
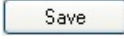
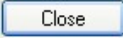


Downloading and Using Start-to-Finish® Core Content Quiz and Answer Sheets

Each download file contains the quizzes and answer sheet for each chapter in the Start-to-Finish Core Content titles in PDF format. Once you save these files on your computer, you can start using them right away! Double-click the PDF file name and it should automatically open in your default PDF reader program such as Adobe® Acrobat®. Then, you can print as many copies of a quiz that you need.

Downloading Quiz and Answer Sheets

| Windows (Internet Explorer) | Macintosh |
|--|--|
| <p>Note: If you are using a browser other than Internet Explorer, refer to the documentation for your browser.</p> <ol style="list-style-type: none"> 1. Under the title for the quiz that you want, click Download. 2. In the File Download window, click . 3. In the Save As window, select the drive letter and double-click the folder where you want to store the .zip file and click . 4. When the download has finished, click . | <p>Note If your Macintosh uses the Tiger operating system, additional steps may be necessary. If you are using Tiger and this procedure is not successful, refer to your Tiger operating system documentation.</p> <ul style="list-style-type: none"> • Under the title for the quiz that you want, click Download. The folder for your selection is placed on your Desktop. |

Opening a Quiz on Your Computer

| Windows (Internet Explorer) | Macintosh |
|---|--|
| <p>Note: If your operating system is other than Windows XP, refer to the documentation for your operating system.</p> <ol style="list-style-type: none"> 1. Go to where you downloaded the quiz. 2. Select the folder containing the .zip file. 3. Double-click the folder name. 4. Double-click the quiz to open it. | <ol style="list-style-type: none"> 1. On the Desktop, double-click the folder for your title. 2. Double-click the quiz to open it. |

Using the Quizzes within Start-to-Finish Core Content and/or Read:OutLoud™

You can use the quizzes within Start-to-Finish Core Content and Read:OutLoud when the quizzes are placed in the eText folder of the programs.

If you are using a network version, ask your Network Administrator to place the quizzes in the folders listed in the following table. You can also place them in the eText folder on your computer.

Saving Quizzes to the eText Folder

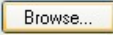
| Windows | Macintosh |
|--|---|
| <p>Network version on the server:</p> <ul style="list-style-type: none">a. <network drive letter where the program is stored>b. Program Filesc. Don Johnstond. DJNCe. Serverf. DJNCg. Datah. Commoni. SOLOj. Contentk. eText <p>Standalone version:</p> <ul style="list-style-type: none">a. My Computerb. C:\c. DonJohnstond. SOLOe. Contentf. eText | <p>Network version on the server:</p> <ul style="list-style-type: none">a. <network drive letter where the program is stored>b. Applicationsc. Don Johnstond. DJNCe. Serverf. DJNCg. Datah. Commoni. SOLOj. Contentk. eText <p>Standalone version:</p> <ul style="list-style-type: none">a. Macintosh HDb. Applicationsc. DonJohnstond. SOLOe. Contentf. eText |

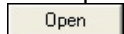
Opening Quizzes in Start-to-Finish Core Content and Read:OutLoud

1. In the **Insert** menu, select **Add eText**.
2. Open the quiz by doing one of the following:

If the quiz is in the eText folder, highlight it in the list and click 

OR

If the quiz is in another location on your computer, click , find the quiz and click




Tips

- **If you want your learners to use a quiz with the Computer Book open in Start-to-Finish Core Content**, insert the quiz as eText. With both tabs open, your learners can easily switch between tabs to read a chapter and then immediately take the quiz. When they are finished, they can easily click the Computer Book tab again to read the next chapter.

Try this: With the Computer Book open, open the quiz (see **Opening Quizzes in Start-to-Finish Core Content and Read:OutLoud**). The quiz appears in a tab next to the Computer Book. Then, ask learners to highlight the correct answer and click the green highlighter in the toolbar.

- **If your learners want to hear a quiz read aloud, open it in Start-to-Finish Core Content or Read:OutLoud.**

Try this:

1. Ask the learners to read a chapter from their paperback book.
2. Open the quiz in Read:OutLoud (see **Opening Quizzes in Start-to-Finish Core Content and Read:OutLoud**).
3. Ask learners to highlight question 1 and the multiple choice answers and click  on the toolbar to have the selection read aloud.
4. Ask learners to highlight the answer they think is correct and click the green highlighter in the toolbar. Do this for the remaining questions.