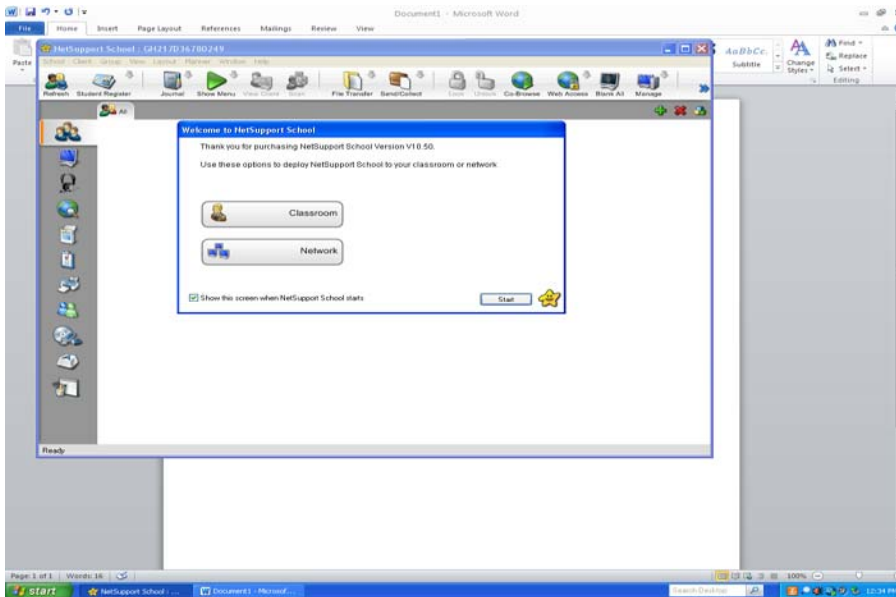


Using Net Support School

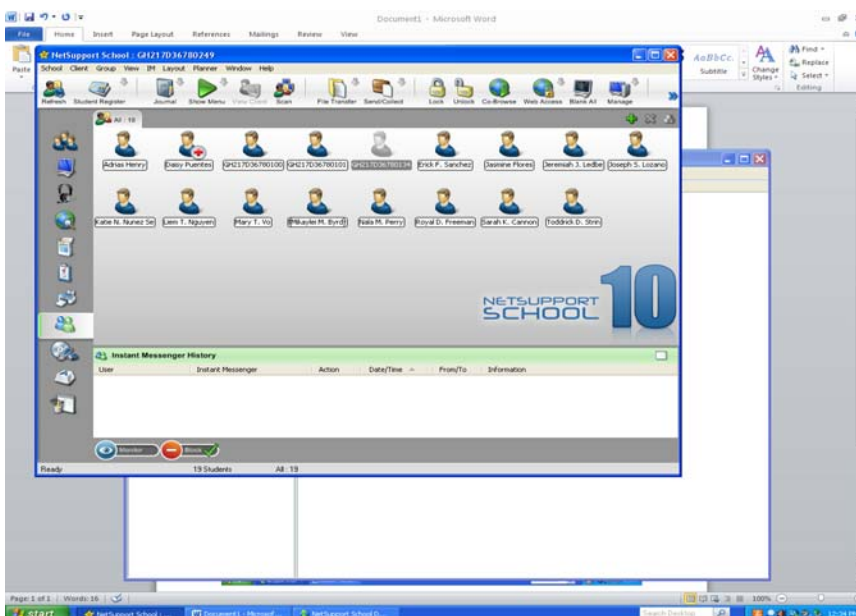
1. On the desktop you will find the Net Support School Icon. Double click this icon to open the program



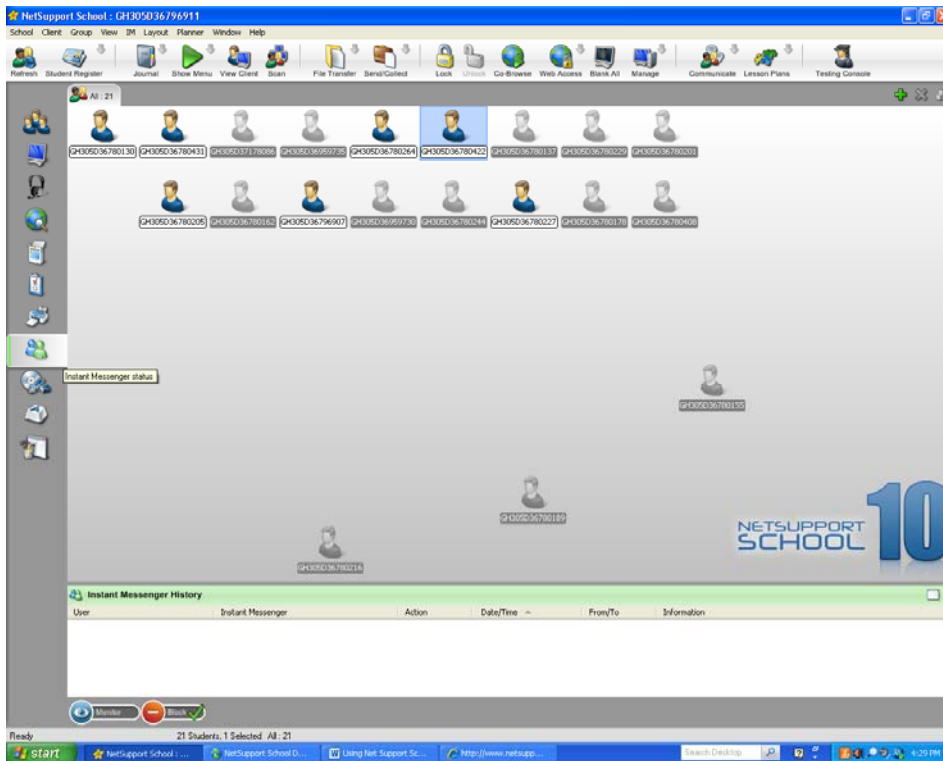
2. Once you open the program, you will see the following image. Choose “Network” to begin.



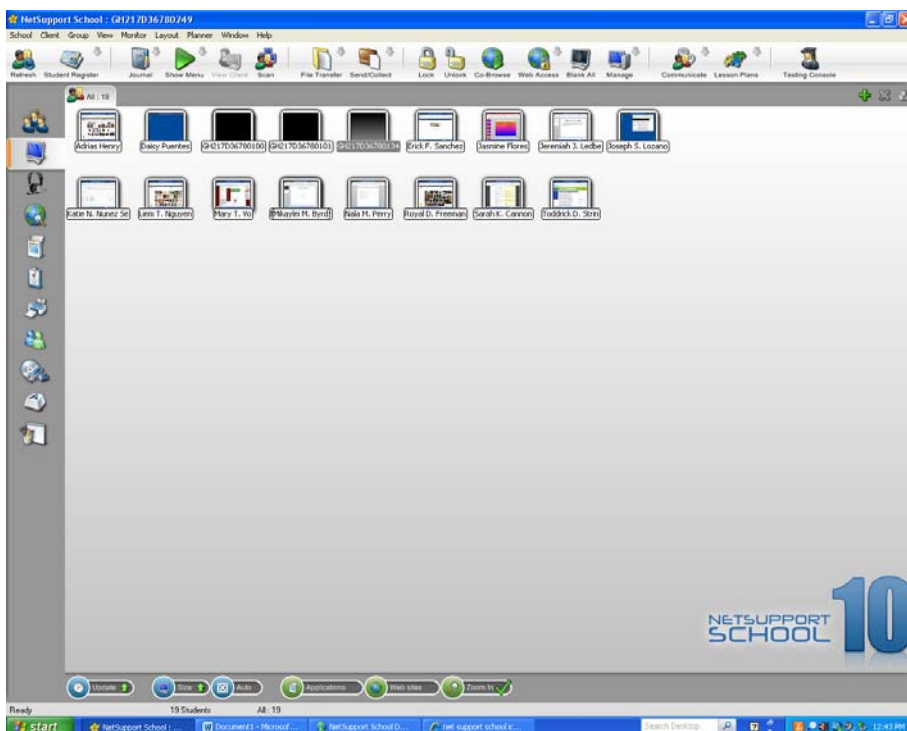
3. Wait while the network loads the students who are logged on to the computers. Then , you should see the following screen with your students names.



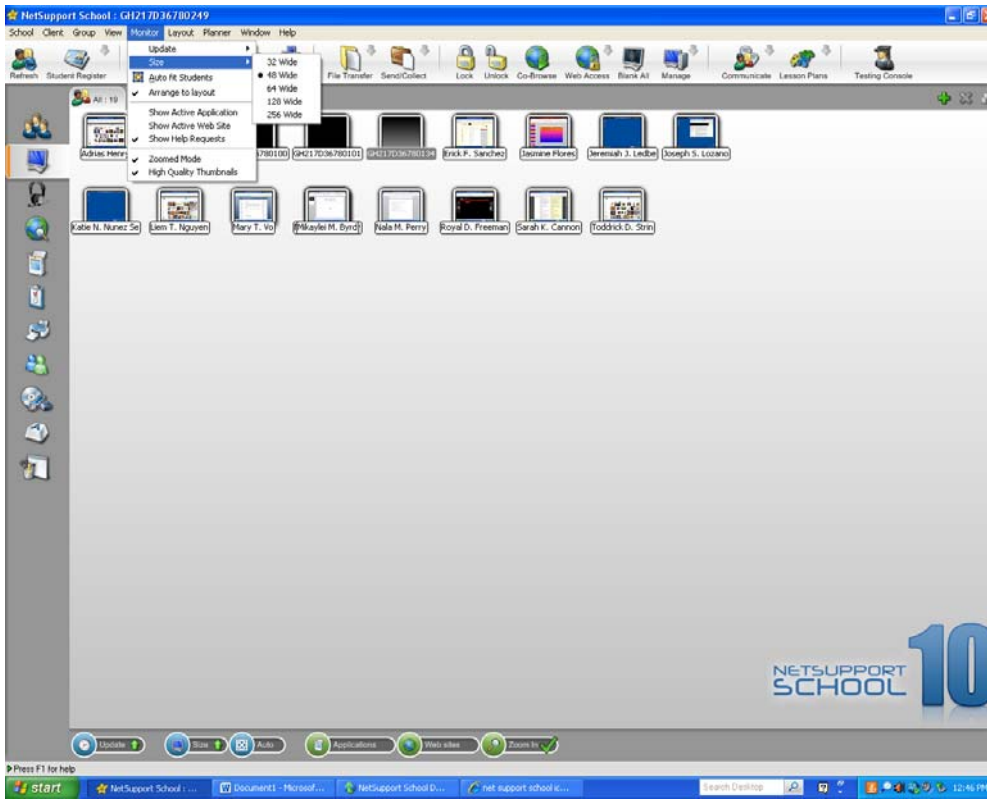
4. At this point, you need to go to the Instant Messenger Icon (Highlighted on the left side above) and click on it. At the bottom of the message that appears, click block. This will keep them from playing with this during the class.



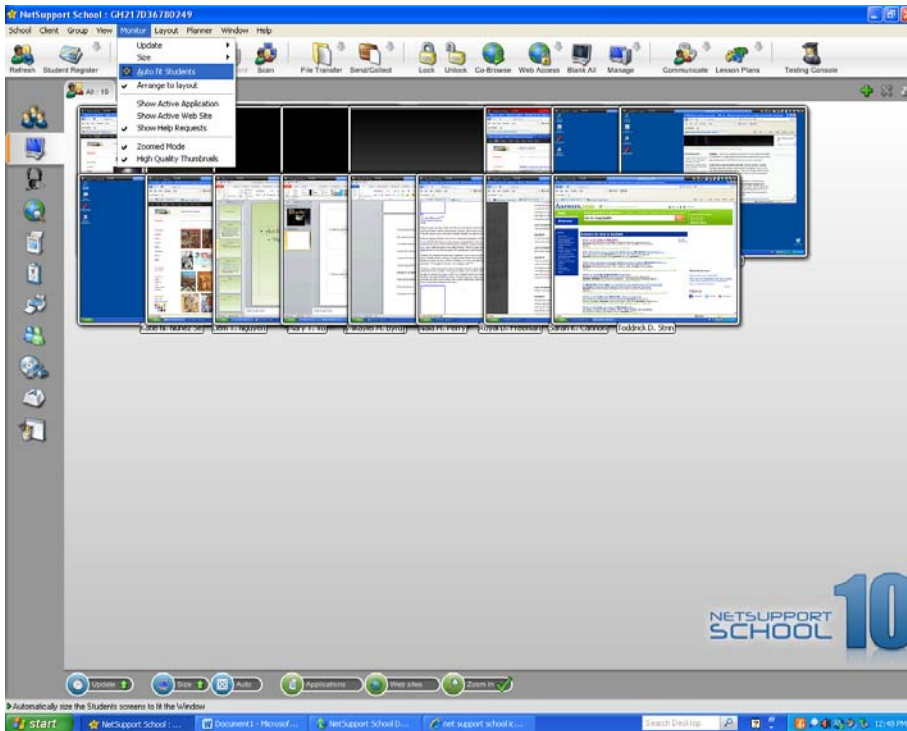
5. In order to monitor what the students have on their screens, you need to click on the Monitor icon on the left. When you do this, the following screen should appear.



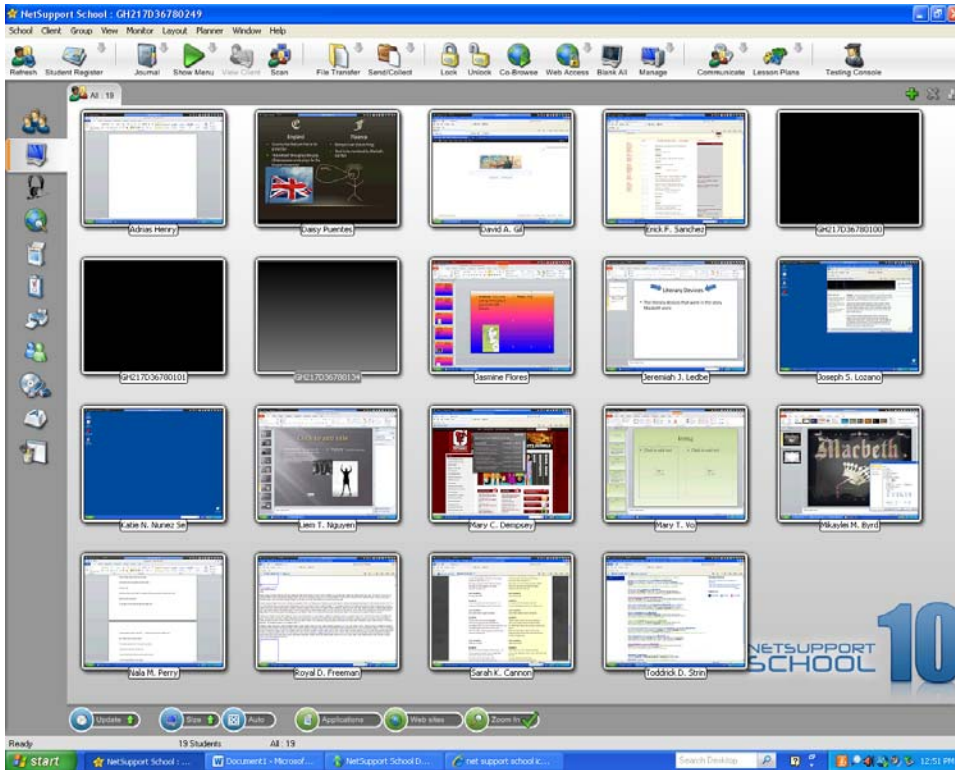
6. In order to enlarge the monitors so that you can see them more clearly, got to the drop down menu at the top "Monitor." Choose the size you want to see the monitors.



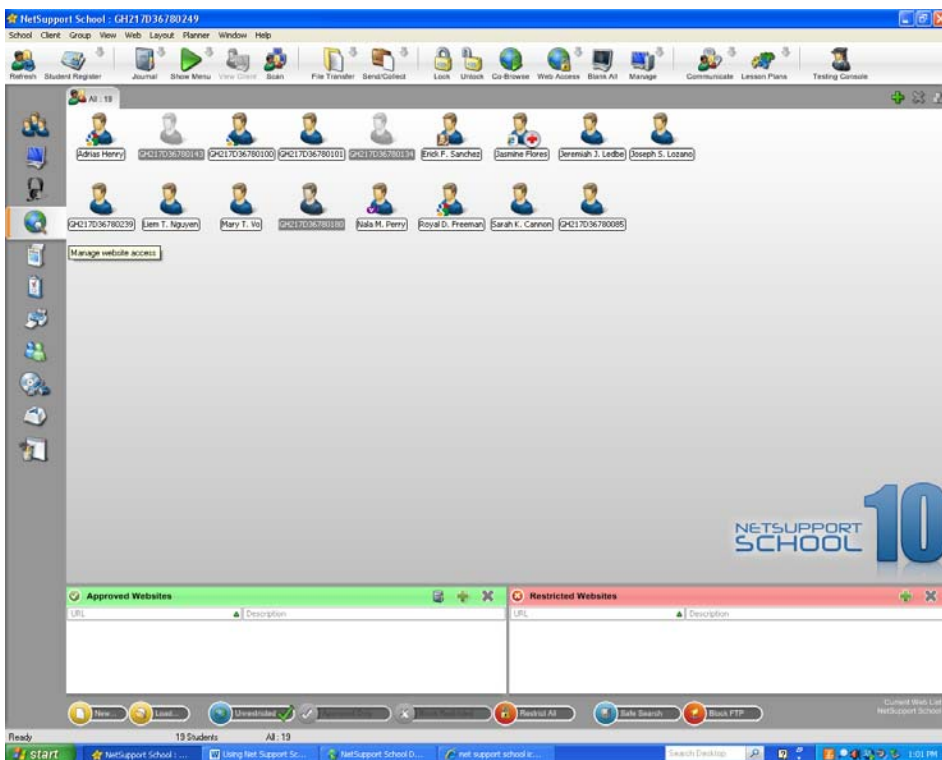
7. When you change the size, they will be overlapping, but you can rearrange them by going to the "Monitor" drop down and choosing Auto fit Students

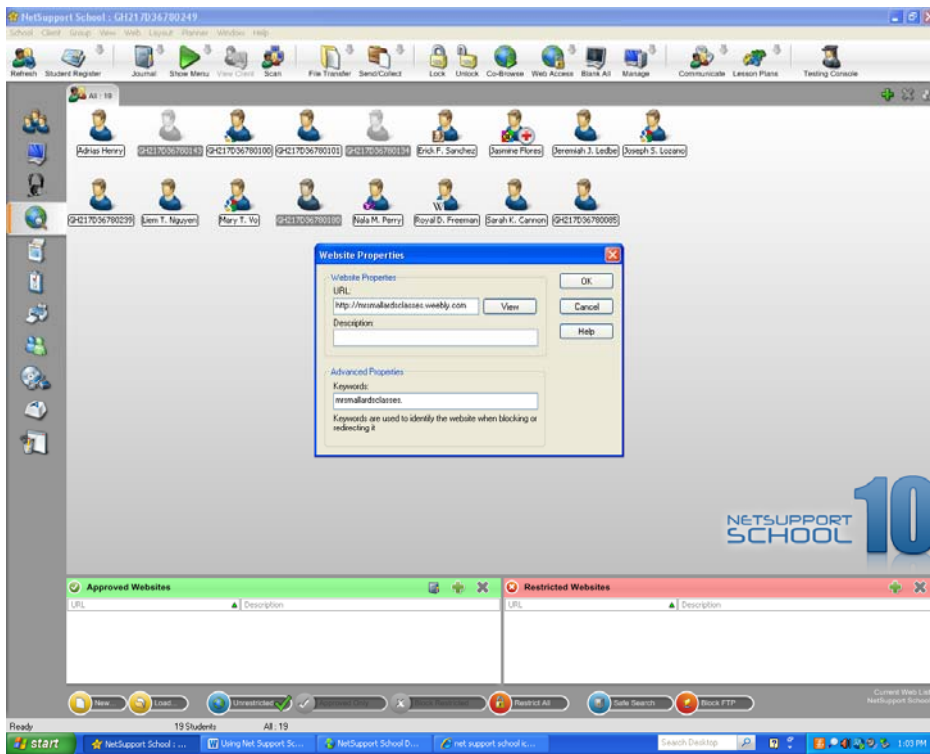


8. Now your screen should look like this:

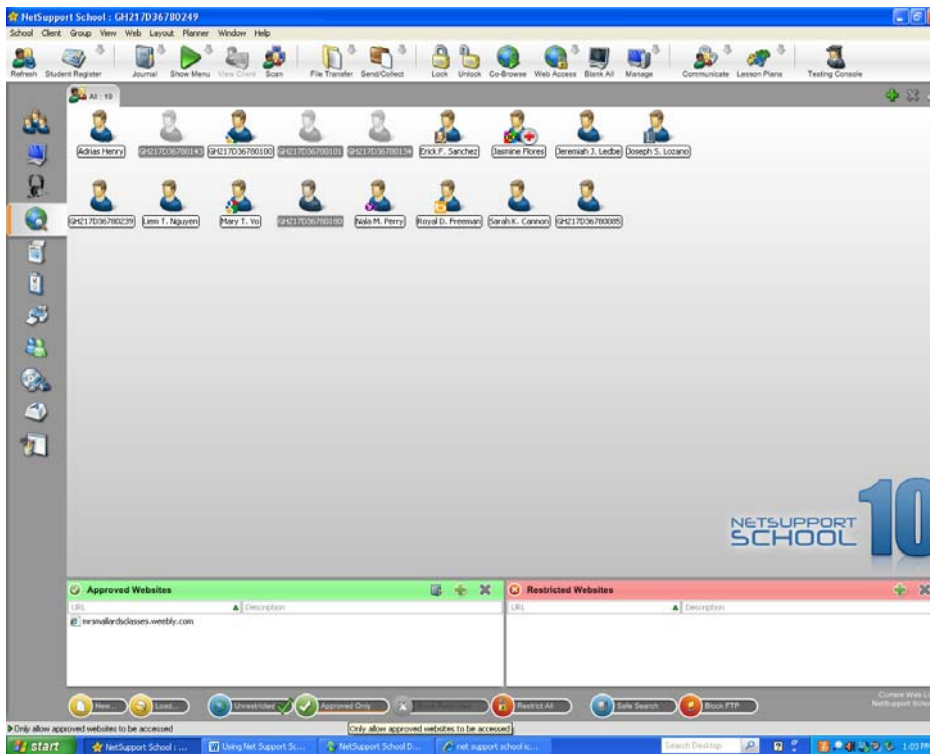


9. If you want to control which websites the students may access during the time you are in the lab, you may do this by clicking on the World icon on the left. You will see two menus appear at the bottom of the screen. If you enter Approved Websites using the + tab on the Approved Websites menu, then you can choose to only have students access those websites.

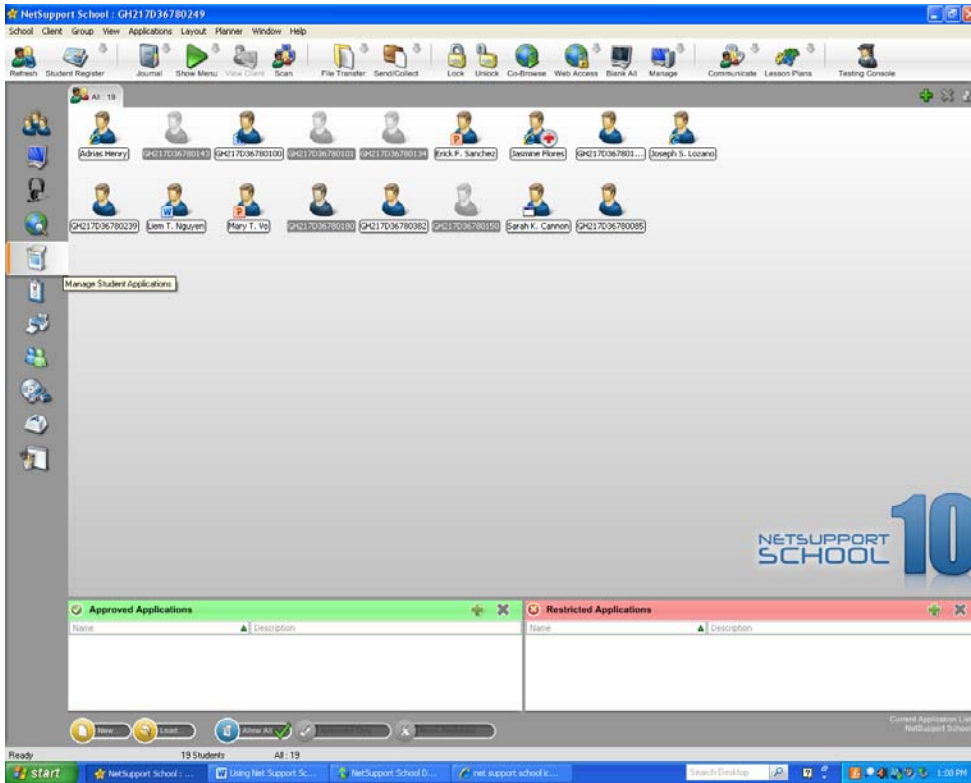




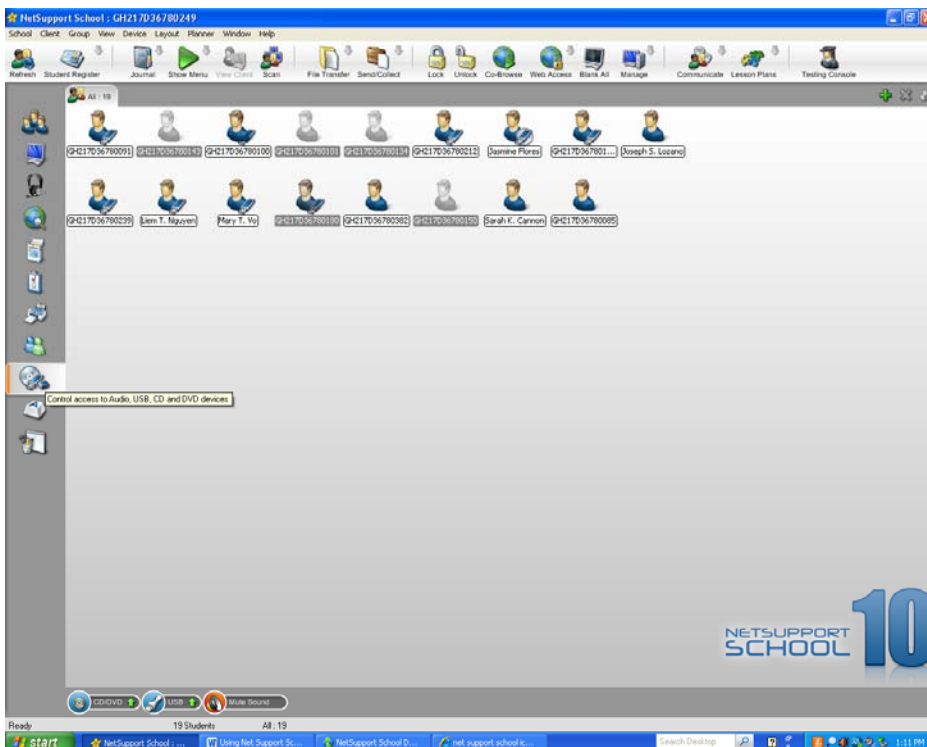
Now the “Approved Only” icon at the bottom will appear and you can click that, which will only allow students to access those sites.



10. The next icon down allows you to see the applications being used and to control those applications if you need to. When you click on the applications icon, you will see what applications (WORD, PPT, etc.) your students are using.



11. If you click on the icon that looks like a CD, you can control students' access to CD/DVD drive, USB ports, and manage sound. You can allow all access or block access as you want.



14. You may also blank out students' screens as a class if you need their attention. The icon for this is located at the top as well. When you click the "Blank All" icon, the student screens will go blank until you click the icon again. This works well as a quick method of getting the whole class attention.

15. You can use the "Communicate" icon at the top to:

Chat with students

Send a message to a particular student or groups of students

Send an announcement to students

