD Space |
|-------------------|--|--|-------------------------|-----------------|--|------------------------|-----------------|
| Macintosh Server | Macintosh Server G3 266/233Mhz or higher | AppleShare IP 6.0 Ethernet NIC 10/100 | 128MB | 5MB | PowerMac or higher; System 8.0 or higher | 32MB | 20MB |
| Novell Server | Pentium II/266Mhz or higher | Novell NetWare 4.0 (Novell NetWare 5.0 recommended) Ethernet 10/100 | 64MB (128MB rec.) | 5MB | Pentium/166Mhz or higher; Windows 95/98, NT, ME | 16MB (32MB rec.) | 20MB |
| | | | | | PowerMac or higher; System 8.0 or higher | 32MB | 20MB |
| Windows NT Server | Pentium II/266Mhz or higher | Windows NT 4.0 Ethernet 10/100 | 64MB (128MB rec.) | 5MB | Pentium/166Mhz or higher; Windows 95/98, NT, ME | 16MB (32MB rec.) | 20MB |

A maximum of 25 students can use the program simultaneously. See Notes to Network Installers on pages 7 and 10.



INSTALLING THE SKILLS TUTORIAL

This program may be installed for use either (a) on a stand-alone computer or (b) in a network environment. In a network environment, the program runs on each workstation and all workstations share one database of student records, which is installed on the network server. Whenever you run MathSteps on a stand-alone computer or on a workstation, a MathSteps CD-ROM must be in the computer's CD-ROM drive.

To install on a stand-alone computer, follow the instructions in section A below (use either the Macintosh or Windows instructions, depending on your computers).

To install the program on a workstation that will access a shared database via a network, follow the instructions in sections B-1, B-2, and B-3 below.

If you are upgrading your MathSteps Version 1.0 software to Version 2.0, there is a one-time procedure that must be performed to ensure retention of any student data (progress, scores, etc.) generated during the use of Version 1.0. **If you do not wish to retain your Version 1.0 student data, you needn't follow this procedure. Simply uninstall Version 1.0 and install Version 2.0.**



Follow this procedure **before** you uninstall Version 1.0! See page 104 for instructions.

Installing on Macintosh Computers

A. To Install on a Stand-Alone Computer

1. Insert the CD-ROM into your CD-ROM drive.
2. Double-click on the MathSteps CD icon on your desktop.
3. Double-click on the MathSteps Standalone Installer to start.
4. Follow the on-screen instructions to proceed.
5. Select your hard drive as the Install Location and click Install.

B. To Install for Use in a Network Environment

You must install the shared database on the server, install the program on each workstation, and use a MathSteps CD-ROM in each workstation.

B-1. First, Install the Shared User Database on a Server

1. Use AppleShare to mount the network server onto your desktop.
2. Insert the CD-ROM into your CD-ROM drive.
3. Double-click on the MathSteps CD icon on your desktop.
4. Open the MathSteps Network Installers folder.
5. Double-click on the MathSteps Server Installer to start.
6. When the installer prompts for a location to install to, select your server in the Install Location pop-up menu and click Install.
7. The installer will create a folder “hmmathdb” on your server and will save the database file to that folder.





INSTALLING THE SKILLS TUTORIAL continued

B-2. Second, Install the Program Files on a Workstation

1. Insert the CD-ROM into your CD-ROM drive.
2. Double-click on the MathSteps CD icon on your desktop.
3. Open the MathSteps Network Installers folder.
4. Double-click on the MathSteps Workstation Installer to start.
5. Follow the on-screen instructions to proceed.
6. Select your local hard drive in the Install Location pop-up menu and click Install.
7. The installer will install a MathSteps folder onto your workstation.

B-3. Finally, Set Up the Program on the Workstation to Access the Shared Database

1. Use AppleShare to mount the server on your desktop.
2. On your desktop, double-click and launch MathSteps.
3. At the “Can’t Find the Database” dialog box, click on Fix Database and enter the teacher password. (See page 11 for the initial teacher password.)
4. Click on Find and then locate the user database file in the “hmmath-db” folder on the server. Click Open to select the database file.



NOTES TO NETWORK INSTALLERS:

- Once you have installed the database file to the server following section B-1 above, you need to install only the program files to the individual workstations following sections B-2 and B-3 above.
- Attempting to access database files both over the network and on a local hard drive simultaneously will cause the program to create multiple user database files. If you need to switch from network to stand-alone use, first copy the database file from the server onto your hard drive and then disconnect the network drive.
- A maximum of 25 students can use the program simultaneously. Performance may suffer if more students are signed in at the same time. NOTE: Launching the program will be slow if a class of students launches simultaneously. Consider having students launch the program two at a time, staggering pairs by about 30 seconds (the time it takes for the opening animations to run). If more than one class will use MathSteps during the day, you can have students exit to the Sign In screen upon completion of their work, rather than quit the program. This will eliminate the initial launch delays.

Macintosh Users: Virtual Memory

Turn Virtual Memory OFF on a 68K Macintosh and on any Power Macintosh whose processor has a speed of up to 100 Mhz, running System 7.5.3 or below. Leave Virtual Memory ON on all faster Macintoshes and on those running System 7.5.5 or higher. To turn off Virtual Memory, go to Control Panels in the Apple Menu and select Memory. In the Virtual Memory section, click to turn Virtual Memory off. Restart the computer.

How to Uninstall MathSteps

Before you uninstall, you may wish to back up the student database file. To do so, open the MathSteps Skills Tutorial folder, then open the hmmathdb folder, and drag the file named “student.v12” to a safe location.

To uninstall MathSteps, you will need to delete the MathSteps Skills Tutorial folder and any aliases that you have put on the Desktop.

Once you are sure the student database is safe, drag the MathSteps Skills Tutorial folder, and any MathSteps aliases you have created, to the Trash. Then empty the Trash.





INSTALLING THE SKILLS TUTORIAL continued

Installing on Windows Computers

A. To Install on a Stand-Alone Computer

1. Insert the CD-ROM into your CD-ROM drive.
2. Double-click on My Computer and then double-click on the CD drive.
3. Double-click on Standalone Setup.exe to begin the installation.
4. Follow the on-screen instructions to proceed.
5. Select your hard drive to install the MathSteps directory.

B. To Install for Use in a Network Environment

You must install the shared database on the server, install the program on each workstation, and use a MathSteps CD-ROM in each workstation.

B-1. First, Install the Shared User Database on a Server

1. Map a networked drive on your desktop.
2. Insert the CD-ROM into your CD-ROM drive.
3. Double-click on My Computer.
4. Double-click on the CD-ROM drive.
5. Open the MathSteps Network Installers folder.
6. Double-click on Server Setup.exe.
7. Follow the on-screen instructions to the Select Location window. Specify the network drive on which you want to install the user database.
8. Click Next and follow the instructions to complete the installation.
9. An “hmmathdb” folder inside the Mathstep directory will be installed onto the server.



B-2. Second, Install the Program Files on a Workstation

1. Insert the CD-ROM in your CD-ROM drive.
2. Double-click on My Computer.
3. Double-click on the CD-ROM drive.
4. Open the MathSteps Network Installers folder.
5. Double-click on Workstation Setup.exe.
6. Follow the on-screen instructions to the Select Location window. Select the local hard drive to install the program files onto.
7. Click Next and follow the instructions to complete the installation.
8. The MathSteps program files will be installed onto the hard drive of the workstation.

B-3. Finally, Set Up the Program on the Workstation to Access the Shared Database

1. Make sure the server with the user database is properly mapped on your desktop.
2. Launch MathSteps from the Start menu. At the “Can’t Find the Database” dialog, click on Fix Database and enter the teacher password. (See page 11 for the initial password.)
3. Click on Find and then locate the user database files in the “hmmathdb” folder inside the “Mathstep” directory on the server.
4. Click Open to select the database file.



NOTES TO NETWORK INSTALLERS:

- Once you have installed the database file to the server following section B-1, you need to install only the program files to the individual workstations following sections B-2 and B-3 above.
- Attempting to access database files both over the network and on a local hard drive simultaneously will cause the program to create multiple user database files. If you need to switch from network to stand-alone use, first copy the database file from the server onto your local hard drive and then disconnect the network drive.
- A maximum of 25 students can use the program simultaneously. Performance may suffer if more students are signed in at the same time. NOTE: Launching the program will be slow if a class of students launches simultaneously. Consider having students launch the program two at a time, staggering pairs by about 30 seconds (the time it takes for the opening animations to run). If more than one class will use MathSteps during the day, you can have students exit to the Sign In screen upon completion of their work, rather than quit the program. This will eliminate the initial launch delays.

How to Uninstall MathSteps

Before you uninstall, you may wish to back up the student database file. To do so, open My Computer and find the drive into which you installed MathSteps. Open the drive, open the MathSteps Skills Tutorial folder, then open the hmmathdb folder, and cut and copy the file named “student.v12” to a safe location.

To uninstall MathSteps, you will need to run the Uninstall MathSteps application. Once you are sure the student database is safe, go to the Start menu or your Desktop. In the Programs menu, run the MathSteps Uninstaller. You may also use Add/Remove Programs in the Control Panels.

