

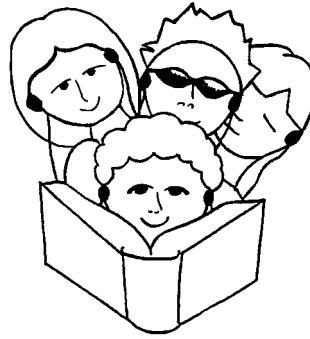
# Welcome!

Thank you for purchasing READ NATURALLY SE!  
READ NATURALLY SE offers many benefits to you and your students, and we're sure you're anxious to get started.

The information in this guide will help you get up and running quickly. It includes the following topics:

- Package Contents
- Licensing Information
- Quick Installation Notes
- READ NATURALLY SE Applications
- Setting the Screen Resolution
- Getting Started in the Teacher Management System
- First Steps Using the Teacher Management System
- Opening Student Stories
- Student Stories Tips
- Using the Online Help

For information beyond what's provided in this guide, see the Installation Guide, the User Guide, or the online help.



## Package Contents

Your READ NATURALLY SE package includes the following:

### CD-ROMs

- An installation CD.
- A CD for each level purchased.
- A CD album to store your READ NATURALLY SE CDs.

### READ NATURALLY SE Guides

- Welcome Guide
- Installation Guide
- User Guide
- Answer Guide

### Licensing Information

- READ NATURALLY Software Edition License Agreement
- License number(s) used to authorize the levels purchased and the number of users licensed.

## Licensing Information

Under the terms of the READ NATURALLY Software Edition License Agreement, you have permission to use only the levels you purchased with the number of users you licensed. It is illegal to duplicate the READ NATURALLY SE CDs or reproduce the READ NATURALLY SE documentation.

**Note:** By opening the CD bag, you agree to the terms of the software license and limited warranty agreement. Before opening the bag, please verify that the software is appropriate for your system configuration and your curriculum needs.

During the installation process, you must activate each level you purchased by entering a separate license number. You will find a list of license numbers with your discs. If you purchase additional levels at a later date, you must run the installation program again and enter the additional license numbers to activate the new levels. The installation program will add the new levels to your setup without modifying any of your existing information.

For more information about licensing restrictions, see the READ NATURALLY Software Edition License Agreement. For more information about the installation process, see the Installation Guide.

## Quick Installation Notes

You can install the READ NATURALLY SE applications locally on individual computers (stand-alone installation) or on a server in a network environment (network installation).

### Stand-Alone Installation

To install the stand-alone version, insert the installation CD into your CD-ROM drive and follow the instructions on your screen. During the installation, you will enter your license number(s) and select the location where you want to install the READ NATURALLY SE applications. The installation automatically creates a "Student Stories" shortcut that opens the Student Stories application.

For more information and step-by-step procedures, see the Installation Guide.

### Network Installation

To install the network version, you need to set up access privileges, enter your license number(s), install programs on the server computer, and install programs on the client/workstation computers. With a network installation, you can also copy the READ NATURALLY stories to the server. For more information and step-by-step procedures, see the Installation Guide.

### Internet Explorer 5 Installation

In order to view READ NATURALLY SE's reports, awards, and online help, each computer must have Internet Explorer 5.0 or higher installed. The READ NATURALLY SE installation CD includes a copy of Internet Explorer. For more information, see chapters 6 and 7 in the Installation Guide.

## READ NATURALLY SE Applications

READ NATURALLY SE consists of two applications.

Application	Description
Teacher Management System	Teachers use this application to manage student, teacher, and class information, define student story options, place students in the appropriate level, and track student progress.
Student Stories	Students use this application when working with stories in their reading levels.

## Setting the Screen Resolution

In order to view the READ NATURALLY SE applications, your computer's screen resolution must be set to 800 x 600. The screen resolution increases and decreases the amount of information that displays on your screen.

### Windows 2000 and lower

- 1 Select Start > Settings > Control Panel.
- 2 Double-click the Display option.
- 3 Select the Settings tab.
- 4 Select "800 by 600 Pixels" in the Screen Area box.

### Macintosh

- 1 Select the Apple > Control Panel > Monitors.
- 2 Select 800 x 600 in the Resolution group box.

### Windows XP

- 1 Select Start > Control Panel.
- 2 Click on Appearance and Themes.
- 3 Click on Change the screen resolution.
- 4 Select "800 by 600 Pixels" in the Screen resolution box.

## Getting Started in the Teacher Management System

After you have installed the READ NATURALLY SE program on your computer, you can choose whether to open the Teacher Management System right away. If you click the Yes button, the Teacher Management System will open automatically. If you click the No button, you can open the Teacher Management System later by following these steps:

- 1 Locate the READ NATURALLY folder.
- 2 Double-click the RNMgrt program.
- 3 Enter "rnse" as the teacher password and click the Enter button.

**Note:** The "rnse" password becomes invalid once you enter a teacher. Before you close the application, make sure you know at least one teacher password. The next time you open the Teacher Management System, you must use one of your own teacher passwords.

## First Steps Using the Teacher Management System

Before students can begin using the Student Stories application, you must enter information in the Teacher Management System in the order listed below.

- 1 Add teachers. You must add at least one teacher before you can add a class.
- 2 Add classes, assigning a teacher to each class. You must add at least one class before you can add a student.
- 3 Add students, assigning a class and teacher(s) to each student.
- 4 Define each student's story options (e.g., reading level, goal).

**Note:** You can use the Placement program to determine a student's level and goal. For more information, see page 50 of the User Guide.

## Opening Student Stories

- 1 Insert the CD for the student's level in the CD-ROM drive. The student's level must match the CD's level. If you copied the stories to a server (network installation), students do not need to use a CD to open the Student Stories.
- 2 Double-click the READ NATURALLY Stories shortcut/alias on the student's desktop.
- 3 Enter the student password and click Enter.

**Note:** You can define a level and password for each student using the Teacher Management System.

## Student Stories Tips

- Student Stories automatically leads students through the steps of the process. You can view the current step in the upper-right corner of the screen.
- Students can click the light bulb/question mark button to repeat the instructions for each step.
- Students can use the Home, End, Backspace, Delete, and arrow keys (← ↑ → ↓) to move around and edit text when typing in text boxes.
- You can click on the word "Scores" in the upper-right corner of the screen to view the current story option settings for the student and a snapshot of the student's progress on the current story.
- You can pass students on stories when the red flag displays by selecting the Go to Pass Section option from the Pass menu.

For more information about using the Student Stories application, see the User Guide.

## Using the Online Help

If you have questions while using READ NATURALLY SE, you can use the online help. Two types of online help are available:

- Help Tips
- Help Topics

### Help Tips

The help tips provide a brief explanation of each item that displays on a screen.

- To view the help tips, select Show Help Tips from the RN Help menu and then hold the cursor over the name of the item for which you want help. A help description displays in a pop-up window.
- To turn off the help tips, select Hide Help Tips from the RN Help menu.

### Help Topics

The help topics provide information designed to help you work with READ NATURALLY SE. You can access a variety of information, including step-by-step procedures, overview topics, and troubleshooting topics.

To open the help topics, select Help Topics from the RN Help menu. The help opens in a browser window. From this window, you can locate information using the Contents, Index, and Search tabs.

