

DynEd[®]



Installation Guide

www.dyned.com

DynEd Installation Guide

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I. Before Installation

Make sure that you have the following:

- Login ID and password (provided by DynEd)
- Records Server name (provided by DynEd)
- Minimum [Client](#) / [Server](#) Requirements
- Speakers and/or multimedia compatible headset with microphone
- [Access privileges](#) to the system directory. For Server Installation a shared volume/folder where DynEd will be installed. (Please make sure the shared folder is not named DynEd)

IMPORTANT: Set the access privileges after you run a course and sync records once.

- Internet access

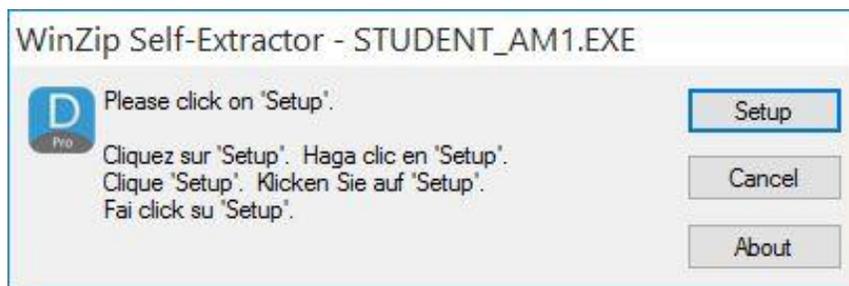
IMPORTANT: If you have a firewall, add these [domain names](#) to the firewall exceptions (whitelist). We don't recommend using the IP address because these may change. Allow the [DynEd Applications](#) to access the Internet.

II. Installing the DynEd Applications

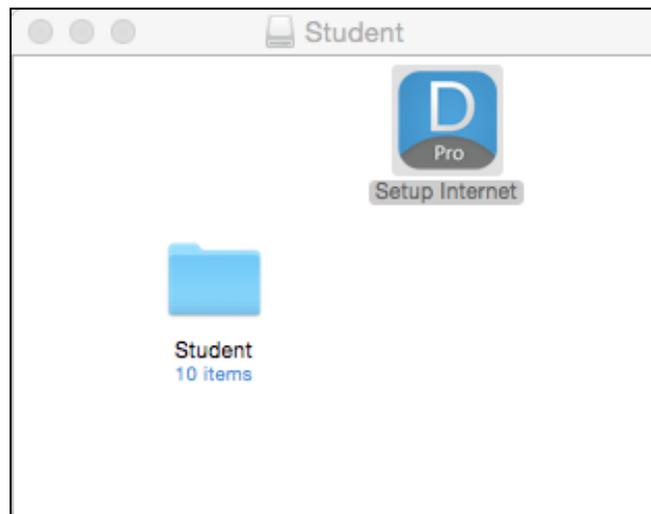
1. Download the DynEd Setup application:
<http://web2.dyned.com/download/student.shtml.en>

IMPORTANT: If this is a networked installation, please run the Setup from a client computer and not directly from the file server.

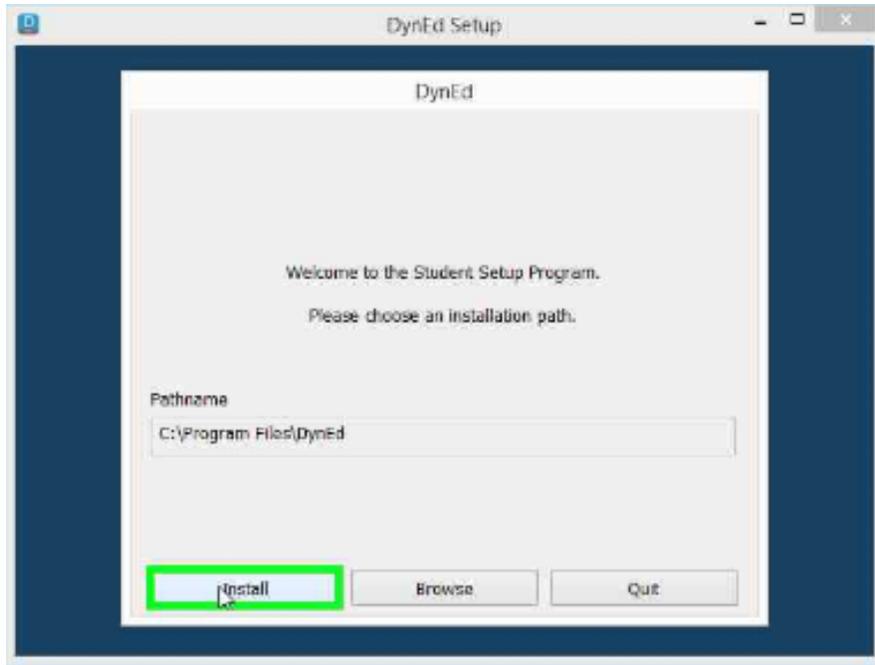
2. Extract the Setup Program
 - a.) For Windows click Setup



- b.) For Mac:
 - Double Click the STUDENT DMG in your Downloads folder
 - Double click Setup Internet



3. Click Install if you want to use the default Pathname.



IMPORTANT: When installing to a server, click browse and select the shared volume. Make sure your shared folder is **not** called DynEd. Please confirm that you have full read/write privileges to the shared point and the files within.

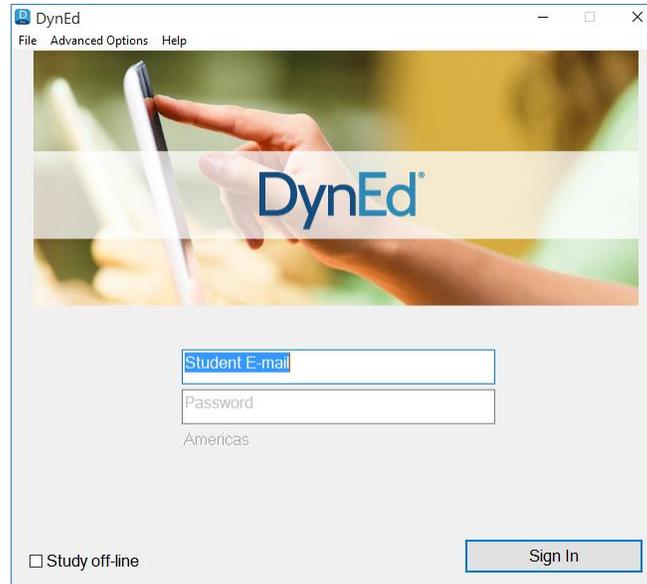
4. Click **I Accept** on the License agreement.

III. Creating Classes and Students in the Records Manager

1. Run the Records Manager application by clicking on the “Teacher” shortcut.
 - Use your Group Login ID and password to login.
 - If there is no Teacher icon on your desktop, [create a shortcut](#)
Note: Only Teachers and IT personnel should have a Records Manager shortcut on the desktop. Students should only see the Student icon.
2. Highlight and select your group.
3. Click **Add** on class screen.
4. Enter a **Class Name, Teacher Name, Teacher E-mail** and **Password**.
For Installation-verification purposes please select **Path Manager (Off)** option.
5. Click **OK**.
6. Highlight your newly created class and Click **Select**. (You may need to enter the class password)
7. Click **OK**
8. Click **Add** to create a student. Type in student’s name and e-mail address. Click **OK**.
9. Exit the Records Manager application.

IV. Downloading the DynEd Courses

1. Click Student icon on desktop
2. Enter the student e-mail address and password.

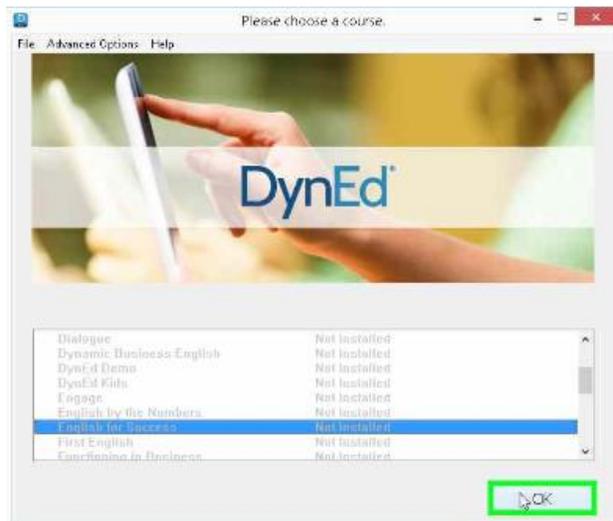


3. Click **Sign In**.

IMPORTANT: If this is a networked installation, hold down the **CTRL** key on your keyboard, and click **Sign In**

4. Select Course and click **OK**.

IMPORTANT: If you are on a networked Installation hold down the **CTRL** key on your keyboard and click **OK**



5. Repeat step 3 for each course.

You will be prompted to install **QuickTime** on each Client

V. Running the Courseware

1. Confirm you have access to the Internet.
2. Double-click the **Student** icon on your desktop.
3. Enter your **Student E-Mail** address and **Student Password**, Click **OK**.
4. Choose the course you want to study. Click **OK**.

Note: If [Path Manager](#) is on you will be required to take Placement Test.

For Networked installations, please do the following on each client computer:

1. [Create Shortcuts](#).
2. Confirm QuickTime is installed.

VI. Verifying your Installation

Follow the steps on this [Pre-Training Checklist](#) to verify your installation.

VII. Notes for Teachers

Teacher Guides

DynEd provides extensive [Teacher Guides](#) for most of our courses. Teacher Guides include Scope & Sequences, Study Tips, Teaching Tips, Classroom Activities, and reproducible Written Exercise worksheets. The Records Manager application has a Help menu that will give you access to the Teacher Guides as well as Study Guides, Installation Guides, Networking Guides, our [Records Manager Guide](#) and additional pedagogical resources.

Mastery Tests

By default the [Mastery Tests](#) are pre-locked so that students cannot take them ahead of time. See the Records Manager Guide to learn how to unlock Mastery Tests.

Placement Tests

Taking the [Placement Test](#) is a good way to see which DynEd Courses and Levels are appropriate for your students. After the Placement Test is taken once, it is locked so that the students can't re-take it. See the [Records Manager Guide](#) to learn how to unlock the Placement Tests. General Placement Test part 2 can only be taken after part 1 has been taken and passed with a score of 1.2 or higher.

Study Records

Students can view their own study records from within the course. Teachers can view and manage the study records for the entire class by using the Records Manager application. See the Records Manager Guide for complete explanations including how to know when your students have studied enough.

Speech Recognition

Many DynEd courses use Speech Recognition. See the course study guides for an explanation of how best to use it. For technical issues concerning with Speech Recognition, go to [Support](#) on our website.

Video Based Courses

Many DynEd courses have video-based lessons. Playing videos over a network can put a strain on the server. A recommendation would be to [copy content](#) to each client computer.

VIII. Updating your DynEd Installation

Follow instructions here: [Updating DynEd](#)