

Sending Files

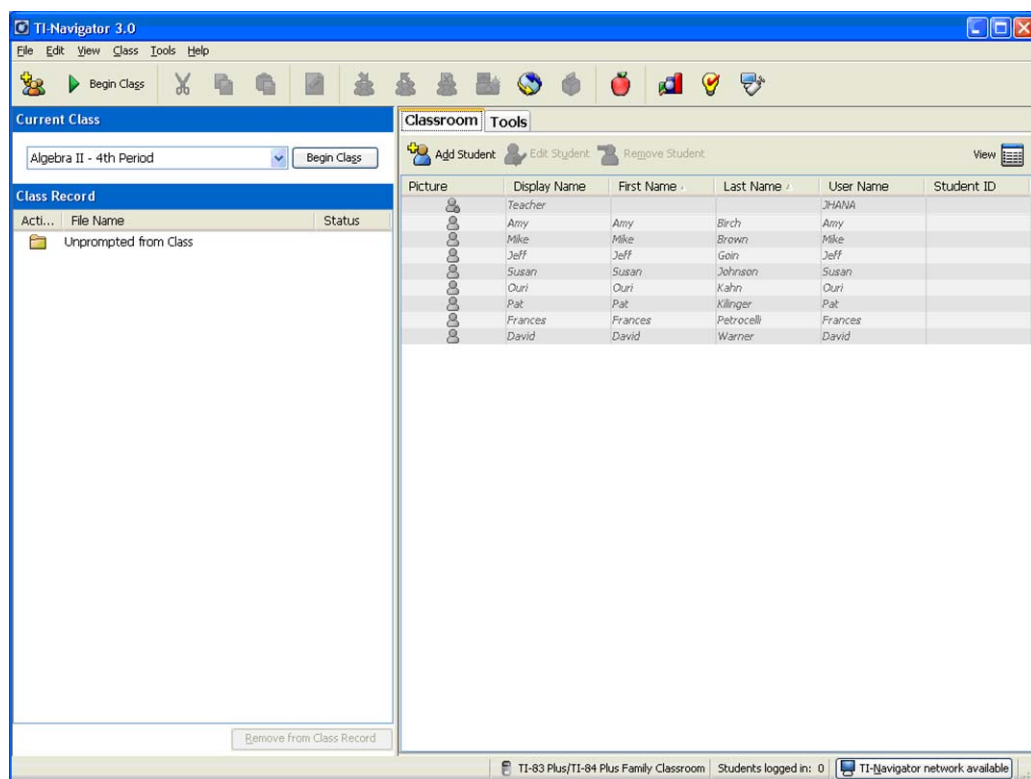
Overview

This tour details starting a class, sending a file to all students and viewing the transfer action in the Class Record.

1. Launch the TI-Navigator™ Software

Click **Start > Programs > TI Tools > TI-Navigator > TI-Navigator**.

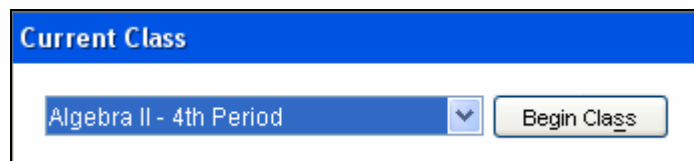
The TI-Navigator computer home screen opens.



2. Start a Class

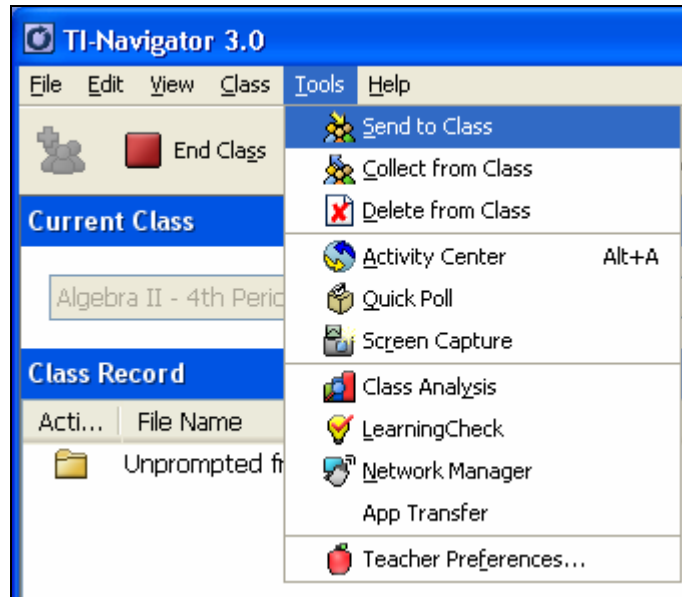
Assure that your TI-Navigator™ network hardware is connected and powered and calculators containing the necessary apps are connected.

Choose a Class to begin in the **Current Class** selector and click **Begin Class**.

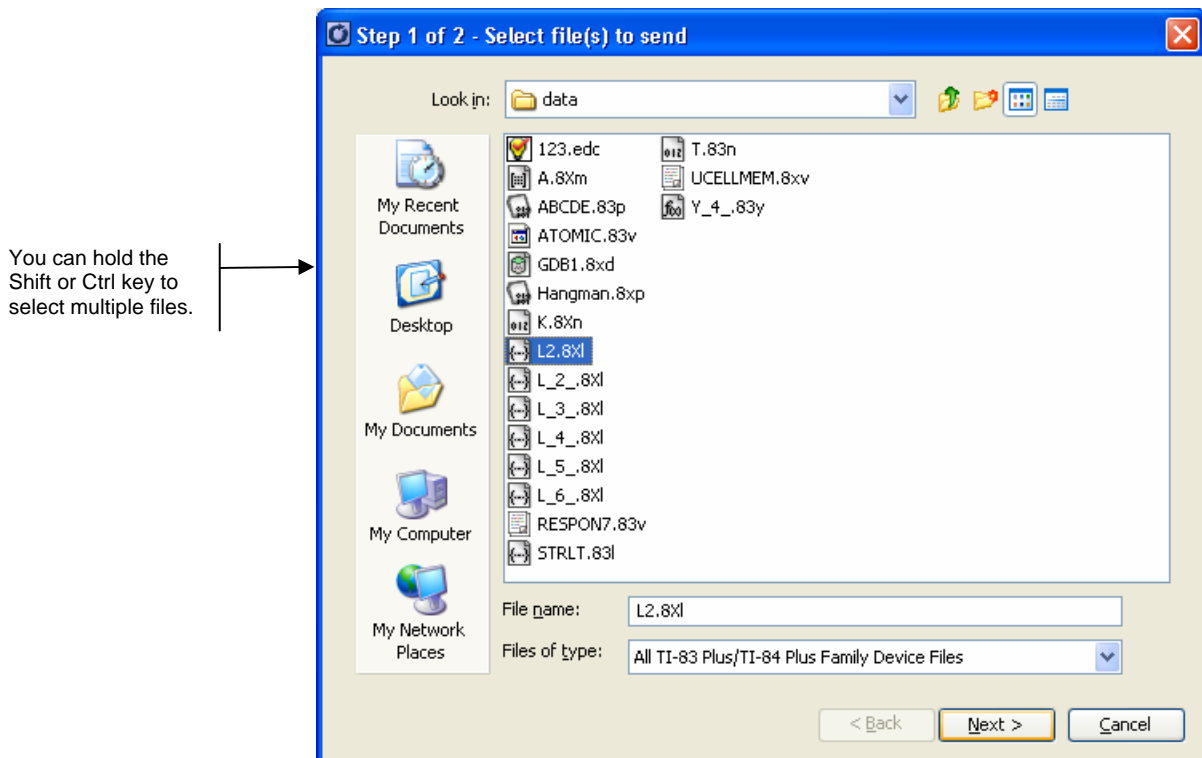


3. Queue a file to be sent

Click **Tools > Send to Class**.

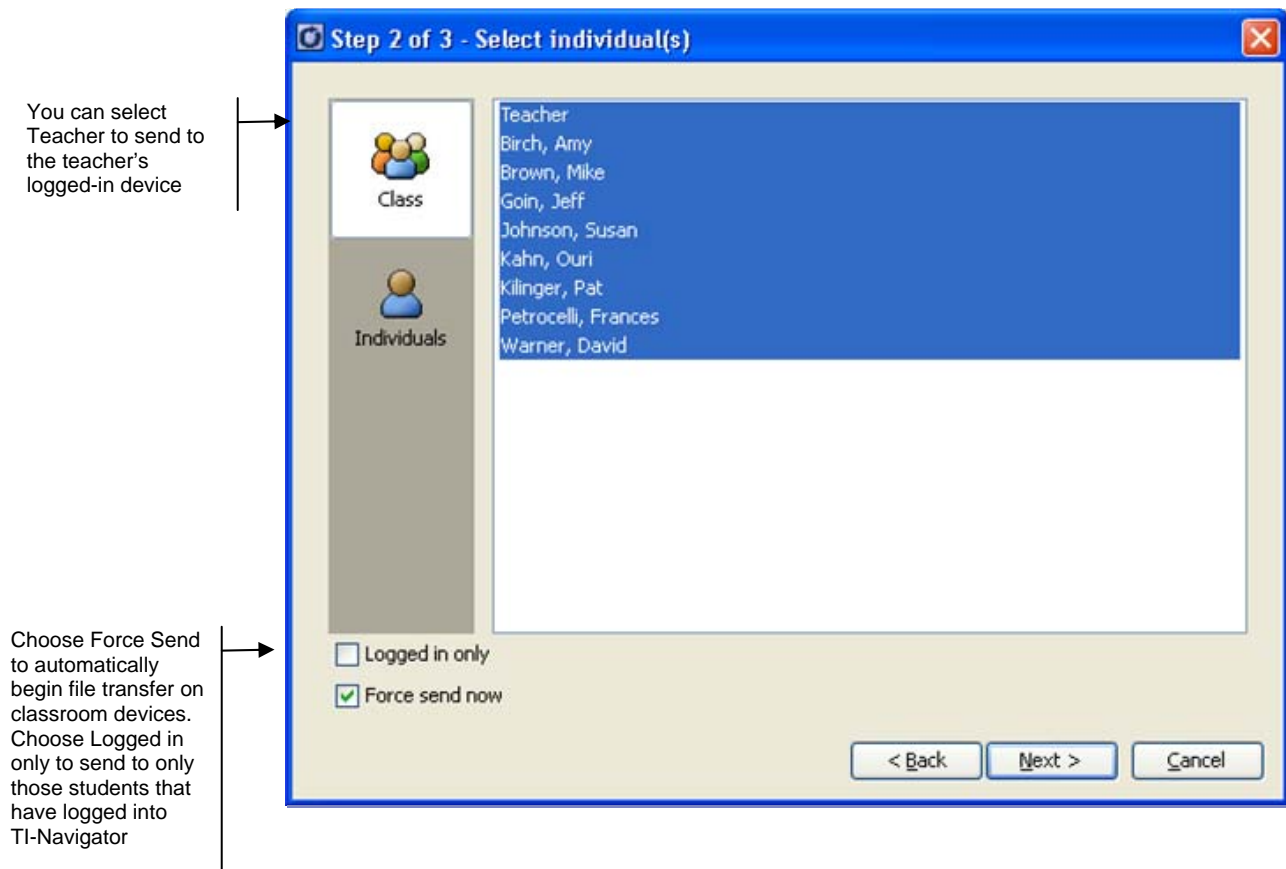


The first Send dialog box (Step 1) will open.



Browse to a valid device file, select it and click **Next**.

The final Send dialog box (Step 2) will open.

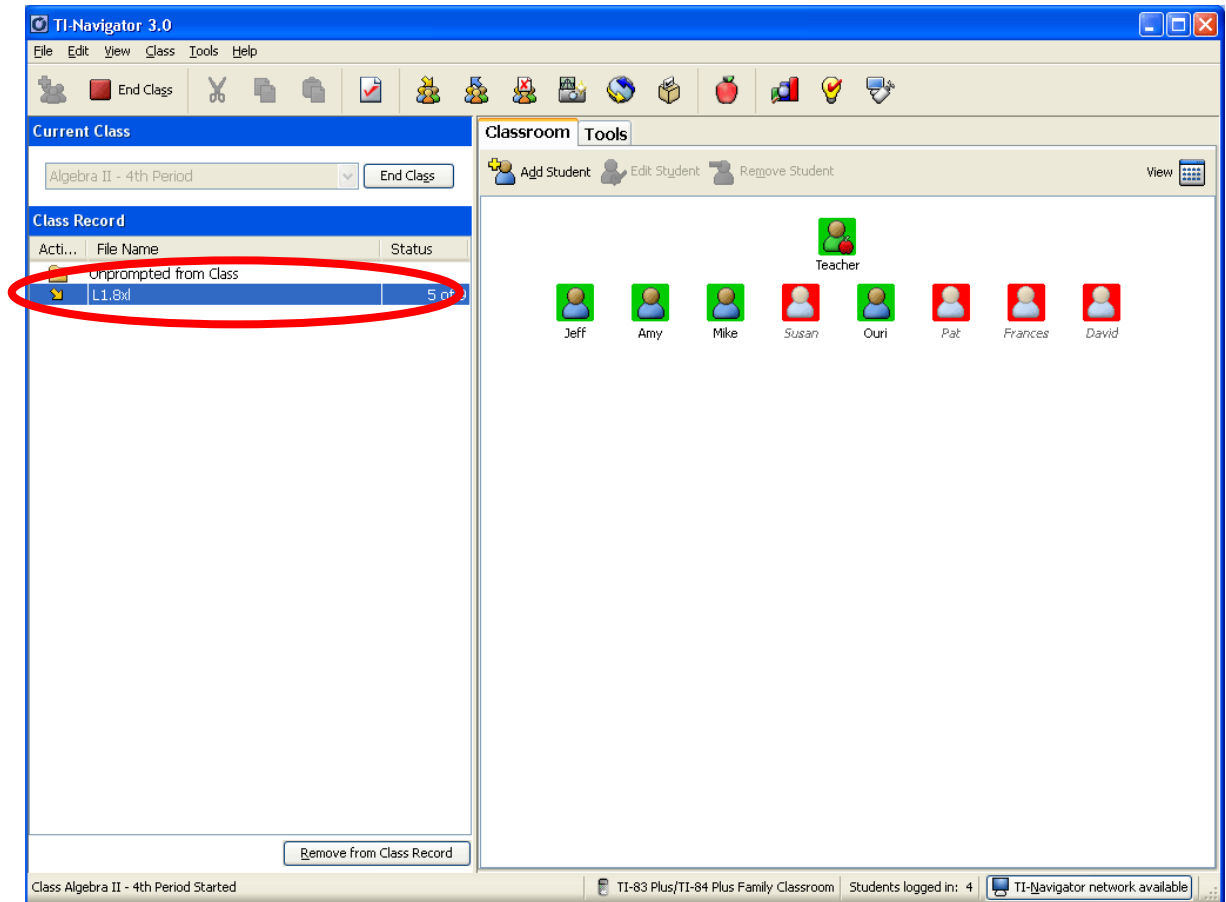


Choose one or more student(s) to receive the file.

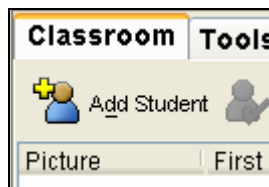
Click **Finish**.

4. Select the Send Action in the Class Record.

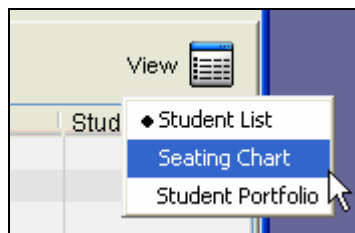
Click the Send Action that you just created in the Class Record.



If it is not already selected, click the **Classroom Tab**.



If it is not already selected, choose **Seating Chart** in the **Classroom View** selector.



A Seating Chart view of your class will open.

Notice that the students' icons to who have received the file are highlighted in green. Those to whom the file was sent but have not yet received it have red-highlighted icons. If the file was not sent to a student, their icon will not be highlighted (not shown in this example).

