



TI-Navigator™ Reference Guide

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USA FCC Information Concerning Radio Frequency Interference



Product Name: TI-Navigator™

FCC ID: POTCX6601B

Model Number/Name: Network Hub

Product Name: TI-Navigator™

FCC ID: V7R-TINAVAP

Model Number/Name: NAV-AP-US

Federal Communication Commission Interference Statement

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference

will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

FCC Caution: This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

RF Radiation Exposure and Hazard Statement:

To ensure compliance with FCC RF exposure requirements, this device must be installed in a location such that the antenna of the device will be greater than 20 cm (8 in.) away from all persons. Using higher gain antennas and types of antennas not covered under the FCC certification of this product is not allowed. Installers of the radio and end users of the product must adhere to the installation instructions provided in this manual.

This transmitter must not be co-located or operating in conjunction with any other antenna or transmitter.

Non-modification Statement:

Use only the integral antenna supplied by the manufacturer when operating this device. Unauthorized antennas, modifications, or attachments could damage the TI-Navigator access point and violate FCC regulations. Any changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate this equipment.

Deployment Statement:

This product is certified for indoor deployment only. Do not install or use this product outdoors.

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Getting started with the TI-Navigator™

The TI-Navigator™ classroom learning system provides the hardware and software tools you need to set up a wireless classroom network. The TI-Navigator™ system lets you:

- Create and manage classes on the classroom network.
- Transfer files between your computer or calculator and your students' calculators.
- Monitor your students with screen captures and polling.
- Perform various interactive activities with your students to enhance your lessons.
- Use different tools to create, distribute, and analyze educational content.
- Install TI Graphing Calculator Applications (Apps) on your students' calculators.

The TI-Navigator™ system has two main components that make it work:

- TI-Navigator computer software. The TI-Navigator computer software contains the tools and options you need to run your wireless classroom network.
- TI-Navigator calculator software. The TI-Navigator calculator software contains the tools you and your students need to exchange information with each other through the TI-Navigator network.

This section provides basic information about TI-Navigator, including information on both the computer software and the calculator software.

Starting TI-Navigator™ on your computer

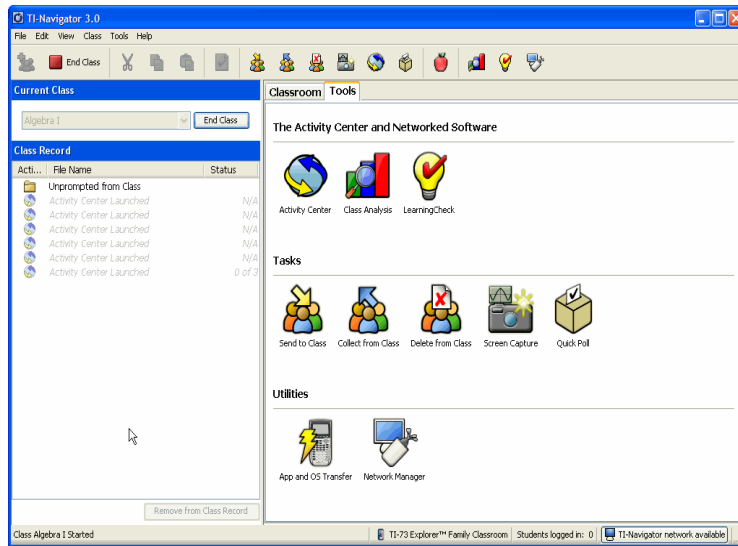
You can start the TI-Navigator™ classroom learning system from your computer's start menu.

To start TI-Navigator on your computer

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

The TI-Navigator™ computer home screen opens.

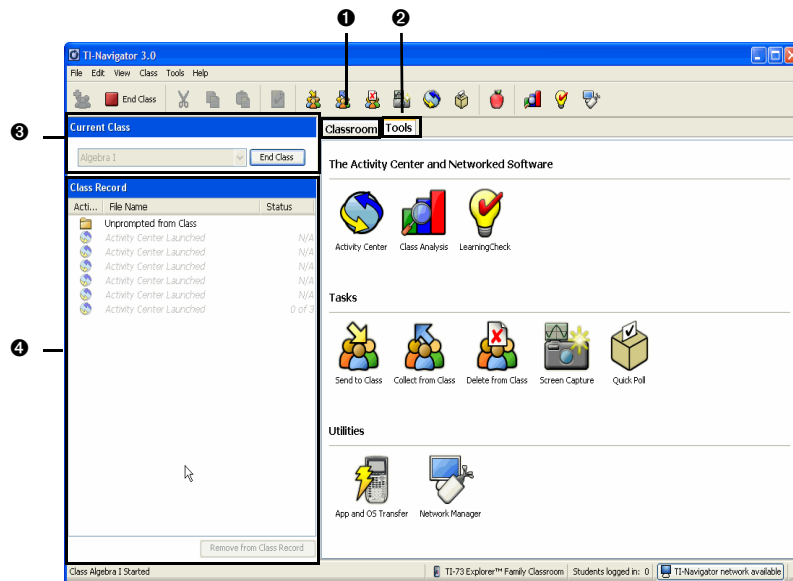
Note: If you have not used the TI-Navigator system before, a prompt opens asking if you want to set up your classroom. You can choose to set up your classroom or continue on to the TI-Navigator computer home screen.



Note: Make sure that the network indicator at the bottom of the screen indicates that the TI-Navigator™ network is available. If it is not available, this indicates an error.

The TI-Navigator computer home screen

The TI-Navigator™ computer home screen provides the tools and options you need to run the TI-Navigator software. Below you can see an example of the TI-Navigator computer home screen with its main parts labeled. Following the TI-Navigator computer home screen, you can find detailed explanations of each labeled part.

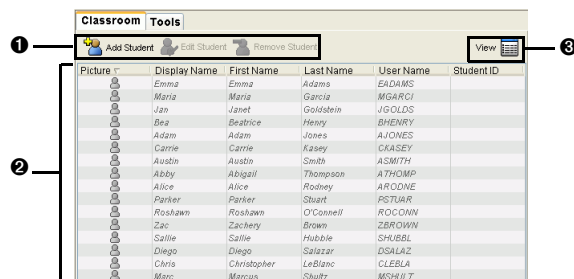


- ❶ Classroom tab
- ❷ Tools tab
- ❸ Current Class
- ❹ Class Record

Classroom tab

In the Classroom tab, you can view the students in the selected class and add, remove, or edit students. The Classroom tab has three views, the Seating Chart, Student List and Student Portfolio views. In the Seating Chart view, you can view your students by their display name and an icon. In the Student List view, you can view your students listed in a table with some of their account information. The Student Portfolio view displays student names and the scores for every assignment. Below you can see an example of the Classroom tab with its main parts labeled.

Note: The example below shows the Classroom tab in Student List view.



❶ **Classroom toolbar.** Lets you add, edit, and remove students.

❷ **Student roster.** 1) Seating Chart view - Shows students listed with display names and student icons. The Seating Chart view lets you arrange your students in the Classroom tab like they are seated in your classroom.

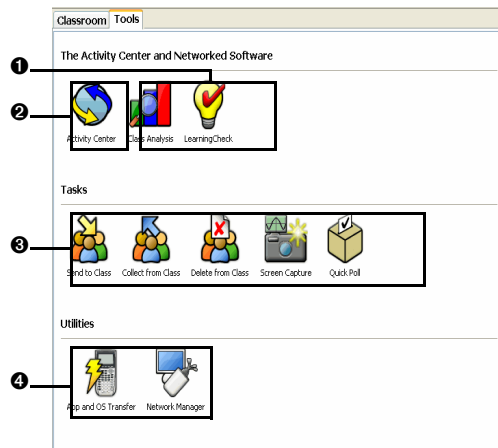
2) Student List view - Shows students listed in a table with some of their account information. The Student List view lets you sort students by display name, first name, last name, user name, and student ID.

3) Student Portfolio View - Displays students listed in a table with scores associated with each assignment that you have included in the Student Portfolio.

❸ **View selector.** Lets you toggle between the Seating Chart view and the Student List view.

Tools tab

The Tools tab contains three main sections, including The Activity Center and Networked Software, Tasks, and Utilities. Each section contains icons that link to a particular tool in the TI-Navigator™ software.



❶ Networked software icons. Icons that let you launch the TI Computer Applications (Apps) that you can use with the TI-Navigator™ software, including Class Analysis and LearningCheck™ Creator. You must have these Apps installed on your computer in order to launch them from the TI-Navigator™ system.

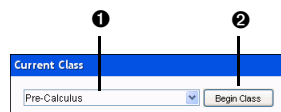
❷ Activity Center icon. Icon that launches the Activity Center tool, a TI-Navigator™ tool you can use to create and run interactive activities with your class.

❸ Tasks icons. Icons that launch task tools in the TI-Navigator™ software, including Send to class, Collect from class, Delete from class, the Screen Capture tool, and the Quick Poll tool.

❹ Utilities icons. Icons that launch utilities in the TI-Navigator™ software, including the App and OS Transfer tool and Network Manager.

Current Class

Current Class lets you select classes you have created, as well as begin and end class sessions for the selected class. Below you can see an example of the Current Class with its main parts labeled.

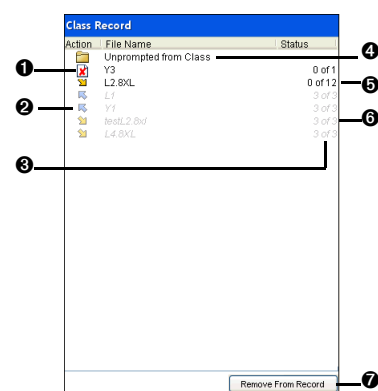



❶ Class list. A drop-down list where you can select a class from the ones you have created. The Class list is disabled when you have a class session running.



② Begin/End Class button. Button that lets you begin or end a class session.

Class Record

The Class Record contains both the current and historical activity for the selected class. Below you can see an example of the Class Record with its main parts labeled.



① File deletion. The deletion of a file from your students' calculators, indicated by the  symbol.

② File transfer. The transfer of files between your computer and your students' calculators. Arrows beside files indicate file transfers. The  symbol indicates transfers from your computer to your class's calculators. The  symbol indicates transfers from your class's calculators to your computer. File transfers remain current until all students receive the file, you stop the transfer, or you end the class session.

③ Status. The progress of an action. For example, "23 of 25" indicates that 23 out of 25 students have received a file.

④ Unprompted from Class folder. A folder that contains the files students have sent to you that were not part of a collect action.

⑤ Current action. An action (for example, send) that is still active.

⑥ Historic action. An action (for example, send) that is inactive. Historic actions are disabled.

⑦ Remove From Record button. Button that lets you remove selected historic or active actions from the Class Record. You can remove a single action or multiple actions.

TI-Navigator computer tools

The TI-Navigator™ classroom learning system contains tools that you can use to interact with your students from your computer. Some of the tools are part of the TI-Navigator™ system, while other tools are optional. This section describes different tools you can use in the TI-Navigator™ system, as well as how to launch them.

The TI-Navigator computer tools

Activity Center – Contains various activities you can use to interact with your students during your lessons. With the Activity Center tool, you can run interactive activities with your class involving lists, graphs, points, and equations.

App and OS Transfer – Lets you install TI Graphing Calculator Applications (Apps) on your students' calculators.

Class Analysis – Lets you collect and analyze answers to assignments, as well as use a slide show to review the results with your students. Class Analysis is an optional tool. If you do not install it, then you cannot launch it in the TI-Navigator™ system.

LearningCheck Creator – Lets you create assignments to run on TI calculators and send the assignments to your students.

Network Manager – Lets you activate access points and hubs and resolve network problems.

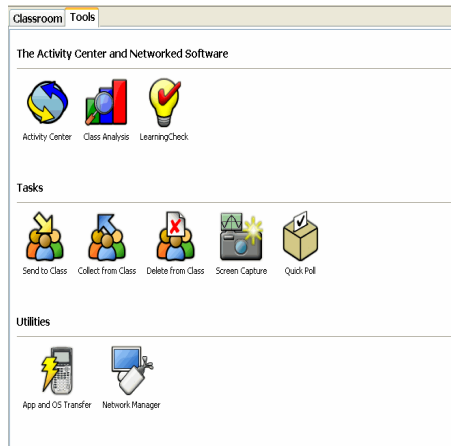
Quick Poll – Lets you send polls to your students and receive their poll responses.

Screen Capture – Lets you capture your students' calculator screens and display them on your computer.

To launch TI-Navigator computer tools

1. Click **View > Tools** or click the **Tools** tab.

The Tools tab opens.




2. If the tool you want to launch is inactive, begin the class session.
3. Click the icon of the tool you want to launch.

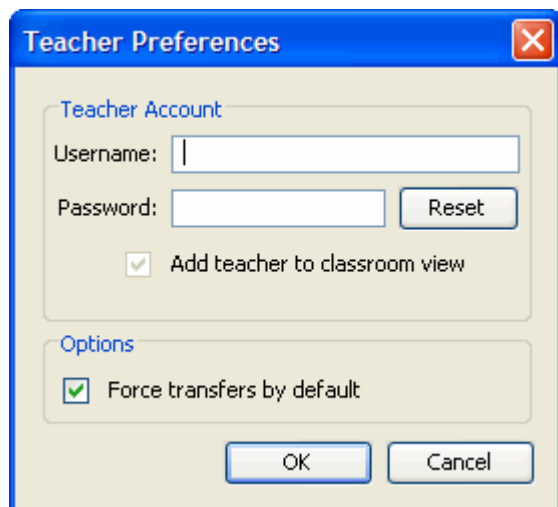
Note: You can also launch many of these tools from the Tools menu.

Creating and managing your teacher account

You can create your teacher account in the Teacher Preferences section of the TI-Navigator™ classroom learning system. Your teacher account lets you log in to the TI-Navigator™ network from your calculator. After you create your teacher account, you can later change your password or your user name.

To create your teacher account

1. If you have a class session running, end it.
2. Click **Tools > Teacher Preferences** or click **Teacher Preferences**  .
The Teacher Preferences dialog box opens.





3. Enter a user name.
4. Enter a password.
5. Select or deselect the preference for the teacher icon to appear in the classroom view.

If you select this preference, the teacher icon will appear in the classroom view, and you will be included as a recipient in Send to Class, Collect from Class and Delete from Class operations. The teacher calculator screen will be included in screen captures of the class.

6. Select or deselect the option for transfers to be forced by default.
If you select this option, all file transfers will be forced to student calculators, unless you specifically deselect the option for a given file transfer.
7. Click **OK**.

To change the password of your teacher account

1. Make sure you are not logged in to the TI-Navigator™ network on your calculator.
2. Click **Tools > Teacher Preferences** or click **Teacher Preferences** .
The Teacher Preferences dialog box opens.

The image shows a 'Teacher Preferences' dialog box with a blue title bar and a close button (X) in the top right corner. It contains two sections: 'Teacher Account' and 'Options'. In the 'Teacher Account' section, the 'Username' field contains 'MsSmith' and the 'Password' field is empty. A 'Reset' button is located to the right of the password field. Below these fields is a checked checkbox labeled 'Add teacher to classroom view'. The 'Options' section contains a checked checkbox labeled 'Force transfers by default'. At the bottom of the dialog are 'OK' and 'Cancel' buttons.

Teacher Preferences

Teacher Account

Username: MsSmith

Password: Reset

☒ Add teacher to classroom view

Options

☒ Force transfers by default

OK Cancel

3. Click **Reset**.

The TI-Navigator™ software clears the current password.

The image shows the same 'Teacher Preferences' dialog box as before. The 'Username' field still contains 'MsSmith', but the 'Password' field is now empty. The 'Reset' button is still present. The 'Add teacher to classroom view' checkbox remains checked. The 'Options' section and 'Force transfers by default' checkbox are also unchanged. The 'OK' and 'Cancel' buttons are at the bottom.

Teacher Preferences

Teacher Account

Username: MsSmith

Password: Reset

☒ Add teacher to classroom view


Options

☒ Force transfers by default

OK Cancel

4. Enter a new password.
5. Click **OK**.

To change the user name of your teacher account

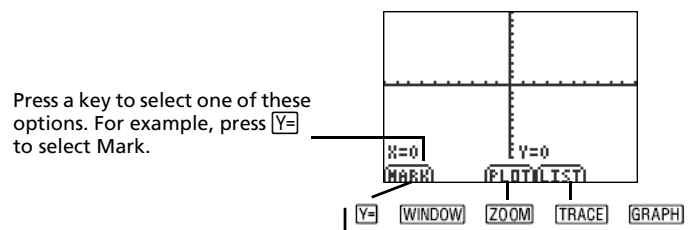
1. Make sure you are not logged in to the TI-Navigator™ network on your calculator.
2. Click **Tools > Teacher Preferences** or click **Teacher Preferences** . The Teacher Preferences dialog box opens.



3. Enter a new user name.
4. Click **OK**.

Using calculator screen options

The TI-Navigator™ classroom learning system has a number of options you and your students can use from your calculator screens. To select an option defined at the bottom of the calculator screen (such as **Mark** associated with the $\boxed{Y=}$ key), press the graph key directly below the option.



Logging in to TI-Navigator on your calculator

The TI-Navigator™ classroom learning system uses both your computer and your students' calculators. Your computer and your students' calculators communicate through the TI-Navigator™ network. You do not have to log in to the TI-Navigator™ network on your computer to communicate with your students. However, if you plan to participate from your calculator during the TI-Navigator class session, then you must also log in to the TI-Navigator™ network from your calculator.

Before you log in

Create your teacher account in Teacher Preferences.

To log in to the TI-Navigator network

1. If you have not already done so, begin the class session on your computer.
2. On your calculator, press **Apps**.

The Applications menu opens.



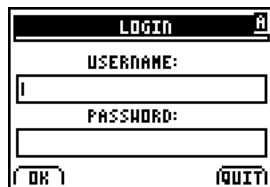
3. Select **NavNet** from the list of applications.

The NavNet screen opens.



4. Press any key on your calculator.

The Login screen opens.



5. Enter your user name and password.

Note: TI-73 Explorer™ users, press **2nd** [TEXT] to type text characters.

6. Select **OK**.

The TI-Navigator™ Home screen opens. From the TI-Navigator™ Home screen, you can use the TI-Navigator™ activities, network apps, quick poll tool, and transfer capabilities.



Logging in to TI-Navigator (student instruction)

Your computer and your students' calculators communicate through the TI-Navigator™ network. In order for you and your students to communicate using this network, your students must log in to the network from their calculators. Below you can find instructions you can use to tell your students how to log in to the TI-Navigator™ network.

Before your students log in

- Create your students' accounts.
- Provide your students with their user names and, if necessary, their passwords.



Student Point of View: The steps below are from the student's point of view.

To log in to the TI-Navigator network

1. On your calculator, press **Apps**.

The Applications menu opens.



2. Select **NavNet** from the list of applications.

The NavNet screen opens.



Note: If you attempt to log in to a class using a calculator other than the type of calculator that is being used for the class, you will receive an error message. (For example, you cannot log in to a class designed for the TI-73 Explorer™ using a TI-84 Plus Silver Edition.)

3. Press any key on your calculator.

The Login screen opens.



4. Enter your user name and password.

Note: If you do not know your user name or password, ask your teacher.

5. Select **OK**.

The TI-Navigator™ Home screen opens. From the TI-Navigator™ Home screen, you can use the TI-Navigator™ activities, network apps, and transfer capabilities.



The TI-Navigator calculator home screen

In the TI-Navigator™ classroom learning system, the home screen on the calculator provides the tools your students need to interact with you using the TI-Navigator™ network. You can also use the TI-Navigator™ calculator home screen to interact with your students. Below you can see an example of the TI-Navigator™ calculator home screen with its main parts labeled.

Note: The calculator home screen shown below is from a student's calculator. When you log in to your calculator using your teacher account, your calculator has additional options.



❶ Task menu. Contains a list of the tasks you and your students can perform on your calculators. The task menu on your teacher calculator contains a Quick Poll task not shown in this picture.

❷ User name. The name of the student logged in to the TI-Navigator™ network.

❸ Task bar. Contains the Quit option. To select the Quit option, you must press the calculator key underneath it.

TI-Navigator calculator tools

The TI-Navigator™ classroom learning system contains several calculator tools that you and your students can use from the NavNet App on your calculators. This section describes the different tools both you and your students can use, as well as how to launch them.

The TI-Navigator calculator tools

Activity Center – Lets you and your students participate in the activities that you send during the Activity Center tool's sessions.

Network Apps – Lets you and your students open installed TI Graphing Calculator Software Applications (Apps) that can connect to the TI-Navigator™ network.

Quick Poll – Lets you send polls to your students from your calculator. This option is only available on your (the teacher's) calculator.

Transfers – Lets you and your students exchange files with each other.

To launch TI-Navigator calculator tools

1. If you have not already done so, begin the class session.
2. Log in to your calculator.
3. Press the number of the calculator tool you want to launch.

Managing classes

The TI-Navigator™ classroom learning system typically includes one or more classes. In order to use the TI-Navigator™ system, you need to create and use classes for each class period that you teach. This section contains the information you need to create and effectively manage your classes.

Creating classes

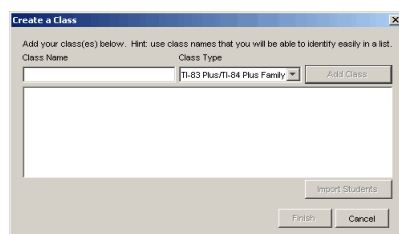
When you start using the TI-Navigator™ classroom learning system, one of the first things you should do is create your classes. Make sure you create a class for each of the class periods you plan to teach with the TI-Navigator™ system.

To create classes

1. If you have a class session running, end it.

2. Click **File > Add Class** or click **Add Class** .

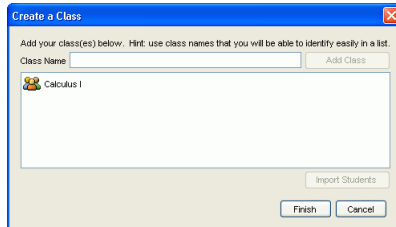
The Create a Class dialog box opens.



3. Enter a class name.
4. Select a class type.
5. Click **Add Class**.

Note: Once you select a class type and add the class, the class created will only work with the device type specified.

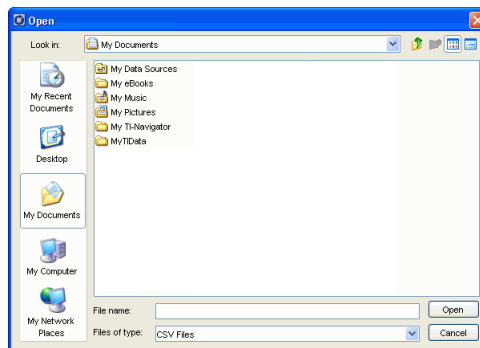
The new class appears in the Create a Class dialog box.



6. (Optional) Import students into the class:

- a) Click the class.
- b) Click **Import Students**.

The Open dialog box opens.

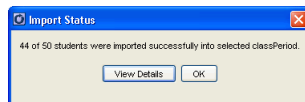


- c) Select the file that contains the students you want to import.

Note: The file can be a CSV file or comma/tab delimited text file.

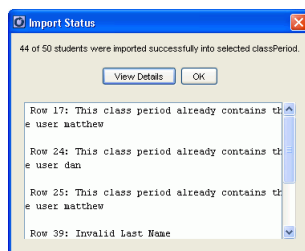
- d) Click **Open**.

The Import Status dialog box opens telling you how many students the TI-Navigator™ system successfully imported.



- e) (Optional) If some students did not import successfully, click **View Details** to determine the problem.

The details of the import open in the Import Status dialog box.



f) Click **OK**.

Note: For more information on importing student data from a file, see the TI-Navigator™ software tour “Importing Students.pdf” on your installation CD.

7. If you need to create another class, repeat steps 3 - 5.
8. Click **Finish**.

Selecting a class

You can create many classes in the TI-Navigator™ classroom learning system. To view or start a class, you must select it from a list of the classes in the Current Class section of the TI-Navigator™ computer home screen.

To select a class

1. If you have a class session running, end it.
2. Click **File > Select Class**.
A list of classes opens.
3. Click the class you want.


The TI-Navigator™ system displays the information for the selected class.

Note: You can view and edit information in the selected class, however, you cannot perform any network activities until you begin the class.

Beginning and ending class sessions

A class session is the period when the TI-Navigator™ classroom learning system is active for a specific class. While a class session is running, you can perform TI-Navigator™ communications functions with the selected class. You cannot use the TI-Navigator™ system to interact with your class until you begin a class session, and you cannot begin another class in the TI-Navigator™ system until you end the current one.

To begin class sessions

1. If you have a class session running, end it.
2. From the Current Class drop-down list, select the class you want to begin.
3. Click **File > Begin Class** or click **Begin Class** .

To end class sessions

- Click **File > End Class** or click **End Class** .

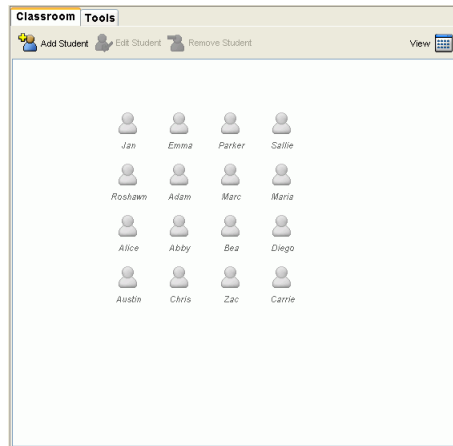
Changing the class view

In the Classroom tab, you can view the selected class in either the Student List view or the Seating Chart view. The Student List view shows your students in a table that contains their display names, first name, last name, user name, and student ID. The Seating Chart view shows your students as student icons with display names. You can change the class view at any time.

To change class view to Student List

1. Click the **Classroom** tab.
The Classroom tab opens.

Note: The contents of the Classroom tab vary depending on the selected class and view.



2. In the menu, click **View > Classroom > Student List**.

-or-

In the Classroom tab, click **View > Student List**.

The Classroom tab changes the class view to Student List.

Classroom		Tools			
		Add Student	Edit Student	Remove Student	View
Picture	Display Name	First Name	Last Name	User Name	Student ID
	Emma	Emma	Adams	EMADAMS	
	Maria	Maria	Garcia	MGARCIA	
	Jan	Janet	Goldstein	JGOLDS	
	Bea	Beatrice	Henry	BHENRY	
	Adam	Adam	Jones	AJONES	
	Carrie	Carrie	Kasey	CKASEY	
	Austin	Austin	Smith	ASMITH	
	Abby	Abigail	Thompson	ATHOMP	
	Alice	Alice	Rodney	ARODNE	
	Parker	Parker	Stuart	PSTUAR	
	Roshawn	Roshawn	O'Connell	ROCONN	
	Zac	Zachery	Brown	ZBROWN	
	Sallie	Sallie	Hubble	SHUBBL	
	Diego	Diego	Salazar	DSALAZ	
	Chris	Christopher	LeBlanc	CLEBLA	
	Marc	Marcus	Shultz	MSHULT	

To change the class view to Seating Chart

1. Click the **Classroom** tab.

The Classroom tab opens.

Note: The contents of the Classroom tab vary depending on the selected class and view.

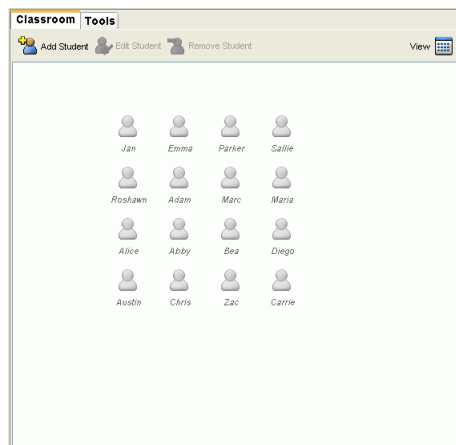
Classroom		Tools			
		Add Student		Edit Student	Remove Student
				View	
Picture	Display Name	First Name	Last Name	User Name	Student ID
	Emma	Emma	Adams	EADAMS	
	Maria	Maria	Garcia	MGARCI	
	Jan	Janet	Goldstein	JGCLDS	
	Bea	Beatrice	Henry	BHENRY	
	Adam	Adam	Jones	AJONES	
	Carrie	Carrie	Kasey	CKASEY	
	Austin	Austin	Smith	ASMTTH	
	Abby	Abigail	Thompson	ATHOMP	
	Alice	Alice	Rodney	ARODNE	
	Parker	Parker	Stuart	PSTUAR	
	Roshawn	Roshawn	O'Connell	ROCONN	
	Zac	Zachery	Brown	ZBROWN	
	Sallie	Sallie	Hubble	SHUBBL	
	Diego	Diego	Galzar	DGALAZ	
	Chris	Christopher	LeBlanc	CLEBLA	
	Marc	Marcus	Shultz	MSHULT	

2. In the menu, click **View > Classroom > Seating Chart**.

-or-

In the Classroom tab, click **View > Seating Chart**.

The Classroom tab changes the class view to Seating Chart.



To change the class view to Student Portfolio

1. Click the **Classroom** tab.

The Classroom tab opens.

Note: The contents of the Classroom tab vary depending on the selected class and view.

Classroom Tools					
Add Student Edit Student Remove Student View					
Picture	Display Name	First Name	Last Name	User Name	Student ID
	Emma	Emma	Adams	EADAMS	
	Maria	Maria	Garcia	MGARCIA	
	Jan	Janet	Goldstein	JGOLDS	
	Ben	Beatrice	Henry	BHENRY	
	Adam	Adam	Jones	AJONES	
	Carrie	Carrie	Kasey	CKASEY	
	Austin	Austin	Smith	ASMITH	
	Abby	Abigail	Thompson	ATHOMP	
	Alice	Alice	Rodney	ARODNE	
	Parker	Parker	Shurt	PSHURT	
	Roshawn	Roshawn	O'Connell	ROCONN	
	Zac	Zachery	Brown	ZBROWN	
	Sallie	Sallie	Hubble	SHUBBL	
	Diego	Diego	Salazar	DSALAZ	
	Chris	Christopher	LeBlanc	CLEBLA	
	Marc	Marcus	Shultz	MSHULT	

2. In the menu, click **View > Classroom > Student Portfolio**.

-or-

In the Classroom tab, click **View > Student Portfolio**.

The Classroom tab changes the class view to Student Portfolio.

Ti-Navigator 3.0

File

Edit

View

Class

Tools

Help

End Class

✂

📄

📁

👤

👥

📅

📁

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📦

🍏

📊

🔍

💡

Current Class

Period 5

End Class

Class Record

Acti...

File Name

Status

📁 Unprompted from Class

Derivatives.edc

25 of 25

📄 Elections_Voting.edc

1 of 1

📄 Activity_Class_Launched

20 of 25

📄 Activity_Class_Launched

2 of 25

Remove from Class Record

Classroom Tools

👤 Add Student

👤 Edit Student

👤 Remove Student

View

👤

Student	Homework 4	Homework 3	Homework 2	Homework 1
Class Average	93%	46%	78%	54%
Frye, Sam	100%	100%	100%	100%
Handler, Teresa	100%	50%	100%	50%
Hoeffler, Nick	100%	100%	100%	100%
Holmes, Alison	100%	50%	100%	50%
Jewett, Maria	100%	0%	100%	100%
Karas, Lauren	100%	50%	50%	0%
Kinball, Joaquin	100%	0%	50%	0%
Kingston, Terrence	100%	100%	100%	100%
Matson, Jane	100%	0%	50%	0%
McAllen, Greg	---	---	---	---
McAllen, Michael	100%	100%	100%	100%
Michaelovich, Shaniqua	50%	0%	50%	50%
Ostrowsky, Micky	100%	0%	50%	0%
Pickens, Tom	50%	0%	100%	100%
Quinton, Priscilla	100%	0%	50%	0%
Rodriguez, Jose	100%	50%	100%	100%
Sasena, Heather	100%	50%	100%	100%
Schmeltz, Lori	100%	100%	100%	50%
Shultz, Eric	100%	50%	100%	100%
Smith, Loretta	100%	0%	50%	100%
Tanis, Carter	100%	50%	50%	50%
Taylor, Sonya	50%	50%	50%	0%
Walton, Jason	100%	100%	100%	50%
Wu, Jon	100%	50%	50%	0%

Ti-83 Plus/Ti-84 Plus Family Classroom

Students logged in: 24

🌐 Ti-Navigator network available

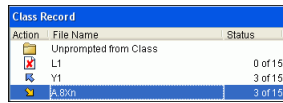
Removing items from the Class Record

The Class Record maintains a list of all of the actions you have performed in your class. Items remain in this list until you remove the items or you remove the class. You can remove items from the Class Record at any time.

To remove items from the Class Record

1. In the Class Record, click the item you want to remove.

The TI-Navigator™ system highlights the selected item in the Class Record.



Action	File Name	Status
	Unprompted from Class	
	L1	0 of 15
	Y1	3 of 15
	Jason	3 of 15

2. Click **Edit > Remove From Record** or click **Remove From Record**.

Note: If you are removing an item that is still in progress, the Remove From Record dialog box opens asking if you are sure you want to remove the item. Click **Remove**.

Removing classes

If you have a class you no longer need, you can remove it from the TI-Navigator™ classroom learning system. When you remove a class, the TI-Navigator™ system removes the class from the software and removes the file on the hard drive that correspond to that class. If you have students who are not part of any other classes, the software removes those students from the software as well.

Note: You cannot undo the removal of a class.

To remove classes

1. If you have a class session running, end it.
2. From the Current Class drop-down list, select the class you want to remove.

The TI-Navigator™ system shows the selected class in the Current Class field.



Current Class
Calculus II
<input type="button" value="Begin Class"/>

3. Click **File > Remove Class**.

The TI-Navigator™ system asks if you are sure you want to remove the class.

4. Click **Remove**.

Managing student accounts

The TI-Navigator™ classroom learning system typically contains many student accounts associated with one or more classes. Each of your students must have an account to access the TI-Navigator™ system on their calculators. This section contains information on creating and managing your students' accounts.

Adding students to classes

Once you create your classes, you will want to add students to them. You can add students to your classes at any time.

Note: The instructions below explain how to add students once you create a class. You can also add students when you create a class by importing them.

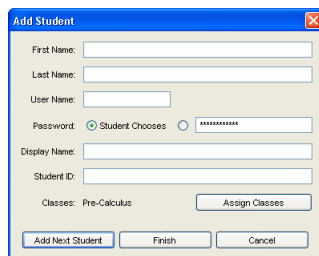
To add students to classes

1. Select the class to which you want to add the students.

Note: If you have a class session running, you must end it to select the class.

2. Click **Class > Add Student** or click **Add Student** .

The Add Student dialog box opens.



The Add Student dialog box is a window with a title bar that says "Add Student" and a close button (X) in the top right corner. It contains several input fields: "First Name:", "Last Name:", "User Name:", "Password:" (with radio buttons for "Student Chooses" and "XXXXXXXXXX"), "Display Name:", and "Student ID:". Below these fields is a "Classes:" label followed by "Pre-Calculus" and an "Assign Classes" button. At the bottom are three buttons: "Add Next Student", "Finish", and "Cancel".

3. Enter the student's first name.
4. Enter the student's last name.
5. Enter a user name.

Note: The user name you choose must be unique. It cannot exist in the current class or any other class.
6. If you want your student to create their own password, select **Student Chooses**.

-or-

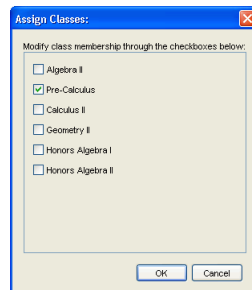
If you want to create a password for your student, select the blank password entry box and enter a new password.

7. (Optional) Enter a display name.

Note: If you leave the display name blank, the TI-Navigator™ system uses the student's first name as the display name.

8. (Optional) Enter a student ID.
9. (Optional) Assign the student to other classes:
 - a) Click **Assign Classes**.




The Assign Classes dialog box opens.



- b) Select the check boxes of the student's classes.
 - c) Clear the check boxes of the classes to which the student does not belong.
 - d) Click **OK**.
10. If you need to add another student, click **Add Next Student** and repeat steps 3 - 9.
11. Click **Finish**.

Checking student login status

The TI-Navigator™ classroom learning system lets you view the your students' login status from the Classroom tab. The color of the icon by your students' display names indicates their login status as well as the class status:

Icon	Class status	Student status
	Class session not started.	N/A
	Class session started.	Student not logged in.
	Class session started.	Student logged in.

Your students can also have an App exited status that is not indicated in the TI-Navigator™ window. The App exited status occurs when students exit the NavNet App on their calculators but are still logged in to the TI-Navigator™ network. While students are in an App exited state, they can only receive forced actions and respond to screen shot requests. They cannot participate in any other TI-Navigator™ action until they open the NavNet App again.

Arranging the seating chart

Initially, the Classroom tab arranges the students in the Seating Chart view in the order that you added them. However, you can rearrange the students so that they have the same seating arrangement in the Classroom tab as they do in your actual classroom. You can rearrange the seating chart at any time.

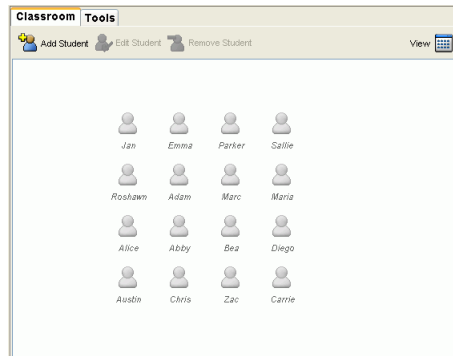
To arrange students in the seating chart

1. Select the students' class.

Note: If you have a class session running, you must end it to select the class.

2. In the menu, click **View > Classroom > Seating Chart**.

The Classroom tab opens displaying your class in the Seating Chart view.



3. Within the Classroom tab, drag each student's icon to the location that you want.

The TI-Navigator™ software moves the student icons to the new locations.

Note: Do not place one student's icon on top of another student's icon. If you do this, you will only be able to see one of the student's icons.

Sorting student information

The Student List view in the Classroom tab shows the information for students in the selected class. It includes your students' display names, first names, last names, user names, and student IDs. In the Student List view, you can sort your students' information by each of these categories. The TI-Navigator™ classroom learning system sorts the information alphabetically from A-Z or Z-A and numerically from 1-9 or 9-1. You can sort student information at any time.

To sort student information

1. Select the class that contains the student information you want to sort.

Note: If you have a class session running, you must end it to select the class.

2. In the menu, click **View > Classroom > Student List**.

The Classroom tab opens displaying the Student List view.

Classroom Tools					
Add Student		Edit Student	Remove Student	View	
Picture	Display Name	First Name	Last Name	User Name	Student ID
	Emma	Emma	Adams	EADAMS	
	Maria	Maria	Garcia	MGARCIA	
	Jan	Janet	Goldstein	JGOLDS	
	Ben	Beatrice	Henry	BHENRY	
	Adam	Adam	Jones	AJONES	
	Carrie	Carrie	Kasey	CKASEY	
	Austin	Austin	Smith	ASMITH	
	Abby	Abigail	Thompson	ATHOMP	
	Alice	Alice	Rodney	ARODNE	
	Parker	Parker	Shurt	PSTUAR	
	Roshawn	Roshawn	O'Connell	ROCONN	
	Zac	Zachery	Brown	ZBROWN	
	Sallie	Sallie	Hubble	SHUBBL	
	Diego	Diego	Salazar	DSALAZ	
	Chris	Christopher	LeBlanc	CLEBLA	
	Marc	Marcus	Shultz	MSHULT	

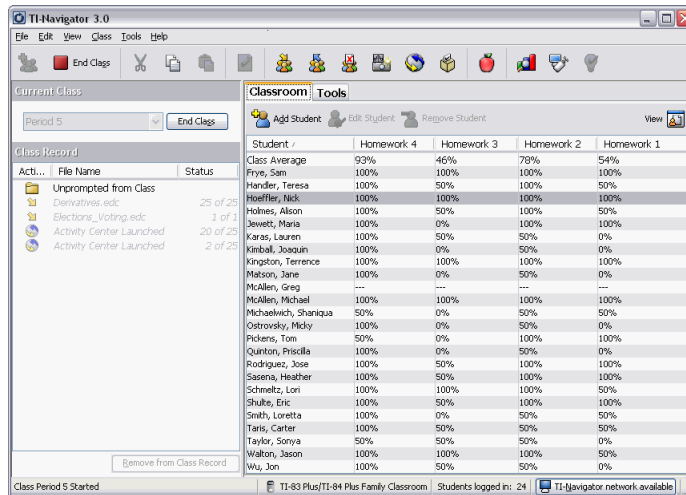
- Click the column title of the list you want to sort.
The TI-Navigator™ system sorts the selected list.
- If you want to sort the selected information in the opposite order, click the column title again.

Using the Student Portfolio view

The Student Portfolio view in the Classroom tab displays a list of students in the selected class with the scores they have received for each assignment included in the Student Portfolio. The class average for each assignment displays on the top line of the portfolio.

To view the Student Portfolio

- Select the class that contains the student portfolio you want to view.
Note: If you have a class session running, you must end it to select the class.
- In the menu, click **View > Classroom > Student Portfolio**.
The Classroom tab opens displaying the Student Portfolio view.




To view student information

- Double-click the student name to view and change student properties.


Sorting information in the portfolio view

1. Click the column title of the list you want to sort.
The TI-Navigator™ system sorts the selected list.
2. If you want to sort the selected information in the opposite order, click the column title again.

To add a student to the portfolio view

1. Click  to add a student to the portfolio view.
The student properties dialog box displays.
2. Complete the student information and click **OK**.
The student is added to the portfolio view.

To add or remove students from the portfolio view

1. Click to select the name of the student you wish to add to to the portfolio view.
2. Click  to remove the student.

A dialog box displays to confirm that you want to remove the student.

3. Click **OK**.

The student is removed from the portfolio view.

Note: Removing the student from the portfolio view does not remove the student from the class.

To view assignment details

- Click the assignment name and right-click to open and view the .caf file.

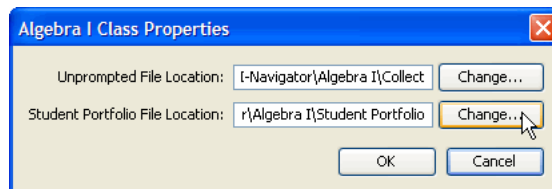
To include an assignment in the Student Portfolio

1. Locate the Class Analysis (.caf) file that includes the assignment you want to display in the Student Portfolio view.
2. Copy or save the .caf file to the Student Portfolio directory for the class.

To view the location of the Student Portfolio files

1. Select **Class > Properties**

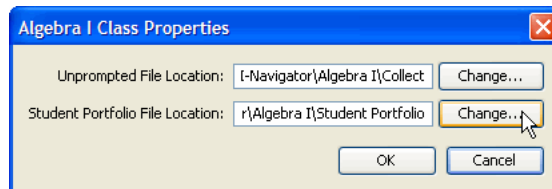
The Class Properties dialog box displays the location of the Student Portfolio files.



To change the location of the Student Portfolio files

1. Select **Class > Properties**

The Class Properties dialog box appears.



2. Click **Change** next to the Student Portfolio File Location text field, and navigate to the directory where you want to store the Student Portfolio files.
3. Click **OK** to change the file location.

Resetting student passwords

The TI-Navigator™ classroom learning system maintains the privacy of your students' passwords. Because of this, you cannot retrieve passwords for your students if they forget them. However, if necessary you can reset your students' passwords. You can reset passwords for all of the students in a class or for individual students.

Note: You cannot reset the passwords of students who are currently logged in to the TI-Navigator™ network.

To reset passwords for all students in a class

1. Select the students' class.

Note: If you have a class session running, you must end it to select the class.

2. Click the **Classroom** tab.

The Classroom tab opens.

Classroom		Tools			
		Add Student	Edit Student	Remove Student	View
Picture	Display Name	First Name	Last Name	User Name	Student ID
	Emma	Emma	Adams	EMADAMS	
	Maria	Maria	Garcia	MIGARCI	
	Jan	Janet	Goldstein	JGOLDS	
	Bea	Beatrice	Henry	BHENRY	
	Adam	Adam	Jones	AJONES	
	Carrie	Carrie	Rasey	CRASEY	
	Austin	Austin	Smith	ASMTTH	
	Abby	Abigail	Thompson	ATHOMP	
	Alice	Alice	Rodney	ARODNE	
	Parker	Parker	Stuart	PSTUAR	
	Roshawn	Roshawn	O'Connell	ROCONN	
	Zac	Zachery	Brown	ZBROWN	
	Sallie	Sallie	Hubble	SHUBBL	
	Diego	Diego	Salazar	DSALAZ	
	Chris	Christopher	LeBlanc	CLEBLA	
	Marc	Marcus	Skultz	MSHULT	

3. Click a student in the class.

4. Click **Edit > Select All**.

The TI-Navigator™ system selects all of the students in the class.

5. Click **Class > Reset Password(s)**.

The Confirm Reset Passwords dialog box opens.



6. Click **OK**.
7. The next time your students log in, instruct them to enter passwords of their choosing.

To reset student passwords for individual students

1. Select a class of the student whose password you want to reset.
Note: If you have a class session running, you must end it to select the class.

2. Click the **Classroom** tab.

The Classroom tab opens.

Note: The contents of the Classroom tab vary depending on the selected class and view.

Classroom Tools					
Add Student Edit Student Remove Student View					
Picture	Display Name	First Name	Last Name	User Name	Student ID
	Emma	Emma	Adams	EADAMS	
	Maria	Maria	Garcia	MGARCIA	
	Jan	Janet	Goldstein	JGOLDS	
	Bea	Beatrice	Henry	BHENRY	
	Adam	Adam	Jones	AJONES	
	Carrie	Carrie	Kasey	CKASEY	
	Austin	Austin	Smith	ASMITH	
	Abby	Abigail	Thompson	ATHOMPA	
	Alice	Alice	Rodney	AROONE	
	Parker	Parker	Stuart	PSTUAR	
	Roshawn	Roshawn	O'Connell	ROCONN	
	Zac	Zachery	Brown	ZBROWN	
	Satie	Satie	Shubel	SHUBEL	
	Diego	Diego	Salazar	DSALAZ	
	Chris	Christopher	LeBlanc	CLEBLA	
	Marc	Marcus	Shultz	MSHULT	

3. Click the student you want to edit.
4. Click **Class > Edit Student** or click **Edit Student**

The Student Properties dialog box opens.

Student Properties

First Name: Emma

Last Name: Adams

User Name: EADAMS

Password: Reset

☒ Student Chooses
 ☐ *****

Display Name: Emma

Student ID:

Classes: Algebra II, Pre-Calculus

Assign Classes

OK

Cancel

5. Click **Reset**.
6. If you want the student to create his or her own password, select **Student Chooses**.
-or-
If you want to create a specific password for the student, select the blank password entry box and enter a new password.
7. Click **OK**.
The TI-Navigator™ system resets the student's password.
8. The next time the student logs in:
 - If you selected Student Chooses, instruct the student to enter a password of his or her choosing.
 - If you created a password for the student, tell the student the new password.

Changing the classes of a student

Occasionally your students may move to a different class, or they may take more than one of your classes. The TI-Navigator™ classroom learning system lets you change your students' classes when necessary.

Note: You cannot change the classes of students who are logged in to the TI-Navigator™ network.

To change a student's classes

1. Select a class to which the student belongs.
Note: If you have a class session running, you must end it to select the class.
2. Click the **Classroom** tab.
The Classroom tab opens.
Note: The contents of the Classroom tab vary depending on the selected class and view.

Classroom		Tools			
		Add Student	Edit Student	Remove Student	View
Picture	Display Name	First Name	Last Name	User Name	Student ID
	Emma	Emma	Adams	EADAMS	
	Maria	Maria	Garcia	MGARCI	
	Jan	Janet	Goldstein	JGOLDS	
	Bea	Beatrice	Henry	BHENRY	
	Adam	Adam	Jones	AJONES	
	Carrie	Carrie	Kasey	CKASEY	
	Austin	Austin	Smith	ASMITH	
	Abby	Abigail	Thompson	ATHOMP	
	Alice	Alice	Rodney	ARODNE	
	Parker	Parker	Stuart	PSTUAR	
	Roshawn	Roshawn	O'Connell	ROCONN	
	Zac	Zachery	Brown	ZBROWN	
	Sallie	Sallie	Mutale	SHUBEL	
	Diego	Diego	Salazar	DSALAZ	
	Chris	Christopher	LeBlanc	CLEBLA	
	Marc	Marcus	Shultz	MSHULT	

- Click the student you want to edit.
 - Click **Class > Edit Student** or click **Edit Student**
- The Student Properties dialog box opens.

Student Properties

First Name:

Last Name:

User Name:

Password:

☒ Student Chooses
☐ Password

Display Name:

Student ID:

Classes: Algebra II, Pre-Calculus

Assign Classes

OK

Cancel

- Click **Assign Classes**.
- The Assign Classes dialog box opens.

Assign Classes:

Modify class membership through the checkboxes below:

☐ Algebra I
☒ Pre-Calculus
☐ Calculus II
☐ Geometry II
☐ Honors Algebra I
☐ Honors Algebra II

OK

Cancel

- Select the check boxes of the student's classes.
- Clear the check boxes of the classes to which the student does not belong.
- Click **OK**.

9. In the Student Properties dialog box, click **OK**.

Changing student names and identifiers

After you add your students, you may find that you need to change one of their names or identifiers. In the TI-Navigator™ classroom learning system, there are five different names and identifiers associated with your students, including:

- First name
- Last name
- User name
- Display name
- Student ID

This section covers how to change any of these types of names and identifiers.

Note: You cannot change the account information of students who are logged in to the TI-Navigator™ network.

To change a student's names or identifiers














1. Select a class to which the student belongs.

Note: If you have a class session running, you must end it to select the class.

2. Click the **Classroom** tab.

The Classroom tab opens.

Note: The contents of the Classroom tab vary depending on the selected class and view.

Classroom		Tools			
		 Add Student	 Edit Student	 Remove Student	 View
Picture	Display Name	First Name	Last Name	User Name	Student ID
	Emma	Emma	Adams	EADAMS	
	Maria	Maria	Garcia	MGARCI	
	Jan	Janet	Goldstein	JGOLDS	
	Bea	Beatrice	Henry	BHENRY	
	Adam	Adam	Jones	AJONES	
	Carrie	Carrie	Kasey	CKASEY	
	Austin	Austin	Smith	ASMITH	
	Abby	Abigail	Thompson	ATHOMP	
	Alfred	Alfred	Bruckner	ABRUCKNE	

3. Click the student you want to edit.

4. Click **Class > Edit Student** or click **Edit Student** .

The Student Properties dialog box opens.



5. Click the field of the name or identifier you want to change.
6. Make the necessary changes.
7. Repeat steps 5 and 6 for any other names or identifiers you want to change.
8. Click **OK**.

Moving a student to another class

If any of your students move to a different class, you can move them within the TI-Navigator™ classroom learning system as well.

Note: You cannot move students who are logged in to the TI-Navigator™ network.

To move a student

1. Select a class to which the student belongs.
Note: If you have a class session running, you must end it to select the class.
2. Click the student you want to move.
3. Click **Edit > Cut** or click **Cut** .
 The TI-Navigator™ system removes the student from the class and places his or her student account information on the Clipboard.
4. From the Current Class drop-down list, select the class where you want to move the student.
5. Click **Edit > Paste** or click **Paste** .
 The TI-Navigator™ system moves the student to the selected class.

Copying a student to another class

When you have students in more than one of your classes, you may find it convenient to simply copy them from one class to another. Copying students saves you the time of entering all of their information again.

Note: You cannot copy students who are logged in to the TI-Navigator™ network.

To copy a student

1. Select a class to which the student belongs.

Note: If you have a class session running, you must end it to select the class.

2. Click the student you want to copy.

3. Click **Edit > Copy** or click **Copy** .

The TI-Navigator™ classroom learning system copies the student onto the Clipboard.

4. From the Current Class drop-down list, select the class to which you want to copy the student.

5. Click **Edit > Paste** or click **Paste** .

The TI-Navigator™ software copies the student to the selected class.

Removing a student from a class

As necessary, you can remove students from your classes. When you remove students, the TI-Navigator™ classroom learning system only removes them from the selected class. If the students are in other classes, then they remain in those classes.

Notes:

- You cannot remove students who are logged in to the TI-Navigator™ network.
- You cannot undo the removal of students.

To remove a student from a class





















1. Select the class from which you want to remove the student.

Note: If you have a class session running, you must end it to select the class.

2. Click the **Classroom** tab.

The Classroom tab opens.

Note: The contents of the Classroom tab vary depending on the selected class and view.

Classroom		Tools			
		 Add Student	 Edit Student	 Remove Student	 View
Picture	Display Name	First Name	Last Name	User Name	Student ID
	Emma	Emma	Adams	EADAMS	
	Maria	Maria	Garcia	MGARCI	
	Jan	Janet	Goldstein	JGOLDS	
	Dea	Beatrice	Henry	BHENRY	
	Adam	Adam	Jones	AJONES	
	Carrie	Carrie	Kasey	CKASEY	
	Austin	Austin	Smith	ASMITH	
	Abby	Abigail	Thompson	ATHOMP	
	Alice	Alice	Rodney	ARODNE	
	Parker	Parker	Shurt	PSTUAR	
	Roshawn	Roshawn	O'Connell	ROCONN	
	Zac	Zachary	Brown	ZBROWN	
	Sallie	Sallie	Hubble	SHUBBL	
	Diego	Diego	Salazar	DSALAZ	
	Chris	Christopher	LeBlanc	CLEBLA	
	Marc	Marcus	Shultz	MSHULT	

3. Click the student you want to remove.

4. Click **Class > Remove Student** or click **Remove Student** .

The TI-Navigator™ software asks if you are sure you want to remove the student.

5. Click **Yes**.

The TI-Navigator™ software removes the student.

Exchanging files with students

The TI-Navigator™ classroom learning system lets you exchange information with the students in your classes. From the TI-Navigator™ system, you can send files to your students and collect files from your students, as well as delete files from your students' calculators. Your students can send files to you and receive files from you. This section covers the different ways to work with files in the TI-Navigator™ system, and includes both instructions for you to use and instructions for you to give your students.

Sending files

You can send calculator-compatible files (such as lists and EDC files) to your students' calculators from your computer or your calculator. Choosing the location that you want to send files from depends on the location of your files and the number of choices you want about where you send the files. If you choose to send the files from your calculator, then you send files to your whole class forced. When you send files from your computer, you have two choices that are not available when you send from your calculator. You can:

- Send files to your whole class, members of the class currently logged in, or to individual students.
- Send files forced or unforced. If you send files unforced, students must receive the files from the transfers screen. If you force send the files, the students' calculators receive the files immediately.

All the files you collect, acquire, or send from a calculator contain a setting in their file properties that specifies where the file came from on the calculator (RAM or Archive). By default, the TI-Navigator™ software uses the file's settings to determine where to send the file. For example, if you collected a file from a calculator's RAM, when you send the file the TI-Navigator™ software will send it to RAM. However, if you send the file from your computer, then you can select where the TI-Navigator™ software sends the file by changing the file's settings in Windows®.

You can find the following instructions below:

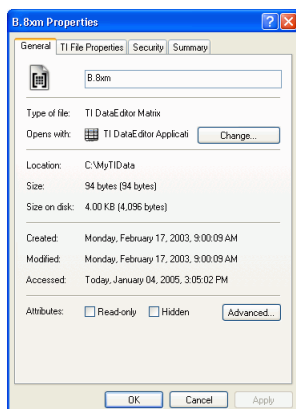
- To change file settings in Windows®
- To send files from your computer
- To send files from your calculator

To change file settings in Windows®

1. In Windows®, navigate to the location of the file and click it.

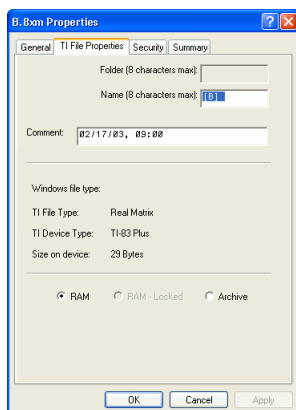
2. Click **File > Properties**.

The Properties dialog box opens.



3. Click the **TI File Properties** tab.

The TI File Properties tab opens.



4. At the bottom of the dialog box, click the area of calculator memory where you want the TI-Navigator™ software to send the file.
5. Click **OK**.

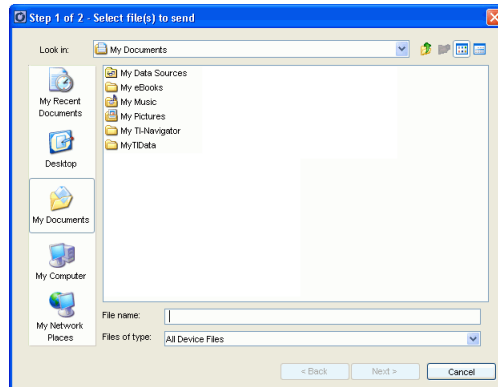
To send files from your computer

1. If you have not already done so, begin the class session.

2. Click **Tools > Send to class** or click **Send to class** .

The Select file(s) to send dialog box opens.

Note: The default file filter is set according to the class type (TI-73 or TI-83). Only appropriate file types will be sent.

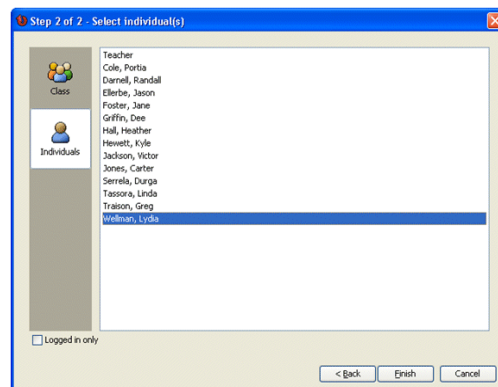


3. Navigate to the file you want to send and click it.


Note: You can also drag and drop files from a Windows® Explorer window onto the TI-Navigator™ window to send files.


4. Click **Next**.

The Select student(s) dialog box opens.



5. Select the student(s) to whom you want to send the file:

- To send the file to the whole class, click **Class** . To send the file only to class members who are currently logged in, check the **Logged in Students only** checkbox.

- To send the file to an individual student, click **Students**  and then click the student.






Note: If you had any students selected in the Classroom tab, the TI-Navigator™ software already has them selected.

6. If you want your students' calculators to receive the file immediately, click **Force send to students now**.
7. Click **Finish**.

If you force sent the file, the TI-Navigator™ classroom learning system transfers the file from your computer to the selected students' calculators. If the students are not logged in, the TI-Navigator™ software transfers the file upon log in.

If you sent the files unforced, students can receive the file from the transfer screen after they log in to their calculators.

The file transfer appears in the Class Record.

Class Record		
Action	File Name	Status
	Unprompted from Class	
	SendTo_Class_L2.8XL	0 of 44
	SendTo_Class_L1(1).8XL	0 of 44
	SendTo_Class_L4.8XL	0 of 44
	SendTo_Class_L3.8XL	0 of 44

Once students receive the file, they can open it on their calculators.

To send files from your calculator

1. If you have not already done so, begin the class session.
2. On your calculator, log in to the TI-Navigator™ network.
3. From the TI-Navigator™ calculator home screen, select **3: TRANSFERS**.

The Transfers screen opens.



4. Select **1: SEND TO CLASS**.

The Send Var screen opens.

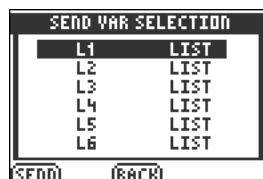
Note: The list of valid items to transfer varies according to device type.



5. Navigate to the file type you want to send and press **Enter**.

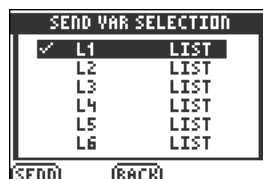
The Send Var Selection screen opens.

Note: The Send Var Selection screen varies depending on the option you choose and the files on your calculator.



6. Navigate to the file you want to send and press **Enter**.

A check mark appears next to the file.



7. Repeat step 6 for each file you want to send.

8. Select **Send**.

The Transfers Complete screen opens after the TI-Navigator™ software sends the file(s) to the calculators of all of the students in your class.



The file transfer appears in the Class Record when you view the TI-Navigator™ software on your computer.

Class Record		
Action	File Name	Status
	Unprompted from Class	
	SendTo_Class_L2.BXL	0 of 44
	SendTo_Class_L1(1).BXL	0 of 44
	SendTo_Class_L4.BXL	0 of 44
	SendTo_Class_L3.BXL	0 of 44

After your students log in to the TI-Navigator™ network, they can receive the file from their transfer screen. Once they receive the file, they can open it on their calculators.

Sending files (student instruction)

Your students may send files to you both during and outside of a collection. Students can manually send files to you when you perform an unforced collection. Students can send files to you outside a collection (unprompted) at any time during a class session. Below you can find instructions you can use to tell your students how to send files during a collection and how to send files unprompted.



Student Point of View: The steps below are from the student's point of view.

To send files during collections

1. If you have not already done so, log in to the TI-Navigator™ network.
2. Select **3: TRANSFERS**.

The Transfers screen opens.



3. Select **1: AUTO SEND/RECEV**.

The TI-Navigator™ classroom learning system searches for the requested files and then uploads them to your teacher's computer.

To send files outside of collections

1. If you have not already done so, log in to the TI-Navigator™ network.
2. Select **3: TRANSFERS**.

The Transfers screen opens.



3. Select **2: SEND TO TEACHER**.

The Send Var screen opens.

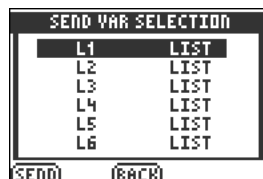
Note: The list of valid items to transfer varies by device type.



4. Navigate to the file type you want to send and press **Enter**.

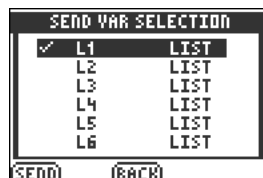
The Send Var Selection screen opens.

Note: The contents of the Send Var Selection screen vary depending on the option you choose and the files on your calculator.



5. Navigate to the file you want to send and press **Enter**.

A check mark appears next to the file.



6. Repeat step 5 for each file you want to send.
7. Select **SEND**.

The TI-Navigator™ software sends the file(s) to your teacher's computer and notifies you when the transfer is complete.



Collecting files

You can collect calculator-compatible files (such as lists, matrices, and EDC files) from your students' calculators to your computer. You can have a forced or unforced file collection. When you collect files unforced, students must send the files from their transfers screen. When you force collect files, the students' calculators send the files immediately. You also have the option of deleting the collected files from your students' calculators.

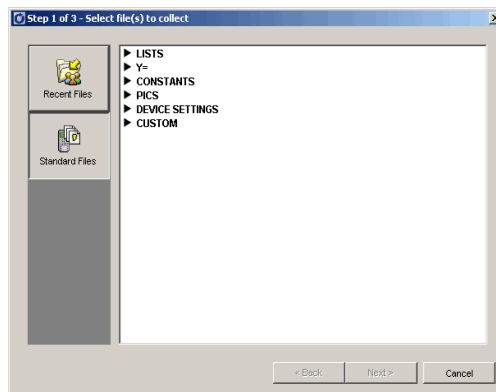
To collect files

1. If you have not already done so, begin the class session.

2. Click **Tools > Collect from class** or click **Collect from class** .

The Select file(s) to collect dialog box opens.

Note: Only valid items for the class type are displayed.



3. If you want a file already listed in the dialog box, navigate to the file you want to collect and click it.

-or-

If you want a custom file not in the dialog box:

- a) Click **CUSTOM**.

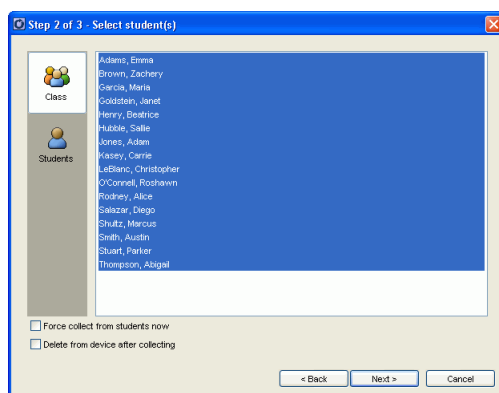
The options for custom files open.





- b) Enter the file name.
c) From the drop-down list, select the file type.
d) Click **Add**.

4. Click **Next**.

The Select student(s) dialog box opens.



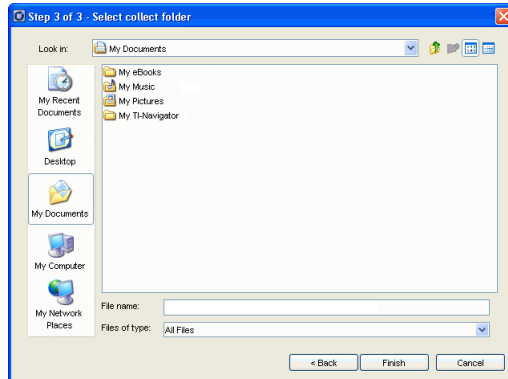
5. Select the student(s) from whom you want to collect the file:

- To collect the file from the whole class, click **Class** .
- To collect the file from an individual student, click **Students**  and then click the student.

Note: If you had any students selected in the Classroom tab, the TI-Navigator™ software already has them selected.

6. If you want to force collect the file, select **Force collect from students now**.
7. If you want to remove the file from the students' calculators after you collect it, select **Delete from device after collecting**.
8. Click **Next**.

The Select collect folder dialog box opens.



9. Navigate to the collect folder you want and click it.
10. Click **Finish**.

If you force collected the file, the TI-Navigator™ classroom learning system collects the files from the selected students' calculators to your computer.

If you collect the file unforced, students can send you the file from the transfer screen after they log in to their calculators.

The file transfer appears in the Class Record.

Class Record		
Action	File Name	Status
	Unprompted from Class	
	Y3	0 of 16
	Y2	0 of 16
	Y1	0 of 16

Receiving files (student instruction)

If you do not force send files to your students, then they must manually receive the files on their calculators. Below you can find instructions you can use to tell them how to receive the files.



Student Point of View: The steps below are from the student's point of view.

To receive files

1. If you have not already done so, log in to the TI-Navigator™ network.

The TI-Navigator™ Home screen opens.



2. Select **3: TRANSFERS**.

The Transfers screen opens.



3. Select **1: AUTO SEND/RCV**.

The TI-Navigator™ classroom learning system searches for sent files and then downloads them to your calculator.

Deleting files from calculators

When necessary, you can delete files from your students' calculators. You can have a forced or unforced file deletion. If your file deletion is unforced, students must delete the files from their Transfers screen using Auto Send/Recv. If you force delete the files, the software immediately deletes the files from your students' calculators.

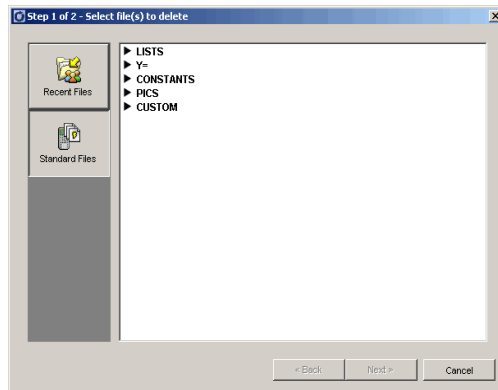
To delete files from calculators

1. If you have not already done so, begin the class session.

2. Click **Tools > Delete from class** or click **Delete from class** .

The Select file(s) to delete dialog box opens.

Note: Only valid items for the class type are displayed.



3. If you want to delete file already listed in the dialog box, navigate to the file you want to collect and click it.

-or-

If you want delete a custom file not in the dialog box:

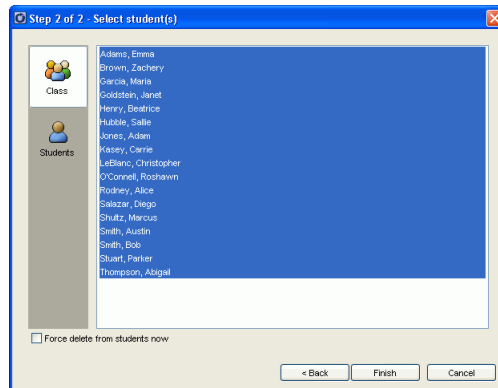
- a) Click **CUSTOM**.



The options for custom files open.



- b) Enter the file name.
 - c) From the drop-down list, select the file type.
 - d) Click **Add**.
4. Click **Next**.

The Select student(s) dialog box opens.







5. Select the student(s) whose files you want to delete:
 - To delete the file from the whole class's calculators, click **Class** .
 - To delete the file from an individual student's calculator, click **Students**  and then click the student.
- Note:** If you had any students selected in the Classroom tab, the TI-Navigator™ software already has them selected.
6. If you want to force delete the file, click **Force delete from students now**.
7. Click **Finish**.

If you force deleted the file, the TI-Navigator™ classroom learning system deletes the file from your students' calculators.

If you deleted the file unforced, students can delete the file from the transfer screen (Auto Send/Recv) after they log in to their calculators.

The file deletion appears in the Class Record.

Class Record		
Action	File Name	Status
	Unprompted from Class	
	L3	0 of 16
	L2	0 of 16
	L1	0 of 16

Checking the status of file transfers

















When you are sending or collecting files, you may want to check to see which of your students have received or sent their files.

To check the status of file transfers

1. Click the **Classroom** tab.




The Classroom tab opens.

Note: The contents of the Classroom tab vary depending on the selected class and view.

Classroom Tools					
Add Student Edit Student Remove Student View					
Picture	Display Name	First Name	Last Name	User Name	Student ID
	Emma	Emma	Adams	EDAMS	
	Maria	Maria	Garcia	MGARCI	
	Jan	Janet	Goldstein	JGOLDS	
	Bea	Beatrice	Henry	BHENRY	
	Adam	Adam	Jones	AJONES	
	Carrie	Carrie	Kasey	CKASEY	
	Austin	Austin	Smith	ASMITH	
	Abby	Abigail	Thompson	ATHOMP	
	Alice	Alice	Rodney	ARCDNE	
	Parker	Parker	Stuart	PSTUAR	
	Roshawn	Roshawn	O'Connell	ROCONN	
	Zac	Zachery	Brown	ZBROWN	
	Sallie	Sallie	Hubble	SHUBBL	
	Diego	Diego	Salazar	DSALAZ	
	Chris	Christopher	LeBlanc	CLEBLA	
	Marc	Marcus	Shultz	MSHULT	

2. In the Class Record, click the file whose status you want to check.

The TI-Navigator™ software indicates the status of your students as follows:

-  A green background indicates that students have sent/received the file.
-  A yellow background indicates that a student received the collect or delete action, but they do not have the file on their calculator.
-  A red background indicates that students have not yet sent/received/deleted the file.

Note: You can also see the file transfer status in the file's Properties dialog box.

Canceling file transfers

If you change your mind about a file transfer, you can cancel the transfer in the Class Record. Canceling file transfers stops the TI-Navigator™ classroom learning system from transferring more files. Any files the TI-Navigator™ system transfers before you cancel remain on the students' calculators.

To cancel file transfers

1. In the Class Record, click the file whose transfer you want to cancel.
2. Click **Edit > Remove From Class Record** or click **Remove From Class Record**.

The TI-Navigator™ software asks if you're sure you want to remove the action.

3. Click **Remove**.

The TI-Navigator™ software stops the file transfer and removes the file from the Class Record list.

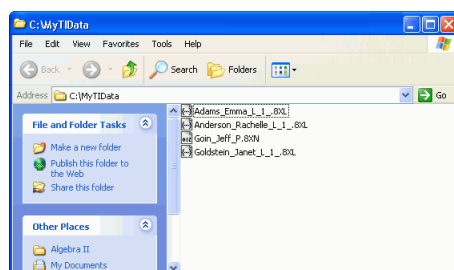
Finding transferred files

You can find the locations of both collected and unprompted files on your computer, as well as files that you have sent to your class.

To find transferred files

1. In the Class Record, click the file you want to open.
2. Click **Edit > Open Location**.

A Windows® Explorer dialog box opens to the location of the file.



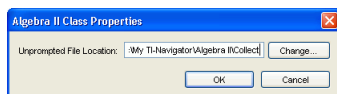
Changing the unprompted file location

By default, the TI-Navigator™ classroom learning system stores unprompted files in My Documents\My TI-Navigator\[Class Name]\Collect. You can change the default location of the unprompted files when necessary.

To change the unprompted file location

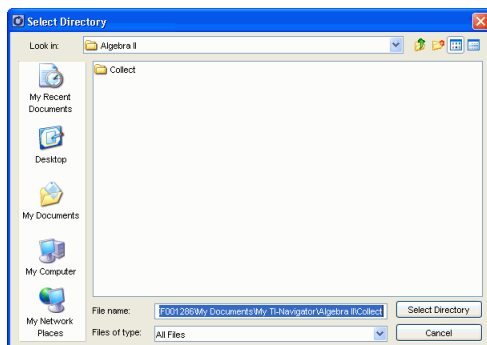
1. If you have a class session running, end it.
2. Select the class whose default file location you want to change.
3. Click **Class > Class Properties**.

The Class Properties dialog box opens.



4. Click **Change**.

The Select Directory dialog box opens.



5. Navigate to the location you want as the default.

6. Click **Select Directory**.

The Select Directory window closes.

7. In the Class Properties dialog box, click **OK**.

The TI-Navigator™ software changes the location where it saves unprompted files to the one you have selected.

Viewing file properties

Each file that you send or collect has a set of properties that you can view. These properties include the file's name, size, date sent, and status. You can view the file properties at any time.

To view file properties in TI-Navigator

1. Select the class with the file in its the Class Record.

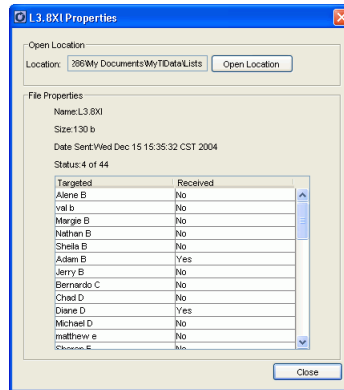
Note: If you have a class session running, you must end it to select the class.

2. Click the file.

3. Click **Edit > Record Item Properties** or click **Record Item Properties**



The Properties dialog box opens displaying the file's properties.



Running interactive activities

The Activity Center tool in the TI-Navigator™ classroom learning system lets you run interactive activities with your students. With the Activity Center tool, you can teach your students about lists, graphs, and equations. You and your students can create and exchange activity data such as lists, plots, and equations. Once you have all of the activity data you need, you can use the Activity Center tool window to examine the data with your class. This section contains the information you need to know to use the Activity Center tool in your classroom.

Introduction to the Activity Center tool

You can run all of your activities in the Activity Center tool. The Activity Center tool lets you set up and use interactive activities with your students during your lessons. Below you can find some basic information on the Activity Center tool, including:

- The Activity Center tool window and tabs
- Opening the Activity Center tool
- Closing the Activity Center tool

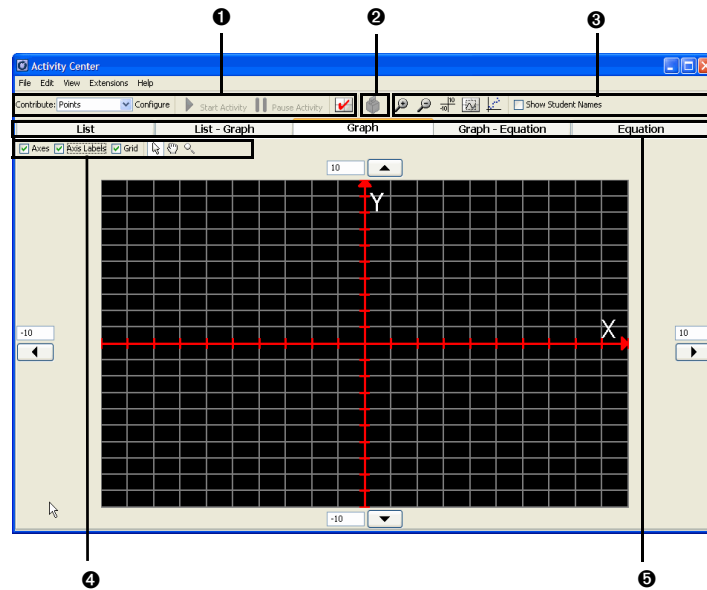
The Activity Center tool window and tabs

The Activity Center window has several sets of controls and five tabs that you can use to run and view your activities. Below you can find the:

- Activity Center window
- List tab
- List - Graph tab
- Graph tab
- Graph - Equation tab
- Equation tab
- Number Line Activity window (for the TI-73 Explorer™ Family)
- Visual Fractions Activity window (For the TI-73 Explorer™ Family)

The parts of the window and tabs are labeled with explanations of each part.

Activity Center window



1 Activity controls. Controls that let you configure, start, pause, and stop your activities.

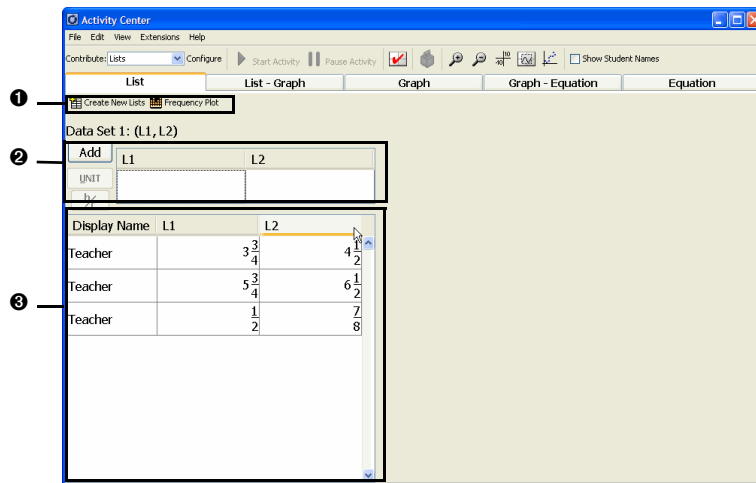
2 Quick Poll launcher. A button that lets you launch the Quick Poll tool from the Activity Center tool.

3 Window controls. Controls that let you alter the Activity Center tool window.

4 Graph controls. Controls that let you set the graph window properties, including axes, axis labels, grid lines, point selection, pan and zoom.

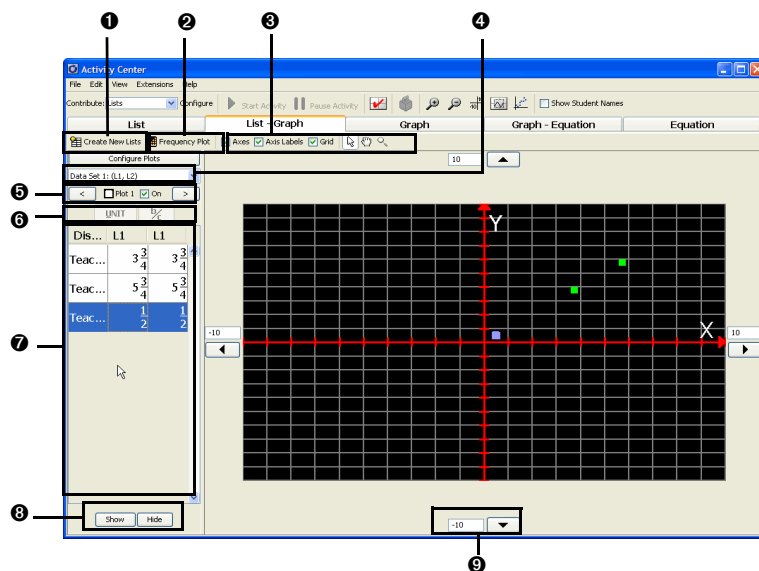
5 Activity data tabs. Tabs that provide different views of Activity Center tool data, including graphical, symbolic (equation), and numeric (list) views.

List tab



- ❶ **Create new list button.** A button that opens the Create New Lists dialog box where you can create new lists.
- ❷ **Data entry fields.** Fields where you can enter list or point data for the data set. Use the and buttons to enter fractions.
- ❸ **Data set table.** Table that shows data sets of lists or points.

List - Graph tab



1 Create new list button. A button that opens the Create New Lists dialog box where you can create new lists.

2 Frequency Plots button. Click this button to display a frequency plot for a selected data set.

3 Graph controls. Controls that let you set the graph window properties, including axes, axis labels, grid lines, point selection, pan and zoom.

4 Plot configuration button. Button that opens the Plot configuration window, where you can configure plots for the data sets.

5 Data set list. Drop-down list where you can select the data set you want to display.

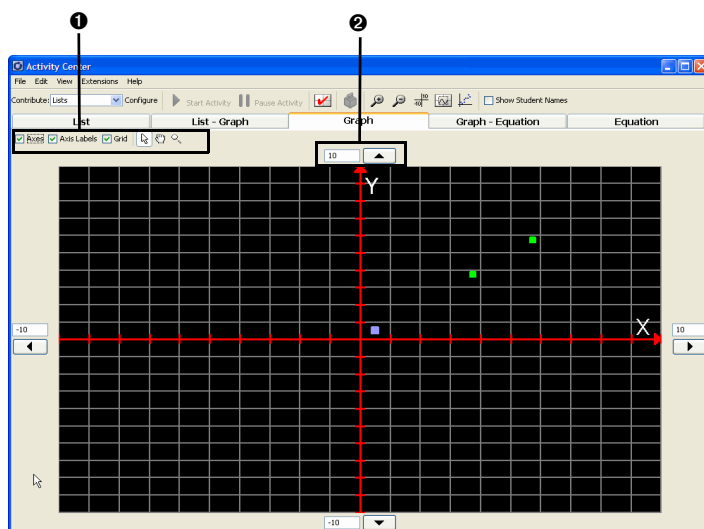
6 Plot controls. Controls that let you select plots and turn plots on or off.

7 Data set table. Table that shows data sets of lists or points.

8 Point controls. Controls that let you show or hide points.

9 Graph window panning control. Control that lets you pan the graph window. There are four controls in the List - Graph tab that let you pan the graph window up, down, right, and left.

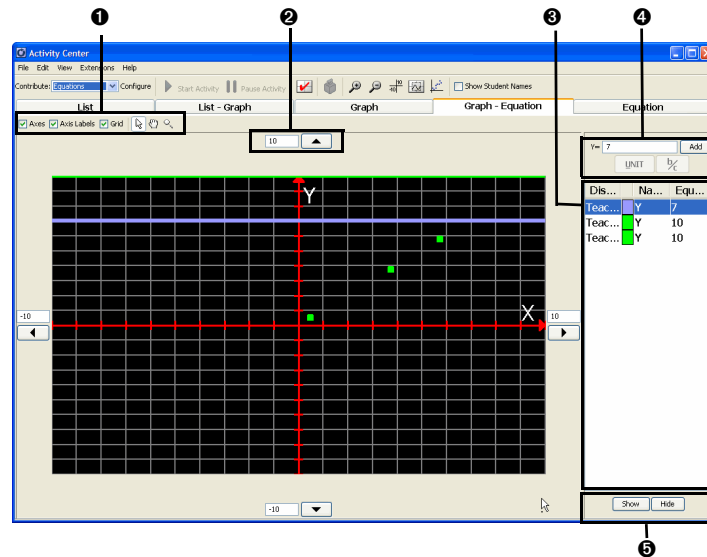
Graph tab



1 Graph controls. Controls that let you set the graph window properties, including axes, axis labels, grid lines, point selection, pan and zoom.

2 Graph window panning control. Control that lets you pan the graph window. There are four controls in the List - Graph tab that let you pan the graph window up, down, right, and left.

Graph - Equation tab



1 Graph controls. Controls that let you set the graph window properties, including axes, axis labels, grid lines, point selection, pan and zoom.

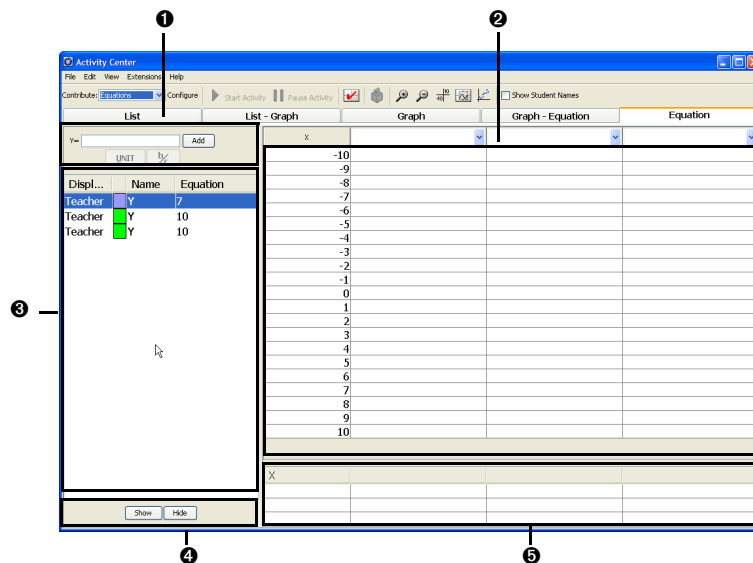
2 Graph window panning control. Control that lets you pan the graph window. There are four controls in the Graph - Equation tab that let you pan the graph window up, down, right, and left.

3 Equation gallery. The list of equations, shown with their color and the display name of their creator.

4 Equation entry field. Field where you can enter new equations. Use the **UNIT** and **b/c** buttons to enter fractions.

5 Equation controls. Controls that let you show or hide equations.

Equation tab



1 Equation entry field. Field where you can enter new equations. Use the **UNIT** and $\frac{\square}{\square}$ buttons to enter fractions.

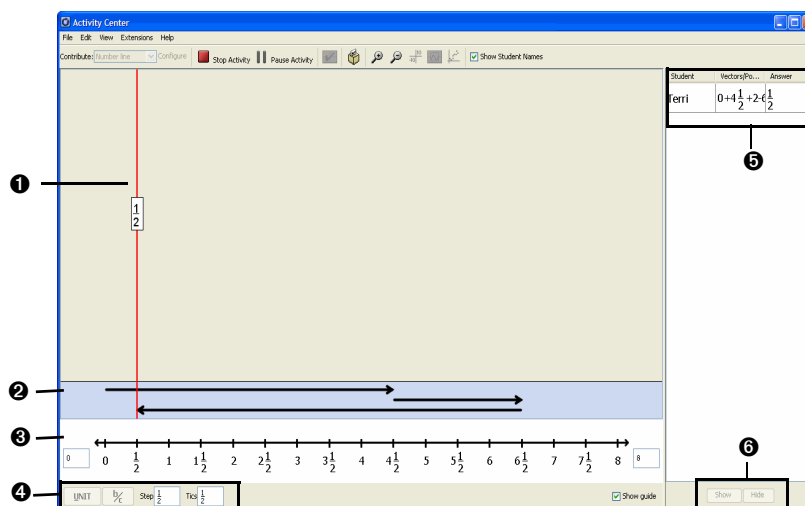
2 Table of values. Table where you can find the Y values of selected equations.

3 Equation gallery. The list of equations, shown with their color and the display name of their creator.

4 Equation controls. Controls that let you show or hide equations.

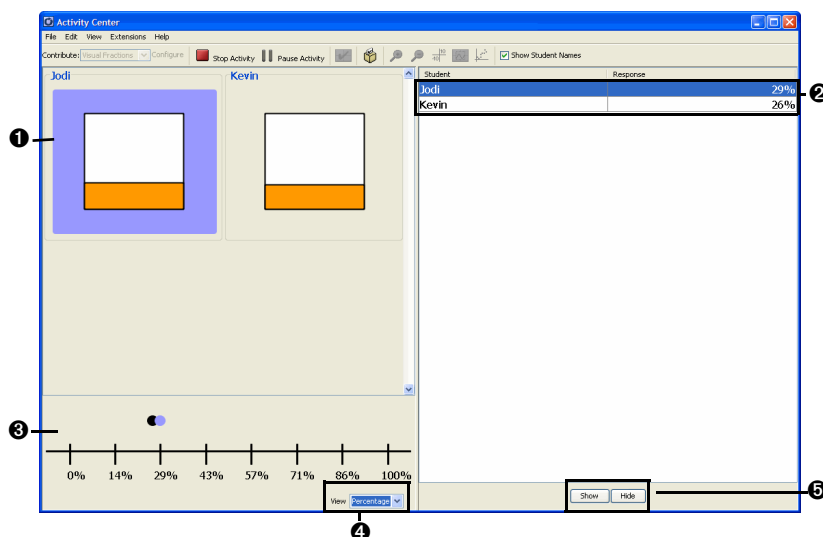
5 What-if table. Table where you can find the Y value of up to three X values of your choice.

Number Line Activity window (for the TI-73 Explorer™ Family)



- ❶ **Guide.** Click and drag to move the guide to highlight selected points on the number line. If you hold the Ctrl key while dragging the guide, it will snap to the endpoints of the selected vectors.
- ❷ **Student inputs.** Points and vectors submitted by students display here.
- ❸ **Number line.** Specify the min and max values using the entry field at either endpoint.
- ❹ **Step Size.** When the step size is in fraction form, the cursor value of the guide will display in fraction form.
- ❺ **Student answers.** Displays the vectors and/or answers supplied by students.
- ❻ **Show/Hide buttons.** Click a student's name and click show or hide to determine whether or not that student's answers display on the screen.

Visual Fractions Activity window (For the TI-73 Explorer™ Family)



❶ **Visual representation of student responses.** Use the scrollbar to display responses that do not fit on the screen.

❷ **Student input table.** Numeric values of student responses. You can change the display of the table to be decimal, fraction or percentage.

❸ **Number line.** Displays student responses. Use the dropdown menu below to change the display mode.

❹ **Display mode.** Determines how the number line and student response table display student responses. Specify Decimal, Fraction or Percentage.

❺ **Show/Hide buttons.** Click a student's name and click show or hide to determine whether or not that student's answers display on the screen.

Opening the Activity Center tool

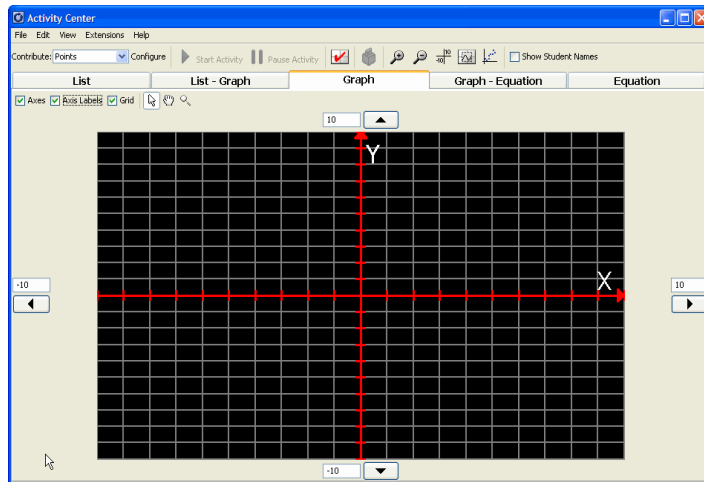
You can open the Activity Center tool from the home screen of the TI-Navigator™ classroom learning system.

To open the Activity Center tool

1. If you have not already done so, begin the class session.

2. Click **Tools > Activity Center** or click **Activity Center** .

The Activity Center tool window opens.



Closing the Activity Center tool

You can close the Activity Center tool from its window.

To close the Activity Center tool

- Click **File > Close** or click **Close** .

Configuring activities

The Activity Center tool lets students contribute three kinds of mathematical data, including points, equations, and lists. You must configure the options for each of these types of data before you collect the data from your students. This section provides information on:

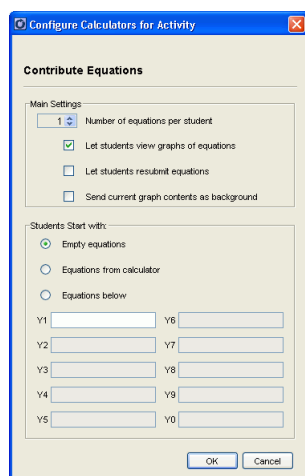
- Configuring equation options for activities
- Configuring point options for activities
- Configuring list options for activities
- Configuring form options for activities
- Configuring number line options for activities
- Configuring visual fraction options for activities

Configuring equation options for activities

Before you collect equations from your students, you need to configure the equation options for the activity. Below you can find instructions for configuring the equation options.

To configure equation options

1. If you have an activity running, stop it.
 2. From the Contribute drop-down list, select **Equations**.
 3. Click **Configure**.
- The Configure Calculators for Activity dialog box opens.



4. Select or enter the number of equations you want each of your students to send.
Note: The maximum number of equations is limited to four for TI-73 classes.
5. Select or clear the **Let students view graphs of equations** check box.
Note: If you select this option, students can view graphs of their equations on their calculators.
6. Select or clear the **Let students resubmit equations** check box.
Note: If you select this option, students can change and resend their equations.
7. Select or clear the **Send current graph contents as background** check box.
Note: If you select this option, when you start the activity the Activity Center tool sends the current foreground image of your graph screen to your students' calculators as a background image.
8. Select the equations with which you want your students to start.

9. If you selected Equations Below, enter the equations in the provided area.
10. Click **OK**.

Note: If you want your students to have specific graph window settings, you should also set up the graph window settings before you start the activity. When you start the activity, the Activity Center tool sends the graph window settings to your students' calculators.

Configuring point options for activities

Before you collect points from your students, you need to configure the point options for the activity. Below you can find instructions for configuring the point options.

To configure point options

1. If you have an activity running, stop it.
2. From the Contribute drop-down list, select **Points**.
3. Click **Configure**.
The Configure Calculators for Activity dialog box opens.

Configure Calculators for Activity

Contribute Points

Main Settings

5 Number of points per student

X X List

Y Y List

☒ Display coordinates

☐ Let students resubmit points

☐ Send current graph contents as background

Step size

☒ Uniform

☐ (X, Y)

Starting Point

☒ Center of screen

☐ (X, Y)

Students submit points

☐ All at once

☒ One at a time

OK Cancel

4. Select or enter the number of points you want each of your students to submit.
5. Select or enter the name for the X list.
6. Select or enter the name for the Y list.
7. Select or clear the **Display coordinates** check box.
Note: If you select this option, students can view the coordinate points of their cursor at the bottom of their calculator screens.
8. Select or clear the **Let students resubmit points** check box.
Note: If you select this option, students can change and resend their points.

9. Select or clear the **Send current graph contents as background** check box.

Note: If you select this option, when you start the activity the Activity Center tool sends the current foreground image of your graph screen to your students' calculators as a background image.

10. Select Step size

Note: The Step size must be greater than zero, but less than or equal to .25 of the window range.

11. Select Starting point

Note: By default, the starting point is 0,0.

12. Select how you want students to submit their points.

13. Click **OK**.

Note: If you want your students to have specific graph window settings, you should also set up the graph window settings before you start the activity. When you start the activity, the Activity Center tool sends the graph window settings to your students' calculators.

Configuring list options for activities

Before you collect lists from your students, you need to configure the list options for the activity. When you configure the list options, you can configure them for data sets or for independent lists. Configuring the list options for data sets lets you plot the data, while configuring the list options for independent lists does not. Below you can find instructions for configuring the options of both of these types of lists.

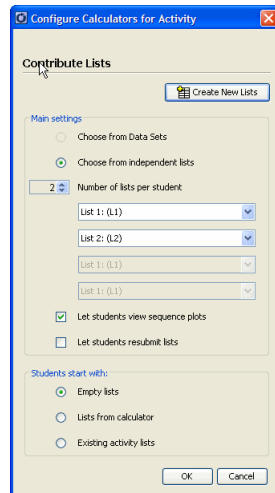
To configure list options for data sets

1. If you have an activity running, stop it.
2. In the Contribute drop-down list, select **Lists**.
3. Click **Configure**.

The Configure Calculators for Activity dialog box opens.

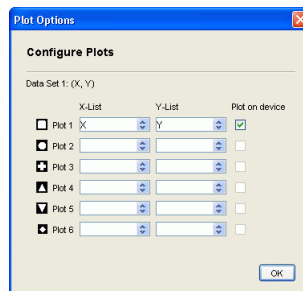
Notes:

- If you do not have any lists in the Activity Center tool, the Create New Lists dialog box opens. This lets you define the names of the lists that store the data collected from your students. You must define the names of the lists to establish where the Activity Center tool stores the data collected from your students.
- The contents of the Configure Calculators for Activity dialog box vary depending on which main settings you select (Choose from Data Sets or Choose from independent lists).



4. (Optional) Click **Create New Lists** and create new lists.
5. Select **Choose from Data Sets**.
6. From the data set drop-down list, select the data set where you want to add the collected data.
7. (Optional) Configure the plots:
 - a) Click **Configure Plots**.

The Plot Options dialog box opens.



- b) Next to the plot symbol that you want, select the lists for your X and Y values.
 - c) Select the **Plot on device** check box.

Note: Selecting this option makes the plot available for viewing on your students' calculators.

- d) If you want to configure another plot, repeat steps b - c.
- e) Click **OK**.

Note: If you do not configure the plot here, then your students cannot view the plot on their calculators.

- 8. Select or clear the **Let students resubmit lists** check box.

Note: If you choose this option, students can change and resend their lists.

- 9. Select the lists containing the source data with which you want your students to start.
- 10. Click **OK**.

Note: If you want your students to have specific graph window settings, you should also set up the graph window settings before you start the activity. When you start the activity, the Activity Center tool sends the graph window settings to your students' calculators.

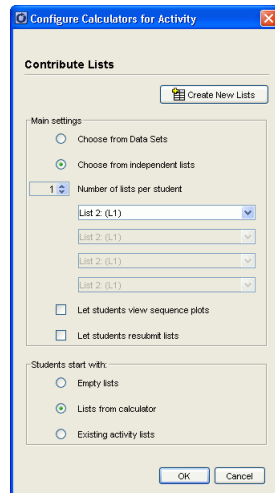
To configure list options for independent lists

- 1. If you have an activity running, stop it.
- 2. In the Contribute drop-down list, select **Lists**.
- 3. Click **Configure**.

The Configure Calculators for Activity dialog box opens.

Notes:

- If you do not have any lists in the Activity Center tool, the Create New Lists dialog box opens. This lets you define the names of the lists that store the data collected from your students. You must define the names of the lists to establish where the Activity Center tool stores the data collected from your students.
- The contents of the Configure Calculators for Activity dialog box vary depending on which main settings you select (Choose from Data Sets or Choose from independent lists).



4. Select **Choose from independent lists**.
5. Select the number of lists you want your students to submit.
6. From the drop-down lists, select the lists where you want to add the collected data.
7. Select or clear the **Let students view sequence plots** check box.
Note: If you select this option, students can view their data plotted as sequences on their calculators.
8. Select or clear the **Let students resubmit lists** check box.
Note: If you select this option, students can change and resend their lists.
9. Select the lists containing the source data with which you want your students to start.
10. Click **OK**.

Note: If you want your students to have specific graph window settings, you should also set up the graph window settings before you start the activity. When you start the activity, the Activity Center tool sends the graph window settings to your students' calculators.

Configuring form options for activities

1. If you have an activity running, stop it.
2. In the Contribute drop-down list, select **Form**.
3. Click **Configure**.

The Configure Calculators for Activity dialog box opens.

Configuration for Contribute Form Data

Main Settings

Number of pages: 5

Number of inputs per page: 4

Input name	Destination list name
Input 1	L1
Input 2	L2
Input 3	L3
Input 4	L4

Students Submit Data

☒ All at once

☐ One at a time

OK Cancel

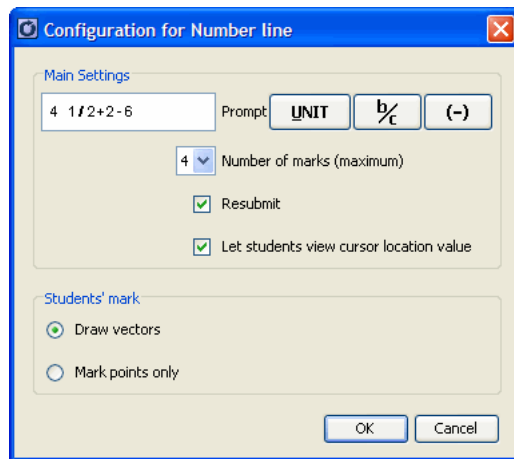
4. From the drop-down list, select the number of pages (data sets) each student will contribute.
5. From the drop-down list, select the number of inputs per page.
6. Default values are suggested for Input and Destination list names. To change the default values, click inside the text field and enter the input names and destination list names for the form.
7. Select whether students submit data all at once, or one at a time.

If you select All at once, nothing will be submitted until a student has completed all of the data sets. If you select One at a time, each page of data (data set) will be sent when the student completes it.

Configuring number line options for activities

1. If you have an activity running, stop it.
2. In the Contribute drop-down list, select **Numberline**.
3. Click **Configure**.

The Configure Calculators for Activity dialog box opens.

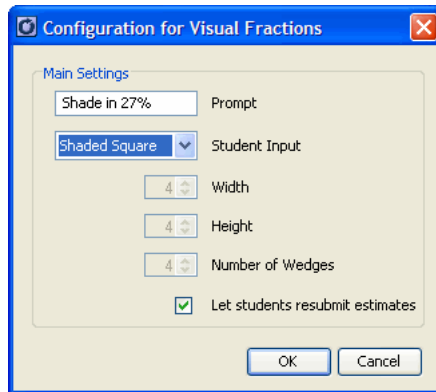


4. Enter the expression or value that will display on student calculators in the Prompt field.
5. Use the dropdown to select the number of marks that students will be allowed to submit (maximum of four).
6. Check whether or not students will be allowed to resubmit marks.
7. Check whether or not students will be allowed to view the cursor location value.
8. Select whether student marks will submit number line vectors, or points on the number line.
9. Click **OK** to continue.

Configuring visual fraction options for activities

1. If you have an activity running, stop it.
2. In the Contribute drop-down list, select **Visual Fractions**.
3. Click **Configure**.

The Configure Calculators for Activity dialog box opens.



4. Enter the text for the prompt that will display on student calculators (up to 20 characters).
5. Select the shape for student input. Possible values include:

- Shaded Circle
- Shaded Rectangle
- Shaded Square
- Shaded Triangle
- Shaded Hexagon
- Shaded Pentagon

Shaded shapes prompt the student to shade in a certain percentage of the shape. Shading occurs from bottom to top, as if the student were filling a glass except in the case of the Shaded Circle, where the student will shade the circle in a clockwise motion starting at the top center.

- Divided Rectangle
- Divided Circle

The Divided Rectangle allows you to specify the number of divisions by defining the height and width for the rectangle. The width can be any number of squares between 1 and 23. The height can be any number of squares between 1 and 12.

The Divided Circle allows you to specify the number of divisions by defining the number of wedges. The number of wedges can be between 2 and 24.

6. If you have chosen a Divided Rectangle, enter a value for width (1-23).

7. If you have chosen a Divided Rectangle, enter a value for height (1-12).
8. If you have chosen a Divided Circle, enter a value for number of wedges (max 24).
9. Check whether or not to allow students to resubmit estimates.
10. Click **OK** to continue.

Changing the graph window settings

When you use the graph in the Activity Center tool, you may need to make the graph window look different from its default appearance. There are a number of ways you can change the graph window's appearance, including:

- Changing the graph window scale
- Changing the X and Y graph window ranges
- Turning graph window attributes on and off
- Creating axis labels
- Zooming in and out on the graph window
- Zooming to fit data sets (Zoom Stat)
- Making the grid of the graph window square (Zoom Square)
- Panning the graph window
- Changing the graphing pen color and width for equations
- Changing the appearance of students' cursors
- Adding and removing background images for the graph window

Changing the graph window scale

When necessary, you can change the graph window's scale. This controls the spacing of the tic marks on the axes and the spacing of the grid lines. You can change both the X scale and the Y scale.

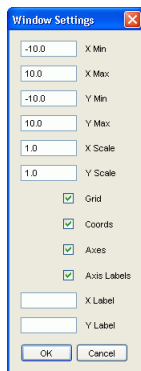
Note: By default, both the X and the Y scale are 1.

To change the graph window scale

1. Click **Edit > Edit Window Settings** or click **Edit Window Settings**



The Window Settings dialog box opens.



2. Click the X Scale box and enter a new setting.
3. Press the tab key to move to the Y Scale box and enter a new setting.
4. Click **OK**.

The Activity Center tool applies the new X and Y scale settings to the graph.

Changing the X and Y graph window ranges

The X and Y graph limits control the range of X and Y values that the graph window shows. You can change the X and Y graph window ranges as necessary.

Notes:

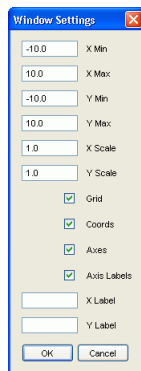
- By default, the X and Y graph window ranges are X Min = -10, X Max = 10, Y Min = -10, Y Max = 10.
- The X and Y graph window ranges are sent to your students' calculators when you start activities.

To change X and Y graph window ranges

1. Click **Edit > Edit Window Settings** or click **Edit Window Settings**



The Window Settings dialog box opens.



2. Click the X Min box and enter a new X minimum setting.
3. Press the tab key to move to the X Max box and enter a new X maximum setting.
4. Press the tab key to move to the Y Min box and enter a new Y minimum setting.
5. Press the tab key to move to the Y Max box and enter a new Y maximum setting.
6. Click **OK**.

The Activity Center tool applies the new X and Y graph window ranges to the graph.

Turning graph window attributes on and off

If you want to, you can turn different attributes of the graph window on and off. You can turn on and off the axes, grid, coordinates, and axis labels.

Notes:

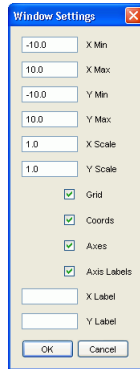
- By default, the axes and coordinates are turned on, while the grid and axis labels are turned off.
- The axis labels are sent to your students' calculators when you start activities.

To turn the axes on or off

1. Click **Edit > Edit Window Settings** or click **Edit Window Settings**



The Window Settings dialog box opens.



2. Select or clear the **Axes** check box.
3. Click **OK**.

If you selected the Axes check box, the Activity Center tool turns the axes on.

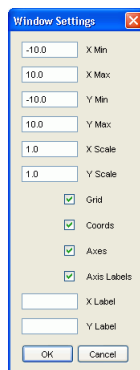
If you cleared the Axes check box, the Activity Center tool turns the axes off.

To turn the grid on or off

1. Click **Edit > Edit Window Settings** or click **Edit Window Settings**



The Window Settings dialog box opens.



2. Select or clear the **Grid** check box.
3. Click **OK**.

If you selected the Grid check box, the Activity Center tool turns the grid on.

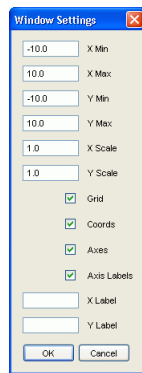
If you cleared the Grid check box, the Activity Center tool turns the grid off.

To turn coordinates on or off

1. Click **Edit > Edit Window Settings** or click **Edit Window Settings**



The Window Settings dialog box opens.



2. Select or clear the **Coords** check box.
3. Click **OK**.

If you selected the Coords check box, the Activity Center tool turns the coordinates on.

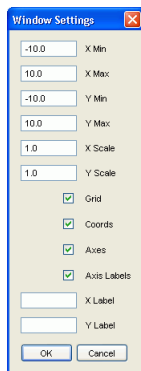
If you cleared the Coords check box, the Activity Center tool turns the coordinates off.

To turn the axis labels on or off

1. Click **Edit > Edit Window Settings** or click **Edit Window Settings**



The Window Settings dialog box opens.



2. Select or clear the **Axis Labels** check box.
3. Click **OK**.

If you selected the Axis Labels check box, the Activity Center tool turns the axis labels on.

If you cleared the Axis Labels check box, the Activity Center tool turns the axis labels off.

Creating axis labels

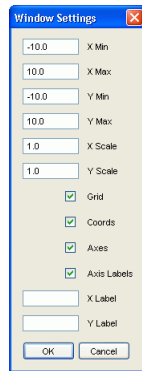
By default, the X and Y axes in your graph window do not have labels. If you need labels for your graph window, you can create them in the Window Settings dialog box.

To create axis labels

1. Click **Edit > Edit Window Settings** or click **Edit Window Settings**



The Window Settings dialog box opens.



2. Click the **X Label** box and enter a name for the X axis label.
3. Click the **Y Label** box and enter a name for the Y axis label.
4. Click **OK**.

The labels appear on the graph window.

Zooming in and out on the graph window

On the graph window in the Activity Center tool, you can zoom in, zoom out, or set the zoom to the standard window range.

Note: You can also zoom to fit data plots (Zoom Stat) or to make the grid appear square (Zoom Square).

To zoom in on the graph window

- Click **View > Zoom In** or click **Zoom In** .

To zoom out on the graph window

- Click **View > Zoom Out** or click **Zoom Out** .

To zoom to the standard window settings

- Click **View > Zoom Standard** or click **Zoom Standard** .

Zooming to fit data sets (Zoom Stat)

You can use the Zoom Stat option in the Activity Center tool to zoom to fit all visible data sets.

To zoom to fit data sets

- Click **View > Zoom Stat** or click **Zoom Stat** .

Making the grid of the graph window square (Zoom Square)


As on the calculator, when the graph window is set to the default, the grid appears rectangular. The Activity Center tool lets you make the grid of the graph window square.

To make the grid of the graph window square

- Click **View > Zoom Square** or click **Zoom Square** .

Zoom mode


You can also control the zoom of the graph window using the **Zoom** button and your mouse.

1. Click **Zoom** .
2. Move the cursor over the graph area. The cursor becomes a magnifying glass to indicate that you are in zoom mode.
3. Click and hold at any point in the graph control area. Move the cursor up to zoom in. Move the cursor down to zoom out.
4. Press and hold the Ctrl key to unlink the axes. Move the cursor left or right to zoom the X axis. Move the cursor up or down to zoom the Y axis.


Panning the graph window

If you want to view locations on your graph window that you cannot see, you can pan the graph window up, down, right, and left.

To pan up

1. Click the **List - Graph** tab, **Graph** tab, or **Graph - Equation** tab.
The selected tab opens.
2. Click **Pan Up** .
3. Repeat step 2 until you reach the graph window position you want.


To pan down

1. Click the **List - Graph** tab, **Graph** tab, or **Graph - Equation** tab.
The selected tab opens.
2. Click **Pan Down** .
3. Repeat step 2 until you reach the graph window position you want.

To pan right

1. Click the **List - Graph** tab, **Graph** tab, or **Graph - Equation** tab.


The selected tab opens.

2. Click **Pan Right** .
3. Repeat step 2 until you reach the graph window position you want.

To pan left


1. Click the **List - Graph** tab, **Graph** tab, or **Graph - Equation** tab.

The selected tab opens.

2. Click **Pan Left** .
3. Repeat step 2 until you reach the graph window position you want.

Pan mode

You can also control the view of the graph window using the **Pan** button and your mouse.

1. Click **Pan** .
2. Move the cursor over the graph area. The cursor becomes a hand.
3. Click and hold a point in the graph window. Drag the cursor to a new location. The screen updates as you pan the graph.

Changing the graphing pen color and width for equations

When you use the graph window as part of your lesson, you may want to emphasize certain equations that appear in that space. In the Activity Center tool, you have the option of changing the color and/or width of the graphing pen. You can change these attributes under the Graph - Equation tab or the Equation tab. When you change the graphing pen color and width for an equation line under one tab, the Activity Center tool changes makes the changes under all tabs with the graph window.

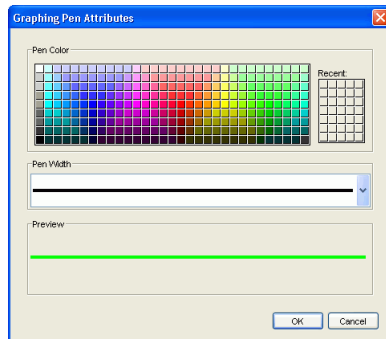
To change the graphing pen color

1. Click the **Graph - Equation** tab or the **Equation** tab.

The selected tab opens.

2. In the equation gallery, click the white/colored box next to the graphed equation's name.

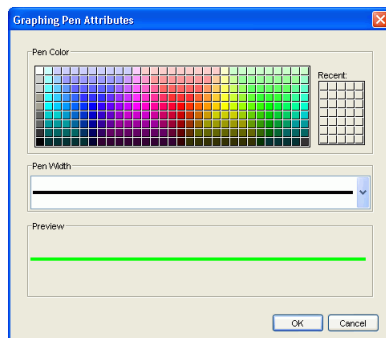
The Graphing Pen Attributes dialog box opens.



3. In the Pen Color color palette, click the color you want.
4. Click **OK**.

To change the graphing pen width

1. Click the **Graph - Equation** tab or the **Equation** tab.
The selected tab opens.
2. In the equation gallery, click the white/colored box next to the graphed equation's name.
The Graphing Pen Attributes dialog box opens.



3. From the Pen Width drop-down list, select the width you want.
4. Click **OK**.

Changing the appearance of students' cursors

When your students submit points one at a time, the Activity Center tool graph shows their cursors in the graph window. To help students identify themselves in the graph window, you can have the Activity Center tool individualize the students' cursors using different shapes and colors.

Note: The Activity Center tool automatically assigns the shapes and colors.

To individualize students' cursors

- Click **View > Individualize Student Cursors**.

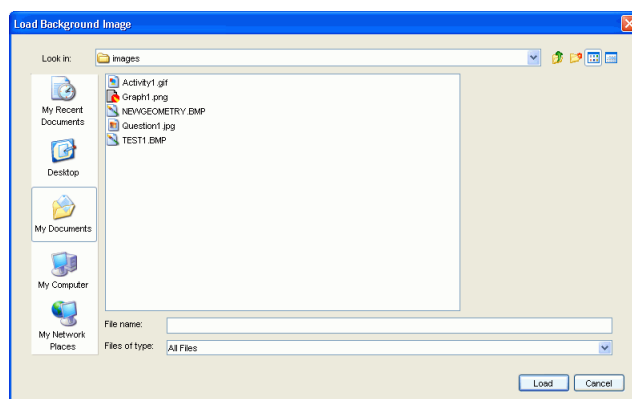
Adding and removing background images for the graph window

The Activity Center tool lets you add a background image to the graph window. If you decide you do not want the background image, you can remove it at any time.

To add a background image to the graph window

1. Click **File > Load > Load Background Image**.

The Load Background Image dialog box opens.



2. Navigate to the image file you want to add and click it.

Note: You can select GIF, PNG, BMP, JPEG, and TI (*.83i, *.89i, *.9xi, *.v2i) image files.

3. Click **Load**.

The selected image appears in the Activity Center tool's graph.

Removing a background image from the graph window

- Click **File > Remove Background Image**.

Saving and loading activity settings

Once you set up your activities and change the graph window settings to suit your needs, you may want to save these settings. After you save the activity settings, you can then load them into the Activity Center tool. Saving and later loading your activity settings can save you time when you use activities with your class. This section covers:

- Saving activity settings
- Loading activity settings

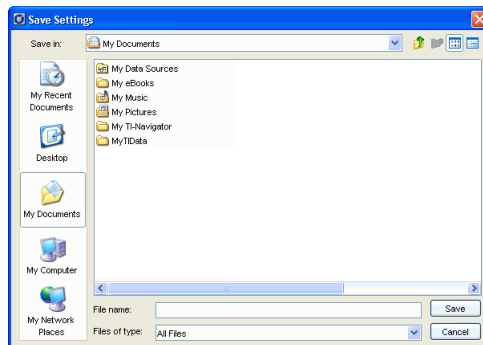
Saving activity settings

When you save activity settings, the Activity Center tool saves all of the activity data configurations and window settings. Saving your activities settings can help in lesson planning, letting you set up the Activity Center tool for your classes before they begin.

To save activity settings

1. Configure the activity options.
2. Click **File > Save > Save Activity Settings**.

The Save Settings dialog box opens.



3. Navigate to the location where you want to save the activity settings file.
4. Enter a file name.
5. Click **Save**.

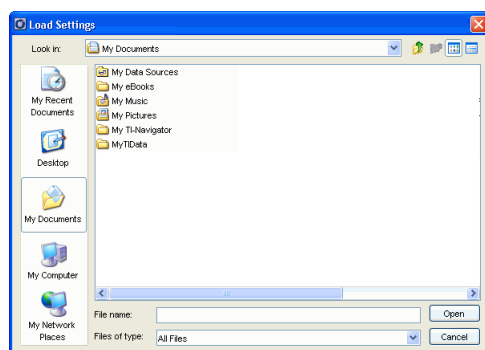
Loading activity settings

You can load saved activity settings into the Activity Center tool whenever you are ready to use them. Loading saved activity settings can help you quickly get an activity started with your class.

To load activity settings

1. Click **File > Load > Load Activity Settings**.

The Load Settings dialog box opens.



2. Navigate to the file you want to load and click it.
3. Click **Open**.

The Activity Center tool loads the activity settings.

Note: The maximum number of equations that a student can contribute is limited to four for TI-73 classes. If you save activity settings from a TI-83 classroom with **Contribute Equations** set to more than four equations, and then load those saved settings into a TI-73 class, you will receive the alert below.



Starting and managing activities


You can use the controls in the Activity Center tool to start and manage your activities during a class session. This section contains the information you need to run your activities, including:

- Starting an activity
- Pausing an activity
- Resuming a paused activity
- Stopping an activity

Starting an activity

Starting an activity involves two steps. First, you must start the activity in the Activity Center tool to make it available for your students. Once you start the activity in the Activity Center tool, your students can then join in the activity from their calculators. Below you can find instructions on both starting the activity in the Activity Center tool and instructing students on joining the activity from their calculators.

To start activities in the Activity Center tool

1. If you have not already done so, configure the activity or load saved activity settings.
2. From the Contribute drop-down list, select the type of data you want to collect from your students.
3. Click **File > Start Activity** or click **Start Activity** .

To instruct students on joining activities

Once you start an activity in the Activity Center tool, your students can join the activity from their calculators. You can use the following instructions to instruct your students on how to join an activity you have started.

Note: As the teacher, you can also use the steps below to join the activity from your calculator. When you join an activity from your calculator, you participate in a student role.



Student Point of View: The steps below are from the student's point of view.

1. If you have not already done so, log in to your calculator.
2. On the TI-Navigator™ Home screen, select **1: Activity Center**.
If your teacher has already started the activity, then the Activity Center tool opens on your calculator.
If the teacher has not yet started the activity, then the message "Waiting for teacher" appears. The Activity Center tool opens when your teacher starts it on his or her computer.

Pausing an activity

You may want to temporarily pause an activity during a lesson to provide instruction or discuss the activity with your students. Pausing your activity temporarily stops the activity on your students' calculators, letting you get your students' attention.

To pause an activity

- ▶ Click **File > Pause Activity** or click **Pause Activity** .

The activity pauses. Students receive the message “Activity Paused” on their calculators and cannot use the activity on their calculators.

Resuming a paused activity

After you pause your activity, you can resume it whenever you are ready to continue.

To resume a paused activity

- ▶ Click **File > Resume Activity** or click **Resume Activity** .

The activity resumes. The “Activity Paused” message no longer appears on your students’ calculators. Students can again contribute data to the Activity Center tool.

Stopping an activity

You can stop an activity at any time. When you stop an activity, the Activity Center tool considers the activity complete and you cannot resume it without starting the activity over again. If you plan to resume the activity, then you should pause it instead of stopping it. After you stop an activity, you can then reconfigure the data options or select a different kind of data for the activity.

To stop an activity

- ▶ Click **File > Stop Activity** or click **Stop Activity** .

The current activity stops. Your students receive the message “Activity Stopped” on their calculators.

Note: If you are done with the Activity Center tool and want your students to return to the calculator home screen, tell them to press **[2nd] [QUIT]**.



Creating and adding activity data



In the Activity Center tool, you can manually create and add the basic types of activity data that your students can contribute. This section provides information about creating and adding activity data in the Activity Center tool, including:

- Entering fractions in Activity Center
- Creating lists
- Adding data to existing lists
- Creating points
- Creating Y= and X= equations
- Creating lists of class points (student instruction)
- Creating tables of values for an equation

Note: Although “Creating lists of class points” provides instructions for your students, you can also use these instructions yourself to create lists of class points from your calculator.

Entering fractions in Activity Center

The  and  keys have the same function in Activity Center as they do on the TI-73 Explorer™ calculator.

The  key is pressed between the unit and the fraction. The  key is pressed between the numerator and the denominator.

For example, the number 5 1/2 is entered by typing 5  1  2.

The number 3/4 is typed as 3  4.

Creating lists

You can create lists directly from the List tab, List - Graph tab, and the Configure Calculators for Activity dialog box (list version).

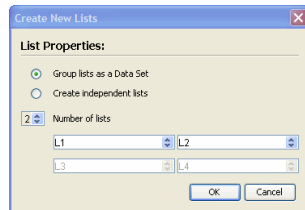
To create lists

1. Click the **List** tab or the **List - Graph** tab.

Note: If you are in the Configure Calculators for Activity dialog box, you can skip this step.

2. Click **Create New Lists** .

The Create New Lists dialog box opens.



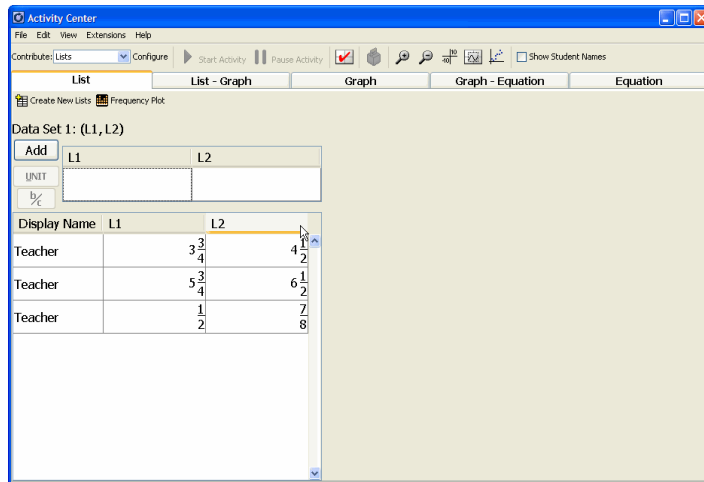
3. Select the type of list(s) you want to create.
Note: A data set is a group of lists that are the same length with the elements in each list correlated so that you can plot them. An independent list can be any length and its elements are not correlated to any other defined lists.
4. Select the number of lists you want to create.
5. Select the names of the lists.
6. Click **OK**.
7. (Optional) Add data to the list or collect data from your students using the Contribute Lists activity.

Adding data to existing lists

The Activity Center tool stores lists under the List tab and the List - Graph tab. Under the List tab, you can add data directly to existing lists whenever necessary.

To add data to existing lists

1. Click the **List** tab.
The List tab opens.



2. In the Data Entry field, click the entry space of the list's column and enter the new list data.
3. If the list is part of a data set, repeat step 2 for each list column.

Note: For lists that are part of a data set, all lists must have the same dimensions. Because of this, you must add new data in complete rows.

4. Click **Add**.

The Activity Center tool adds the data to the list.

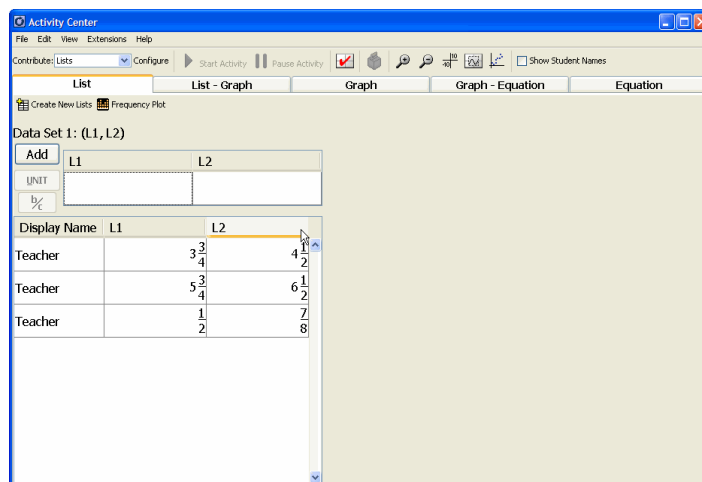
Creating points

The Activity Center tool displays the coordinates of points as paired lists under the List tab and the List - Graph tab. To create points, you must add coordinates to these paired lists. You can do this under the List tab.

To create points

1. Click the **List** tab.

The List tab opens.



2. If necessary, create a new list for the points.
3. In the Data Entry field, click the entry space of the first column and enter an X value.
4. In the Data Entry field, click the entry space of the second column and enter a Y value.
5. Click **Add**.

The point appears in the data set.

Entering fractions in lists

When editing lists, you can enter fractions using the keyboard, in addition to using the **UNIT** and **%** keys.

The mixed fraction $5\frac{1}{4}$, for instance, would be entered by typing 5 [space] 1 / 4.

Creating Y= and X= equations

You can create equations under either the Graph - Equation tab or Equation tab. The Activity Center tool lets you create both Y= equations and X= equations.

Note: To create X= equations you must be under the Graph - Equation tab.

To create Y= equations

1. Click the **Graph - Equation** tab or the **Equation** tab.

The selected tab opens.

2. In the Y= Entry field, enter the equation.

Note: Use uppercase letters for variables, lowercase letters for functions, and do not enter any spaces.

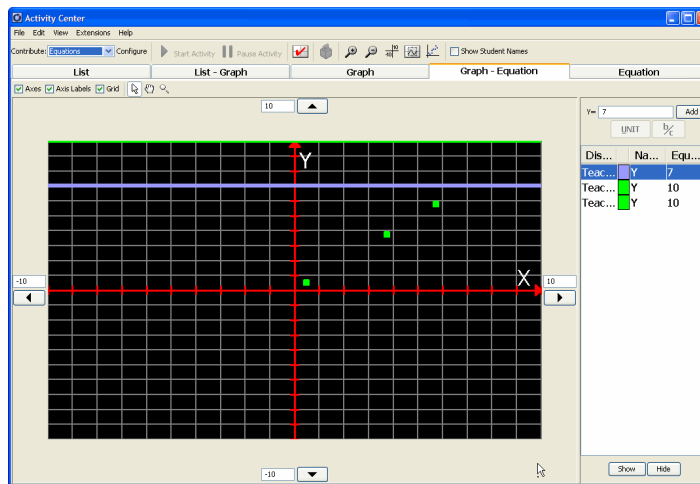
3. Click **Enter**.

The equation appears in the equation gallery. If you are under the Graph - Equation tab, the Activity Center tool also plots the graph of the equation.

To create X= equations

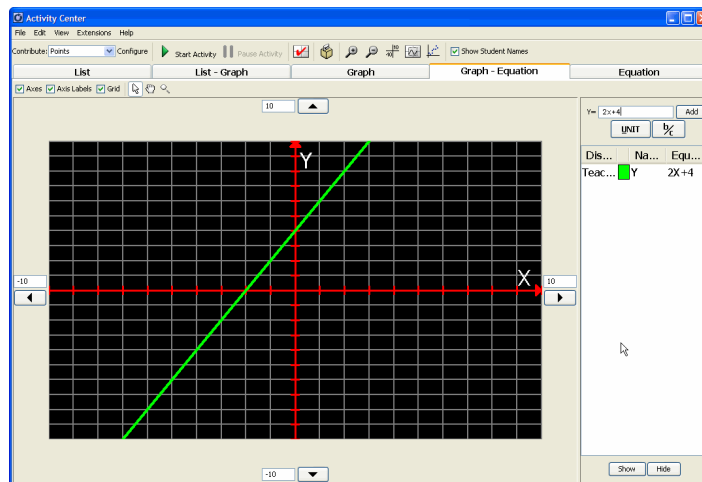
1. Click the **Graph - Equation** tab.

The Graph - Equation tab opens.



2. If the X= Entry field is not showing, click **View > Show X= Entry**.

The X= Entry field appears in the Equation Entry field.



3. In the X= Entry field, type the equation.

Note: Use uppercase letters for variables, lowercase letters for functions, and do not enter any spaces.

4. Click **Enter**.

The equation appears in the equation gallery. The Activity Center tool plots the graph for the equation.

Creating lists of class points (student instruction)

After your students send in their points, you may want to discuss the submitted points with your class. On their calculators, your students can request the entire collection of the points submitted by the class and store this data in a pair of lists. You can use this section to instruct your students on how to request and store lists of the class's points.



Student Point of View: The steps below are from the student's point of view.

To create lists of class points

1. If you have not already done so, join the activity on your calculator.
2. If necessary, enter and submit your points.
3. In the Contribute Points activity screen, select **List**.

Your calculator collects the points submitted to the activity by you and your classmates and displays them in a list. The Activity Center tool marks your points with asterisks.

X	Y
-6	-6
-3	-3
3	3
3	3
6	6
9	9

Note: The class's points may change if you create the list before your classmates have all contributed their points or if your teacher gives the class the option of resubmitting points. You can update the list of class points by selecting **Get**.

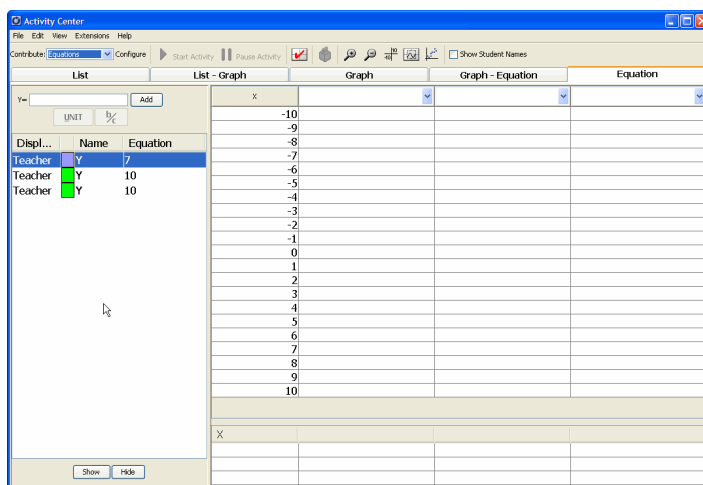
Creating tables of values for an equation

In the Activity Center tool's window, you can create lists of coordinate pairs under the Equation tab. In the Table of Values, you can list the Y values for X values within the current range of the graph window. In the What if table, you can list the Y value for any X value.

To populate the Table of Values

1. Click the **Equation** tab.

The Equation tab opens.



2. If necessary, create additional Y= equation(s).
3. From the Table of Values drop-down lists, select the equation(s) whose values you want to list.

In the Table of Values, the Y values for each of these equations appear in the rows of the corresponding X values.

Y= 2X+3 Enter			
X	Y=2X	Y=2X-3	Y=2X+3
-10	-20	-23	-17
-9	-18	-21	-15
-8	-16	-19	-13
-7	-14	-17	-11
-6	-12	-15	-9
-5	-10	-13	-7
-4	-8	-11	-5
-3	-6	-9	-3
-2	-4	-7	-1
-1	-2	-5	1
0	0	-3	3
1	2	-1	5
2	4	1	7
3	6	3	9

4. If necessary, scroll to see more of the X and Y values.

To populate the What if table

1. Click the **Equation** tab.

The Equation tab opens.

2. If necessary, create additional equation(s).
3. From the Table of Values drop-down lists, select the equation(s) whose values you want to list.

In the Table of Values, the Y values for each of the selected equations appear in the rows of the corresponding X value. The selected equations appear in the corresponding columns of the What if table.

Y= 2X+3 Enter				
X	Y=2X	Y=2X-3	Y=2X+3	
-10	-20	-23	-17	
-9	-18	-21	-15	
-8	-16	-19	-13	
-7	-14	-17	-11	
-6	-12	-15	-9	
-5	-10	-13	-7	
-4	-8	-11	-5	
-3	-6	-9	-3	
-2	-4	-7	-1	
-1	-2	-5	1	
0	0	-3	3	
1	2	-1	5	
2	4	1	7	
3	6	3	9	
X	Y=2X	Y=2X-3	Y=2X+3	

4. In the X column of the What if table, enter the X value.

5. Press **Enter**.

For each selected equation, the corresponding Y value appears in the column below it.

X	Y=2X	Y=2X-3	Y=2X+3
16	32	29	35
18	36	33	39

Contributing activity data (student instruction)

Once you configure and start an activity, your students can join the activity from their calculators and participate by contributing data (equations, lists, and points). You can use this section to instruct your students on how to contribute activity data from their calculators, including:

- Contributing equations (student instruction)
- Contributing points (student instruction)
- Contributing lists (student instruction)
- Contributing forms (student instruction)
- Contributing number lines (student instruction)
- Contributing visual fractions (student instruction)

Note: Although this section provides instructions for your students, you can also use these instructions yourself to send activity data to your computer from your calculator during an activity. The Activity Center tool visually distinguishes your teacher contributions by their color.

Contributing equations (student instruction)

After you configure and start the Contribute Equations activity, your students can join the Contribute Equations activity on their calculators and contribute the requested equations. You can use this section to instruct your students on how to send the equations from their calculators.



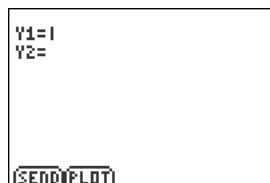
Student Point of View: The following instructions are from the student's point of view.

To contribute equations

1. Join the activity from your calculator.

The Contribute Equations activity screen opens on your calculator.

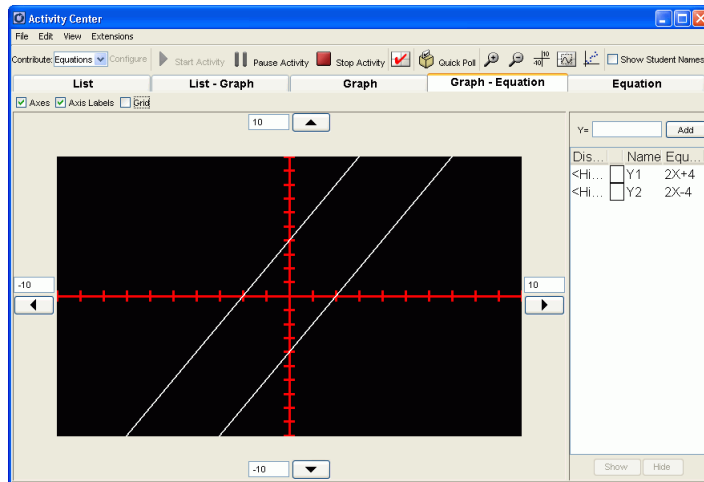
Note: The contents of the Contribute Equations activity screen vary according to the class type, and how your teacher has configured the activity.



2. Enter your equation(s).
3. Select **Send**.

Your equations appear in the Activity Center tool on your teacher's computer.

Note: The appearance of the equations in the Activity Center tool varies depending on which tab your teacher has selected.



4. (Optional) If you have a resubmit option, select **New** and repeat steps 2 - 3.

The Activity Center tool replaces your previous equations with the new ones.

Contributing points (student instruction)

After you configure and start the Contribute Points activity, your students can join the Contribute Points activity on their calculators and contribute the requested points. Depending on how you have configured the activity, your students can send you points one at a time or all at once. You can use this section to instruct your students on how to send the points from their calculators.

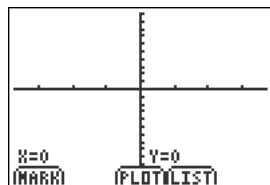


Student Point of View: The steps below are from the student's point of view.

To contribute points one at a time

1. Join the activity from your calculator.

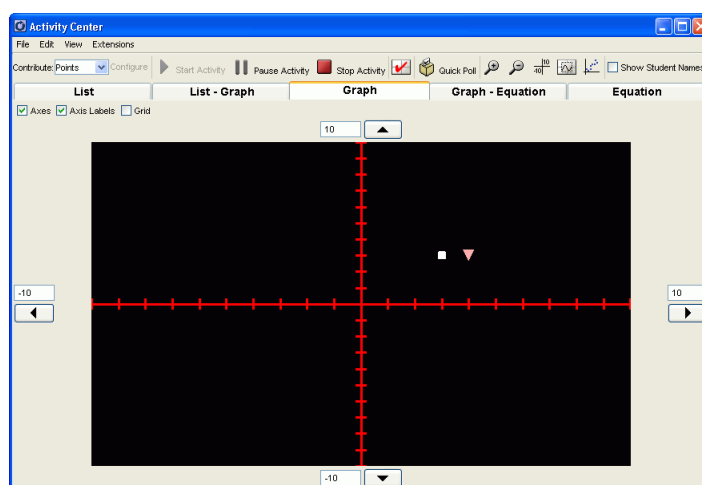
The Contribute Points activity screen opens on your calculator.



2. Use the arrow keys to move your cursor to the point you want to submit.
3. Select **Mark**.

A point appears on your calculator's screen. At the same time, the point appears in the Activity Center tool on your teacher's computer.

Note: The appearance of the points in the Activity Center tool varies depending on which tab your teacher has selected.

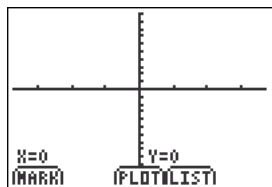


4. Repeat steps 2 - 3 for each point your teacher has asked you to submit.
 5. (Optional) If you have a resubmit option, select **New** and repeat steps 2 - 4.
- The Activity Center tool replaces your previous points with the new ones.

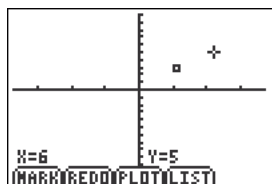
To contribute points all at once

1. Join the activity from your calculator.

The Contribute Equations activity screen opens on your calculator.

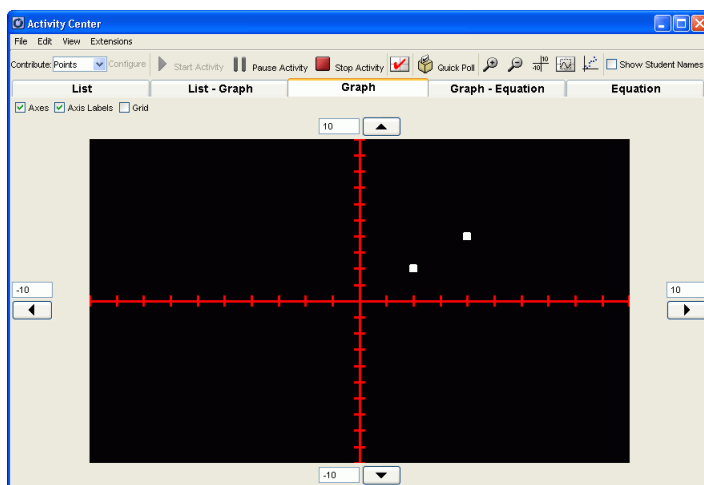


2. Use the arrow keys to move your cursor to the point you want to submit.
3. Select **Mark**.
A point appears on your calculator's screen.



4. Repeat steps 2 - 3 for each point your teacher has asked you to submit.
5. Select **Send**.
Your points appear in the Activity Center tool on your teacher's computer.

Note: The appearance of the points in the Activity Center tool varies depending on which tab your teacher has selected.



6. (Optional) If you have a resubmit option, select **New** and repeat steps 2 - 4.

The Activity Center tool replaces your previous points with the new ones.

Contributing lists (student instruction)

After you start the Contribute Lists activity, your students can join the Contribute Lists activity on their calculators and contribute the requested lists. You can use this section to instruct your students on how to contribute the lists from their calculators.



Student Point of View: The following instructions are from the student's point of view.

To contribute lists

1. Join the activity from your calculator.

The Contribute Lists activity screen opens on your calculator.

Note: The contents of the Contribute Lists activity screen vary depending on how your teacher has configured the activity.

L1	L2		
66	5		
63	2		
41	6		
74	2		
85	0		
52			
L1(1) = 136			
[SEND] [PLOT]			

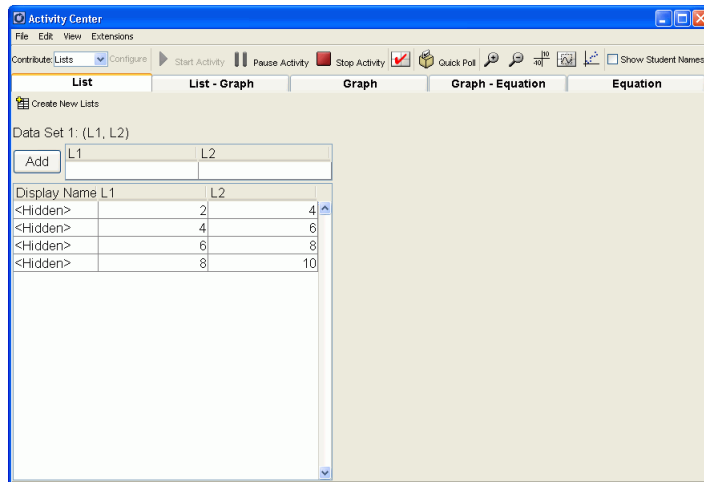
2. Enter your list data.

Note: There may already be data in the lists sent down from your teacher or pulled from data already on your calculator.

3. Select **Send**.

Your lists appear in the Activity Center tool on your teacher's computer.

Note: The appearance of the lists in the Activity Center tool varies depending on which tab your teacher has selected.



4. (Optional) If you have a resubmit option, select **New** and repeat steps 2 - 3.

The Activity Center tool replaces your previous lists with the new ones.

Contributing forms (student instruction)

After you start the Contribute Forms activity, your students can join the Contribute Forms activity on their calculators and contribute the requested lists. You can use this section to instruct your students on how to contribute the lists from their calculators.



Student Point of View: The following instructions are from the student's point of view.

To contribute forms

1. Join the activity from your calculator.

The Contribute Forms activity screen opens on your calculator.

Note: The contents of the Contribute Forms activity screen vary depending on how your teacher has configured the activity.

PAGE 1 OF 5	
FOOT SIZE CM:	39
HEIGHT CM:	175
HEIGHT LBS:	123
= 39	

2. Enter your form data.

Note: There may already be data in the forms sent down from your teacher or pulled from data already on your calculator.

3. Select **Send**.

Your form data appears in the Activity Center tool on your teacher's computer.

Note: The appearance of the forms in the Activity Center tool varies depending on the settings your teacher has chosen.

The screenshot shows the 'Activity Center' window with a menu bar (File, Edit, View, Extensions, Help) and a toolbar. Below the toolbar are tabs for 'List', 'List - Graph', 'Graph', 'Graph - Equation', and 'Equation'. The 'List' tab is active, showing a table with columns 'FT', 'HT', and 'WT'. The table contains three rows of data for a student named 'Jodi'.

Display Name	FT	HT	WT
Jodi	38	196	175
Jodi	32	175	145
Jodi	42	187	152

Contributing number lines (student instruction)

After you start the Contribute Number Lines activity, your students can join the Contribute Number Lines activity on their calculators and contribute the requested number lines. You can use this section to instruct your students on how to contribute the number lines from their calculators.

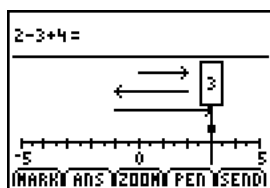


Student Point of View: The following instructions are from the student's point of view.

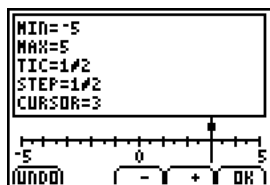
To contribute number lines

1. Join the activity from your calculator.

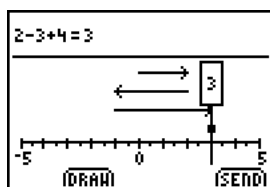
The Contribute Number Lines activity screen opens on your calculator. Depending on how your teacher has designed the exercise, you can contribute mark points or vectors, input a numerical answer, or both.



2. Select **Mark** and use the right and left arrow keys to draw a line representing the first value of the equation.
3. Select **Mark** again to draw additional lines to solve the equation.
4. Select **Ans** to enter the solution for an equation.
5. Select **Zoom** to change the window and number line settings, if necessary.

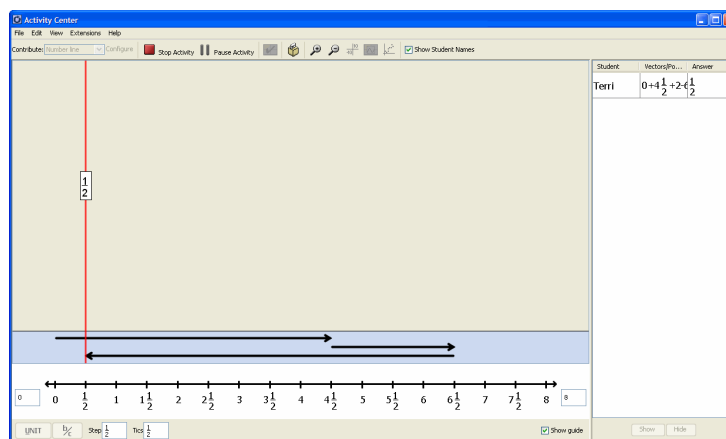


6. Select **OK** to accept the changes.
7. When you have completed your inputs, Select **Send**.



Your number line data appears in the Activity Center tool on your teacher's computer.

Note: The appearance of the number lines in the Activity Center tool varies depending on the settings your teacher has chosen.



8. (Optional) If you have a resubmit option, select **Edit** and repeat steps 2 - 3.

The Activity Center tool replaces your previous number lines with the new ones.

Contributing visual fractions (student instruction)

After you start the Contribute Visual Fractions activity, your students can join the Contribute Number Lines activity on their calculators and contribute the requested number lines. You can use this section to instruct your students on how to contribute the number lines from their calculators.

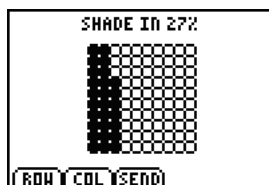


Student Point of View: The following instructions are from the student's point of view.

To contribute Visual Fractions

1. Join the activity from your calculator.

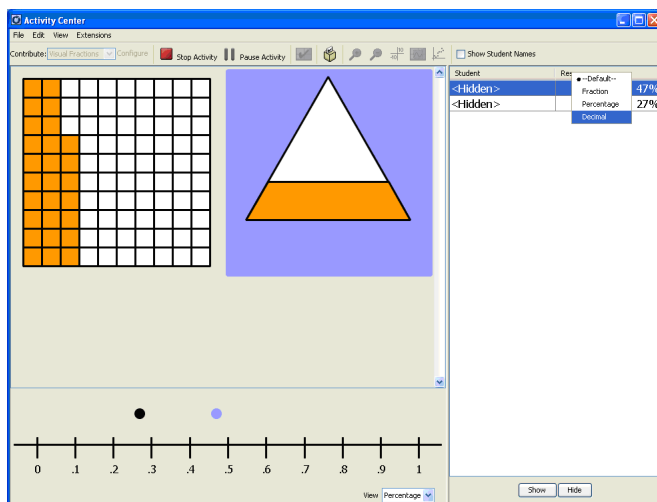
The Contribute Number Lines activity screen opens on your calculator.



2. Depending on the shape that displays, select **Row** and **Col** or use the up and down arrow keys to shade the shape as instructed.
3. When you have completed your input, select **Send**.

Your number line data appears in the Activity Center tool on your teacher's computer.

Note: The appearance of the number lines in the Activity Center tool varies depending on the settings your teacher has chosen.



Plotting activity data

You can plot sets of points in the Activity Center tool window and your students can plot points on their calculators. This section covers different plotting options and features for both the Activity Center tool window and your students' calculators, including:

- Configuring plots

- Selecting plots
- Turning plots on and off
- Plotting equations (student instruction)
- Plotting the class's points (student instruction)
- Plotting lists (student instruction)

Note: Although the plotting sections provide instructions for your students, you can also use these instructions yourself to plot activity data on your calculator.

Configuring plots

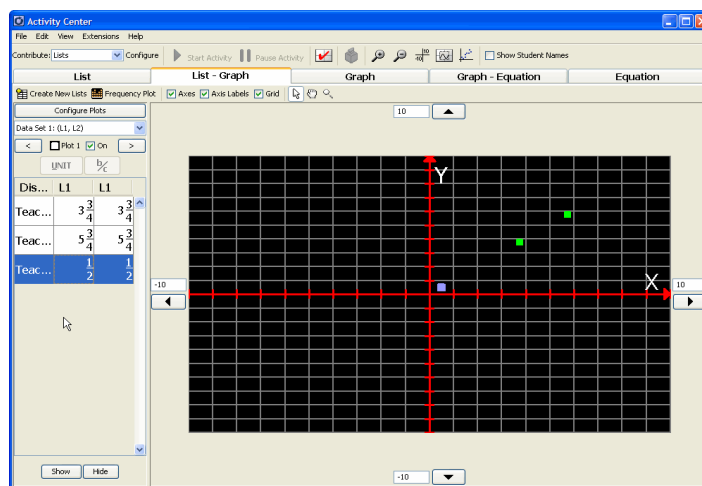
Once you gather all of the necessary activity data, you can choose how you want the activity data to display in the Activity Center tool's graph window. Your options for configuring the activity data include a choice of six different plot icons and the choice of which data lists you want to use as X and Y values.

Note: You can also configure plots when you configure the Contribute Lists activity for data sets.

To configure plots

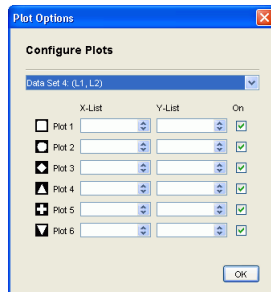
1. Click the **List - Graph** tab.

The List - Graph tab opens.



2. Click **Configure Plots**.

The Plot Options dialog box opens.



3. From the drop-down list, select the data set you want to use to create plots.
4. Next to the plot symbol that you want, select the lists for your X and Y values.
5. If there are other configured plots you do not want to use, clear their corresponding **On** check boxes.
6. Click **OK**.

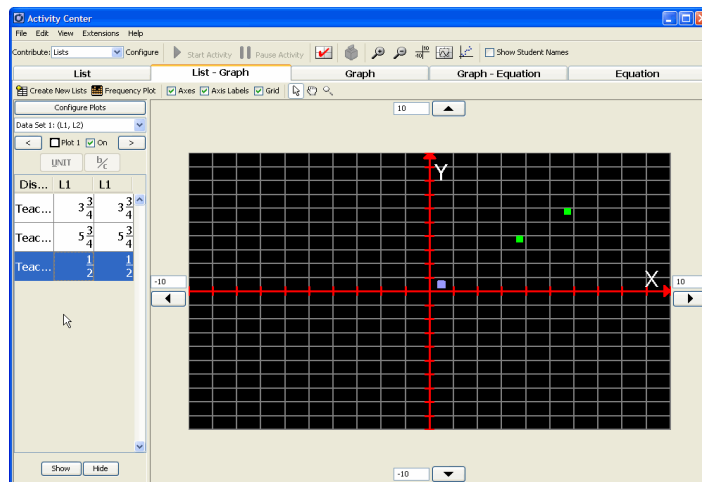
The configured plot appears in the graph.

Selecting plots

If you create multiple plots for your activity data, you can switch from one plot to the another.

To select plots

1. Click the **List - Graph** tab.
- The List - Graph tab opens.



- From the Data Set drop-down list, select the data set containing the plots you want.

- Click **Next**  or **Previous**  until you find the plot you want.

The plot appears in the graph.

Note: The plot does not appear in the graph if it is turned off. You must turn it on for it to appear in the graph.

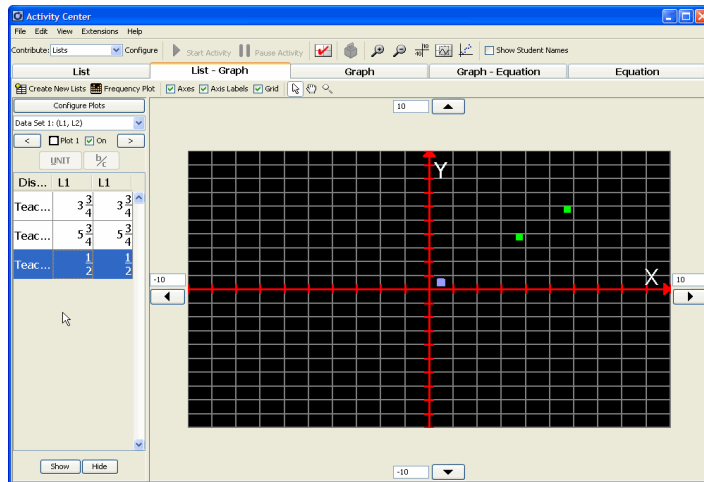
Turning plots on and off

When you discuss the graph with your class, you may want to turn certain plots on or off. You can turn the plots on or off under the List - Graph tab. Any changes you make to the plots are reflected under all of the tabs with graphs.

Note: By default, the Activity Center tool turns on defined plots.

To turn plots on or off

- Click the **List - Graph** tab.
The List - Graph tab opens.



2. Select the plot you want to turn on or off.
3. Select or clear the **On** check box.

If you select the On check box, the Activity Center tool displays the plot in the graph.

If you clear the On check box, the Activity Center tool removes the plot from the graph.

Plotting equations (student instruction)

Depending on how you set up the Contribute Equations activity, your students can plot the graphs of their own equations on their calculators.



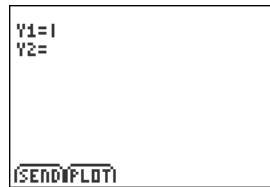
Student Point of View: The following instructions are from the student's point of view.

To plot equations

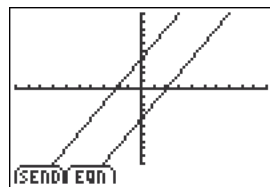
1. Join the activity on your calculator.

The Contribute Equations activity screen opens.

Note: The contents of the Contribute Equations activity screen vary depending on how your teacher has configured the activity.



2. Enter your equation(s).
 3. Select **Plot**.
- A graph of your equation(s) opens.



Plotting the class's points (student instruction)

After your students contribute their points, you may want to discuss the submitted points with your class. On their calculators, your students can plot the points submitted by the entire class. You can use this section to instruct your students on how to plot the class's points.



Student Point of View: The steps below are from the student's point of view.

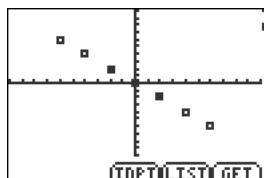
To plot the class's points

1. Join the activity on your calculator.
- The Contribute Points activity screen opens.



2. Enter your points.
3. In the Contribute Points activity screen, select **Plot**.

Your calculator collects the points contributed to your teacher and displays them in a graph. Your points are solid, while the points contributed by the rest of the class have clear centers.



Note: If you and your classmates are still contributing points, or if you have the option of resubmitting points, then the class's points may change. You can update your plot of the class's points by selecting **Get**.

Plotting lists (student instruction)

After your students contribute their lists, they may want to view their lists plotted in a graph. The plot types available to students on their calculator depends on what type of list data you are collecting from them. Students can plot both data sets and independent lists. You can use this section to instruct your students on how to plot either data sets or independent lists.

Note: Students can only plot lists if you configured plots when you configured the list options.



Student Point of View: The steps below are from the student's point of view.

To plot lists in data sets

1. Join the activity on your calculator.

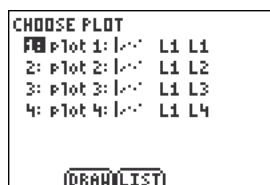
The Contribute Lists activity screen opens.

Note: The contents of the Contribute Lists activity screen vary depending on how your teacher has configured the activity.

L1	L2		
138	66		
63	5		
41	2		
74	6		
85	2		
53	0		
L1(1) = 138			
[SEND]		[PLOT]	

2. Enter your lists.
3. Select **Plot**.

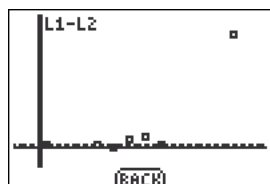
The Choose Plot screen opens.



4. Use the arrow keys to navigate to the plot you want.
5. Select **Draw**.

A graph of the selected plot opens.

Note: The contents of the graph vary depending on the data you entered.



To plot independent lists

1. Join the activity on your calculator.

The Contribute Lists activity screen opens.

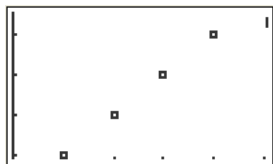
Note: The contents of the Contribute Lists activity screen vary depending on how your teacher has configured the activity.

L1	L2		
66	66		
63	5		
41	2		
74	6		
85	2		
52	0		
L1(1) = 136			
(SEND)		(PLOT)	

2. Enter your lists.
3. Select **Plot**.

A sequence plot of your lists opens.

Note: The contents of the sequence plot vary depending on the data you entered.



Editing activity data

After you collect or create data in the Activity Center tool, you may want to change it. You can edit the data as necessary. This section covers information on editing activity data in the Activity Center tool's window, including:

- Editing points
- Editing equations
- Editing lists

Editing points

The Activity Center tool stores points in data sets of paired lists. To edit the points, you must edit them in their data sets under the List tab or the List - Graph tab.

To edit points

1. Click the **List** tab or the **List - Graph** tab.
The selected tab opens.
2. In the data set table, click the cell containing the point data you want to edit.
3. Enter the new point data.
4. Press **Enter**.

Editing equations

After you enter or receive equations from your class, you may want to change them in the Activity Center tool. You can edit equations under the Graph - Equation tab or the Equation tab.

To edit equations

1. Click the **Graph - Equation** tab or the **Equation** tab.
The selected tab opens.
2. Click the formula of the equation.
The equation becomes available for editing.

3. Make the necessary changes.
4. Press **Enter**.

The Activity Center tool updates the equation. If you are in the Graph - Equation tab, the graph for the equation changes as well.

Editing lists

After you create or receive lists from your class, you may want to edit them. You can edit lists under the List tab and the List - Graph tab.

To edit lists

1. Click the **List** tab or the **List - Graph** tab.
The selected tab opens.
2. In the list table, click the cell containing the list data you want to edit.
3. Enter the new list data.
4. Press **Enter**.

Saving and loading activity data

After you create or collect activity data, you may want to save it for future use. In the Activity Center tool, you can save any data that appears in lists. You can load these saved list files and any other list files you have on your computer into the Activity Center tool. This section covers:

- Saving lists
- Loading lists

Note: You can also use saved activity data with other TI software.

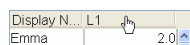
Saving lists

The Activity Center tool stores both list data and point data in lists. You can save this data as TI list files on your computer. When you save point data, you cannot save the X-values and Y-values together as data sets. You must save them in independent lists.

To save lists

1. Move your cursor over the list's name until a hand appears.

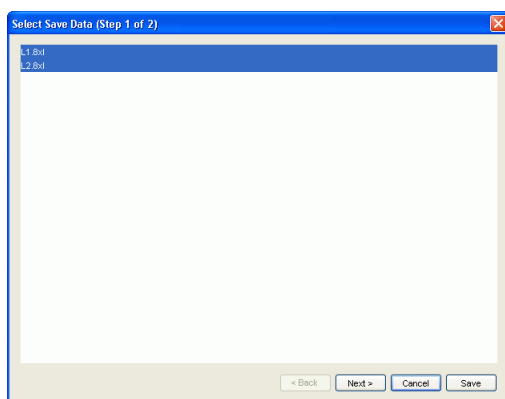
Note: The cursor must be a hand and not an arrow. If the cursor is an arrow instead of a hand, the Activity Center tool sorts the data instead of selecting it.



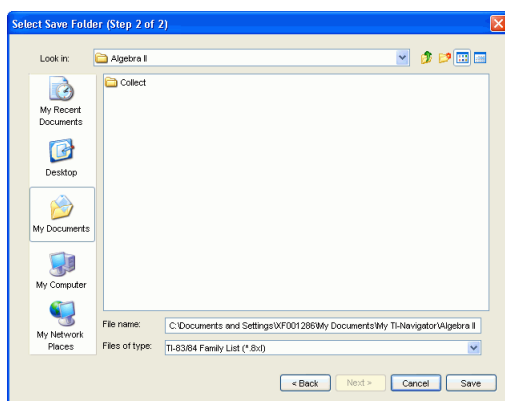
- Click the list's name.
The entire list is selected.

Display N...	L1
Emma	2.0
Connie	3.0
Teacher	2.0
Maria	6.0

- Click **File > Save > Save Selected Lists**.
The Select Save Data dialog box opens.



- Select the list you want to save.
- Click **Next**.
The Select Save Folder dialog box opens.



- Navigate to the folder where you want to save the list.
- Click **Save**.

Loading lists

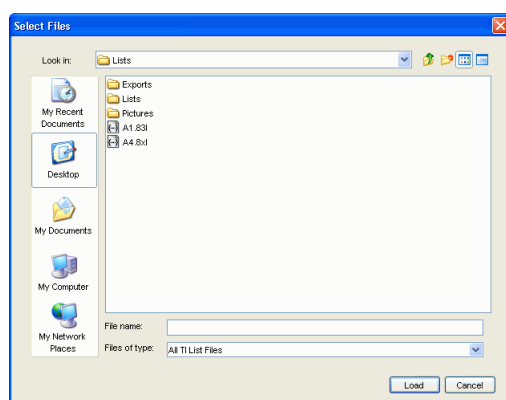
You can load list activity data into the Activity Center tool from the TI list files you have on your computer. Loading lists is especially helpful if you want your students to start with existing lists in the Contribute Lists activity.

Note: When you load lists, the Activity Center tool considers the all of the data as teacher-created data, regardless of who created it or how it was created.

To load lists

1. Click **File > Load > Load Lists**.

The Select Files dialog box opens.



2. Navigate to the list file you want to load and click it.

3. Click **Load**.

The Activity Center tool loads the list data.

4. (Optional) Click the **List** tab or the **List - Graph** tab to view the list data.

Deleting activity data

After you collect or create data in the Activity Center tool, you may decide you no longer want it. You can delete the data as necessary. This section covers information on deleting activity data in the Activity Center tool's window, including:

- Deleting points
- Deleting equations
- Deleting list data

- Deleting all activity data at once

Deleting points

The Activity Center tool displays points in data sets. To delete points, you must delete them from their data sets under the List tab or the List - Graph tab.

To delete points

1. Click the **List** tab or the **List - Graph** tab.
The selected tab opens.
2. Click the data row corresponding to the point you want to delete.
3. Click **Edit > Delete**.
The Activity Center tool asks if you are sure you want to delete the selection.
4. Click **Yes**.
The Activity Center tool deletes the point.

Deleting equations

After you create or receive equations, you may decide you do not want them anymore. You can delete equations under the Graph - Equation tab or the Equation tab.

To delete equations

1. Click the **Graph - Equation** tab or the **Equation** tab.
The selected tab opens.
2. Click the name of the equation.
3. Click **Edit > Delete**.
The Activity Center tool asks if you are sure you want to delete the selection.
4. Click **Yes**.
The Activity Center tool deletes the equation.

Deleting list data

The Activity Center tool stores lists in either data sets or independent lists. You cannot delete an entire list; however, you can delete data from the list under the List tab and the List - Graph tab.

Note: You must delete the list data in data sets by the row. You cannot delete the list data of individual cells in the data set because the list data in the rows is correlated for plotting.

To delete list data

1. Click the **List** tab or the **List - Graph** tab.
The selected tab opens.
2. Click the list data row you want to delete.
3. Click **Edit > Delete**.
The Activity Center tool asks if you are sure you want to delete the selection.
4. Click **Yes**.
The Activity Center tool deletes the list data row.

Deleting all activity data at once

If you want to clear all of the activity data that you have created in the Activity Center tool, you can delete all of the activity data at once.

To delete all activity data at once

1. Click **Edit > Clear Activity Data**.
The Activity Center tool asks if you are sure you want to clear all of the activity data.
2. Click **Yes**.
The Activity Center tool deletes all of the activity data.

Viewing activity data

The Activity Center tool has a number of tabs you can open to view different types of data. This section provides information on viewing all of the different types of data, including:

- Viewing points
- Viewing equations
- Viewing lists
- Viewing the graph

Viewing points

You can view points under the List tab, List - Graph tab, Graph tab, or Graph - Equation tab.

To view points under the List tab

1. Collect or create the necessary data.
2. Click the **List** tab.

The tab opens displaying lists of the points.

To view points under the List - Graph tab

1. Collect or create the necessary data.
2. Click the **List - Graph** tab.

The tab opens displaying a list and a graph of the points.

Note: If the points do not appear, you may need to configure the plot or turn on the plot.

To view points under the Graph tab

1. Collect or create the necessary data.
2. Click the **Graph** tab.

The tab opens displaying a graph of the points.

Note: If the points do not appear, you may need to configure the plot or turn on the plot.

To view points under the Graph - Equation tab

1. Collect or create the necessary data.
2. Click the **Graph - Equation** tab.

The tab opens displaying a graph of the points and a list of the current equations.

Note: If the points do not appear, you may need to configure the plot or turn on the plot.

Viewing equations

You can view equations under the Graph - Equation tab or the Equation tab.

To view equations under the Graph - Equation tab

1. Collect or create the necessary data.
2. Click the **Graph - Equation** tab.

The tab opens displaying the current equations and their graphs.

To view equations under the Equation tab

1. Collect or create the necessary data.
2. Click the **Equation** tab.

The tab opens displaying the current equations and their coordinate pairs.

Viewing lists

You can view lists under the List tab or the List - Graph tab.

To view lists under the List tab

1. Collect or create the necessary data.
2. Click the **List** tab.

The tab opens displaying the current lists.

To view lists under the List - Graph tab

1. Collect or create the necessary data.
2. Click the **List - Graph** tab.

The tab opens displaying a selected list and the current graph.

Viewing the graph

You can view the graph under the List - Graph tab, Graph tab, or Graph - Equation tab.

To view graphs under the List - Graph tab

1. Collect or create the necessary data.
2. Click the **List - Graph** tab.

The tab opens displaying the graph and the current lists.

To view graphs under the Graph tab

1. Collect or create the necessary data.
2. Click the **Graph** tab.

The tab opens displaying only the graph.

To view graphs under the Graph - Equation tab

1. Collect or create the necessary data.
2. Click the **Graph - Equation** tab.

The tab opens displaying the graph and the current equations.

Viewing Frequency Plots

The Activity Center tool displays lists submitted by students as columns of data under the List tab and the List - Graph tab. You can also choose to view this data in the form of a Frequency Plot.

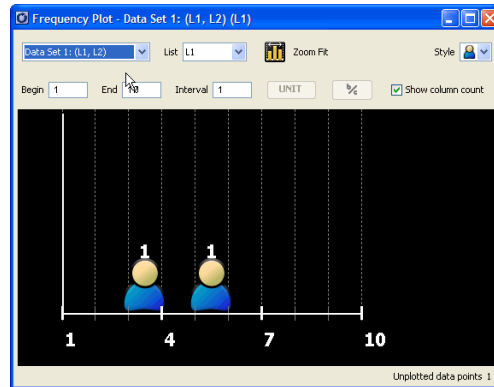
To view list data as a frequency plot

1. Collect or create the necessary data.
2. Click the **List** or **List - Graph** tab.

The tab opens displaying the graph and the current equations.

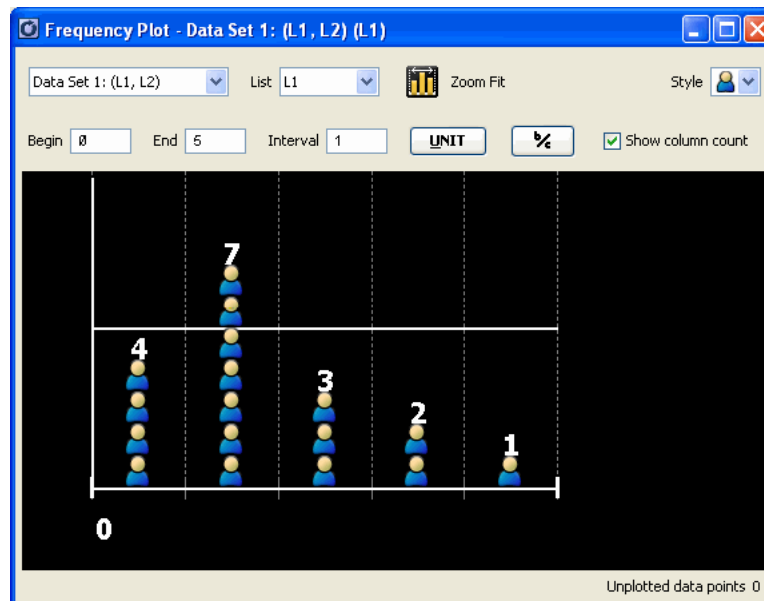
3. Click the  Frequency Plot button.



The Frequency Plot window opens.



4. Select the Data Set you want to view from the dropdown menu.
5. Select the list you want to view from the dropdown menu.

A frequency plot for the list displays.



6. You can customize the range of the frequency plot by adjusting the Begin and End values.
7. You can customize the display of the frequency plot by specifying a value for the interval. Use the and buttons to create the fractional value.
To specify an interval of $\frac{1}{2}$, you would type 1 2.
8. To change the display, select a style from the Style dropdown.
 
9. Select or deselect ☒ Show column count to determine whether or not the total for each column displays as the top of the column.
10. To zoom in on the range of points displayed, click  Zoom Fit.
11. Data that does not fit into the Begin/End/Interval format you have specified displays on the lower right hand corner of the window, as unplotted points. Position your cursor over the Unplotted Points label to see the values of the unplotted points.



Showing and hiding activity data

When you discuss activity data, you can hide or show the data at any time. This section covers information on showing and hiding data in the Activity Center tool's window, including:

- Showing and hiding teacher input
- Showing and hiding student names
- Showing and hiding graphs of equations
- Showing and hiding points in the graph

Showing and hiding teacher input

When you add activity data to the Activity Center tool, you may not want your students to see your symbolic (equation) or numeric (list) input. For example, you may want to establish a "target" function but conceal the equation of that function. You can choose to show or hide the activity data that you input during an activity.

Note: By default, the Activity Center tool shows the teacher input.

To show or hide teacher input

- Click **View > Mask Teacher Input**.

If you had your teacher input hidden, the Activity Center tool shows the teacher input in the table.

If you had your teacher input showing, the Activity Center tool replaces the teacher input with the word "Hidden."

Showing and hiding student names

You may not want your students name to be visible with the data they submit. For example, you may want students to be able to submit work anonymously. You can choose to show or hide your students names.

To show or hide student names

- Click **View > Show Student Names**.

If you had your students' names hidden, the students' display names appear in the Activity Center tool's window.

If you had your students' names showing, the software replaces the students' names with the word "Hidden."

Showing and hiding graphs of equations

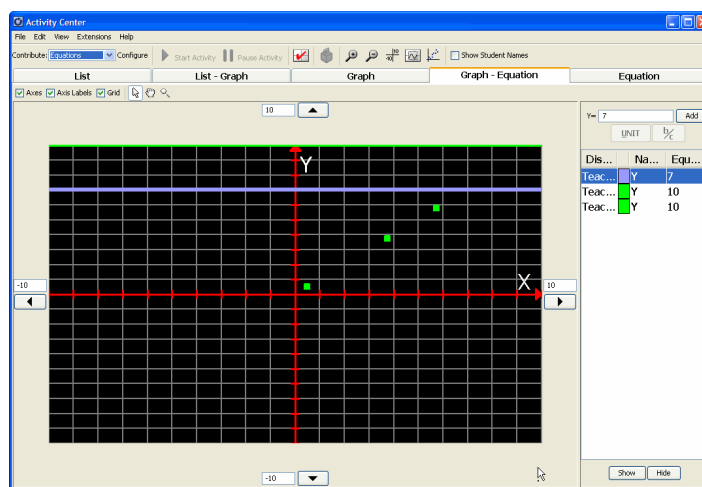
The equations you create or collect have corresponding graphs under the List - Graph tab, Graph tab, and Graph - Equation tab. When you discuss the equation graphs with your class, you may want to hide or show particular equation graphs. You can hide or show equation graphs under the Graph - Equation tab. Any changes you make to the equation graphs are reflected in all of the graphs in the Activity Center tool.

Note: By default, the Activity Center tool shows the equation graphs.

To show equation graphs

1. Click the **Graph - Equation** tab.

The Graph - Equation tab opens.



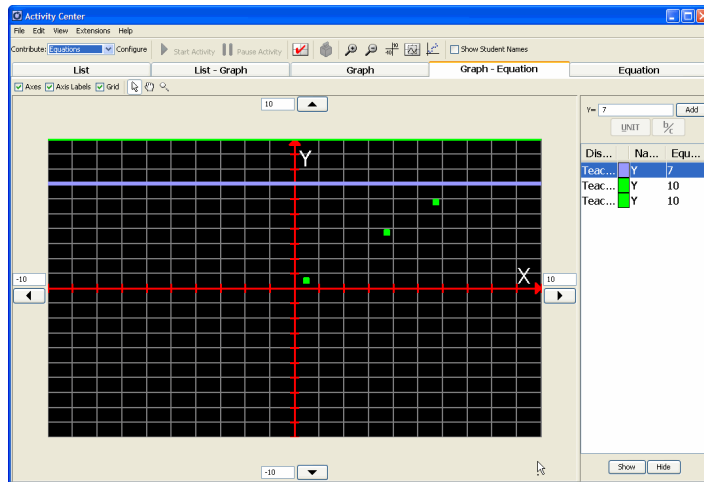
2. Click the equation's name.
3. Click **Edit > Show** or click **Show**.

The graph for the selected equation appears in the window.

To hide equation graphs

1. Click the **Graph - Equation** tab.

The Graph - Equation tab opens.



2. Click the equation's name.
3. Click **Edit > Hide** or click **Hide**.
The Activity Center tool dims and italicizes the equation.
4. Click a blank portion of the Equation Gallery to deselect the equation.
The equation's graph no longer appears in the window.

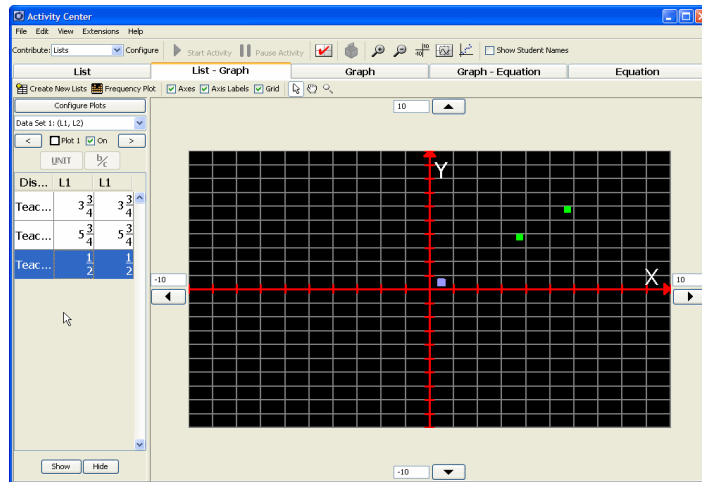
Showing and hiding points in the graph

The points you collect or create appear both in data sets and in the graph. When you discuss points, you may want to show or hide the certain points in the graph. You can hide or show points in the graph under the List - Graph tab. Any changes you make to the points are reflected under all of the tabs with graphs.

Note: By default, the Activity Center tool shows the points created or contributed in plots.

To show points in the graph

1. Click the **List - Graph** tab.
The List - Graph tab opens.



2. Click the hidden point you want to show. The coordinates of the hidden points are dimmed and italic.

Note: To select multiple points, press and hold the Ctrl key and click the points you wish to select. You can also click and drag the cursor to select all the points in a region. Press and hold the Ctrl key and click to deselect points.

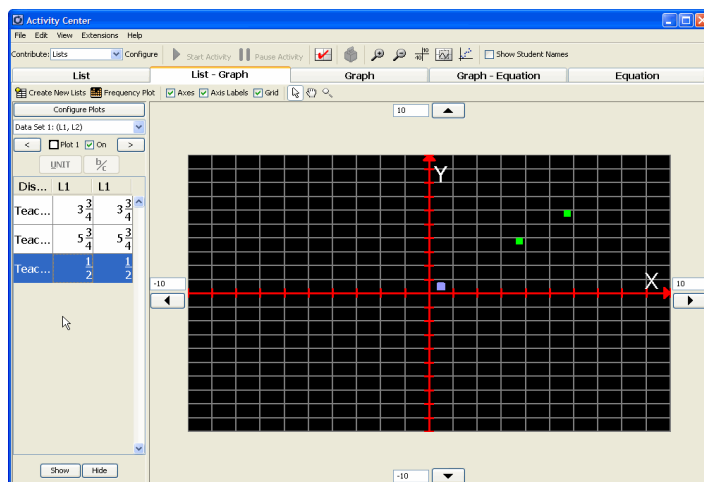
3. Click **Edit > Show** or click **Show**.

The point appears in the graph.

To hide points in the graph

1. Click the **List - Graph** tab.

The List - Graph tab opens.



2. Click the point you want to hide.

Note: To select multiple points, press and hold the Ctrl key and click the points you wish to select. You can also click and drag the cursor to select all the points in a region. Press and hold the Ctrl key and click to deselect points.

3. Click **Edit > Hide** or click **Hide**.

The Activity Center tool dims and italicizes the coordinates of the point in the data set.

4. Click a blank portion of the Data Set table to deselect the point.

The point no longer appears in the graph.

Highlighting activity data

During your class sessions, you may want call attention to equations or points in the Activity Center tool. In the Activity Center tool, you can highlight graph data to make it more visible to your class. This section provides instructions on:

- Highlighting graphed equations
- Highlighting graphed points

Highlighting graphed equations

You can highlight any equation in the Activity Center tool. When you highlight a graphed equation under one tab, the Activity Center tool highlights the graphed equation under the other tabs containing graphs.

To highlight graphed equations

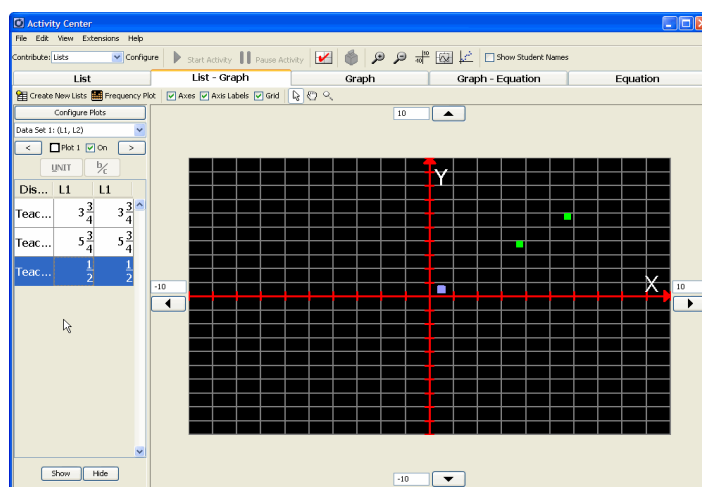
1. Click the **Graph** tab, **List - Graph** tab, or **Graph - Equation** tab.
The selected tab opens.
2. Click the equation that you want to highlight.

Highlighting graphed points

You can highlight any point that the Activity Center tool's graph displays. When you highlight the graphed points under one tab, the Activity Center tool highlights the graphed points under the other tabs containing graphs.

To highlight graphed points

1. Click the **List - Graph** tab.
The List - Graph tab opens.



2. If necessary, select the plot containing the point you want to highlight.
3. In the Data Set table, click the point you want to highlight.

Sorting activity data

You can sort the activity data to make it easier to find. This section covers the different ways you can sort activity data in the Activity Center tool, including:

- Sorting data by display names
- Sorting lists by values

- Sorting points by X or Y values

Sorting data by display names

If you need to locate the data submitted by a particular student, you can sort your students' work alphabetically by their display names.

To sort data by display names

1. Click the **List** tab or the **List - Graph** tab.

The selected tab opens.

2. (Optional) If the display names are hidden, show them.

3. Click **Display Name**.

The Activity Center tool sorts the students' display names.

Note: Under the List - Graph tab, you may not be able to see the whole phrase "Display Name." If you cannot see the phrase "Display Name," clicking the top of the first column also sorts the data.

Displa...	L1
Teacher	2.0
Teacher	4.0
Teacher	6.0
Teacher	8.0
Connie	3.0
Connie	4.0
Connie	5.0
Connie	6.0
Emma	2.0
Emma	4.0
Emma	6.0
Emma	8.0
Maria	6.0
Maria	7.0
Maria	8.0
Maria	9.0

4. If you want to sort the display names in the opposite order, click **Display Name** again.

Displa...	L1
Maria	6.0
Maria	7.0
Maria	8.0
Maria	9.0
Emma	2.0
Emma	4.0
Emma	6.0
Emma	8.0
Connie	3.0
Connie	4.0
Connie	5.0
Connie	6.0
Teacher	2.0
Teacher	4.0
Teacher	6.0
Teacher	8.0

Sorting lists by values

The Activity Center tool displays lists as columns of data under the List tab and the List - Graph tab. You can sort list data numerically from least to greatest or from greatest to least.

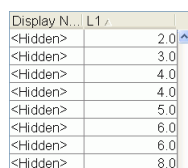
To sort lists by values

1. Click the **List** tab or the **List - Graph** tab.

The selected tab opens.

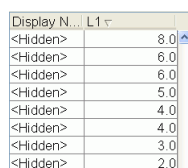
2. Click the name of the column containing the list data you want to sort.

The Activity Center tool sorts the list data in the column.



Display N...	L1
<Hidden>	2.0
<Hidden>	3.0
<Hidden>	4.0
<Hidden>	4.0
<Hidden>	5.0
<Hidden>	6.0
<Hidden>	6.0
<Hidden>	8.0

3. If you want to sort the list data in the opposite order, click the column name again.



Display N...	L1
<Hidden>	8.0
<Hidden>	6.0
<Hidden>	6.0
<Hidden>	5.0
<Hidden>	4.0
<Hidden>	4.0
<Hidden>	3.0
<Hidden>	2.0

Sorting points by X or Y values

The Activity Center tool displays points within data sets under the List tab and the List - Graph tab. The data sets are made up of columns containing the X and Y values of the points. For each axis value, you can sort the data numerically from least to greatest or from greatest to least.

To sort points by their X values

1. Click the **List** tab or the **List - Graph** tab.

The selected tab opens.

2. Click the name of the X values list.

The Activity Center tool sorts the X values.

Display Name L1 ▾	L2	
<Hidden>	-4.0	-5.0 ▲
<Hidden>	-2.0	-2.0
<Hidden>	2.0	3.0
<Hidden>	4.0	6.0
Teacher	6.0	8.0

3. If you want to sort the X values in the opposite order, click the name of the X values list again.

Display Name L1 ▾	L2	
Teacher	6.0	8.0 ▲
<Hidden>	4.0	6.0
<Hidden>	2.0	3.0
<Hidden>	-2.0	-2.0
<Hidden>	-4.0	-5.0

To sort points by their Y values

1. Click the **List** tab or the **List - Graph** tab.

The selected tab opens.

2. Click the name of the Y values list.

The Activity Center tool sorts the Y values in the column.

Display Name L1 ▾	L2 ▾	
Connie	-4.0	-5.0 ▲
Connie	-2.0	-2.0
Emma	2.0	3.0
Emma	4.0	6.0
Teacher	6.0	8.0

3. If you want to sort the Y values in the opposite order, click the name of the Y values list again.

Display Name L1 ▾	L2 ▾	
Teacher	6.0	8.0 ▲
Emma	4.0	6.0
Emma	2.0	3.0
Connie	-2.0	-2.0
Connie	-4.0	-5.0

Polling students

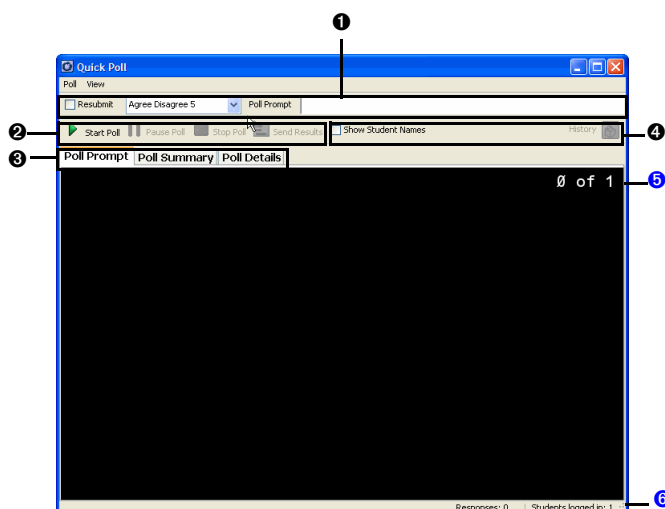
The Quick Poll tool in the TI-Navigator™ classroom learning system lets you “poll” your students. A poll is a survey you send to your students that they immediately receive on their calculators. After your students receive the poll, they can then send their responses back to your computer. Once you receive your students’ responses, you can use the Quick Poll tool to review the responses by yourself or with your class. This section contains information you need to know to use the Quick Poll tool in your class.

The Quick Poll tool window and tabs

The Quick Poll tool window contains several sets of controls and two tabs that you can use to run and view polls in the TI-Navigator™ software learning system. Below you can find the:

- The Quick Poll tool window
- Poll Prompt tab
- Poll Summary tab
- Poll Details tab

The Quick Poll tool window



❶ Poll set up bar. A set of options that let you create the polls you send to your students.

② **Poll controls.** Controls that let you start, pause, and stop polls, as well as send poll results to your students.

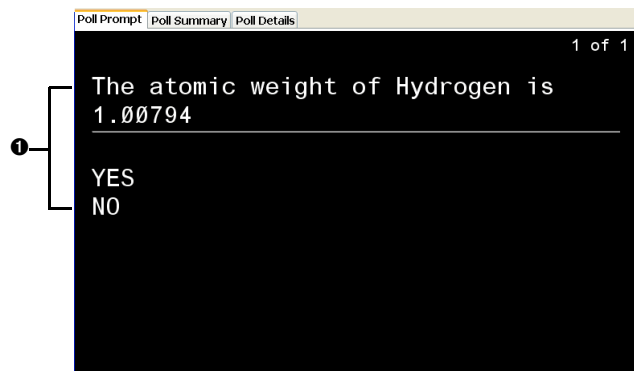
③ **Poll data tabs.** Tabs that let you view poll results in either a list or a graph.

④ **Data controls.** Controls that let you show/hide display names in Poll Listing and view previous poll results.

⑤ **Poll responses.** Displays number of responses and number of students logged in.

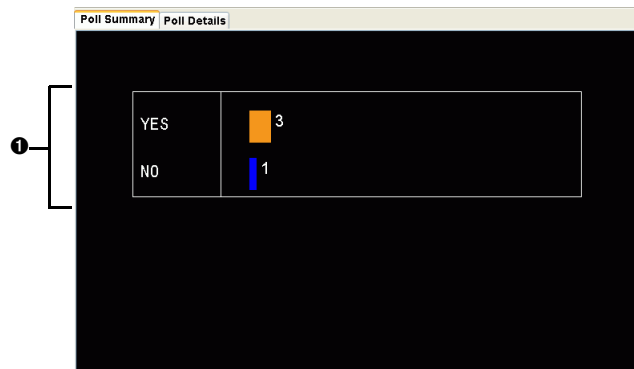
⑥ **Status bar.** Displays number of responses and number of students logged in.

Poll Prompt tab



① **Active Poll.** Displays question and possible answers for currently active poll.

Poll Summary tab



1 Graph. The graphical representation of the poll responses you receive from your students.

Poll Details tab

Poll Summary			Poll Details		
Display Name		Response		Time Stamp	
<Hidden>		YES		1/3/05 4:09:48 PM	
<Hidden>		YES		1/3/05 4:09:49 PM	
<Hidden>		YES		1/3/05 4:09:50 PM	
<Hidden>		NO		1/3/05 4:09:50 PM	

1 Display name column. Column containing the display names for the students who respond to the poll. By default, the Quick Poll tool hides the display names.

2 Response column. Column containing a list of the poll responses received from your students.

3 Time Stamp column. Column containing the dates and times that your students sent their poll responses.

Opening the Quick Poll tool

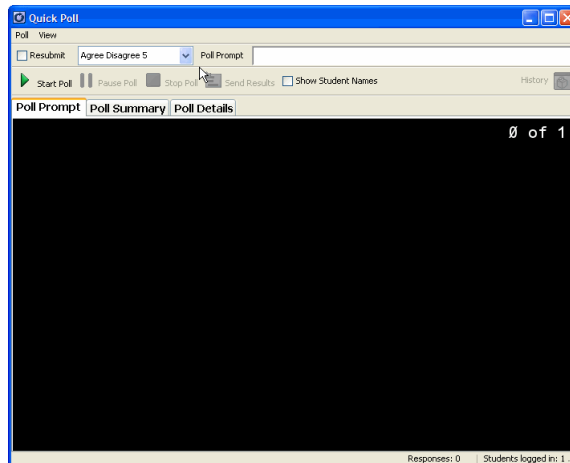
You can open the Quick Poll tool from the home screen of the TI-Navigator™ classroom learning system.

To open the Quick Poll tool

1. If you have not already done so, begin the class session.

2. Click **Tools > Quick Poll** or click **Quick Poll** .

The Quick Poll tool window opens.



Polling your students

The Quick Poll tool lets you poll your class from the TI-Navigator™ software learning system. There are a variety of polling question types you can send, including:

- Agree/Disagree
- Yes/No
- True/False
- Right/Wrong
- Always/Sometimes/Never
- Multiple Choice
- Open Response

You can poll your students from your calculator or computer. When you poll your students from your computer, you can create the question to send to your students. When you poll your students from your calculator, you cannot create the question or use open response polls. You can only send the text “Mark your answer.”

Note: If you start a poll from your calculator while you have a poll open on your computer, the Quick Poll tool closes the poll on the computer and replaces it with the new one from the calculator.

To poll students from your computer

1. Select or clear the **Resubmit** check box.

2. Select a question type from the drop-down list.
3. Enter your question.

4. Click **Poll > Start Poll** or click **Start Poll** .

Your students receive the poll on their calculators.

5. Instruct your students to respond to the poll.

To poll students from your calculator

1. If you have not already done so, log in to your calculator.
2. Select **Quick Poll** from the task menu.

The Select Format screen opens.

3. Select a question type.

The selected question type opens.

4. Select **Send**.

Your students receive the poll on their calculators.

5. Instruct your students to respond to the poll.

Stopping polls

You can stop polls at any time. Once you stop a poll, you cannot restart it. If you plan to continue the poll, you should pause the poll instead of stopping it. Your students do not need to do anything on their calculators to stop the poll.

To stop polls sent from your computer

- Click **Poll > Stop Poll** or click **Stop Poll** .

To stop polls sent from your calculator

- Select **Stop**.

Pausing polls

If you want to temporarily keep students from responding to a poll, you can pause the poll. While you have the poll paused, your students cannot perform any polling actions on their calculators.

Note: You can only pause polls from your computer.

To pause polls

- ▶ Click **Poll > Pause Poll** or click **Pause Poll** .

Resuming paused polls

After you pause a poll, you can resume the poll again at any time.

Note: You can only resume a paused poll from your computer.

To resume paused polls

- ▶ Click **Poll > Resume Poll** or click **Resume Poll** .

Responding to polls (student instruction)

The poll you send to your students interrupts whatever your students are doing. When they receive the poll, they can choose to respond to it or they can exit the poll and resume what they were doing before. You can use this section to instruct your students on how to respond to the polls you send them, including both multiple choice and open response polls.

Note: Multiple choice refers to Agree/Disagree, Yes/No, True/False, Right/Wrong, and Always/Sometimes/Never questions as well as standard multiple choice questions.



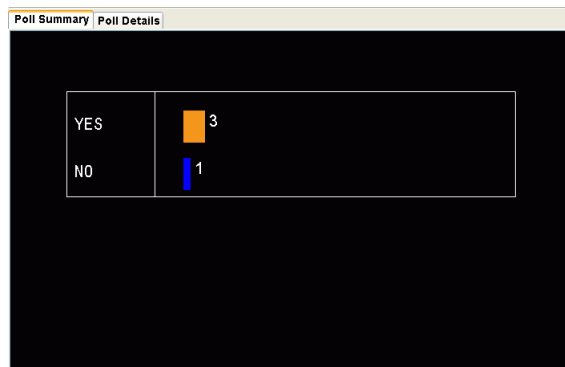
Student Point of View: The following instructions are from the student's point of view.

To respond to multiple choice polls

1. If the poll says "Mark your answer," wait for your teacher to ask you the poll question.
2. Use your calculator's up and down arrow keys to navigate to your response.
3. Select **Send**.

Your calculator sends your poll response to your teacher and returns you to the last screen you used. Your poll response appears on your teacher's computer in the Quick Poll tool window.

Note: The contents of the Quick Poll tool window vary depending on the tab your teacher has selected and the poll responses your teacher has received from your classmates.



To respond to open choice polls

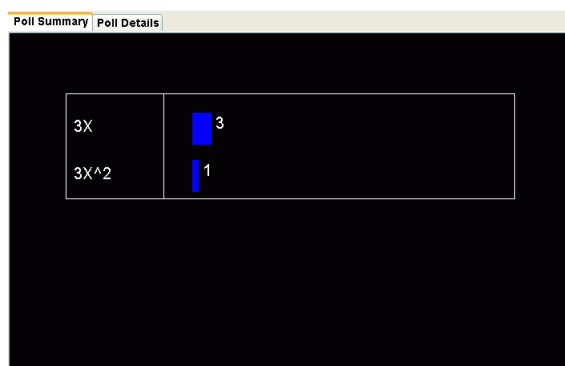
1. If the poll says "Mark your answer," wait for your teacher to ask you the poll question.
2. Enter your response.

Note: If you need to enter text using a TI-83, press **[ALPHA]** to enter one letter or **[2nd] [ALPHA]** to enter only letters. If you are using a TI-73 Explorer™, press **[2nd] [TEXT]**.

3. Select **Send**.

Your calculator sends your poll response to your teacher and returns you to the last screen you used. Your poll response appears on your teacher's computer in the Quick Poll tool window.

Note: The contents of the Quick Poll tool window vary depending on the tab your teacher has selected and the poll responses your teacher has received from your classmates.




Sending poll results to students


After you receive the results of your poll from your students, you may want to discuss the results with your class. You can send the poll results to your class to help with your discussion.

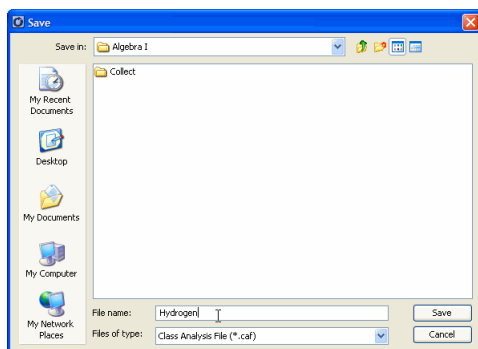
Note: You cannot send open response poll results.

To send poll results to students

1. If a poll is in process, stop the poll.
2. Click **Poll > Send Results** or click **Send Results** .

Saving polls

1. If a poll is in process, stop the poll.
2. Click **Poll > Save Results** or click **Save Results** .
3. Type a name for the file. The poll data is saved with a .caf extension. This file can be opened and evaluated with the Class Analysis tool.



Viewing poll results

After your students send their poll responses to you, you can view their results graphically or in a table. In the Quick Poll tool window, you can view poll results graphically in a bar chart or listed in a table.

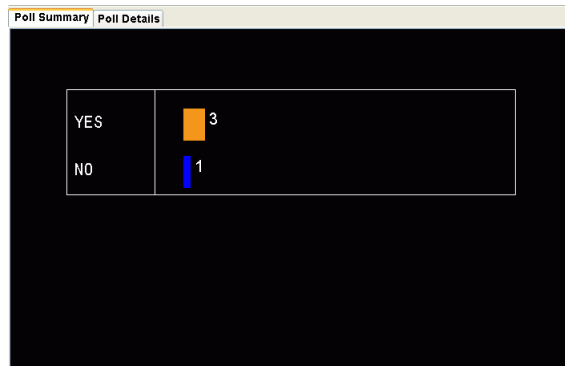
To view poll results graphically

- Click **View > Poll Summary** or click the **Poll Summary** tab.

The Poll Summary tab opens displaying the poll results in a

bar chart.

Note: You can also view poll results graphically when you use your calculator to send polls. A graphical representation of the poll results opens automatically on your calculator after you use it to send polls to your students.



To view poll results in a table

- Click **View > Poll Details** or click the **Poll Details** tab.

The Poll Details tab opens displaying the poll results listed in a table.

Display Name	Response	Time Stamp
<Hidden>	YES	1/3/05 4:09:48 PM
<Hidden>	YES	1/3/05 4:09:49 PM
<Hidden>	YES	1/3/05 4:09:50 PM
<Hidden>	NO	1/3/05 4:09:50 PM

Note: If you have an open response poll, the Quick Poll tool evaluates any mathematical poll responses and shows both the students' poll responses and the value of their poll responses.

Display Name	Response	Value	Time Stamp
<Hidden>	2*6	12	1/4/05 4:33:28 PM
<Hidden>	2*3*2	12	1/4/05 4:33:29 PM
<Hidden>	3*4	12	1/4/05 4:33:30 PM

Sorting poll data

The poll data that the Quick Poll tool collects includes the students' display names, poll responses, and time of submission. You can sort the poll data by each of these categories.

To sort poll data

1. Click **View > Poll Details** or click the **Poll Details** tab.

The Poll Details tab opens.

Poll Summary		Poll Details
Display Name	Response	Time Stamp
<Hidden>	YES	1/3/05 4:09:48 PM
<Hidden>	YES	1/3/05 4:09:49 PM
<Hidden>	YES	1/3/05 4:09:50 PM
<Hidden>	NO	1/3/05 4:09:50 PM

2. Click the column title of the information you want to sort.
The Quick Poll tool sorts the information in the selected column.
3. If you want to sort the information in the opposite order, click the column title again.

Showing and hiding display names

The Poll Details tab gives you the option of showing or hiding the display names of the students who respond to the poll.

Notes: By default, the Quick Poll tool hides the display names.

To show or hide display names

- Select or clear the **Show Student Names** check box.

If you selected the Show Student Names check box, the students' names appear in the Display Name column.

If you cleared the Show Student Names check box, the word "Hidden" replaces the students' names in the Display Name column.

Viewing previous polls


The Quick Poll tool stores all of the polls for the current class session in its history. You can open and view these polls as necessary until you end the class session.

To view previous polls

1. If a poll is in process, stop the poll.

2. Click **History**.
A drop-down list of previous polls opens.
3. Click the poll you want to view.
The selected poll opens in the Quick Poll tool's window.

To save previous polls

1. If a poll is in process, stop the poll.
2. Click **History**.
A drop-down list of previous polls opens.
3. Click the poll you want to view.
The selected poll opens in the Quick Poll tool window.
4. Click Poll > Save Results or click Save Results .

Closing the Quick Poll tool

You can close the Quick Poll tool in two different ways, depending on whether you are running the Quick Poll tool from your calculator or from your computer.

To close the Quick Poll tool on your computer

- ▶ Click **Poll > Close** or click **Close** .

To close the Quick Poll tool on your calculator

- ▶ Select **Quit**.

Capturing calculator screens

The Screen Capture tool in the TI-Navigator™ classroom learning system lets you capture and view your students' calculator screens. This section contains the information you need to know to use the Screen Capture tool in your classroom.

Capturing calculator screens

In the TI-Navigator™ classroom learning system, you can use the Screen Capture tool to capture and view your students' calculator screens. You can capture the calculator screens of individual students or of all the students in your class.

Notes:

- If students are not connected to the TI-Navigator network, the Screen Capture tool cannot capture their calculator screens.
- In order for you to capture your students' calculator screens, they must have logged into TI-Navigator at least once during the class session. However, they do not need to have the NavNet App open when you perform the screen capture.

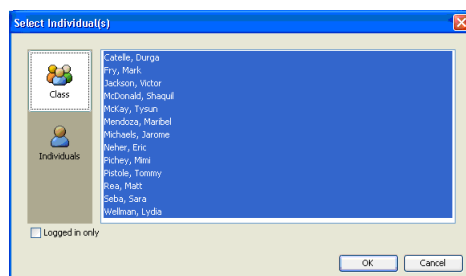
To capture calculator screens

1. If you have not already done so, begin the class session and ask your students to log in.

2. Click **Tools > Screen Capture** or click **Screen Capture** .

The Select Students dialog box opens.

Note: If you selected one or more students in the Classroom tab before you started the Screen Capture tool, TI-Navigator has these students pre-selected in the Select Students dialog box.



3. Select the students whose calculator screens you want to capture:

- To capture all of your students' calculator screens, click **Class**



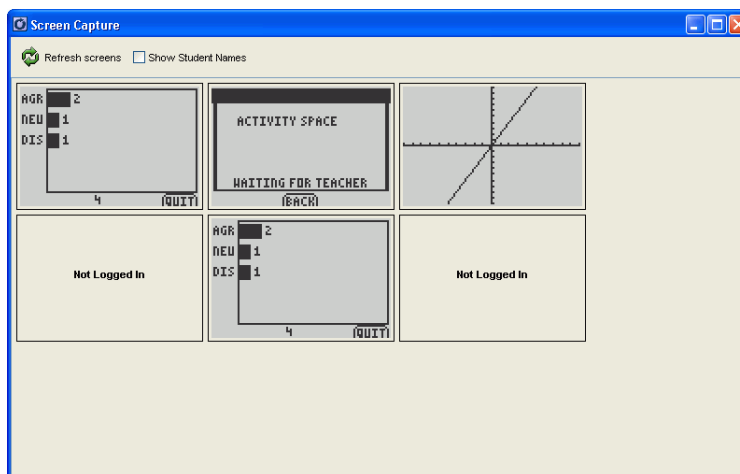
- To capture the calculator screens of individual students, click



Students and then click the student.

4. Click **OK**.

The TI-Navigator™ software captures the selected students' screens and displays them in the Screen Capture tool window.




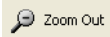
Viewing Captured Screens

Once you've captured screens, you can rearrange their order and zoom the view.

To rearrange captured screens

1. Click to select the desired screen
2. Holding the mouse button down, drag the screen to the desired location and release.

To zoom the view of captured screens

- Click  **Zoom In** to see a larger view of the screens, or  **Zoom Out** to make the view smaller.

Alternately, select the **View** menu and select a magnification level.

Saving captured screens

You can save the individual screens you capture from your students onto your computer, or you can save a snapshot of the entire class.

To save a Class Snapshot

1. Select Save Class Snapshot from the file menu.
The Save dialog box opens.
2. Navigate to the location where you want to save the captured screen.
3. Enter a file name.
4. Click **Save**.

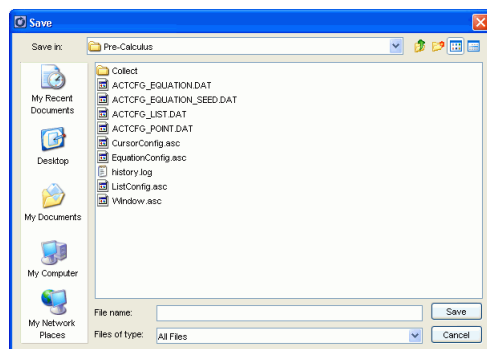
The TI-Navigator™ software saves the image as a .jpg file.

To save individual screens

Once you save a captured screen, you can then use it with the TI-Navigator™ software. In the TI-Navigator™ software, you can load the image into Activity Center as a background file or send the image to your students' calculators.

1. Right-click the screen you want to save.
A menu opens.
2. In the menu, click Save Screen Image.

The Save dialog box opens.



3. Navigate to the location where you want to save the captured screen.
4. Enter a file name.
5. Click **Save**.

The TI-Navigator™ software saves the image as a TI picture file (.8xi).

Refreshing captured screens

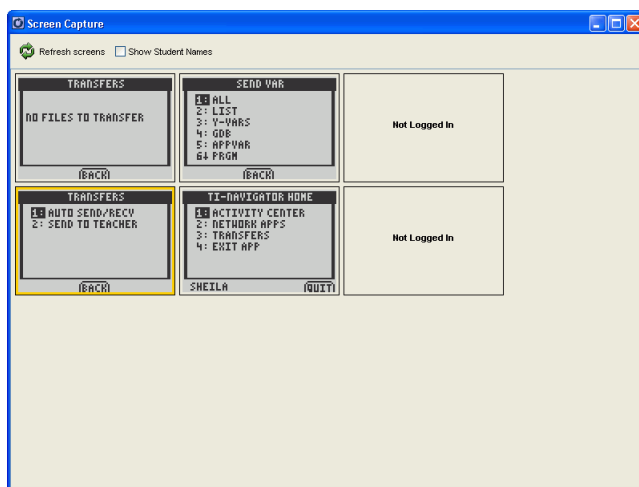
After you capture screens from your students, you can refresh them in the Screen Capture tool's window. When you refresh screens, the Screen Capture tool captures the latest screens from your students' calculators.

To refresh captured screens

- Click **Refresh screens** .

The Screen Capture tool captures the latest screens from the selected students' calculators.

Note: If the Screen Capture tool cannot refresh the screen of a student, a yellow box appears around the student's previously captured screen.



Showing and hiding display names

When you capture screens with the Screen Capture tool, you have to option of showing or hiding your students' display names with their captured screens.

Note: By default, the Screen Capture tool hides your students' display names.

To show or hide display names

- Select or clear the **Show Student Names** check box.

If you selected the Show Student Names check box, the Screen Capture tool shows the students' display names under their captured screens.

If you cleared the Show Student Names check box, the Screen Capture tool removes the students' display names from under their captured screens.

LearningCheck™ Creator

Use LearningCheck™ Creator to create classroom assignments, self-check opportunities or exams. You can create review questions or practice tests that provide feedback on correct and incorrect answers to allow students to test their own knowledge. You can create quizzes and exams, send them to student calculators, then upload completed material to your PC for evaluation and grading.

You can use the LearningCheck™ Creator or TI Connect™ software to transfer LearningCheck files from a PC to a TI handheld device. The LearningCheck™ App on the device then tracks student answers and displays results for the document.

LearningCheck™ Creator Main Window

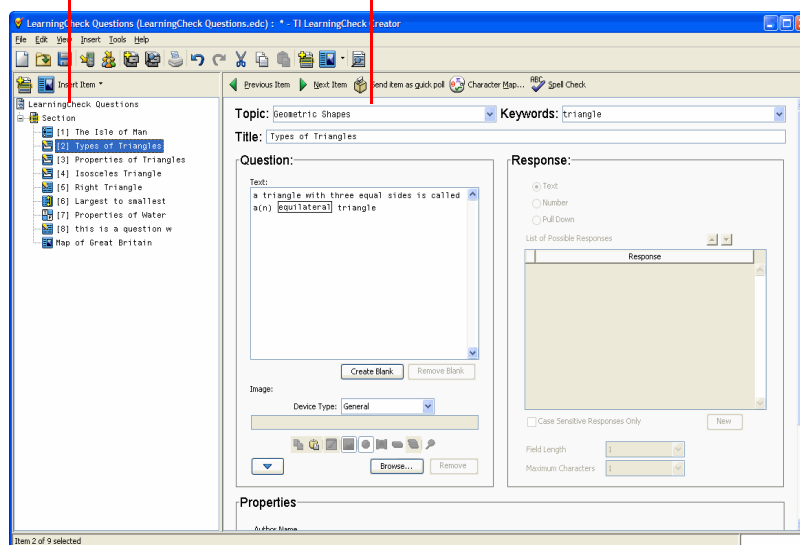
The LearningCheck™ Creator window consists of two areas: the Preview panel and Content area.

Preview Panel – displays outline or thumbnail images of sections and questions; allows you to select a question type and create new questions.

Content Area – area for adding content to questions.

Preview

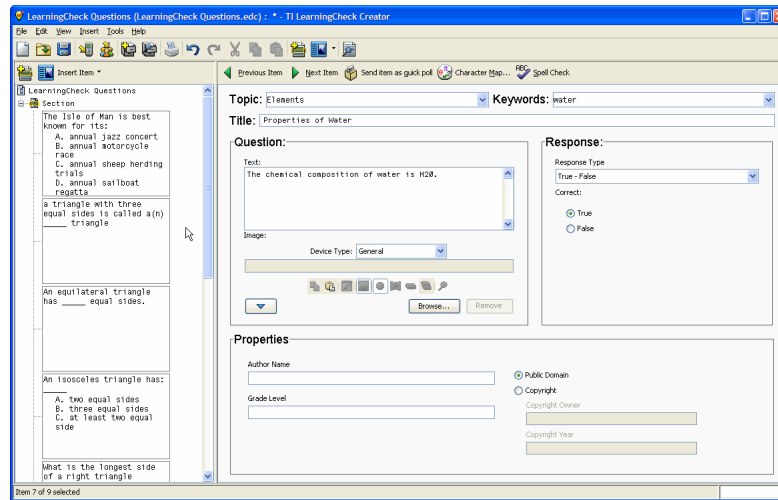
Content



Changing the preview panel view

You can view items in the default outline mode, which displays only item titles, or you can view the item detail, which includes a thumbnail of the question and answer.

- To switch to the detail view, select **View > Item Detail**.



Creating a new document

When you launch LearningCheck™ Creator, a blank document opens, with the first section open in the Content area. You can add questions to this document and save it to create a new document.

If you are working in a document, and want to create a new one (if, for instance you want to copy questions from the open document to a new one) do the following:

- Click **File > New** or click .


A new document opens, with the first section open in the Content area.

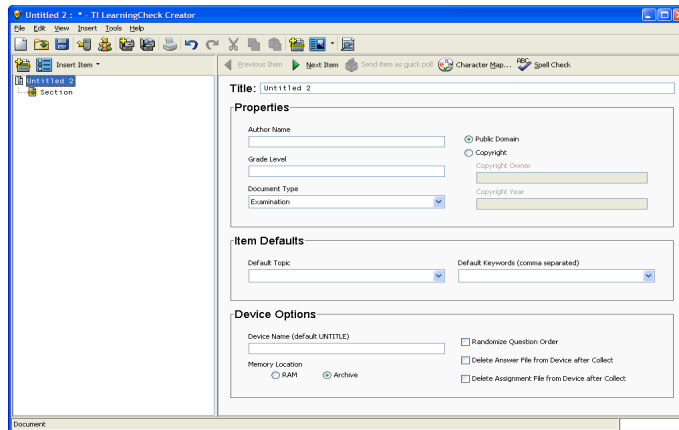
Specifying document properties

Document properties allow you to store data with your documents that can be used to specify certain properties for use on the device. Document properties can also be used as search criteria when searching for questions relating to particular topics or keywords. You can specify the following properties for your LearningCheck™ documents:

- Title
- Properties
 - Author Name
 - Grade Level
 - Document type
 - Copyright information
- Item defaults
 - Default topic
 - Default keywords
- Device Options
 - Device Name
 - Memory Location (RAM or archive)
 - Randomize question order
 - Delete Answer file from device after collect
 - Delete Assignment file from device after collect

To change document properties

1. In the Preview panel, click  Untitled 1 .
The document properties page displays.

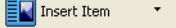



2. Type a name for the document in the Document Title box. This name will display in the calculator's Assignment List.
3. Select a document type (Examination or Self-check) from the document type dropdown.
4. If you want to add or change any other information about the document, click the desired entry field and type the information in the box.

You are now ready to create sections and questions for the document.

Adding a new section

To add a new section to the document

1. In the Preview pane, click .
2. Click  **Section**.
LearningCheck™ Creator adds a new section.
3. Type a title for the new section in the Title box. (If you do not designate a title, it is named *Section*.)
You can give the same title to more than one section.
Note: You can rename the sections later if you prefer.
4. If you want to include a section description, type it in the Text area.

5. If you want to include an image, click Browse in the Image area, and navigate to the location of the image file. Double-click the image file name.

The image appears in the Image area of the dialog box. You can edit the image using the toolbar below.

Adding questions

You can include several types of questions in LearningCheck™ Creator documents. To see the specifics of each question type, refer to the following:

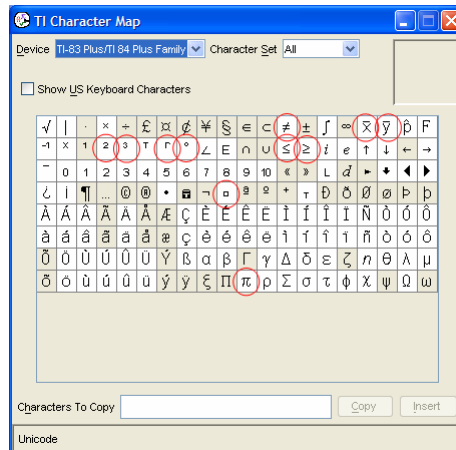
- Adding a new choices on image question
- Adding a new custom choices question
- Adding a new fill in the blank question
- Adding a new open response question
- Adding a new sequencing question
- Adding a new standard choices question
- Adding a new text and image item
- Adding questions from the Item Bank

Notes for TI-73 Explorer™ Classrooms: All characters in LearningCheck™ Creator's Character palette and all characters on a standard computer keyboard will display on a TI-73 Explorer™ calculator in question text, section text and fill-in-the-blank pull down responses.

Fill-in-the-blank text supports a limited character set. Be careful not to create a question requiring a correct answer that is impossible to create on the device.

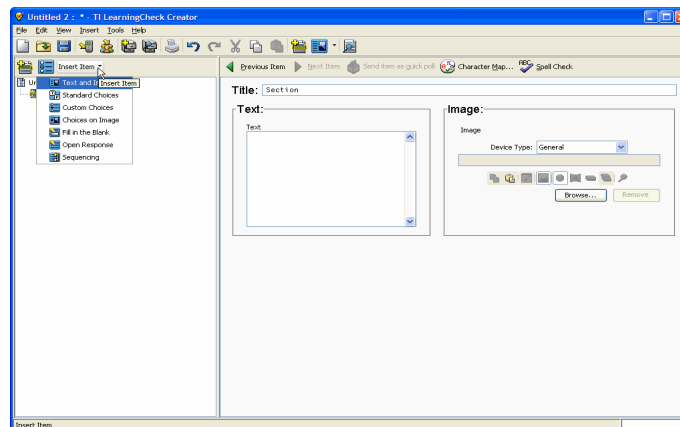
From the computer keyboard, the following characters are not available on the TI-73 Explorer™ calculator: | (vertical bar), ` (accent mark), \ (backward slash), ~ (tilde), @, #, \$, &, _ (underscore), and ; (semicolon). Take care that the questions you create do not require any of these characters in the correct responses.

On the character palette provided by LearningCheck™ Creator, these are the only characters also available on the TI-73 Explorer™:



Adding a question

1. In the Preview pane, click the **Insert Item** drop-down button.



2. Click to select the type of question you want to add.
The content panel for the new question displays.
3. Type the topic of the question in the **Topic** field.
4. Type any keywords that relate to the question in the **Keyword** field.

Note: The Topic and Keyword information is used by the Item bank to provide search criteria for finding questions. You must enter text in these fields for the question to be searchable in the item bank.

5. Type a title for the question in the Title box. (If you do not designate a title, the default title is Item.)

If you do not name questions, they are numbered sequentially in the document.

You can rename the questions later if you prefer.

6. Type the question text and complete the other fields as required.

Adding specific question types

Adding a new choices on image question

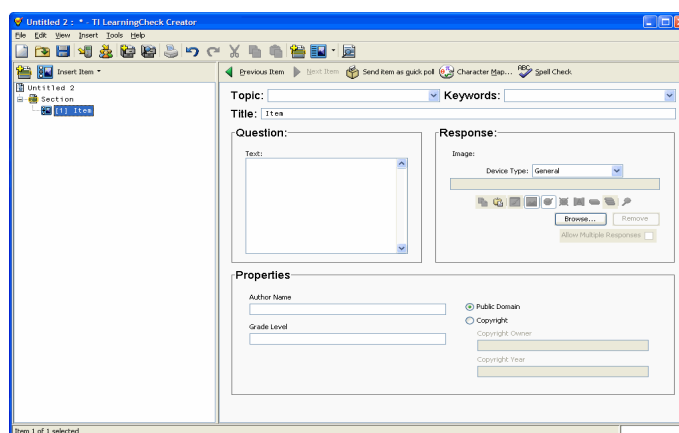
A choices on image question is one in which the student views an image and selects the answer from one of the points on the image.

Example: The student might be presented an image of the state of Texas and asked to identify which of three points on the image showed the location of the capital city, Austin.

To add a new choices on image question to a section

1. In the Preview pane, click the Insert Item dropdown menu, and select

 **Choices on Image.**




2. Type the topic of the question in the **Topic** field.
3. Type any keywords that relate to the question in the **Keyword** field.

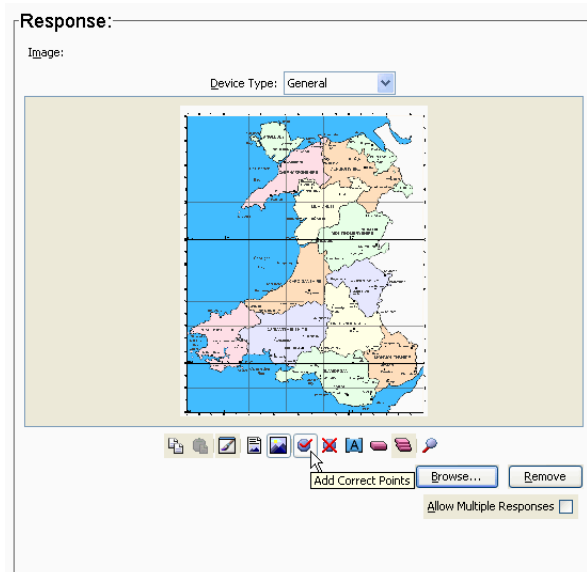
Note: The Topic and Keyword information is used by the Item bank to provide search criteria for finding questions. You must enter text in these fields for the question to be searchable in the item bank.



4. Type a title for the question in the **Title** box.

5. Type the question in **Text** box.
6. In the Response area, click **Browse**, navigate to the image and Insert it into the template.

The image appears in the Image area of the dialog box.

7. To add points to the image, click on the image toolbar, and move the cursor to the point on the image. Click to add the point.
8. To add the correct answer point to the image, click  on the image toolbar, and then click the correct location on the image.



9. To create additional answer choices, click  and then click other locations on the image.
10. To apply labels to the points, click  on the image toolbar and then click on each point.

The points are labeled **A**, **B**, **C**, etc. in the order in which you click on them.

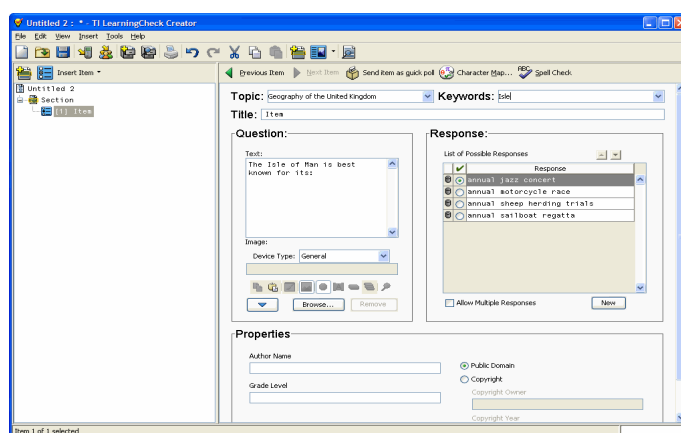
- a) To move a point (and its label) to a different place on the image, click the point and drag it to the new place.




Adding a new custom choices question

1. In the Preview pane, click the Insert Item dropdown menu, and select



Custom Choices.



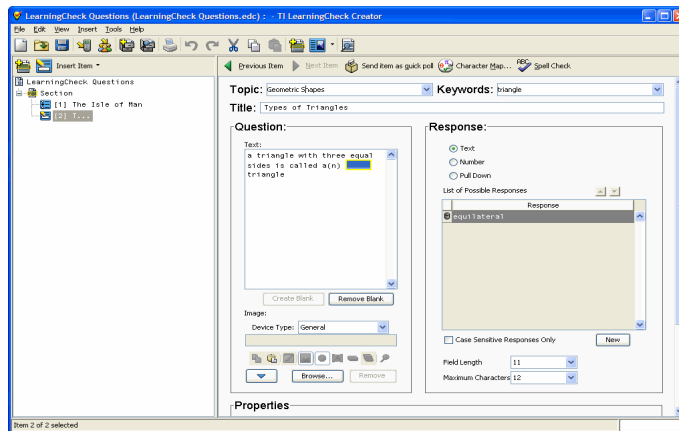
2. Type the topic of the question in the **Topic** field.
3. Type any keywords that relate to the question in the **Keyword** field.
Note: The Topic and Keyword information is used by the Item bank to provide search criteria for finding questions. You must enter text in these fields for the question to be searchable in the item bank.
4. Type a title for the question in the **Title** box.
5. Type the question in **Text** box.
6. If the question will include an image, insert the image into the Image area.
The image appears in the Image area of the dialog box.
7. To create answer choices, click in the Response box and type the first response.
8. To enter the second response, click **New**, and then type the response in the next box.
9. Repeat to create additional responses.
10. To delete a response, click  at the left of the response.
11. To change the order of the responses, select the response you wish to move and then click  or  to move the response up or down in the list.

12. In the List of Possible Responses, click the button at the left of the correct response. If this question has more than one correct response, click the **Allow Multiple Responses** checkbox, and then click the correct answers.

Adding a new fill in the blank question

1. In the Preview pane, click the Insert Item dropdown menu, and select

 **Fill in the Blank** .



2. Type the topic of the question in the **Topic** field.
3. Type any keywords that relate to the question in the **Keyword** field.

Note: The Topic and Keyword information is used by the Item bank to provide search criteria for finding questions. You must enter text in these fields for the question to be searchable in the item bank.

4. Type a title for the question in the **Title** box.
5. Type the question in **Text** box.
6. Create the blank. There are two ways to do this:
 - a) Type the question, including the text that is in the blank (the answer)—don't type a blank.
 - b) Select the text that will be in the blank.
 - c) Click **Create Blank**.

The LearningCheck™ Creator places the answer in the Question Text box with a frame around it and displays the text in the List of Possible Responses.

or

- d) Type the question leaving out the answer—don't type a blank.
- e) Click the place you wish to put the blank and then click **Create Blank**.
- f) Type the answer in the Response Text box.

The LearningCheck™ Creator places the answer in the Question Text box with a frame around it and displays the text in the List of Possible Responses.

- 7. To remove a blank, click the blank and then click **Remove Blank**.
- 8. Click the type of Response (Text, Number, or Pull Down).

For text responses, the **Text** button is automatically selected and the number of characters contained in the word you placed in the blank is automatically entered into Field Length and Maximum Characters.

For numeric responses, click the **Number** button.

To create a pull-down list of responses, click the **Pull Down** button.

Note: If you want to make the blank longer so that the size of the blank does not reveal the answer, change Field Length to a larger number.

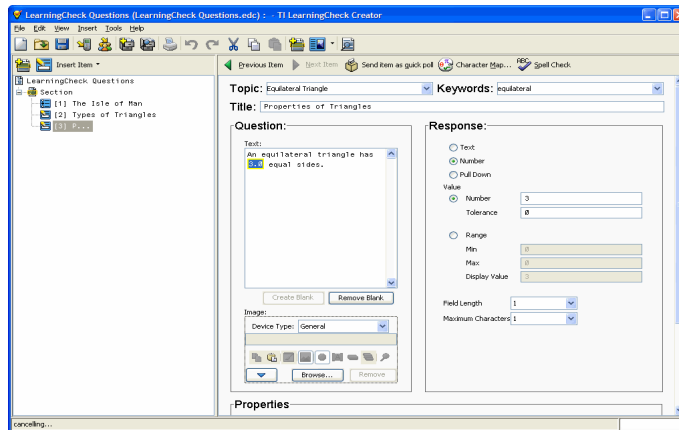
- 9. If the question will include an image, insert the image into the Image area.

Note: If you create fill in the blank questions for the TI-73 Explorer™ calculator, the following characters available on computer keyboards are not displayable on TI-73 Explorer™ devices: | (vertical bar), ` (accent mark), \ (backward slash), ~ (tilde), @, #, \$, &, _ (underscore), and ; (semicolon). Take care that the questions you create do not require any of these characters in the correct responses.

Creating a question with a numeric blank

- 1. Create a fill in the blank question and complete steps 1 through 4c.
- 2. In the Response area, click **Number**.

The lower portion of the dialog box changes to reveal boxes for Number Tolerance and Range.



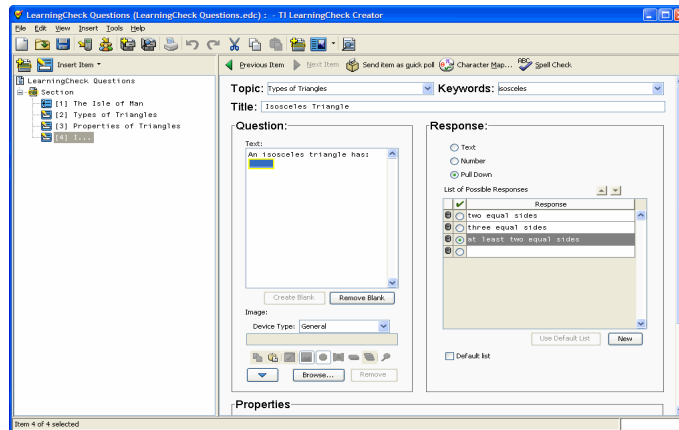
Tolerance and *Range* are very similar, but your choice between these two fields will probably be based on which one is easier to specify. For example, if the question is "The value of pi is ____" you might specify 3.14159265 as the correct answer with a Tolerance of .01. If the response to your question is a range of integers, then using Range (25 to 27, for example) might be easier.

3. If more than one value is acceptable for the answer, enter a Tolerance, or enter Range in the Minimum Value and Maximum Value boxes.

Note: If you want to make the blank longer so that the size of the blank does not reveal the answer, change Field Length to a larger number.

Creating a question with a pull-down blank

1. Create a fill in the blank question and complete steps 1 through 4c.
2. In the Response area, click **Pull Down**.



The text you selected for the blank appears in the List of Possible Responses.

3. To add additional responses to the pull-down list, click **New**, and then type the response in the next box.


Note: To delete a response click  at the left of the response.

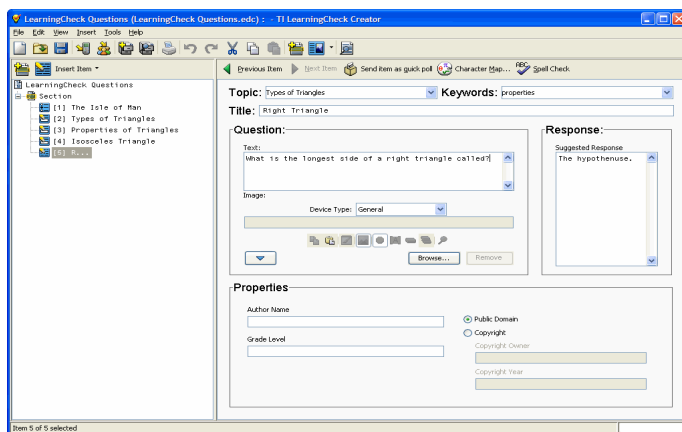
4. In the List of Possible Responses, click the button at the left of the correct response.
5. If this question includes multiple blanks and you want to use the same list for more than one blank, make the list a default list. Click **Default List**.
6. To use a previously created default list, create the blank and then click **Use Default List**.

The list appears in the List of Possible Responses.

Adding a new open response question


Note: When entering answers in Open Response questions in LearningCheck™ in the TI-84 Plus calculator (OS 2.53MP or higher), students should not use new functions and/or MathPrint templates (including fractions).

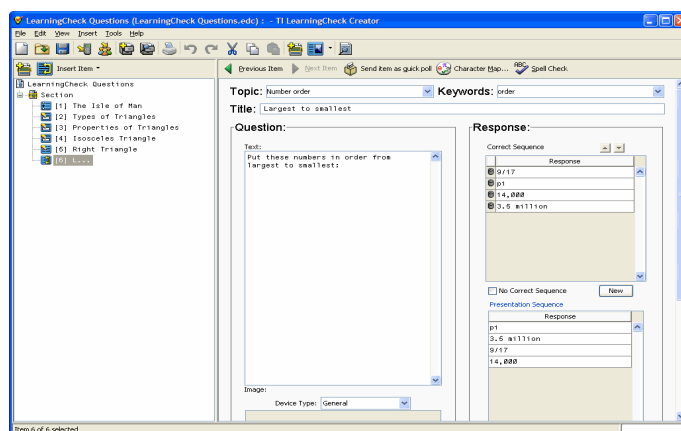
1. In the Preview pane, click the Insert Item dropdown, and select  **Open Response**.



2. Type the topic of the question in the **Topic** field.
3. Type any keywords that relate to the question in the **Keyword** field.
Note: The Topic and Keyword information is used by the Item bank to provide search criteria for finding questions. You must enter text in these fields for the question to be searchable in the item bank.
4. Type a title for the question in the **Title** box.
5. Type the question in **Text** box.
6. If the question will include an image, insert or copy the image into the Image area.
7. If you want to specify a Suggested Response, type it in the box.



Adding a new sequencing question

1. In the Preview pane, click the Insert Item dropdown, and select  **Sequencing**.





2. Type the topic of the question in the **Topic** field.
3. Type any keywords that relate to the question in the **Keyword** field.
Note: The Topic and Keyword information is used by the Item bank to provide search criteria for finding questions. You must enter text in these fields for the question to be searchable in the item bank.
4. Type a title for the question in the **Title** box.
5. Type the question in **Text** box.
6. If the question will include an image, insert or copy the image into the Image area.
7. To create answer choices, click in the Response box and type the first response.
8. To enter additional responses, click **New**, and then type the response in the next box. (After you enter all of the responses, you will indicate the correct sequence.)

Note: To remove a response, click  at the left of the response.

9. To specify the correct sequence, click the response you wish to move and then click  or  to move the response up or down the list.


Note: If more than one sequence is acceptable, click **No Correct Sequence**.

10. Click **Generate Presentation Sequence**. The responses appear in random order in the **Presentation Sequence** box.
11. To change the presentation sequence, click the response you wish to move and then click  or  to move the response up or down the list.

Editing Presentation Sequence

When creating a sequencing question, you must click **Generate Presentation Sequence** to copy the answers from the Correct Sequence box into the Presentation Sequence box.

After the presentation sequence is generated:

- Clicking **New** adds a new response to the Correct Sequence box, but you must click **Generate Presentation Sequence** to copy it into the Presentation Sequence box.
- Clicking  at the left of a response deletes the response from both boxes.
- Correcting a response in the Correct Sequence box also corrects it in the Presentation Sequence box (when you finish making the change).


If you add an answer to the Correct Sequence box and then close the question without generating the presentation sequence again, the number of answers in the Correct Sequence box will be different from the number of answers in the Presentation Sequence box. The LearningCheck™ Creator will automatically update and reorder the answers in the Presentation Sequence box.

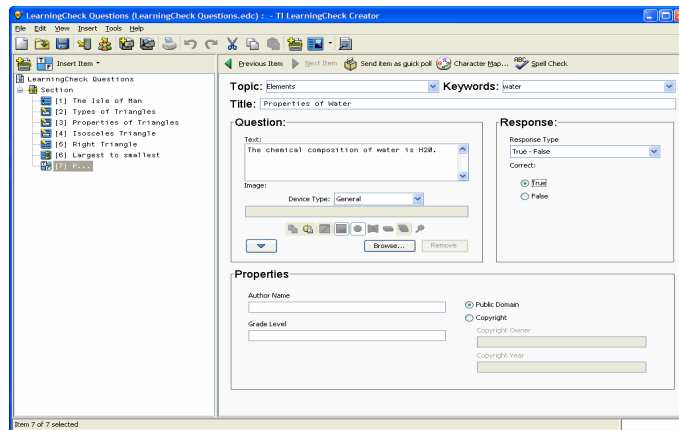
Adding a new standard choices question

The standard choices question includes the following question types:

- True-False
- Yes-No
- Right-Wrong
- Agree-Disagree
- Always-Sometimes-Never
- Strongly Disagree-Somewhat Disagree-Neutral-Somewhat Agree-Strongly Agree

To add a new standard choices question to a section

1. In the Preview pane, click the Insert Item dropdown, and select  **Standard Choices**.



The screenshot shows the 'LearningCheck Questions' window. On the left, a tree view shows a section with items 1 through 6. The 'Insert Item' dropdown is open, and 'Standard Choices' is selected. The main form is titled 'Properties of Water' and contains the following fields:


- Topic:** Elements
- Keywords:** water
- Title:** Properties of Water
- Question:** Text: The chemical composition of water is H₂O.
- Image:** Device Type: General
- Response:** Response Type: True - False. Correct: ☐ True, ☐ False.
- Properties:** Author Name, Grade Level, Public Domain, Copyright Owner, Copyright Year.

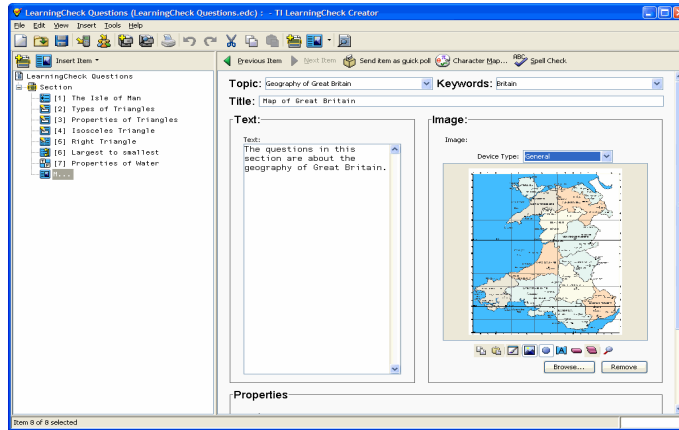
2. Type the topic of the question in the **Topic** field.
3. Type any keywords that relate to the question in the **Keyword** field.
Note: The Topic and Keyword information is used by the Item bank to provide search criteria for finding questions. You must enter text in these fields for the question to be searchable in the item bank.
4. Type a title for the question in the **Title** box.
5. Type the question in **Text** box.
6. If the question will include an image, insert or copy the image into the Image area.
7. In the Response drop-down list, click the response type.
8. Click the button at the left of the correct response for the question.

Adding a new text and image item

The Text and Image item does not require a response, so you might use this for such things as instructions or questions for essay or classroom discussion.

To add a new text and image item to a section

1. In the Preview pane, click the Insert Item dropdown, and select  **Text and Image**.




2. Type the topic of the question in the **Topic** field.
3. Type any keywords that relate to the question in the **Keyword** field.
Note: The Topic and Keyword information is used by the Item bank to provide search criteria for finding questions. You must enter text in these fields for the question to be searchable in the item bank.
4. Type a title for the question in the **Title** box.
5. Type the question in **Text** box.
6. If the item will include an image, insert or copy the image into the Image area.

Adding questions from the Item Bank

The Item Bank stores questions from the LearningCheck documents you create, so you can re-use them. The Item Bank builds a list of topics and keywords based on the topics and keywords you assign to questions when you create them. You can find questions from previous documents using search criteria, and add them to your current document using the Item Bank. The questions are not removed from the earlier document, but are copied into the new document when you select and copy them from the Item Bank.

To locate a question in the Item Bank

1. Click **File > Open Item Bank** or click .
 The Explore Item Bank dialog box displays.

2. Use the **Topic** and **Keywords** dropdown menus to select terms to use to search for the question you want to find.
3. If you know the type of question, click to select it in the **Item Type** field.
4. If you know when the question was created, you can use the **Date Added** dropdown to specify a date, and whether the question was created before, after or on the date that you type in the field next to the dropdown.

Note: Dates must be entered in the form of mm/dd/yy.

5. Check the box next to **only items with images** to add that to the search criteria.
6. Click to select whether the search should return items if some criteria are met, or only if all criteria are met.
7. Click **Search**.

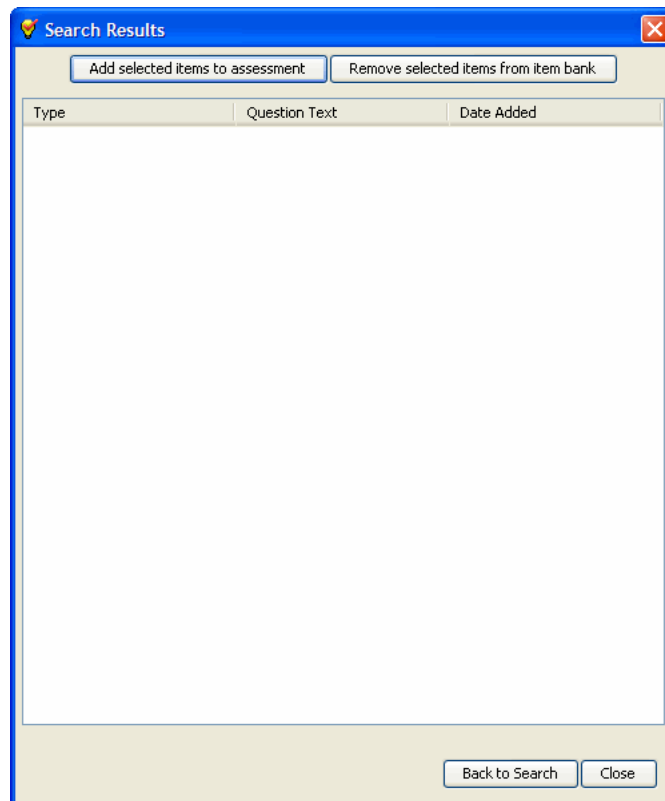
The Item Bank returns a list of the items which meet the conditions you specified.

Note: If the search does not return any results, click **Back to Search** and modify the criteria to try the search again.

Adding Selected Items to Assessment

1. Scroll through the list of questions to locate the one you wish to add to your document.
2. Click **Add selected items to assessment**.

The item(s) is added to your document.




To close the Item Bank

- Click **File > Close Item Bank** or click .

The Item Bank closes. If more than one Item Bank is open, the Item Bank that is in front closes.

Saving a document

To save a new document

1. Click **File > Save** or click .
2. If you haven't entered a title for the document, LearningCheck™ Creator prompts you to enter a title. (This title will display in the handheld device's Assignment List.)
Note: If you do not want to see this dialog box each time you save an unnamed document, click **Do not show this again**.

- Type in a name for the document and click **OK**.
or

- Do not type in a name and click **Cancel**.

The Save As dialog box opens.

3. Browse to the folder where you want to save the file. LearningCheck™ Creator suggests a filename the same as the document name (if you entered one).
4. Click **Save** to accept the suggested filename or type in a new filename and click **Save**.

Note: If you do not enter a title for the document but do enter a name for the file, LearningCheck™ Creator changes the document title to the same as the filename.

To save an existing document

- Click **File > Save** or click .

Related Topics

You can also save a document with a new name.


You can use **Save As** to create a new folder and save a document into it at the same time.

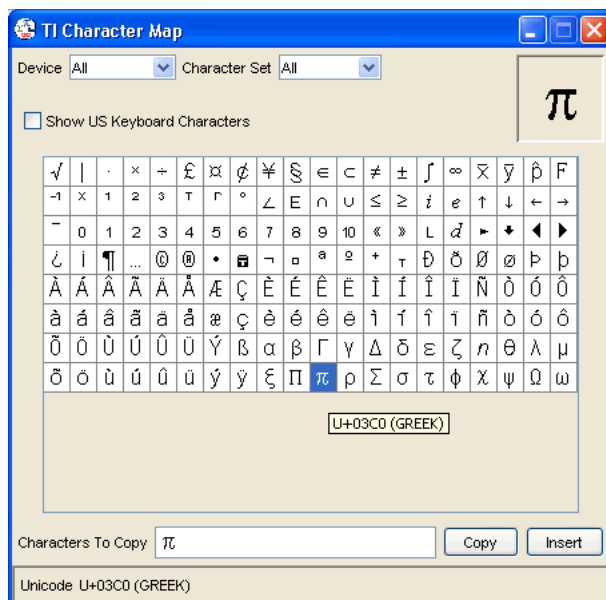
When you edit a document from a zipped file (.TIP, .TIG, .ZIP), you *cannot* save the changes in the zipped file. You must save the document to a different location.

Adding special characters to text

The TI Character Map allows you to insert symbols, punctuation, math symbols, special language characters, or TI-specific characters into text. You can add special characters to LearningCheck™ Creator questions, Class Analysis cells, and Transfer List application variable (AppVar) names.

To insert a character

1. Click to place the cursor in the text where you want to add the character(s).
2. Click .



3. Select the Device (All, Common, TI-83 Plus, TI-84 Plus Family, TI-89 Family, TI-92 Plus, or Voyage™ 200) from the drop-down list.
4. Select the Character Set (All, Math, Punctuation, Symbol, Greek, French, German, or Spanish) from the drop-down list.
5. Click **Show US Keyboard Characters** if you want to see all of the letters and other characters from a standard U.S. keyboard
6. Click the character you want to add.
The character displays in the Characters To Copy box.

7. Click **Insert** to place the character into the text, or click **Copy** to copy the character to the clipboard, and then paste the character into the text.

You can also select several characters and insert or copy them all at the same time.

8. Click the Window Close button to close the window.

When added to LearningCheck™ Creator documents, characters shown in gray on the character map may not display correctly on all devices. For example, the square root symbol may display as **_sqrt_**, or a character may look slightly different. Use Preview to see how the character is displayed.

In addition, Unicode characters not in the character map can be inserted into question text but will display as invalid characters (□) on the devices.

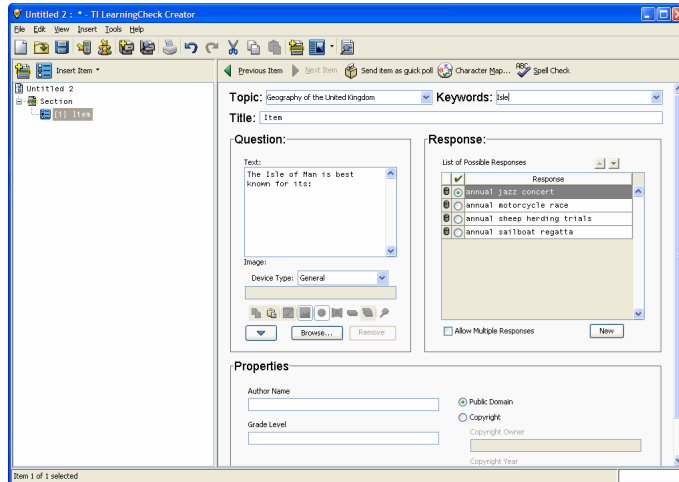
Adding topics and keywords

Topics and Keywords are used to search for questions or documents on a specific topic. You may add topics and keywords to any question or item.

When you add a topic or keyword to a question, that keyword is also added to the List of Topics and Keywords for the section that includes the question and the document that includes the question. (You cannot enter keywords directly into a section or document list.)

To add topics or keywords to a question

1. Double-click the question title in the preview pane to open the question.



2. Type the topic or keyword in the dropdown field, or use the dropdown menu to select an existing topic or keyword.
Note: To enter multiple keywords, separate them with a comma.
3. When the topic and keywords have been added, click **OK**.

Working with documents

This section describes basic procedures you will use to change an existing document.

- Opening a document
- Adding a new question
- Editing a question
- Editing a document in a zipped file
- Checking spelling for the document
- Cutting, copying, and pasting questions
- Moving a section or a question
- Deleting a section or a question
- Renaming a section or a question
- Deleting a document
- Saving with a new name
- Creating a new folder


- Using Undo and Redo
- Printing a report

Opening existing documents

The LearningCheck™ Creator lets you open one or more .EDC documents. In addition, you can open any .EDC file from Windows® Explorer by double-clicking the filename or icon.

You can also see the files in a zipped file (.TIP, .TIG, or .ZIP) and open a document from the zipped file without first unzipping the file.

To open an existing document

1. Click **File > Open** or click .
2. Select the document's profile in the User Profile Selection dialog box.
Note: If you always use the same profile and do not want to see this dialog box each time you open a document, click **Do not show this again**. The next time you open a document, the User Profile Selection dialog box will not open. (However, this option is not available if you are using the *guest* profile.)
3. If necessary, navigate to the folder that contains your documents.
 - If you have set a default directory in your User Profile, the Open dialog box shows the directory.
 - If you have not set a default directory, the Open dialog box shows the directory of the last document you opened.
4. Click the document name(s).
5. Click **Open**.

The document(s) opens.

Note: You can also open any document created by LearningCheck™ Creator (an .EDC file) by double-clicking on the file icon.

Adding a new question

To add a new question (or item) to a section

1. Click to highlight the section name.
2. Insert the new question using one of the methods described below:
 - Click **Insert > Item** and then click the question type and template you want.

or

- Click the question template icon.
3. Double-click to open the question.
 4. Complete the dialog box for the question type you created. For additional information about specific items, click the appropriate cross-reference listed below.
 5. Click **OK**.

Editing a question


To edit an existing question

1. Double-click the question to open it.
2. To change text, highlight the text you wish to change and type the new text over it.
3. To delete text, highlight the text and press the **Delete** key on your computer keyboard.
4. Click **OK**.

Editing a document in a zipped file

The LearningCheck™ Creator lets you see the files in a zipped file (.TIP, .TIG, or .ZIP) and open a document from the zipped file. It is not necessary to unzip the file before you open the document.

To open a document in a zipped file


1. Click **File > Open** or click .
 2. In the Open dialog box, navigate to the folder that contains the file.
 3. Click the filename.
 4. Click **Open**.
- The zipped file opens. You can see the documents in the zipped file.
5. Click the document name.
 6. Click **Open**.

The document opens ready for editing in LearningCheck™ Creator.

Note: You can also select and open images from the zipped file.

To save a document from a zipped file


When you edit a document from a zipped file, you *cannot* save the changes in the zipped file. You must save the document to a different location.

1. Click **File > Save As** or click .
2. In the Save As dialog box, navigate to the location where you want to save the document.
3. Type a new name for the document in the File name box.
4. Click **Save**.


Checking spelling for the document

You can check spelling for a question, a section, or an entire document.

To check spelling from the main window

1. In the Navigation pane or the Content pane, click the question, section, or document.
2. Click **Tools > Spell Check** or click .
3. Respond to the spell check messages as necessary.

To check spelling with a question open


1. Click **Tools > Spell Check** or click .
2. To check only the Question tab, click **Current Tab**.
or
To spell check the Question, Properties, Hint & Feedback, Keywords, and Copyright information, click **All Tabs**.
3. Respond to the spell check messages as necessary.

Cutting, copying, and pasting questions or sections


If you are accustomed to cutting, copying, and pasting in Windows®, you will find the cut, copy, and paste functions in the LearningCheck™ Creator familiar. You can cut, copy, or paste a question, a section, or an image.

In addition, you can open multiple documents in LearningCheck™ Creator and then copy and paste images from one document into another.


To cut a question, section or image

1. Click the question, section, or image.
2. Click **Edit > Cut** or click .


To copy a question, section, or image

1. Click the question, section, or image.
2. Click **Edit > Copy** or click .
To select multiple consecutive items for copying, hold **Shift** while selecting. To select multiple items that are not consecutive, hold **Ctrl** while selecting.



To paste a question or section

1. Click the question or section immediately above the location to which you want to paste.
2. Click **Edit > Paste** or click .

To paste an image

1. Click the image area of the question into which you want to paste the image.
2. Click **Edit > Paste** or click .
You can also use the standard keyboard shortcut keys for these operations (**Ctrl + X** to cut, **Ctrl + C** to copy, or **Ctrl + V** to paste).

To copy text from Microsoft® Word into a LearningCheck™ Creator question

1. In the Microsoft® Word document, select the text that you want to copy.
2. Click **Edit > Copy** or click .
3. Go to the LearningCheck™ Creator.
4. Open the question to which you want to paste text.
5. Click to place the cursor in the text box.
6. Click **Edit > Paste** or click .
There is a 64K limit on text pasted into a LearningCheck™ Creator document.

Moving a section or a question

You can use drag-and-drop to move one or more sections in your LearningCheck™ Creator document. You can also move one or more questions within a section or move them to a different section.

To move a section

1. In the Navigation pane, click the section to be moved.
To move more than one section at a time, Shift + click each section.
2. Drag the section up or down to place it in the new location. A positioning line shows where the section will appear.
Sections that are moved will automatically renumber themselves.

To move a question within a section


1. Click the question to be moved.
To move more than one question at a time, Shift + click each question.
2. Drag the question up or down to place it in the new location. A positioning line shows where the question will appear.
Questions that are moved will automatically renumber themselves.

To move a question to another section


1. Click the question to be moved.
To move more than one question at a time, Shift + click each question.
2. Drag the question left into the Navigation pane to place it in the new section. A positioning line shows where the question will appear.
Questions that are moved will automatically renumber themselves.

Deleting a section or a question

To delete a section

1. In the Navigation pane, select the section to be deleted.
2. Click **Edit > Delete** or click .

To delete a question

1. In the Navigation pane or the Content pane, select the question to be deleted.
2. Click **Edit > Delete** or click .

Renaming a section or a question

You may create documents using the default section and question titles (*Section 1* or *Item 1*), but you may find it easier to organize topics and questions if you assign section and question names that describe the topic.

To rename a section or a question


1. Right-click the section name or question name.
2. On the shortcut menu, click **Rename**.
3. Type the new name for the section or question.
4. Press **Enter**.

You can give identical titles to more than one question or section.

Deleting a document

You must delete a document using Windows® Explorer. The file that you are deleting must not be open.


To delete a document

1. Open Windows® Explorer.
2. Navigate to the folder that contains the file.
3. Click the file.
4. Click **Edit > Delete** or click .

Saving with a new name

You can copy a document by saving it with a new name.

To save the current document with a new name


1. Click **File > Save As** or click . (For a new document, **Save** works the same as **Save As**.)
2. In the Save As dialog box, navigate to the folder to which you want to save the document and type a new name for that file.
3. Click **Save**.

Note: You may want to save changes to the original document before using **Save As**. Otherwise, changes are saved in the copy but not the original.

Creating a new folder

You can use **Save As** to create a new folder (and save a document into it at the same time).

To create a new folder

1. Open the document you want to save.
2. Click **File > Save As** or click . (For a new document, **Save** works the same as **Save As**.)
3. If you haven't entered a title for the document, LearningCheck™ Creator prompts you to enter a title. (This title will display in the handheld device's Assignment List.)

Note: If you do not want to see this dialog box each time you save an unnamed document, click **Do not show this again**.

- Type in a name for the document and click **OK**.
or
- Do not type in a name and click **Cancel**.

The Save As dialog box opens.

4. Browse to the folder where you want to save the file.

Note: If you do not navigate to another location, the New Folder will be created in the Document Directory location shown in your User Profile General tab.

5. Click .

A folder named *New Folder* is created.

6. To rename the folder, click to select it and then click it again.
7. Type a new name for the folder and click **Open**.
8. LearningCheck™ Creator suggests a filename for the document that is the same as the document name (if you entered one).
9. Click **Save** to accept the suggested document filename or type in a new filename and click **Save**.

Note: If you do not enter a title for the document but do enter a name for the file, LearningCheck™ Creator changes the document title to the same as the filename.

Using Undo and Redo

If you have worked with other Windows® programs, you are probably familiar with the Undo and Redo commands. Use Undo to undo the last action, and Redo to reverse an Undo command.

With the LearningCheck™ Creator, the actions that you can undo depend on whether you are working with text or objects. The number of actions that you may undo is limited only by the memory available on your computer.

To undo an action

- Click **Edit > Undo** or click .

To redo an action

- Click **Edit > Redo** or click .

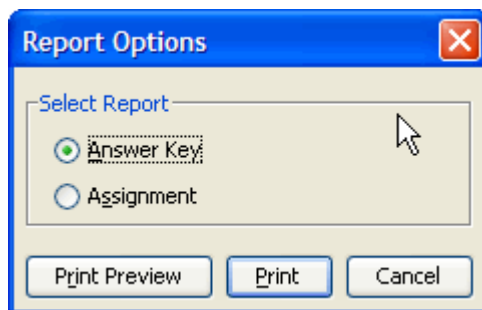
Printing a Report

Use the Report Options dialog box to preview and print a document report. Four types of reports are available:

- **Answer Key** prints the items, choices and correct answer.
- **Assignment** prints the items and choices.

To print a report

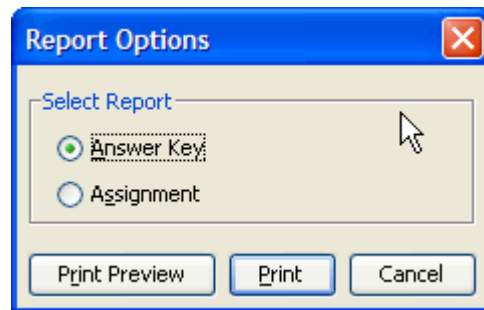
1. Click **File > Print** or click .




2. Select the type of report you want to print.
3. Click **Print**.

Preview paper version of assignment

1. Click **File > Print** or click .



2. Select the type of report you want to preview.
3. Click **Print Preview** to see how the report will look.
4. Click  to print the report.
or
Click **Close** to return to the Report Options window.

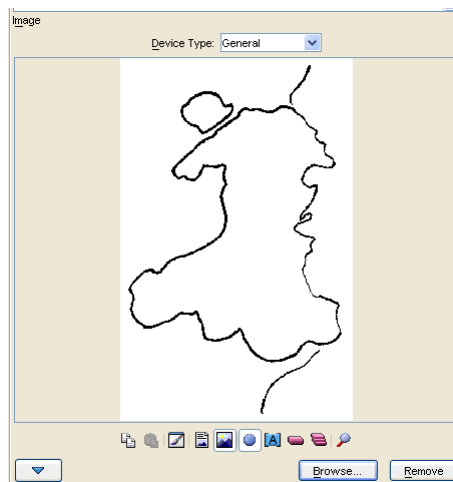
Working with Images

This section describes basic procedures you will use to insert and edit images in a document.



- Image toolbar
- Adding an image to a question
- Scaling and cropping an image
- Adding a point or label
- Changing a point or label
- Deleting a point or label
- Editing an image















Image toolbar

The Image toolbar appears below the Image area in each question template.



The Image toolbar changes slightly depending on the type of question and the actions you need to take, but all of the icons are shown in the following table.

Icon	Name
 or 	Expand or Collapse image area

Icon	Name
	Copy Image to Clipboard
	Paste Image from Clipboard
	Edit Image
 or 	Position Image Above/Below Text
 or 	Scale/Crop Image for Display on Device
	Add Points to Image
	Add Correct Points
	Add Incorrect Points
	Add Labels to Existing Points
	Erase Existing Points/Labels
	Clear all Points/Labels
	Zoom Image In/Out for Preview

Adding an image to a question

The LearningCheck™ Creator supports the following graphic image formats:

- Portable Network Graphics (.PNG)
- Windows bitmaps (.BMP) *except* compressed bitmaps
- Joint Photography Experts Group images (.JPEG)
- CompuServe® graphics (.GIF)
- TI-83, TI-83 Plus, and TI-83 Plus Silver Edition images (.83i, .8xi, .PIC)
- TI-84 Plus and TI-84 Plus Silver Edition images (.83i, .8xi, .PIC)
- TI-89 Family, TI-92, TI-92 Plus, and Voyage™ 200 images (.89i, .92i, .9xi, v2i)

Other image file types may work in some instances, but are not supported. When you browse for files (step 3 below), only supported image types appear.



You can add an image into any of the LearningCheck™ Creator templates by either inserting the image file or by copying and pasting the image from another document.

To insert an image

You can insert an image file into a question, section, or document template.

1. If the template window is not already open, double-click to open the question or item.
2. In the Image area of the dialog box, click **Browse**.
3. Navigate to the folder where the image is stored, select the image, and click **Open**.

The image opens in the Image area of the dialog box and activates the image toolbar.


4. If necessary, click the image position icon to indicate whether the image should be below the text or above the text.
 -  Places the image after the question text. This is the default choice.
 -  Places the image before the question text




Note: If you usually want the same image position, you can set it on your User Profile General tab. However, you can always change the image position in any question.

5. To add points and/or labels to the image, follow the instructions for the specific type of question.

To copy and paste an image

You can paste an image from the clipboard or copy and paste an image from any open document into a question, section, or document template.

1. If the template window is not already open, double-click to open the question or item.
2. Open the document from which you want to copy the image.
3. Click the image and then click **Edit > Copy** or click .



4. Click the image area of the question into which you want to paste the image.
5. Click **Edit > Paste** or click .
6. If necessary, click the image position icon to indicate whether the image should be below the text or above the text.
 -  Places the image after the question text. This is the default choice.
 -  Places the image before the question text

Note: If you usually want the same image position, you can set it on your User Profile General tab. However, you can always change the image position in any question.

After you insert the image, you can place points and/or labels on the image. You can also open MS Paint and edit the image.

Scaling and cropping an image

To scale and/or crop an image





1. Click the appropriate icon to scale the image or to scale the image and then crop it to fit the device screen.
 -  Scales down the image (and any points and/or labels) to fit the device screen. This is the default choice.
 -  Scales down the image and then crops it to fit the device screen. To make sure the viewable area includes the part of the image you want, preview the cropped image. (Cropping is necessary *only* when using captured device screens as images.)
2. To preview the image for the intended device, select the Device Type from the pulldown list (General, TI-83 Plus Family, TI-84 Plus Family, TI-89 Family, TI-92 Plus, or Voyage™ 200).

Note: Scaling and cropping apply only to the image sent to the device. The image saved in the edc file remains the original size.

Adding a point or label

You can add points to an image and label the points. The point tool lets you create points on any image. However, for a choices on image question, use the correct and incorrect point tools.


To add a point to an image

1. Open the question, section, or document that contains the image.
The image opens in the Image area of the dialog box.
2. On the image toolbar, click  and then click the location of the point on the image. Repeat to create additional points.
or
For a choices on image question, click  and then click the correct location on the image.
To create additional points, click  and then click other locations on the image.
3. To apply labels to the points, click  and then click on each point.
The points are labeled **A**, **B**, **C**, and so on in the order in which you click them.
4. To move a point (and its label) to a different place on the image, click the point and drag it to the new location.


Changing a point label

You can change a point label by editing the label or by erasing and recreating the label.

To edit a point label

1. On the image toolbar, click .
2. Click the point or the point label you wish to edit.
The label is highlighted.
3. Type a new label. Be sure to use uppercase letters.
4. Press **Enter**.


To erase a point label

1. On the image toolbar, click .
2. Click the label that you want to erase.
The label is removed. You can now add a new label.


Deleting a point or label

You can delete a single point or label from an image or delete all the points and labels at once.


To delete a single point on an image

1. On the image toolbar, click .
2. On the image, click the point that you want to delete.

To delete a single label on an image

1. On the image toolbar, click .
2. On the image, click the label that you want to delete.


To delete all points and labels on an image

- ▶ On the image toolbar, click .
- The image remains, but all points and labels are erased.

Editing an image


The LearningCheck™ Creator allows you to open Microsoft® Paint and edit the image in a question, section, or document template.

To open the image editor

- ▶ On the image toolbar, click .
- Microsoft® Paint opens with the image file ready for editing.

To put the edited image back into the template

Saving the image in Microsoft® Paint does not change the image in the template image area. You must select the edited image and then copy and paste it into the question, section, or document template.

1. Click **Edit > Select All**.
2. Click **Edit > Copy**.
3. Click the image area into which you want to paste the image.
4. Click **Edit > Paste** or click .

To save the edited image

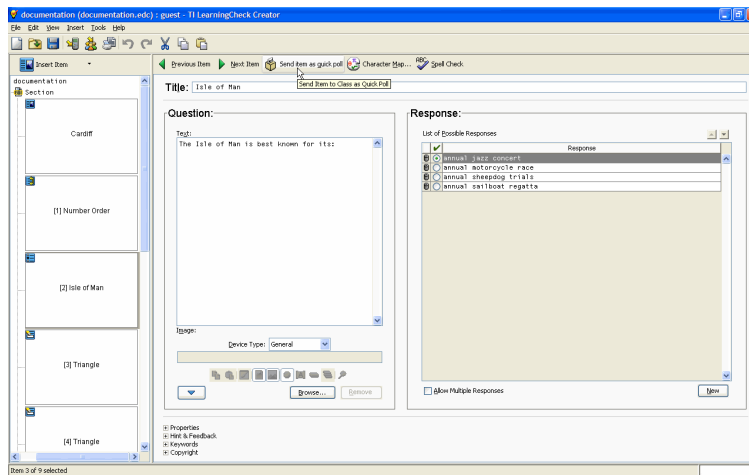
1. Click **Edit > Select All**.
2. Click **File > Save**.
3. Type in a name for the image file and click **OK**.

Note: Saving the image in Microsoft® Paint does not change the image in the image area. You must copy and paste the edited image into the question, section, or document template.

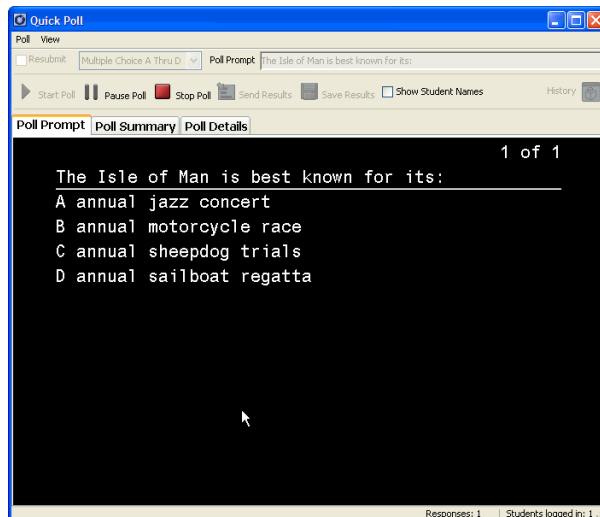
Sending a LearningCheck Creator item as a Quick Poll

You can send a LearningCheck Creator question to your class as a Quick Poll. The TI-Navigator™ network must be available, and the class must be started.

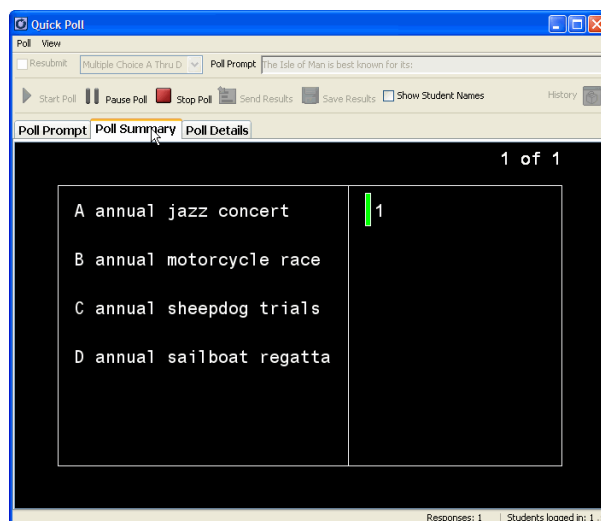
1. Open the question you want to send as a Quick Poll.
2. Click **Send item as Quick Poll**.



The question is sent to the class as a Quick Poll, and the Quick Poll tool window opens on your computer.



3. Click the **Poll Summary** tab to see student responses.




You can save this poll, and view the results just as you would any Quick Poll item. For more information about Quick Poll items, see The Quick Poll tool window and tabs.

Previewing a document

You can use the LearningCheck™ Creator preview to see how a question, section, or document will look on a TI handheld device. The Preview window display will look and behave like the TI handheld device that you select.

You should save your document before previewing.

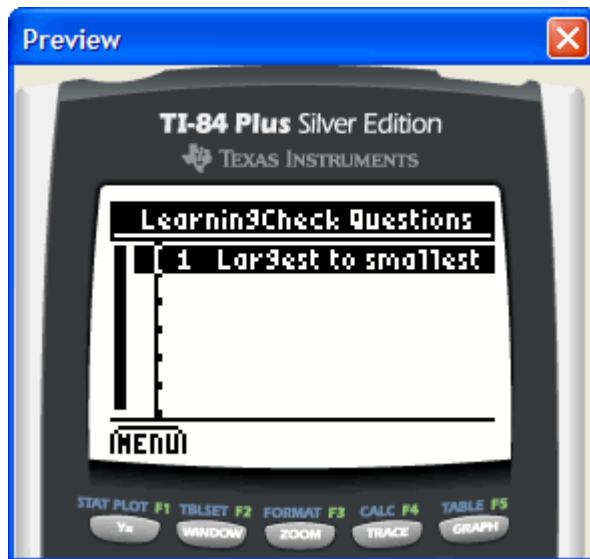
To preview a document





1. To view the entire document, click **Tools > Preview > Preview All** or click .

or

To view selected questions or sections, click the questions or sections and then click **Tools > Preview > Preview Selected** or click .

The question, section, or document opens in a window similar to the device screen.



2. Use the PC keyboard and your mouse to simulate viewing the document on the device.
 - To select from a list or menu, press  or  to highlight the option you want, then click **ENTER**.
 - To see the rest of a question or response that is too large for the screen, press  or  to scroll through the text.
 - To press a soft key (**MENU**, **TAB**, **NEXT**, **BACK**) press the corresponding function key (**F2**, **F3**, **F4**, and so on) on your computer keyboard.
3. When you finish previewing the document you can close the Preview window, or, if you plan to preview additional documents, minimize the window.

Sending documents to calculators


This section describes basic procedures you will use to send a document to a calculator. You can send a document to a single device or you can send a document to all the devices in a classroom network.

- Checking AppVar size
- Sending a document to a calculator
- Sending a document to a classroom network

Checking AppVar size

You can check the size of the application variable (AppVar) that will be created from the document before you send it to a TI calculator or classroom network.

To check AppVar size

1. Click **Tools>AppVar Size** or click .
2. Click the device name (TI-73 Explorer™, TI-83 Plus Family, TI-84 Plus Family, TI-89 Family, TI-92 Plus, Voyage™ 200, or All Devices) in the menu.


The AppVar Size box opens showing the AppVar size for the device(s) you chose.
3. When you finish viewing the information, click **Close**.

Sending a LearningCheck document to a calculator

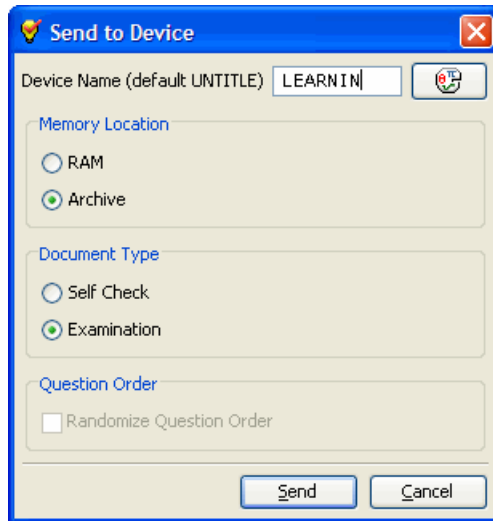
To send the document to a TI calculator (TI-73 Explorer™, TI-83 Plus/TI-84 Plus Families, TI-89 Family, TI-92 Plus, or Voyage™ 200 graphing handheld), you must have TI Connect™ software installed and you must have a TI Connectivity Cable.

Note: You cannot use Send to Device to send a document to a TI-73 Explorer™ calculator. Instead, use the Send to Class feature.

To send a document to a calculator

1. Connect one end of the TI Connectivity Cable to the appropriate port on your computer. (Connect a serial cable to the serial port; connect a USB cable to the USB port.)
2. Connect the other end of the TI Connectivity Cable to the port on the device.
3. In LearningCheck™ Creator, open the document that you wish to send to the device.
4. Click **File > Send To > Send to Device** or click .

The Send to Device dialog box opens.




5. Select whether the document should be sent to the RAM or archive memory of the device, and select the document type.
6. Click **Send**.
7. The Select TI Device dialog opens, showing a list of the ports and the devices that are connected.
8. Select the device you want and click **OK**.

Warning: Do not disconnect a TI Connectivity cable during a transfer.

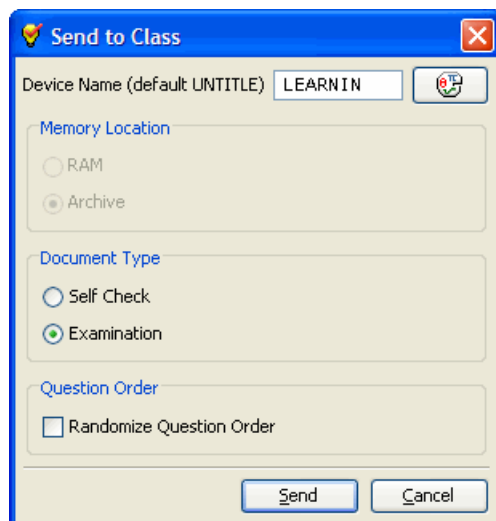
Sending a document to a classroom network

To send the document to a classroom network, your computer must be connected to the classroom network.

To send a document to a classroom network

1. In the LearningCheck™ Creator, open the document that you wish to send to the class.
2. Click **File > Send To > Send to Class** or click .

The Send to Class dialog box displays.



3. Select the document type.
4. Select **Randomize Question Order** if you want students in the class to receive the questions in a different order from one another.
5. Click **Send**.

The file is sent to the class.

Notes and tips for TI-73 Explorer™ users

- To enter text on the TI-73 Explorer™ calculator, press **2nd** [TEXT] to access the menu.
- All text entered on the TI-73 Explorer™ calculator is in upper case. If you create questions that require a case-sensitive answer, correct answers may be marked as incorrect.
- All characters in LearningCheck™ Creator's character palette and all characters on a standard computer keyboard will display on a TI-73 Explorer™ screen in question text, section text, and fill-in-the-blank pull down options.
- The TI-73 Explorer™ calculator does not support use of the TI keyboard.
- Regarding answer files:
 - Student answers are saved in an answer file. When an answer file is collected directly from the calculator to the computer, it has a .73v extension, but Class Analysis cannot load this file type.

The TI-Navigator™ software handles the class type discrepancy by saving two versions of the students' answer on the computer. One will have a .73v extension (which can be returned to a device) and one will have a .8xv extension which can be used in Class Analysis.

- If you collect an answer file outside of the TI-Navigator™ system through other tools such as TI Connect™, you collect only a .73v file as expected. Remember that you will not be able to analyze these files in Class Analysis.

Troubleshooting LearningCheck™ Creator

This section provides problem-solving information for the TI LearningCheck™ Creator.

- Error messages
- Troubleshooting
- Frequently-asked questions
- System requirements

Error Messages

During the normal operation of the LearningCheck™ Creator software, you may receive an information or error message. Some of the software error messages and their possible remedies are given in this section.

Documents and images:

A document must contain at least 1 section. – You tried to delete the only section in the document.

Click **OK** to close the message box. Insert a new section in the document, then delete the section you wish to remove.

File not found. – LearningCheck™ Creator cannot find the file you wish to open.

Click **OK** to close the message box. Make sure the file name is spelled correctly and that the correct directory is selected.

One or more points are partially or completely outside the image. – One or more of the points and/or labels on the image cannot be displayed on the handheld device window.

Click **OK** to close the message box. Move the points and/or labels within the image.

**There was an Internal Error with Appvar conversion.
LearningCheck Creator was unable to convert the document to an
Appvar. –**

Click **OK** to close the message box. Save the document and exit LearningCheck™ Creator. Then re-open LCC and try again.

Communication:

There was an error sending to the device. Please ensure a device is present. – LearningCheck™ Creator cannot communicate with the device.

Click **OK** to close the message box. Make sure the device is firmly connected to the computer and try again.

(TI-73 Explorer™ Calculator Users) A Communication Failure occurs at times even though the calculator is plugged in.

If you get a failure to communicate on the calculator, it probably means that two things were trying to happen at once. For example, if you take a screen capture while someone is logging in, you may have to refresh screenshots. Simply retry on the calculator or computer.

(TI-73 Explorer™ Calculator Users) Some students miss a "Force to Students" transmission.

If a teacher forces a transfer and the calculator does not automatically receive the file, the file is still there waiting for the student. From the TI-Navigator™ Home screen on the NavNet App, the calculator user simply selects **3. TRANSFERS > 1. AUTO SEND/RCV** to request any files waiting for them.

There was an error sending to the class. – LearningCheck™ Creator cannot communicate with the classroom network.

Click **OK** to close the message box. Make sure the network is ready and re-send the document.

Unable to print report. – LearningCheck™ Creator cannot communicate with the printer.

Click **OK** to close the message box. Make sure the printer is ready to print and try again.

Cannot send to device because TI Connect™ application is not installed. Please reinstall TI Connect™. – You selected **Send to Device**, but TI Connect™ was not installed or was incorrectly installed.

Click **OK** to close the message box. Install TI Connect™ software.

TI-Navigator™ <or TI Connect™> is not properly installed. Please reinstall the application. – You selected **Send to Class**, but TI-Navigator™ (or TI Connect™ software) was incorrectly installed.

Click **OK** to close the message box. Reinstall TI-Navigator™ (or TI Connect™).


Troubleshooting


Problem: I cannot insert a new section in my document because the Insert Section icon and menu option are greyed out.

Select either the document or another section by clicking on it, then try again. The **Insert Section** option is not available when a question is selected.


Problem: How can I save my documents to my desktop?

To save a document to your desktop:

1. Click **File > Save** or click .
The Save As dialog box opens.

2. Click  **Desktop** in the Save As dialog box.
3. Click **Save** to accept the suggested filename or type in a new filename and click **Save**.

To save all of your documents to your desktop, set your user profile to show the Desktop as the Working Directory:

4. Open your user profile and go to the General tab.
5. In the Working Directory section, click  beside the Document Directory field.

6. Click  **Desktop**, and then click **Select**.

All documents created with this profile will be saved as icons on your desktop.

Frequently-Asked Questions

Q: Is the LearningCheck™ Creator replacing the StudyCards™ Creator?

A: No. TI will continue to support StudyCards™ App and Creator.

Q: Can I convert a StudyCards question set into a LearningCheck document?

A: You cannot directly convert a StudyCards™ Creator question set into a LearningCheck™ Creator document, but you can use **Copy** and **Paste** to copy the questions and answers into a LearningCheck™ Creator document.

Q: Can I use the same LearningCheck™ Creator document on more than one handheld device?

A: Yes. A document created in the LearningCheck™ Creator can be made into an application variable (AppVar) for any of the supported handheld devices.

Q: How much text can I copy into a Text box?

A: There is a 64K limit on text pasted into the LearningCheck™ Creator. You should, however, consider the limitations of the device for which you are writing.

Q: (TI-73 Explorer™ calculator) How do I do things off the network during a class session?

A: If the calculator user is going to disconnect from the network (for example, to do a CBR collection), the calculator user will need to exit NavNet before disconnecting. Not doing so will not harm the system, but the user may have to log in again when accessing NavNet.

Q: (TI-73 Explorer™ calculator) Can I use TI-Navigator™ without the Access Points and Hubs?

A: You can use the system with a calculator connected to the computer through the USB Silver Edition cable. This is great for trying out lessons when you are lesson planning without having the network set up.

Q: (TI-73 Explorer™ calculator) Why do I get errors in TI Connect™ when I have TI-Navigator open?

A: You cannot use the USB Silver Edition cable with TI Connect™ software and TI-Navigator™ software at the same time. If you want to use TI Connect™ software to communicate with a calculator, TI-Navigator™ software must be closed.

Q: (TI-73 Explorer™ calculator) How many apps slots will TI-Navigator™ require?

A: The TI-73 Explorer™ has 21 available app slots if you have the latest Operating System (OS) installed. TI-Navigator™ software will use four of these while the LearningCheck™ app will use an additional two.

Q: (TI-73 Explorer™ calculator) Can you have a mixed classroom of TI-73's and TI-83's or TI-84's?

A: No, you need to assign each class a device type. This can either be the TI-73 Explorer™ or a mixed classroom of TI-83 Plus and TI-84 Plus calculators.

Q: (TI-73 Explorer™ calculator) Can I change the device that my class uses?

A: No. The best way to enable a class to use a different device is to create a new class, and then copy and paste the students from one class to the new class. This will result in two identical classrooms - one for the TI-73 Explorer™ Classroom and one for the TI-83 Plus/TI-84 Plus Classroom.

Q: (TI-73 Explorer™ calculator) Will TI-Navigator™ require an OS update?

A: Older TI-73 Explorer™ calculators require an OS update to the latest version. The minimum version usable is 1.90. To obtain the latest TI-73 Explorer™ OS, go to <http://education.ti.com/us/73os>.

The Class Analysis Tool

Use the Class Analysis tool to:

- Review and analyze student answers for a selected TI-Navigator™ assignment. If you are using the TI-Navigator™ network, you can collect the answers electronically from the whole class.
- View a class summary, a student-by-student analysis, or an item-by-item analysis.
- Share the analysis with the class, using the slide show feature.
- Print the current assignment, an answer key for the assignment, and several types of analysis reports.
- Analyze answers from response forms that your students create on their handheld devices.
- Quickly check for student understanding by creating a question, sending it to the class, and then collecting the responses.

Getting started

This section describes some basic procedures you will use with Class Analysis.

It describes:

- How to open Class Analysis.
- How to start a new analysis, choose an assignment, and add the student's answers.
- How to save the assignment, the student answers, and the analysis as a single class analysis (.caf) file.
- How to open an analysis file that you have saved.

Creating a new class analysis

While Class Analysis is open, you can start a new analysis, complete with a different assignment and its corresponding student answers. You don't have to save or close the current analysis first.

- Click **File > New** or click .

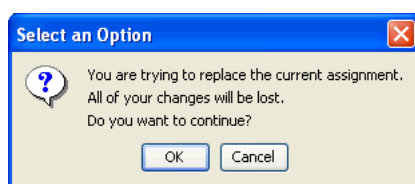
A new Class Analysis window opens.

Choosing the assignment

Normally, the student answers that you add will need to match a specific assignment. You can choose the assignment first or add the answers first, as you prefer. Class Analysis checks all collected answers to ensure that they match the assignment.

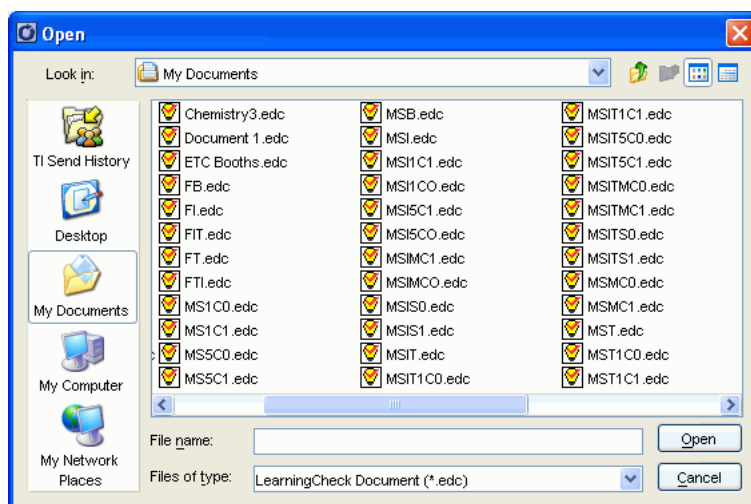
1. Click **Edit > Choose Assignment** or click .

If an assignment is already chosen, a confirmation prompt appears.



2. Click **OK** to proceed.

The Choose Assignment dialog box opens.



3. If necessary, click the **Look In** list and navigate to the folder containing the assignment (.edc) file.
4. Click the file name, and then click **Open**.

Class Analysis displays the data for the assignment.

Collecting student answers from the network

If your classroom is equipped with the TI-Navigator™ network, you can add the students' answers directly through Class Analysis.

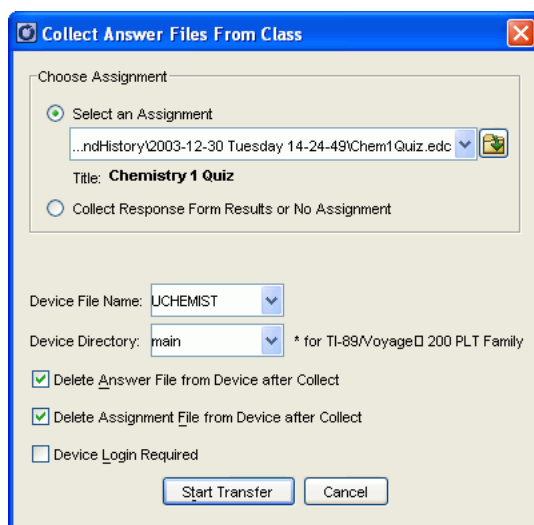
Before you begin

- Ensure that the students have completed the assignment.
- Ensure that the calculators are connected to the network.

Specifying the assignment for which you are collecting answers

1. Click **Actions > Collect from Class** or click .

The Collect Answer Files From Class dialog box opens.



Note: The Choose Assignment portion of the dialog box appears only if you have not already chosen an assignment. In that case, Class Analysis assumes the most recently sent assignment as a default.


2. Note the contents of the dialog box and choose the condition below that applies.

If the assignment name is correct


- Proceed to "Collecting the answers," below.

Note: The dialog box might be too narrow to show the assignment's location. If you need to see more information, you can make the dialog box wider by dragging its left or right edge.

If you know the location of the assignment's .edc file on your system

1. Click the Browse button () to open a file browser.
2. Navigate to the folder containing the .edc file, and double-click the file. When you return to the Collect from Class dialog box, the Device File Name will be the seven-character name defined for the assignment by LearningCheck™ Creator, preceded by the letter "U."
3. Proceed to "Collecting the answers," below.

If you recently used Transfer List to send the assignment to the class

1. Click the Browse button () to open a file browser.
2. Click the **TI Send History** icon at the left edge of the dialog box.
3. Navigate to the correct history folder, and double-click the name of the assignment. When you return to the Collect from Class dialog box, the Device File Name will be the seven-character name defined in the Send properties, preceded by the letter "U."
4. Proceed to "Collecting the answers," below.

If you know the assignment's AppVar name

1. Type the seven-character name, preceded by the letter "U" as the **Device File Name**. For example, for an assignment stored on the calculators as HOMEWOR, type UHOMEWOR.
2. If applicable, type the **Device Directory** where the assignment AppVar resides on the student devices.
3. Proceed to "Collecting the answers," below.

Collecting the answers

1. Click to select **Delete Answer File from Device after Collect** if you are sure that you won't need to collect the answers again later.
2. In the Collect Answer Files From Class dialog box, click to select **Delete Assignment File from Device after Collect** if you want to remove the assignment from the calculators.
3. Click to select **Device Login Required** if you want the TI-Navigator™ system to wait for each student to log in before transferring the student's answers. Tell the students not to log in yet.

Note: Before requiring students to log in, you should have a plan for assigning user names, and students must have the LogIn calculator software application (App) installed on the calculators. For details, refer to the user guide for the LogIn App.

4. Click **Start Transfer**.

The Class Record portion of the TI-Navigator™ window lets you monitor the progress of the transfers.

The Action column displays an arrow icon to indicate the direction of the transfer: from the students' calculators to the teacher's computer. The Filename column lists the names of the files being collected. The Status column lists how many files have been successfully transferred and how many total files are to be transferred (for example, 8 of 10).

When all the files have been collected, the row of information is dimmed (grayed out) to indicate that this event is no longer active.

The collected student names and answers are shown in the analysis. Students whose answers do not match the assignment are marked as Excluded in the analysis.

Note: In a specific combination of circumstances, some question numbers displayed in Class Analysis will not match those shown on the calculators. This situation occurs only when all of the following are true:

All of the calculators are TI-83 Plus or TI-83 Silver Edition devices.

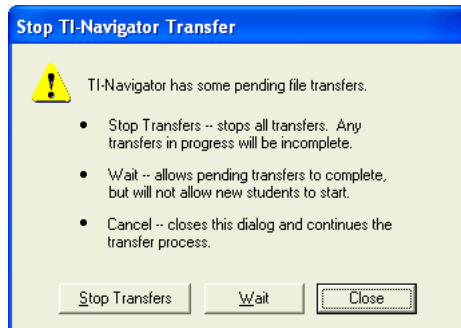
- You specified the assignment's AppVar name rather than the name of the .edc assignment file.
- The assignment contained multiple sections.
- All students skipped the last question (or questions) in a section that is followed by another section of questions.

Interrupting file transfers

Occasionally, you might want to stop the transfer process before you have finished collecting the student answers. For example, you might start collecting and then realize that you typed the wrong AppVar name for the assignment.

1. In the Transfer Status window, click the **Stop Transfer** button.

A message is displayed that shows your options.



2. Click **Stop Transfers** to stop and discard all transfers that have not completed.

-or-

Click **Wait** to complete any transfers already in progress but prevent new transfers from starting.

Completed transfers are shown in green; incomplete transfers are shown in red.

3. When you have finished viewing the results, click **Close** to close the Transfer Status window.

Only the students whose answers were collected successfully are added to the analysis.

What to do if you have not collected all the students' answers

After interrupting file transfers, you may have some but not all of the students' answers.

- If you required students to log in, repeat the collection process. Class Analysis retrieves only those answers that were not successfully transferred.
- If you did not require students to log in and you try to repeat the collection process with all calculators, you could end up with duplicate sets of answers. To avoid duplicate sets of answers:
 - Remove all students from the analysis and then repeat the collection process.

-or-

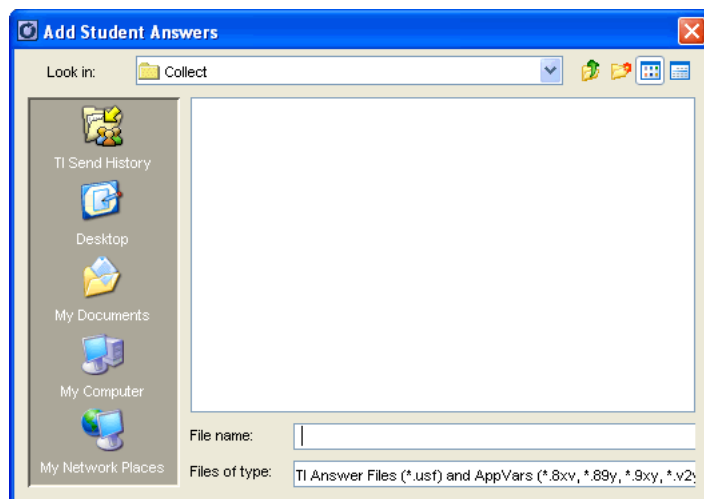
- Have the students whose answers were collected disconnect their calculators from the network. You can then collect the answers from the other students.

Adding student answers from answer files

You may have used the TI-Navigator™ system to collect students' answers as .usf files before opening Class Analysis. You can add those answers to the analysis anytime.

1. Click **Edit > Add Student Answers** or click .

The Add Student dialog box opens.




Note: By default, the TI-Navigator™ system saves answer files in the folder My Documents\MyTINavigator\Collect.

2. If necessary, click the **Look In** list, and navigate to the folder containing the .usf answer file or files.
3. Click the file name, and then click **Open**.

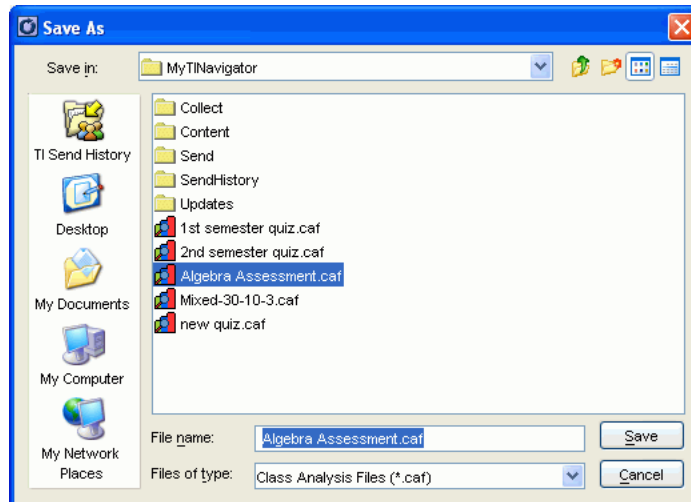
Note: To add the answers for multiple students, click the first file name, and then hold down the **Ctrl** key as you click the other file names.

Saving the current analysis

After choosing an assignment and adding the students' answers, you might want to save the assignment, student answers, and analysis results in a class analysis (.caf) file. You can open the file at anytime to review the analysis.

1. Click **File > Save** or click .

 - If you have already saved the data as a file, Class Analysis saves your latest changes.
 - If you have not yet saved the data, the Save As dialog box opens.



2. If necessary, navigate to the folder where you want to save the analysis.
3. Type a name for the file, and then click **Save**.

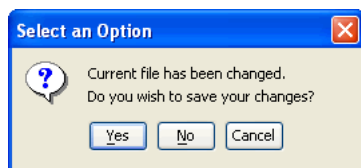
Note: If you make changes but forget to save them, you are prompted to save the changes when you choose a new assignment, start a new analysis, or close Class Analysis.

Opening a saved analysis

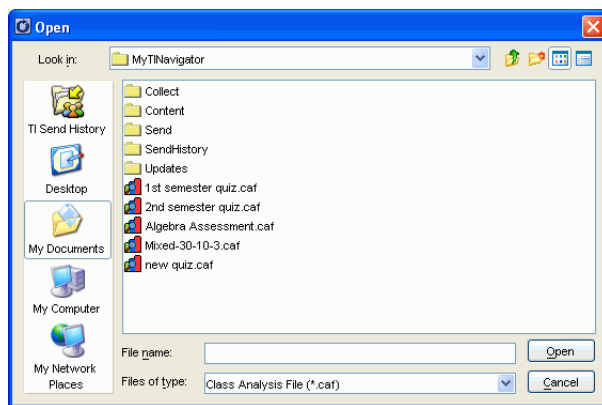
You can open a class analysis (.caf) file that you have saved. The analysis file contains the assignment, the student answers, and the analysis results.

1. Click **File > Open** or click .

If you have not saved the current analysis, a confirmation prompt appears.



2. To proceed, click **Yes**.
The Open dialog box opens.



3. If necessary, click the **Look In** list and navigate to the folder containing the .caf file.
4. Click the file name, and then click **Open**.

Chem1Quiz_Period4.caf - Class Analysis

File Edit View Tools Actions Help

Assignment Title: Chemistry 1 Quiz

Class Summary Student Item

Student	1	2	3	4	5	Score	% Score	Exclude
Maximum Score	1.00	1.00	1.00	1.00	1.00	6.00	100%	
Jason	1.00	1.00	1.00	1.00	1.00	6.00	100%	<input type="checkbox"/>
Jinxu	1.00	1.00	1.00	1.00	1.00	6.00	100%	<input type="checkbox"/>
Joanna	0.00	1.00	1.00	0.00	1.00	4.00	67%	<input type="checkbox"/>
Juan	1.00	1.00	1.00	1.00	1.00	5.00	83%	<input type="checkbox"/>
Kendra	0.00	1.00	1.00	1.00	1.00	5.00	83%	<input type="checkbox"/>
Marie	0.00	1.00	1.00	1.00	1.00	4.00	67%	<input type="checkbox"/>
8 Students	0.62	1.00	1.00	0.75	1.00	5.12	85%	
Exclude Item:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

Viewing the analysis

After choosing an assignment and adding the students' answers, you can view a class summary, a student-by-student analysis, an item-by-item analysis, or a slide show.

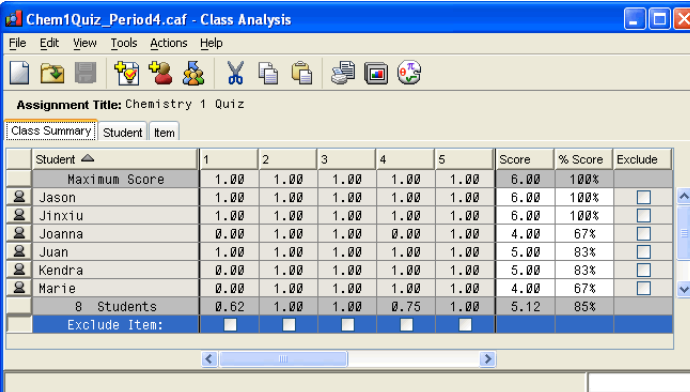
While viewing the data, you can show or hide specific columns, resize a column by dragging its boundaries, and sort the data (by student names or highest scores, for example).

Viewing the class summary

After choosing an assignment and adding the students' answers, you can view a class summary. You can also modify some of the analysis data.

To view the summary

- Click the **Class Summary** tab.



The screenshot shows a software window titled "Chem1Quiz_Period4.caf - Class Analysis". It has a menu bar (File, Edit, View, Tools, Actions, Help) and a toolbar with various icons. Below the toolbar, it says "Assignment Title: Chemistry 1 Quiz". There are three tabs: "Class Summary" (selected), "Student", and "Item". The "Class Summary" tab displays a table with the following data:

Student	1	2	3	4	5	Score	% Score	Exclude
Maximum Score	1.00	1.00	1.00	1.00	1.00	6.00	100%	
Jason	1.00	1.00	1.00	1.00	1.00	6.00	100%	<input type="checkbox"/>
Jinxu	1.00	1.00	1.00	1.00	1.00	6.00	100%	<input type="checkbox"/>
Joanna	0.00	1.00	1.00	0.00	1.00	4.00	67%	<input type="checkbox"/>
Juan	1.00	1.00	1.00	1.00	1.00	5.00	83%	<input type="checkbox"/>
Kendra	0.00	1.00	1.00	1.00	1.00	5.00	83%	<input type="checkbox"/>
Marie	0.00	1.00	1.00	1.00	1.00	4.00	67%	<input type="checkbox"/>
8 Students	0.62	1.00	1.00	0.75	1.00	5.12	85%	
Exclude Item:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

To show or hide specific columns

On the Class Summary tab, you can show or hide any of the columns labeled Student, Device ID, Assignment Type, Device File Name, or the scores for the individual items.

- Click **View > Class summary**, and click any column name to alternate that column between visible and hidden.

To change the width of a column

1. At the top of the column, point to the boundary that you want to move.

The mouse pointer changes to a double-headed arrow.

Score	% Score
100	100%
0	0%
0	0%
100	100%
100	100%

2. Drag the boundary left or right.

To quickly show answer details for a specific student

- Double-click the student  button for the student.

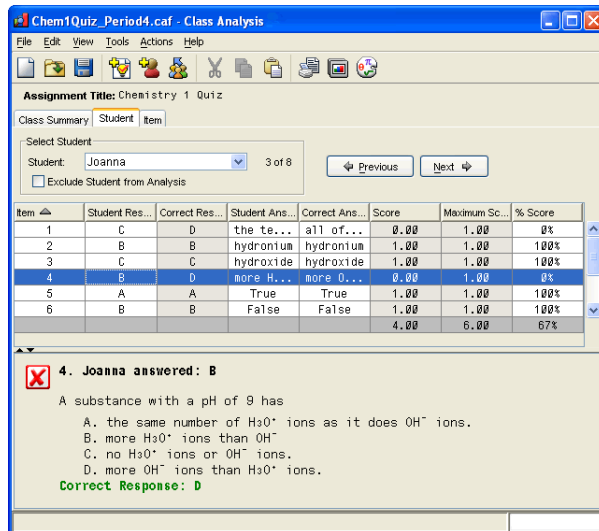
The Student tab is displayed with data for the selected student.

Viewing the analysis student-by-student

After choosing an assignment and adding the students' answers, you can view the analysis for a specific student. You can also modify some of the analysis data.

To view the results for a specific student

1. Click the **Student** tab.



Chem1Quiz_Period4.caf - Class Analysis

File Edit View Tools Actions Help

Assignment Title: Chemistry 1 Quiz

Class Summary Student Item

Select Student

Student: Joanna 3 of 8

Exclude Student from Analysis

Item	Student Res...	Correct Res...	Student Ans...	Correct Ans...	Score	Maximum Sc...	% Score
1	C	D	the te...	all of...	0.00	1.00	0%
2	B	B	hydronium	hydronium	1.00	1.00	100%
3	C	C	hydroxide	hydroxide	1.00	1.00	100%
4	B	D	more H...	more O...	0.00	1.00	0%
5	A	A	True	True	1.00	1.00	100%
6	B	B	False	False	1.00	1.00	100%
					4.00	6.00	67%

4. Joanna answered: B

A substance with a pH of 9 has

A. the same number of H_3O^+ ions as it does OH^- ions.
 B. more H_3O^+ ions than OH^-
 C. no H_3O^+ ions or OH^- ions.
 D. more OH^- ions than H_3O^+ ions.

Correct Response: D

2. In the **Select Student** drop-down list, click the name of the student you want to view.

To show or hide specific columns

You can show or hide the Student Response, Correct Response, Student Answer, Correct Answer, Score, or Maximum Score.

- Click **View > Student**, and click a column heading to alternate it between visible and hidden.

To change the width of a column

1. At the top of the column, point to the boundary that you want to move.

The mouse pointer changes to a double-headed arrow.

Score	% Score
100	100%
0	0%
0	0%
100	100%
100	100%

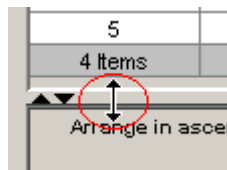
2. Drag the boundary left or right.

To show or hide the assignment item

- Click the up arrow or down arrow near the bottom of the analysis window.

-or-

Drag the horizontal boundary that separates the analysis data from the assignment item.

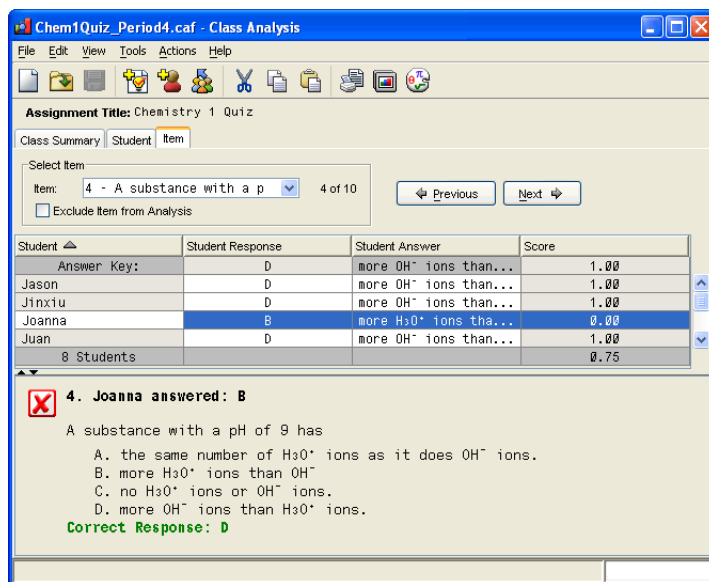


Viewing the analysis item-by-item

After choosing an assignment and adding the students' answers, you can view the analysis for a specific assignment item. You can also modify some of the analysis data.

To view the results for a specific item

1. Click the **Item** tab.



2. In the **Select Item** drop-down list, click the name of the item you want to view.

To show or hide specific columns

On the Item tab, you can show or hide any of the columns labeled Student, Student Response, or Student Answer.

- Click **View > Items**, and click any column name to alternate that column between visible and hidden.

To change the width of a column

1. At the top of the column, point to the boundary that you want to move.

The mouse pointer changes to a double-headed arrow.

Score	% Score
100	100%
0	0%
0	0%
100	100%
100	100%

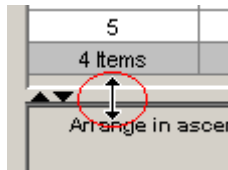
2. Drag the boundary left or right.

To show or hide the assignment item

- Click the up arrow and down arrow near the bottom of the analysis window.

-or-

Drag the horizontal boundary that separates the analysis data from the assignment item.



Sorting analysis data

By default, Class Analysis sorts the analysis data by student names in ascending order. However, you can sort the data by any column. Sorting works in the Class Summary, Student, and Item views.

To sort the data

- Click the label at the top of the column by which you want to sort. For example, click **Score** to sort the data by highest or lowest score.

The data becomes sorted and a sort indicator is shown next to the label you clicked.

Score	% Score ▲	Exclude
100	100%	
0	0%	<input type="checkbox"/>
0	0%	<input type="checkbox"/>
100	100%	<input type="checkbox"/>
100	100%	<input type="checkbox"/>

To reverse the order of the sort, click the label again.

Viewing a slide show of the analysis

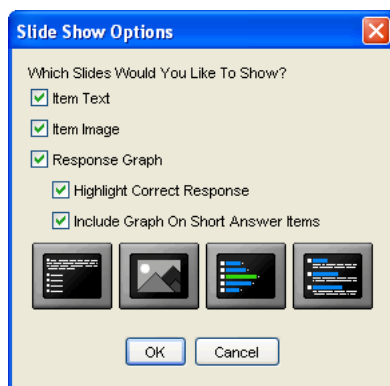
After choosing an assignment and adding the students' answers, you can display an analysis of the results as a slide show designed for class viewing. The slide show shows only class performance; it does not show the names or answers of individual students.

Note: When you start a slide show, the TI-Navigator™ home screen becomes minimized automatically. This helps you avoid revealing individual student names and scores that might be visible on your computer screen when the slide show closes. You must restore the TI-Navigator™ home screen after closing the slide show.

To set slide show options

You can set options for how you want to display slide shows. The settings remain for the current Class Analysis session only.

1. Click **View > Slide Show**.



2. Click to select the options you want, and then click **OK**.
The slide show begins.

To view the slide show


1. Click .
The slide show begins.



2. Click the **First**, **Prev**, **Next**, and **Last** buttons at the top of the slide show window to view the slides, or click the down-arrow and select a slide from the list.



To close the slide show

1. Click **Stop** ().
The slide show window closes.
2. Click the button for the minimized home screen in the Windows® taskbar.
The home screen is restored.

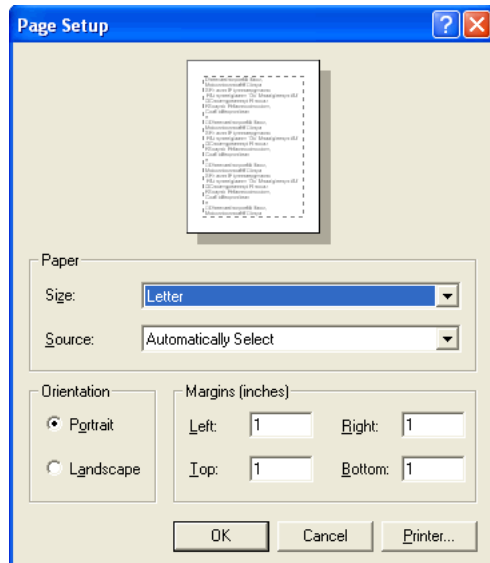
Printing analysis reports

Class Analysis lets you print the current assignment, an answer key for the assignment, and several types of analysis reports.

Setting page options for printed reports


You can set the paper size, margins, and other options for your printed reports.

1. Click **File > Page Setup**.
The Page Setup dialog box opens.



2. Check the current settings and, if necessary, click to change them.
3. Click the **Printer** button if you want to select a different printer or change printer properties.

Previewing a report

1. Click **File > Print Report** or click . The Report Options dialog box opens.

Report Options

SelectReport

☒ Class Summary

☐ Answer Key

☐ Hard Copy of Assessment

☐ Student Performance

☐ Item Analysis by Student

☐ Item Analysis by Response

StudentSelector ItemSelector

Class Name

Teacher Name

Include Item Data ☐

Mask Student Names ☐

Print Preview Print Cancel

2. Click the type of report (for example, **Class Summary**).
3. Click any additional items that you want in the report.
4. Click **Print Preview**.


When the preview window opens, you can right-click the report to display a navigation menu, or you can use the following keys to view the pages.

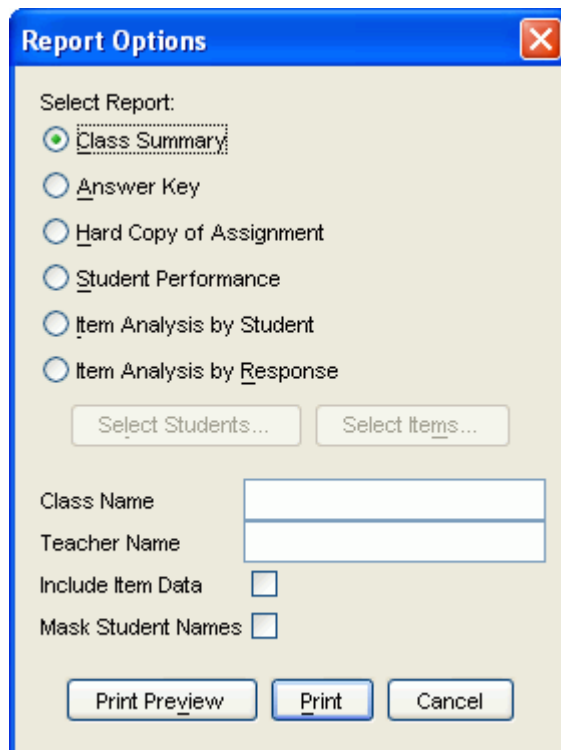
To show this:	Press this:
Next page	PgDn or Enter
Previous page	PgUp or Backspace
First page of report	Home
Last page of report	End

To scroll the contents of the window, press an arrow key.

Printing a class summary report

The class summary report is the printed equivalent of the Class Summary view. You can choose whether or not to include the scores for individual items, and you can choose whether to include all students or only selected students in the report.

1. Click **File > Print Report** or click .
The Report Options dialog box opens.
2. If necessary, click **Class Summary**.




The image shows a 'Report Options' dialog box with a blue title bar and a close button (X) in the top right corner. The main area has a light beige background. Under the heading 'Select Report:', there are six radio button options: 'Class Summary' (selected), 'Answer Key', 'Hard Copy of Assignment', 'Student Performance', 'Item Analysis by Student', and 'Item Analysis by Response'. Below these are two buttons: 'Select Students...' and 'Select Items...'. Further down are two text input fields labeled 'Class Name' and 'Teacher Name'. Below these are two checkboxes: 'Include Item Data' and 'Mask Student Names', both of which are currently unchecked. At the bottom of the dialog are three buttons: 'Print Preview', 'Print', and 'Cancel'.

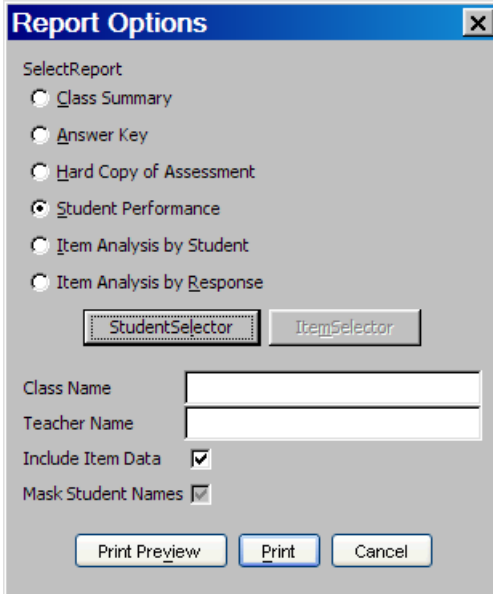
3. If you don't want to include the scores for individual assignment items, click to clear **Include Item Data**.
4. If you don't want to include the real names of the students in the report, click to select **Mask Student Names**. The names will be replaced with the word "Student."
5. Type your name as the **Teacher**, and type the name of the **Class** (such as "1st period Chemistry").
6. Click **Print** to print the class summary.

Printing a student-by-student report

The student performance report is the printed equivalent of the Student view. You can choose whether or not to include the question text and images, and you can choose whether to include all students or only selected students in the report.

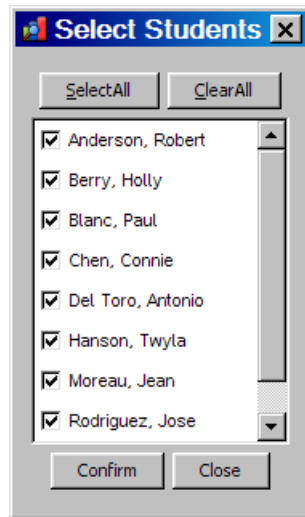
Each student's performance is printed on a separate page, so you can use the report to review the student's performance with the student or the parents without compromising other students' privacy.

1. Click **File > Print Report** or click .
The Report Options dialog box opens.
2. Click **Student Performance** to select the type of report.



The image shows a 'Report Options' dialog box with a blue title bar and a close button (X). Inside, under 'SelectReport', there are six radio button options: 'Class Summary', 'Answer Key', 'Hard Copy of Assessment', 'Student Performance' (which is selected), 'Item Analysis by Student', and 'Item Analysis by Response'. Below these are two buttons: 'StudentSelector' and 'ItemSelector'. Further down are two text input fields labeled 'Class Name' and 'Teacher Name'. Below those are two checked checkboxes: 'Include Item Data' and 'Mask Student Names'. At the bottom are three buttons: 'Print Preview', 'Print', and 'Cancel'.

3. If you don't want to include the item text and images, click to clear **Include Item Data**.
4. To include selected students instead of all students, click **Select Students**, click each student name to clear or select it, and then click **OK**.




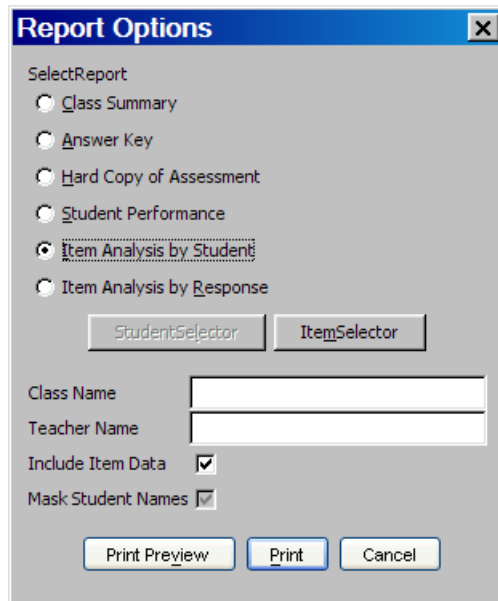
5. Type your name as the **Teacher**, and type the name of the **Class** (such as "1st period Chemistry").
6. Click **Print** to print the student-by-student report.

Printing an item-by-item report

The Item Analysis by Student report is the printed equivalent of the Item view. You can choose whether or not to include the question text and images, and you can choose whether to include all assignment items or only selected items in the report.

The results for each assignment item are printed on a separate page.

1. Click **File > Print Report** or click .
The Report Options dialog box opens.
2. Click **Item Analysis by Student**.



Report Options

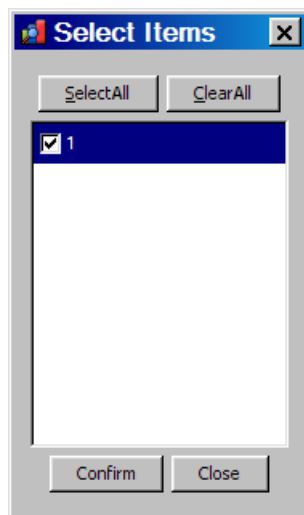
SelectReport

☐ Class Summary
☐ Answer Key
☐ Hard Copy of Assessment
☐ Student Performance
☒ Item Analysis by Student
☐ Item Analysis by Response

Class Name
 Teacher Name

Include Item Data ☒
 Mask Student Names ☒

3. If you don't want to include the text and images of each assignment item, click to clear **Include Item Data**.
4. To include selected assignment items instead of all items, click **Select Items**, click each item name to clear or select it, and then click **OK**.



Select Items


☒ 1

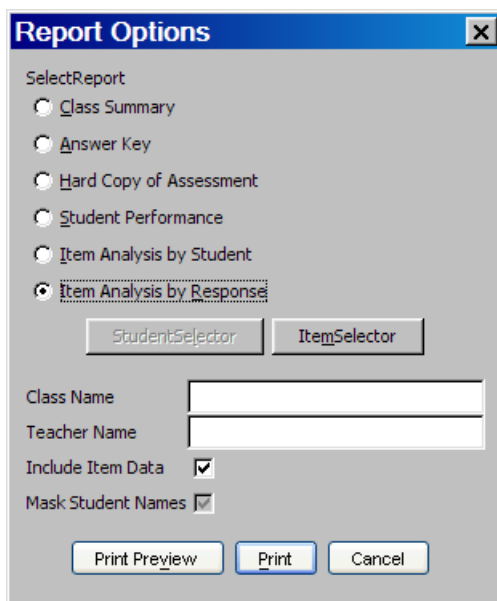
5. Type your name as the **Teacher**, and type the name of the **Class** (such as "1st period Chemistry").
6. Click **Print** to print the item-by-item report.

Printing an item analysis by response

The Item Analysis by Response report is the printed equivalent of the Slide Show. You can choose whether or not to include the question text and images, and you can choose whether to include all assignment items or only selected items in the report.

The results for each assignment item are printed on a separate page.

1. Click **File > Print Report** or click . The Print Report dialog box opens.
2. Click **Item Analysis by Response**.



Report Options

SelectReport

☐ Class Summary

☐ Answer Key

☐ Hard Copy of Assessment

☐ Student Performance

☐ Item Analysis by Student

☒ Item Analysis by Response

StudentSelector ItemSelector

Class Name

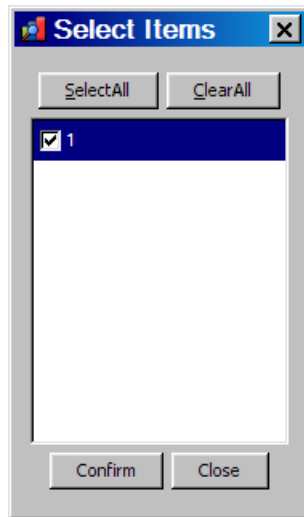
Teacher Name

Include Item Data ☒

Mask Student Names ☒

Print Preview Print Cancel

3. To omit the text and images of each assignment item, click to clear **Include Item Data**.
4. To include selected items instead of all items, click **Select Items**, click **Selected** at the top of the item list, click each item name to clear or select it, and then click **OK**.




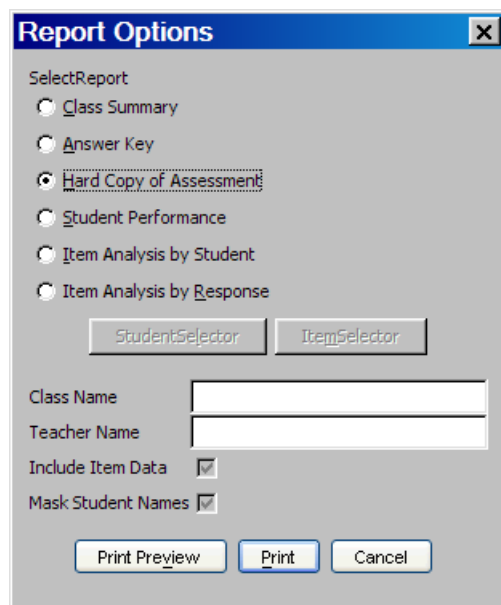
5. Type your name as the **Teacher**, and type the name of the **Class** (such as "1st period Chemistry").
6. Click **Print**.

Printing the current assignment

You can print a report that includes the text and images of all the assignment items.

Note: This report does not include correct-response information. However, you can print a separate answer key.


1. Click **File > Print Report** or click .
The Report Options dialog box opens.
2. Click **Hard Copy of Assignment**.



The image shows a 'Report Options' dialog box with a blue title bar and a close button (X). Inside, there is a 'SelectReport' section with six radio buttons: 'Class Summary', 'Answer Key', 'Hard Copy of Assessment' (which is selected), 'Student Performance', 'Item Analysis by Student', and 'Item Analysis by Response'. Below these are two buttons: 'StudentSelector' and 'ItemSelector'. Further down are two text input fields labeled 'Class Name' and 'Teacher Name'. Below the fields are two checked checkboxes: 'Include Item Data' and 'Mask Student Names'. At the bottom are three buttons: 'Print Preview', 'Print', and 'Cancel'.

3. Type your name as the **Teacher**, and type the name of the **Class** (such as "1st period Chemistry").
4. Click **Print** to print the assignment.

Printing an answer key for the assignment

1. Click **File > Print Report** or click . The Report Options dialog box opens.
2. Click **Answer Key** to select it.

Report Options

SelectReport

☐ Class Summary

☒ Answer Key

☐ Hard Copy of Assessment

☐ Student Performance

☐ Item Analysis by Student

☐ Item Analysis by Response

StudentSelector ItemSelector

Class Name

Teacher Name

Include Item Data ☒

Mask Student Names ☒

Print Preview Print Cancel

3. If you don't want to include the text and images of the assignment items, click to clear **Include Item Data**.
4. Type your name as the **Teacher**, and type the name of the **Class** (such as "1st period Chemistry").
5. Click **Print** to print the answer key.

Working with analysis data

Class Analysis lets you manage the analysis data in several ways. You can:

- Modify certain information, such as a student name or the correct response for an item.
- Remove a student's record from an analysis.
- Temporarily exclude selected students' answers or selected assignment items from the analysis.
- Save data in a comma-separated-values (.csv) file for use with other applications.

Modifying analysis data

Class Analysis lets you modify certain information by typing replacement text. The items that you can modify (Student, Score, Maximum Score, and Correct Response) are shown in the analysis with a different background color than the other items. Some of these items are available on more than one tab.

Note: Changes that you make to the analysis data are saved only if you save the class analysis as a .caf file. The application variable (AppVar) files, the .usf answer files, and the .edc assignment file all remain unchanged.

Changing a student name

Example: In taking the assignment, a student has mistyped his or her username. You can type the correct name in Class Analysis.

1. Click the **Class Summary** tab.
2. Double-click the name in the **Student** column.
3. Type the replacement name, and press **Enter**. To cancel, press **Esc**.

Changing a student's score for an item

Example: The assignment contains a question that requires the word "Autumn" as the correct answer. One student has entered "Fall." If you want to give the student full or partial credit, you can do so by changing the student's score for the question. Note that you cannot change the student's answer, but you can change the score earned by the student for that question.

1. Click the **Class summary** tab.
2. If the item scores are hidden, click **View > Class Summary > Item Scores**.
3. In the student's row, double-click the item score.
4. Type the replacement score, and press **Enter**. To cancel, press **Esc**.

The analysis is recalculated, based on the student's new score.

Changing the maximum score possible for an item

Example: An assignment includes a Fill-in-the-Blank question that has three blanks. Class Analysis has treated each blank as a separate question and has assigned to each new question the maximum score that the author assigned to the whole question. If you prefer for all three blanks in the question to total 1 point, you can change the maximum scores for the three new questions to .33, .33, and .34.

1. Click the **Class summary** tab.

2. If the item scores are hidden, click **View > Class summary > Show Item Scores**.
3. In the **Maximum Score** row, double-click the item score.
4. Type the replacement score, and press **Enter**. To cancel, press **Esc**.

The analysis is recalculated for all students, based on the new maximum score.

Changing the correct response for an item

Example: A multiple-choice question in the assignment erroneously shows the identifier of the correct response as C. You recognize that the correct choice is actually A. You can change the correct response from C to A.

Note: When changing an item's correct response, you must make sure the new correct response makes sense. The software does not check, for example, to see if the new response is appropriate for the type of question.

1. Click the **Student** tab.
2. If the Correct Response column is hidden, click **View > Student > Correct Response**.
3. Locate the item whose correct response you want to change.
4. Double-click the correct response.

A Special Character palette opens to give you an easy way to insert qualifier symbols in the response.

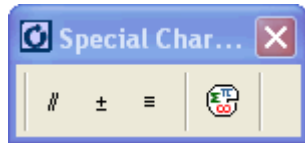
5. Type the new correct response, and press **Enter**. To cancel, press **Esc**.

The analysis is recalculated for all students, based on the new correct response.

Allowing variations in a correct response


While modifying a Correct Response in Class Analysis, you can insert symbols that allow alternate correct responses or specify how closely student answers must match the response.


These instructions assume that you are in the process of changing an item's correct response and that the Special Characters palette is visible.




Note: When changing an item's correct response, you must make sure the new correct response makes sense. The software does not check, for example, to see if the new response is appropriate for the type of question.


Allowing alternate responses

1. Type the first correct response.
2. Hold down the **Ctrl** key and type a forward slash ("/"), or click  in the Special Characters palette.
3. Type the next correct response.
4. Repeat steps 2 and 3 until you have included all correct responses.
5. Press **Enter**.

Example: To allow either "Tungsten" or "Wolfram" as a correct response, insert Tungsten  Wolfram in the Correct Response box.

Specifying the tolerance of a numeric response

1. Type the correct value.
2. Hold down the **Ctrl** key and type a hyphen ("-"), or click  in the Special Characters palette.
3. Type the tolerance value and then press **Enter**.

Example: To allow any numeric response within 2 units of 98.6 as a correct response, insert 98.6  2.0 in the Correct Response box.

Specifying a range of numeric values

A numeric range is represented by two endpoints separated by a comma and bounded by parentheses or brackets. A parenthesis specifies an endpoint that is excluded from the range, and a bracket specifies an endpoint that is included in the range.


1. Type **[** to include the first endpoint in the range, or type **(** to exclude the first endpoint.
2. Type the first endpoint of the range, a comma, and the second endpoint.
3. Type **]** to include the second endpoint in the range, or type **)** to exclude the second endpoint.
4. Press **Enter**.


Example 1: To allow responses between 5.0 and 7.5, including 5.0 and 7.5, type [5.0,7.5] in the Correct Response box.

Example 2: To allow responses between 5.0 and 7.5, excluding 5.0 and 7.5, type (5.0,7.5).

Example 3: To allow responses between 5.0 and 7.5, including 5.0 but not 7.5, type [5.0,7.5).




Requiring exact case in a text response




1. Hold down the **Ctrl** key and type an equals symbol ("="), or click  in the Special Characters palette.
2. Type the correct response, using the exact case that you require, and then press **Enter**.

Example: To allow only "Washington" (not "washington") as a correct response, insert Washington in the Correct Response box.

Combining variations

Combining variations gives you the greatest flexibility in defining a correct response.

Example 1: To allow "pi" (lowercase only), " π ," and any numeric value from 3.14 inclusive to 3.142 exclusive, insert pi  π [3.14,3.142) in the Correct Response box. Use the TI Character Map to insert the " π " symbol.

Example 2: To allow "September" (exact case), "Sept." (exact case), or "9" as a correct answer for the month following August, insert September Sept. 9 in the Correct Response box.

Removing a student entry

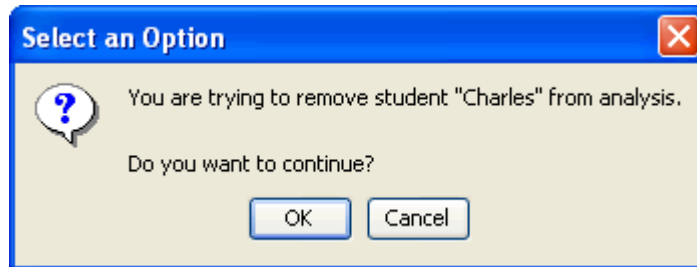
You can remove one or more selected students and their answers from a class analysis.

Note: If you prefer, you can temporarily exclude a student from the analysis without removing the student.

If you have the Class Summary or Item tab displayed

1. Click the student's name in the **Student** column.
2. To select multiple students, hold down **Ctrl** as you click each name.
3. Click **Edit > Remove Student**.

A confirmation prompt appears.

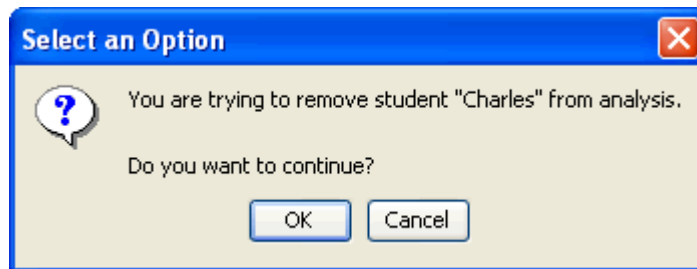


4. Click **Yes** to remove the selected student.

If you have the Student tab displayed

1. Click the current **Student** to display the list of students, and then click the student you want to remove.
2. Click **Edit > Remove Student**.

A confirmation prompt appears.



3. Click **Yes** to remove the selected student.

Excluding a selected student's answers

You can temporarily exclude a student's answers from a class analysis for "what if" purposes. Excluded students' answers are shown in italics and with a different background color than that of the other entries.

Note: If you prefer, you can remove a student from the analysis.

If you have the Class Summary tab displayed

- Click the **Exclude** check box next to the student's name to select it.

The student's responses are omitted from calculations and reports.

If you have the Student tab displayed

1. Click the current **Student** to display the list of students, and then click the student whose answers you want to exclude.
2. Click to select the **Exclude Student from Analysis** check box beneath the student's name.

The student's answers are excluded, and the analysis scores are recalculated.

When you are ready to include the student's answers again, clear the **Exclude** check box.

Excluding selected assignment items

You can temporarily exclude an assignment item from the analysis. This keeps the item in the assignment, but omits it from the analysis calculations (averages, response count, and so on). Excluded items are shown in italics and with a different background color than that of the other items.

1. Click the **Item** tab
2. Click the current **Item** to display the list of items, and then click the item you want to exclude.
3. Click to select the **Exclude Item from Analysis** check box beneath the item's name.

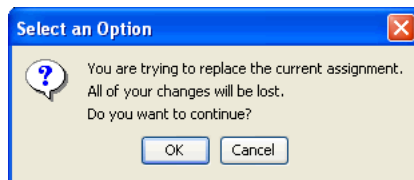
The item is excluded, and the analysis scores are recalculated.

When you are ready to include the item again, clear the **Exclude** check box.

Removing the assignment

Occasionally, you may need to remove the assignment you have chosen.

1. Click **Edit > Remove Assignment**.




2. Click **OK**

The assignment is removed.


Cutting, copying, and pasting data

You can cut, copy, and paste text from any of the editable items within Class Analysis (Student, Score, Maximum Score, and Correct Response).


To cut text to the Clipboard

1. Double-click the item.
The item's text becomes highlighted to show that you can edit it.
2. Drag through the text to select the text you want to cut.
3. Click **Edit > Cut** or click .
The selected text is removed from its original location and is now available for pasting.


To copy text to the Clipboard

1. Double-click the item.
2. Drag through the text to select the text you want to copy.
3. Click **Edit > Copy** or click .
The selected text is now available for pasting.

To paste text from the Clipboard


1. Double-click the item.
The item's text becomes highlighted to show that you can edit it.
2. Click to insert the text cursor where you want to paste the Clipboard text.
3. Click **Edit > Paste** or click .
The Clipboard text is inserted at the cursor location. The text is not removed from the Clipboard, so you can paste it into additional locations.


To move a student's answers to another class analysis

1. Click the **Class Summary** tab.
2. Click the student  button in the row of the student you are moving.
3. If you are moving answers for more than one student, hold down the **Ctrl** key while clicking each additional student.

- Click **Edit > Cut** or click .

The student's answers are removed from the data and are now available for pasting.

- Click  to start a new, empty class analysis.

- Click **File > Open** or click , and select the analysis file into which you are moving the student.

- Click anywhere in the analysis data.

- Click **Edit > Paste** or click .

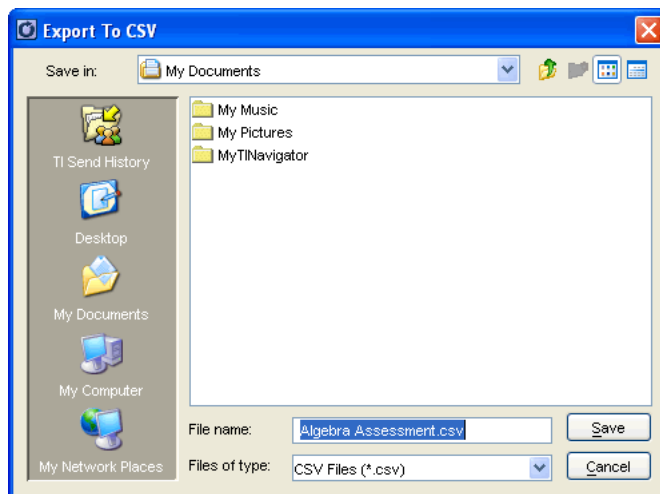
The student's answers are inserted in the data, and the data is sorted automatically.

Exporting scores as comma-separated values

After choosing an assignment and adding the students' answers, you can save Student IDs and Student Percentage Scores in a text file, as comma-separated values. Some software applications, grading programs in particular, can read these .csv files.

- Click **File > Export Percent Scores**.

The Export to CSV dialog box opens.



2. If necessary, navigate to the folder where you want to save the analysis.
3. Type a name for the file, and then click **Save**.

File types used in Class Analysis

Class Analysis works with several file types.

assignment (.edc) file – A PC file containing the assignment title, the text and images of each item, possible responses, correct-response identification, and all other information for a specific assignment.

answer (.usf) file – A PC file containing a student's answers to an assignment. It also includes the title of the assignment, the assignment's file name, the student's user ID, the device ID, and other information.

class analysis (.caf) file – A PC file containing everything necessary to review the analysis. It includes the assignment, students' answers, modifications you have made, and analysis results.

AppVar files – Assignments and student answers reside on calculators as Application Variable (AppVar) files. Assignment AppVars have a seven-character name. The student's answers for an assignment are stored in an AppVar with the same name as the assignment, preceded by the letter "U."

Glossary of terms used in Class Analysis

Assignment Type – Can be Self Check or Examination. On Self Check assignments, students can view the correct answers on their calculators. On Examination assignments, students are not permitted to view the correct answers (available in the Class Summary view only).

Correct Response – The text of the correct response (for fill-in-the-blank questions) or the identifier (such as 1, 2, 3 or a, b, c) of the designated correct response for an item.

Correct Answer – The text of the answer represented by the Correct Response.

Device File Name – The AppVar name created on a calculator when a student begins answering assignment questions. It consists of the name of the assignment, preceded by the letter "U." For example, answers for an assignment stored as **HOMEWOR** will have a device file name of **UHOMEWOR**. (available in the Class Summary view only).

Device ID – The unique identifier of the specific calculator from which answers were collected (available in the Class Summary view only).

Maximum Score – The highest number of points that can be earned for an item (available in the Class Summary and Student views only).

Score –

In the Class Summary view, the number of points earned for an item or for all items.

In the Student view, the number of points earned by the current student for each item.

In the Item view, the number of points earned for the current item by each student.

% Score –

In the Class Summary view, the student's score for the entire assignment divided by the maximum score possible for the entire assignment, expressed as a percentage. This value can be greater than 100%.

In the Student view, the current student's score on an individual item divided by the maximum score possible for that item, expressed as a percentage. This value can be greater than 100%.

Student – The name that the student used to "sign" the assignment on the calculator.

Student Answer – The text of the answer typed or selected by the student for an item.

Student Response – The sequential identifier (such as 1, 2, 3 or a, b, c) of the student's response to a multiple-choice item.

Installing Apps and OS files

The TI-Navigator™ classroom learning system provides an App and OS Transfer tool that you can use to install TI Graphing Calculator Software Applications (Apps) on an entire classroom of calculators at once. You can transfer OS files to an entire TI-73 Explorer™ calculator classroom at once. With the App and OS Transfer tool, you can select calculator Apps and OS files that you have stored on your computer and install them on your students' calculators. This section covers the information you need to know to use the App and OS Transfer tool.

Opening the App and OS Transfer tool

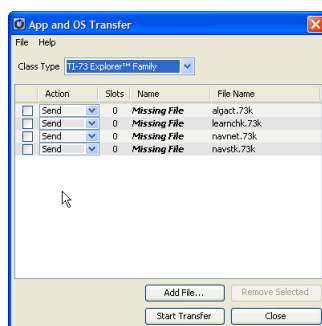
You can open the App and OS Transfer tool from the computer home screen of the TI-Navigator™ classroom learning system.

To open the App and OS Transfer tool

1. If you have a class session running, end it.
2. Click **Tools > App and OS Transfer**.

The the App and OS Transfer tool window opens.

Note: The first time you run the App and OS Transfer tool, the transfer list contains all of the applications you need to install on your students' calculators to run the TI-Navigator system.



Adding files to the transfer list

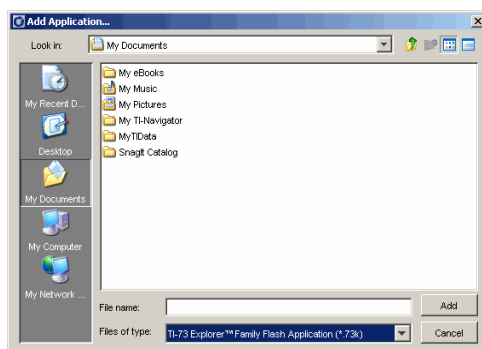
You must add TI Graphing Calculator Software Applications (Apps) and Operating System files (OS) to the transfer list in order to transfer them. You can add any App or OS file that you have stored on your computer. You can only transfer OS files to TI-73 Explorer™ devices. (Use TI Connect to transfer OS files to TI-83 and TI-84 devices.) OS files will be transferred first, followed by Apps that are deleted, and the Apps that are being added (largest file size sent first). Apps may be transferred to a mixed classroom of TI-83 and TI-84 devices. TI-73 Apps can only be sent to TI-73 devices.

Only one OS per device type may be added to the list. You cannot transfer a version of the OS that is already on the device.

To add files to the transfer list

1. Select the Class Type from the drop down list.
2. Click **File > Add File** or click **Add File**.

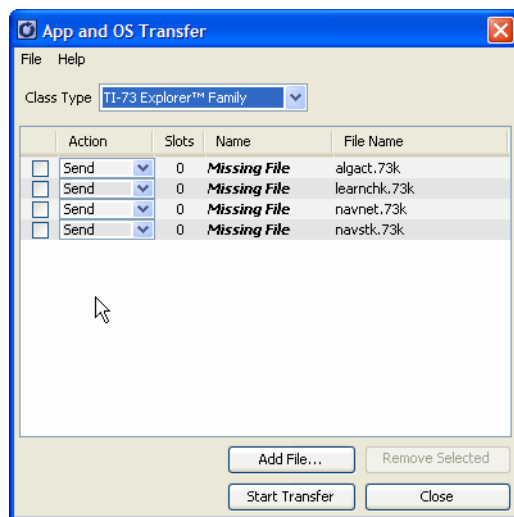
The Add File dialog box opens.



3. Navigate to the file you want to add and click it.
4. Click **Add**.

To select files to be deleted

1. Select the checkbox in front of the file you want to delete from the device.
2. Select Delete from the Action dropdown.



3. Click **Remove Selected**.

Selecting and unselecting files to send

Once you add files to the transfer list, they remain there until you remove them. As a convenience, the App and OS Transfer tool lets you select and unselect files to send in any given transfer. This lets you keep a set of common files ready for installation without having to send all of them every time you install files.

To select files

- Select the check box of the files you want to send.

To unselect files

- Clear the check box of the files you do not want to send.

Removing files from the transfer list

If there are TI Graphing Calculator Software Applications (Apps) or OS files in the transfer list that you no longer want to have available for transferring, you can remove the files from the transfer list.

To remove file from the transfer list

1. Click the file you want to remove.
2. Click **File > Remove Selected** or click **Remove Selected**.

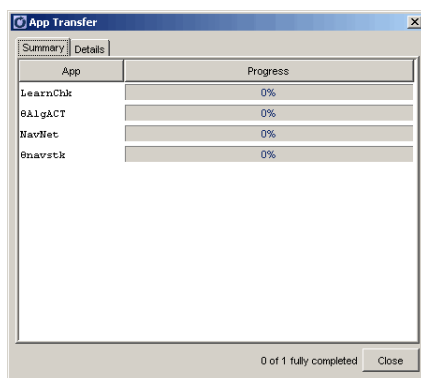
Installing Apps or OS files

You can use the App and OS Transfer tool to install TI Graphing Calculator Software Applications (Apps) or OS files to all of your students' calculators at once.

To install files

1. If necessary, add or remove files from the transfer list.
2. If necessary, select or unselect files from the transfer list.
3. Click **File > Start Transfer** or click **Start Transfer**.

The Transferring dialog box opens as the App and OS Transfer tool sends the selected files to the calculators connected to your hubs and/or USB Silver Edition cables.



4. When the App and OS Transfer tool finishes transferring the files, click **Close**.

Note: The App and OS Transfer tool has finished transferring the files when "Working" says 0 (zero).

Closing the App and OS Transfer tool

When you finish transferring files to your students' calculators, you can close the App and OS Transfer tool.

To close the App and OS Transfer tool

- Click **File > Close** or click **Close**.

Troubleshooting

This section contains information to help you quickly solve any problems you may encounter while using the TI-Navigator™ classroom learning system. If you are unable to find an answer to your question here or in the help, visit the TI-Cares KnowledgeBase.

Frequently-asked questions

Below you can find frequently-asked questions about the TI-Navigator™ classroom learning system. To help you find answers faster, the questions are divided into the following categories:

- The Activity Center tool
- The App Transfer tool
- Classes
- File transfers
- The Quick Poll tool
- The Screen Capture tool
- Students
- TI-Navigator™ network

The Activity Center tool

Why can't I start activities after I open the Activity Center tool?

You haven't started a class session yet. You cannot start activities until you start a class session.

Can I participate in activities from my calculator?

Yes, you can participate in activities from your calculator using your teacher account. When you participate, you can do anything your students can do.

Why can't my students see the cursor in the graph?

The cursor is at (0,0). Because the cursor is the same color as the axes, the axes hide it when it is at this location. If your students use the arrow keys to move the cursor, they should be able to see it.

Why is the graph whose equation I hid still showing up?

You have the equation of the graph selected (highlighted). You must deselect the equation of the graph to hide the graph.

Why is the point I hid still showing up?

You have the point selected (highlighted). You must deselect the point to hide it.

In the List - Graph tab, why can't I see the list or graph of points I created?

You haven't configured the plot of the points. You need to configure the plot of the points in order to see the list or graph of the points you create.

Why can't my students submit any more points?

In the activity configuration, you specified the number of points that your students could select. Your students have reached the limit for the number of points.

Why can't my students plot graphs on their calculators?

Your students can't plot their graphs because you cleared the **Let students view graphs of equations** check box when you set up the Contribute Equations activity.

How can I tell if the graphs of equations are hidden?

If the graphs of equations are hidden, the Equation Gallery shows the equations dimmed and italicized.

How can I tell if points are hidden?

If points are hidden, the Data Set table shows the points dimmed and italicized.

In the graph, how can I tell which equations are the ones I've entered?

The equations you enter in the Activity Center tool are highlighted green in the graphs.

In the graph, how can I tell which points are the ones I've entered?

The points you enter in the Activity Center tool are highlighted green in the graphs.

What are the limits for creating axis labels?

The axis labels can have only letters and numbers. They cannot be longer than 6 characters.

Can I delete individual cells in data sets?

No, you cannot delete individual cells in data sets. You must delete data by the row.

The App Transfer tool

What Apps do I need to install on my students' calculators in order to use them with the TI-Navigator™ system?

The Apps you need are algact.8xk or 73k, LearnChk.8xk or 73k, navnet.8xk or 73k, and navstk.8xk or 73k.

Where can I find the Apps I need to install on my students' calculators?

The first time you run the App Transfer tool, the transfer list contains all of the applications you need to install on your students calculators to run the TI-Navigator™ system. In addition, you can also find the Apps at C:\Program Files\TI Education\TI-Navigator.

Classes

Why can't I create a class?

You cannot create a class because you have a class session running. If you need to create a class, you must first end the running class session.

Why can't I select a class?

You can't select a class because you have a class session running. If you need to select a class, you must first end the running class session.

How many characters can I use in my class name?

Your class name can have 3 to 32 letters and/or numbers.

File transfers

Why won't the TI-Navigator™ system let me change my default file location?

You have a class session running. You can only change the default file location if there is not a class session running.

Why can't I send or collect files?

You haven't started your class session yet. You cannot perform any TI-Navigator™ network tasks until you start a class session.

What is the difference between sending a file forced and unforced?

Sending a file unforced means that the students must select Auto Send/Recv from the Transfers menu before they can receive the file. Force sending a file means that the software transfers files to your students' calculators immediately, regardless of what your students are doing.

What is the difference between collecting a file forced and unforced?

Collecting a file unforced means that the students must select Auto Send/Recv from the Transfers menu to send the file to you. Force collecting a file means that the software sends your students' files to you immediately, regardless of what your students are doing.

When I send files to my students' calculators from the TI-Navigator™ system, where on the calculators does the TI-Navigator™ system send the files?

This depends on where you obtained the file from and whether you sent it from your calculator or computer. In general:

- If you collected or acquired the file from a calculator's archive, the TI-Navigator™ system sends the file to the archive.
- If you collected or acquired the file from a calculator's RAM, the TI-Navigator™ system sends the file to RAM.
- If you send the file from a calculator's archive, the TI-Navigator™ system sends the file to the archive.
- If you send the file from a calculator's RAM, the TI-Navigator™ system sends the file to RAM.

If necessary, you can change this location in TI Properties.

Where does the TI-Navigator™ system store the unprompted files I receive from my students?

By default, the TI-Navigator™ system stores unprompted files at My Documents\My TI-Navigator, and separates them into folders by their class name. However, you can change the default file location for unprompted files if necessary.

Can I send files to individual students from my calculator?

No. From your calculator, you can only send files to the whole class.

Can I force send or force collect files from my calculator?

No. You can only force send or force collect files from your computer.

The Quick Poll tool

What types of poll questions can I send?

You can send any of the following types of poll questions:

- Agree/Disagree
- Yes/No
- True/False
- Right/Wrong
- Always/Sometimes/Never
- Multiple Choice
- Open Response

Is there a length limit for my poll questions?

Yes. Your questions cannot contain more than 45 characters.

Do I have to enter a question to send a poll?

No, you do not have to enter a question to send a poll. If you do not enter a question, the Quick Poll tool sends the text "Mark your answer" by default.

Why haven't my students received the poll I sent them?

There are a couple of reasons why your students might not receive a poll:

- The students were not logged in to the network.
- The students exited NavNet.

Why can't I send poll results to my students?

There are a couple of reasons why you might not be able to send a poll:

- You cannot send poll results to your students because you have not stopped the current poll. You must stop the current poll to send poll results.
- The poll is an Open Choice poll. You cannot send the results of an Open Choice poll to your students.

Why did the open poll on my computer close?

The open poll may have closed because you started a new poll from your calculator. If you start a new poll on your calculator, the open poll on the computer closes and the new one you sent from your calculator opens.

Why do some characters display incorrectly when a student submits an open response answer?

Students most likely are using the new functions and/or MathPrint™ templates (including fractions) with the TI-84 Plus OS 2.53MP or higher. TI-Navigator™ open response does not support these new features at this time.

When I send polls from my calculator, why can't I find the open response question type?

You cannot find the open response question type because you cannot send open response question types from your calculator.

The Screen Capture tool

Can I capture screens from my own calculator?

No. You can only capture screens from your students' calculators.

Can I capture the screens of students who aren't in the NavNet App?

Yes. You can capture your students' screens as long as they are still logged in to the network. Students are included in a screen capture if they have logged in at least once during the class session, even if they do not currently have the NavNet App open.

Why is there a yellow outline around a captured screen?

The yellow outline indicates that the screen did not refresh.

Why is there a yellow screen with the words "Communication Error" in it?

This indicates that the TI-Navigator™ system cannot find the student on the network. The student's calculator may have become unplugged from the hub.

Students

Why can't I see a student's icon?

Another student's icon may be on top of the icon you are trying to find.

Why don't logged-in students receive polls, activities, or transfers?

The students may be in an Exit App state. The Exit App state occurs when students exit the TI-Navigator™ App on their calculators but are still logged in to the TI-Navigator™ network. Although students in the Exit App state are logged in, they cannot receive polls, activities, or unforced transfers.

If I delete a student from a class, can I later restore the student to the class?

It depends on whether or not the student is also in other classes. If the student is in other classes, then you can restore the student's information to the class by copying him or her to the class. If the student is not in other classes, then the deletion is permanent.

Can I retrieve my students' account passwords in the TI-Navigator™ system if they forget them?

No. Once you enter your students' passwords, they become hidden. If your students forget their passwords and you do not have their passwords recorded elsewhere, you must reset their passwords in the TI-Navigator™ system.

Why can't I edit a student's information?

You can't edit your students' information because they are logged in to the TI-Navigator™ network.

Why can't I delete a student?

You cannot delete the student because the student is logged in to the TI-Navigator™ network.

Why can't I see my students' passwords?

The TI-Navigator™ system hides the passwords to protect your students' privacy. You cannot retrieve the passwords in the TI-Navigator™ system. However, you can reset the passwords.

Can my students create their own passwords?

Yes. When you add or edit your student, select Student Chooses. This lets your student choose their own password the first time they log in.

Why wasn't a student's password reset?

There are two reasons why a student's password might not be reset:

- You did not select the student when you reset the passwords.
- The student was logged in at the time you reset the password. You cannot reset the password of a student who is logged in.

How many characters can I use in a student's user name?

You can use 3 to 12 letters and/or numbers.

How many characters can I use in a student's password?

You can use 3 to 12 letters and/or numbers.

Can I give students the same user name?

No, you cannot give students the same user name, even if they are in different classes. All student user names must be unique.

Why can't I move or copy students to different classes?

Either the students are logged in or the students already exist in the class where you are trying to move them.

The TI-Navigator™ network

Why do I get a "Cannot start a class session" error?

The TI-Navigator™ system cannot locate the appropriate network hardware (for example, an access point and one or more hubs). Check your hardware connections. If you still see this error, open TI-Network Manager and make sure your network hardware is properly configured.

Why does my home screen say "TI-Navigator Network Unavailable" in the bottom right-hand corner?

The TI-Navigator™ system cannot locate appropriate network hardware (for example, an access point and one or more hub). Check your hardware connections. If you still see this error, open TI-Network Manager and make sure your network hardware is properly configured.

If I or my students exit NavNet, are we still logged in to the TI-Navigator™ network?

Yes. If you or your students exit NavNet during class sessions, then you are still logged in to the TI-Navigator™ network. You only become logged out after the class session ends.

During class sessions, can multiple students log in to the TI-Navigator™ network from one calculator?

No. During class sessions, only one student per calculator can log in to the TI-Navigator™ network. In order for another student to log in to the TI-Navigator™ network from the same calculator, you must end the class session and then restart it.

What do I need to log in to the TI-Navigator™ network from my calculator?

To log in to the TI-Navigator™ network from your calculator, you need a teacher account. You can create your teacher account under Teacher Preferences.

How many characters can I use in my teacher account user name?

You can use 3 to 12 letters and/or numbers.

Can I retrieve my password if I forget it?

No. You cannot retrieve previously entered passwords. If you forget your password, you must reset it.

How many characters can I use in my teacher account password?

You can use 3 to 12 letters and/or numbers.

What can I do if I forget my password?

If you forget your password, you can reset your teacher account password.

What can I do after I log in to the TI-Navigator™ network from my calculator?

After you log in to the TI-Navigator network from your calculator, you can:

- Send files to students
- Collect files from students
- Send polls to students
- Participate in activities with students

System requirements

For the latest system requirements for the TI-Navigator™, go to:
<http://education.ti.com/go/systemreq>.

Other requirements

- The TI-Navigator™ system communicates with specific TI graphing calculators (TI-73 Explorer™, TI-83 Plus, TI-83 Plus Silver Edition, TI-84 Plus, TI-84 Plus Silver Edition, or TI-Nspire™ handheld with the TI-84 Plus Keypad inserted). Your school or your students may already own these. Calculators are not included with the TI-Navigator™ system.
- Data cables and cradles for the TI-83 Plus and TI-84 Plus families of calculators are sold separately.
- The latest operating system for the TI-73 Explorer™, the TI-83 Family, and the TI-84 Family must be installed on each calculator used with

the TI-Navigator™ system. These operating systems are available at <http://education.ti.com/us/software>.

Error messages

Below you can find solutions to error messages that you or your students might come across while using the TI-Navigator™ classroom learning system, including:

- Computer error messages
- Calculator error messages

Computer error messages

Error message	Possible causes or solutions
TI-Navigator Network Unavailable	The TI-Navigator™ system cannot locate appropriate network hardware (for example, an access point and one or more hub). Check your hardware connections. If you still see this error, open TI-Network Manager and make sure your network hardware is properly configured.
Cannot start a class session	The TI-Navigator™ system cannot locate the appropriate network hardware (for example, an access point and one or more hubs). Check your hardware connections connections. If you still see the error, open TI-Network Manager and make sure your hardware is properly configured.
There was a problem reading your equation around character X.	In the Activity Center tool, you are not using the appropriate syntax in an equation. Equations must use uppercase letters for variables, lowercase letters for functions, and not have any spaces.

Error message	Possible causes or solutions
Invalid First Name	In the Add Student dialog box, you did not enter the student's first name or you included invalid characters in the first name.
Invalid Last Name	In the Add Student dialog box, you did not enter the student's last name or you included invalid characters in the last name.
Invalid User Name	In the Add Student dialog box, you either did not enter a user name or you did not meet the user name requirements. User names must contain 3 to 12 letters and/or numbers.
Invalid Password	In the Add Student dialog box, you either did not enter a password or you did not meet the password requirements. Passwords must contain 3 to 12 letters and/or numbers.
No Classes Selected	You do not have any classes selected for the student you are creating or editing.

Calculator error messages

Error message	Possible causes or solutions
Communication failed Check the cable	<ul style="list-style-type: none">• The calculator is not connected to the hub and/or USB Silver Edition cable correctly. Check the cable connections to the hub and the calculator, then try again.• <i>(Student point of view only)</i> The teacher hasn't started the TI-Navigator™ system on his or her computer. Wait until the teacher starts TI-Navigator and the class, then try again.
Class not started	<i>(Student point of view only)</i> The teacher hasn't started the class in the TI-Navigator™ system. Wait until the teacher starts the class and try again.
Could not login	The user name or password you entered is not correct. Make sure you are using the correct user name and password and try again.
No file selected	You did not select a file to transfer.

Glossary

This section provides reference material that you may find helpful while using the TI-Navigator™ classroom learning system. In it, you can find terminology and file types.

Terms

activity – A term for the kinds of classroom interaction that the Activity Center tool lets you perform. In an activity, students can contribute mathematical data (points, equations, and lists) to the Activity Center tool.

activity data – Data that you and your students can create or contribute to the Activity Center tool, including equations, lists, and points.

activity settings – All of the settings in the Activity Center tool, including the graph window settings and the configuration options.

App – A TI graphing calculator software application.

class – A group of student accounts with an associated class record, seating layout, and various preferences and settings.

Class Record – A component of the TI-Navigator™ computer home screen. The Class Record shows the network actions of a class as well as a list of historical actions.

class session – A period of time when the TI-Navigator™ network is available for a particular class.

Classroom tab – A component of the TI-Navigator™ computer home screen. In the Classroom tab, you can view representations of the students in the current class; add, edit, or remove students from the current class; view visual indications of the students' log in status; and view the status of the current network action.

classroom view – A means of representing the students in a class. The TI-Navigator™ classroom views are the Seating Chart view and the Student List view.

collect – To transfer files from your students' calculators to your computer.

configurations – The options for collecting data (lists, points, and equations) that control the way students can contribute the data.

coords – In the Graph Settings dialog box, an abbreviation for “coordinates.” It refers to the option to display or not display the graph coordinates of the computer’s cursor when you position it over the Activity Center tool’s graph window.

current class – Part of the TI-Navigator™ home screen that lets you select previously created classes and start/end class sessions for the selected class.

data set – A grouping of list data. Data sets must be the same length and can contain between two and four lists.

display name – The name of a student that appears in the TI-Navigator™ window.

force collect – A collect action that interrupts your students to retrieve the file immediately.

force send – A send action that interrupts your students to send the file to the calculator immediately.

list – A set of numeric data. In the TI-Navigator™ software, the set of numeric data models the TI list calculator data type.

poll – A survey of the class. In a poll, students use the TI-Navigator™ network to respond to a verbal or written prompt.



plot – A group of points graphed in the Activity Center tool.

plot configuration – The display and data options for a given plot. The Activity Center tool lets you select the icons that represent points in the plot as well as lists that provide the source data.

point – Mathematical data (often a set of X and Y values) that represents the idea of a location in the graph.

network application – An application that connects to the TI-Navigator™ network. An example of a network application is LearningCheck™ Creator.

network status indicator – A component of the TI-Navigator™ computer home screen. The network status indicator shows whether or not you are connected to the TI-Navigator™ network. The indicator

shows the Network Available icon  if the network hardware is connected and powered on and the Network Unavailable icon  if it is not.

Seating Chart – The Classroom view that shows a class’s students as icons labeled with their display names.

send – To transfer files from your computer to your students’ calculators and from your students’ calculators to your computer.

screenshots – Images of screens captured from your students’ calculators.

status – The progress of a current network action or the final state of an historical action. For example, the status “15 of 20” means that TI-Navigator™ has transferred 15 out of a possible 20 files.

step size – The change in coordinates that occurs when you move your cursor in your graph. For example, if you set the step size to 3, then the cursor moves 3 tick marks every time you move it.

student list – The Classroom view that lists of a class’s students with their display names, first names, last names, user names, and student ID.

teacher account – An account (user name and password) that lets you log into the TI-Navigator™ network as a teacher.

TI-Navigator calculator – A calculator running the NavNet App.

TI-Navigator computer – A computer running the TI-Navigator™ software.

Tools tab – A component of the TI-Navigator™ computer home screen. The Tools tab contains shortcuts to the Apps, activities, tasks, and utilities available in the TI-Navigator™ system.

transfer – The exchange of calculator data between TI-Navigator™ computers and TI-Navigator™ calculators. For example, a send or a collect.

Unprompted from Class – Files students send you that you did not request with a collect.

unforced collect – A collect action that does not interrupt your students' work. In an unforced collect, students can transfer the file from the Auto Send/Recv screen at their convenience for as long as the class session is running.

unforced send – A send action that does not interrupt your students' work. In an unforced send, students can transfer the file from the Auto Send/Recv screen at their convenience for as long as the class session is running.

user name – The name used to identify your students when they log in to the TI-Navigator™ network from their calculators. Each user name must be unique throughout all of your classes.

window settings – The settings that control the display of the visible graph window in the Activity Center tool. Also called graph window settings.

File types

Below you can find a list of file types that you can send to or collect from your students' calculators using the TI-Navigator™ system.

Type	TI-83 Plus or TI-84 Plus extension	TI-73 Explorer™ extension
Application Variables (LearningCheck™, StudyCards™, TI CellSheet™, TI NoteFolio™)	.8xv	.73v
Apps	.8xk	.73k
Equation (Y1, Y2)	.8xy	.73y
Constant		.73c
Graphical Database (GDB)	.8xd	
List	.8xl	.73l
Matrix	.8xm	
Number	.8xn	.73n
Program	.8xp	.73p
Picture	.8xi	.73i

Type	TI-83 Plus or TI-84 Plus extension	TI-73 Explorer™ extension
String	.8xs	
TableSetup	.8xt	.73t
UserZoomWin	.8xz	
WindowRange	.8xw	.73w

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For TI-Navigator™ technical questions

E-mail: ti-navigator@ti.com

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