# The Learning to Get Along® Series

# Learning to Get Along

## Talking books for teaching social skills

*Learning to Get Along Software is a social skill and character education program for children ages 4–8. The software series features 15 well-written, attractively illustrated stories that consistently model appropriate social skills and positive behaviors for young learners.*

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*The software reads the books aloud with highlighted text and lets students click on any word for identification. You can assign books to each student and select the highlighting method (word by word, line by line, or sentence by sentence). Engaging questions with speech at the end of each story challenge students and provide you with data on comprehension.*

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# Quick Start

Thank you for your interest in **Learning to Get Along**, a series of 15 talking books for children ages 4-8. This interactive software series teaches critical social skills while supporting reading, listening and comprehension. Each book has a different theme and includes full-color illustrations, highlighted text and professional narration.

If you wish to print this **User Guide**, it is available in the following locations:

1. On the CD or DVD containing the program.
2. In **Windows**, from Start menu: Programs → Attainment Company → Documentation → Learning to Get Along manual.

On the **Mac**, inside the program folder: Attainment Company → Learning to Get Along.

3. Downloadable from the Attainment Company website, www.attainmentcompany.com

*To download:* Type "Learning to Get Along" in search window, then click on "Learning to Get Along Software."

You will see a PDF link on this page.

## Starting the Program

### To start the program in Windows:

Go to **Start** menu at bottom left of screen.

Click **Start → Programs → Attainment Company → Learning to Get Along.**

### To start the program on the Mac:

Click on **Go** pulldown menu and find **Applications** list.

Find **Learning to Get Along**

Double-click **Learning to Get Along.app**

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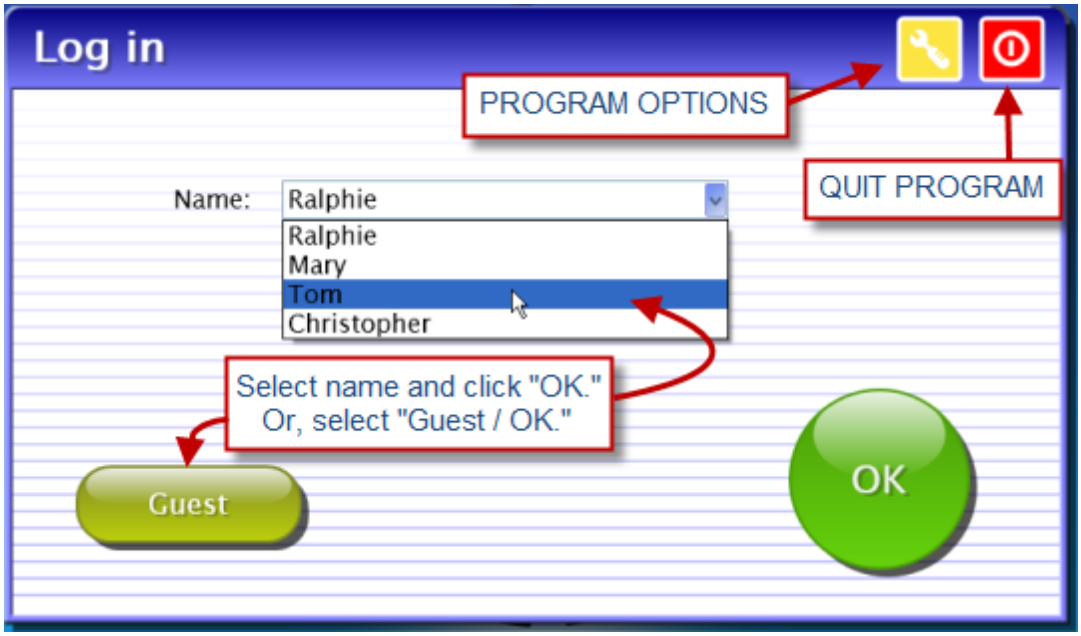
# Logging In

The login screen will come up when the program starts. Select a user's name from the Name pull-down list, or click the **Guest** button, and click OK. When there are no user names, the program automatically logs in as **Guest** and the login screen does not appear.

To create user list, see Options

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## Reading Stories

The story directory on the main menu lists 15 stories on two screens, shown as square buttons. Click the **More** or **Back** button to see all story choices. Clicking on a story's button brings up its title page.

On the title page, click the **Read** button to begin the story, or the **EXIT** button to return to the story directory.

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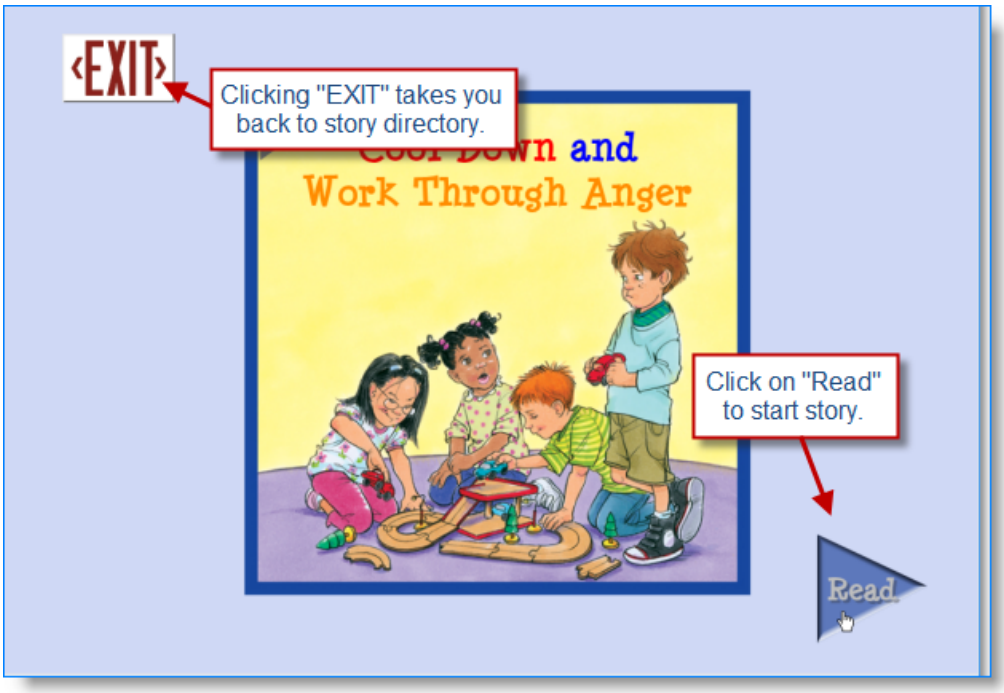


The **Next** and **Back** buttons move forward or backward through the story. Click **EXIT** to return to the story directory.

When a student who has logged in finishes a story, the story icon will be either shaded or removed, depending on the setting.

The completed story will also be recorded in the logged-in student's **Results**. For more information, see Results.

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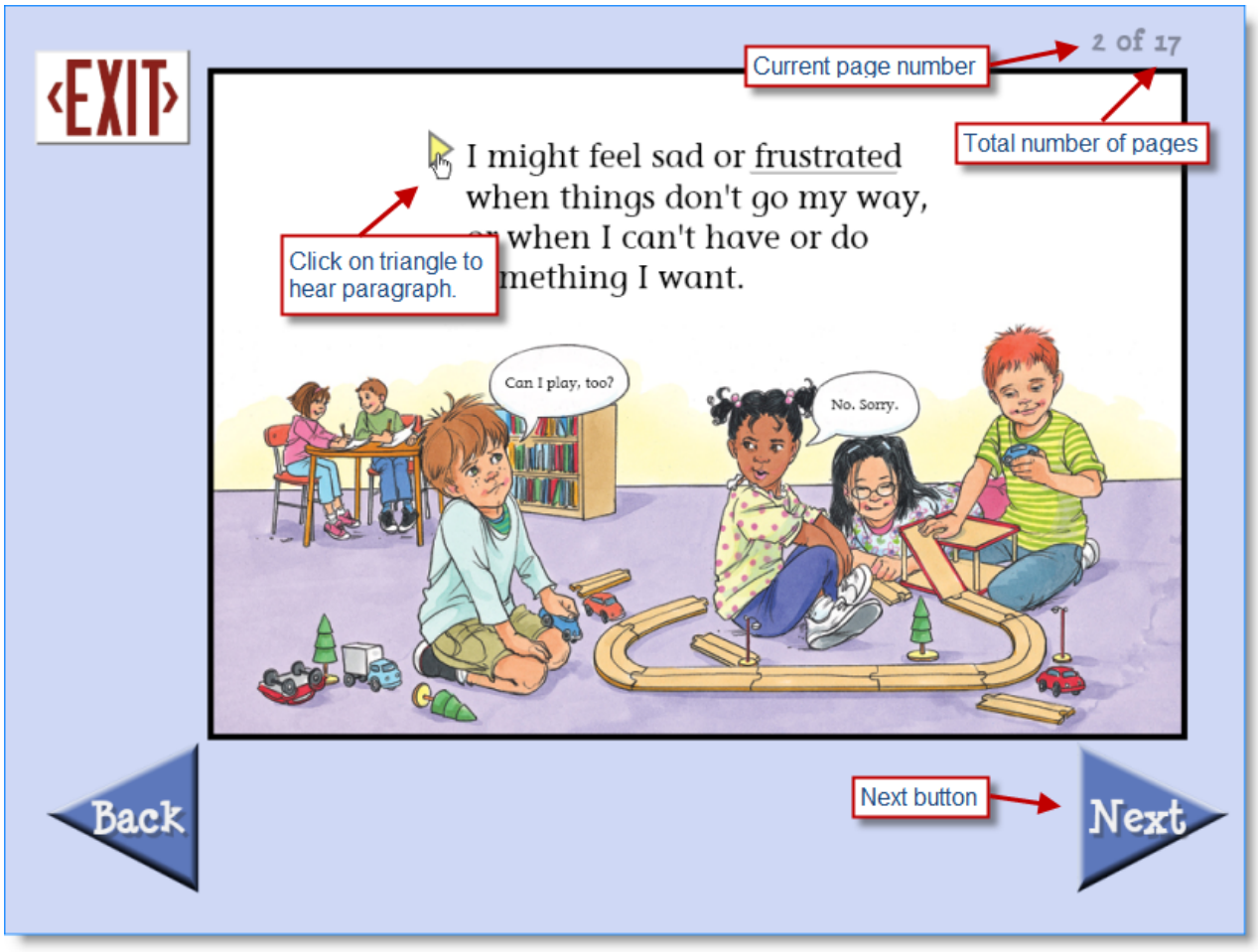


## Story Directory

The story directory is on the main menu of **Learning to Get Along.** Select stories to read from this menu.

You can also perform other functions, via auto-hidden pull-down menus at the top left of the screen.

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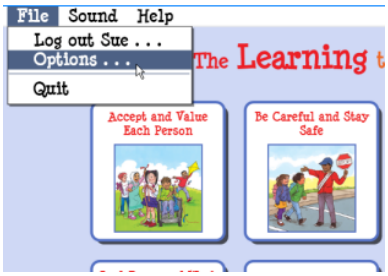


The **File** menu allows you to:

1. Log out one user, to log in another.
2. Go to **Options** to add or delete users, or select features for each user
   - Password is required. Built-in passwords **attainment** and **freespirit** always work, or you may create your own in the **Options** menu. See "Teacher Password"
3. Quit the program

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The **Sound** menu allows you to turn off the music, speech, and/or special effects sounds.

**NOTE:** This only affects the current session. Turning sounds off for a particular student is done in the **Options** menu. See "Sounds"

The **Help** menu takes you to the program's user guide, as well as information about the program.

## Adding Users

**LOCATION:** File → Options / top of screen

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Click the **Add** button to add a new student user. Type in the student's name and click the **Next** button.

**Choose User Password:** After clicking the **Next** button, you'll be prompted to assign a password. This is optional and can be skipped. If you do not designate a password, the user can log in by selecting his or her name from the pull-down login menu.

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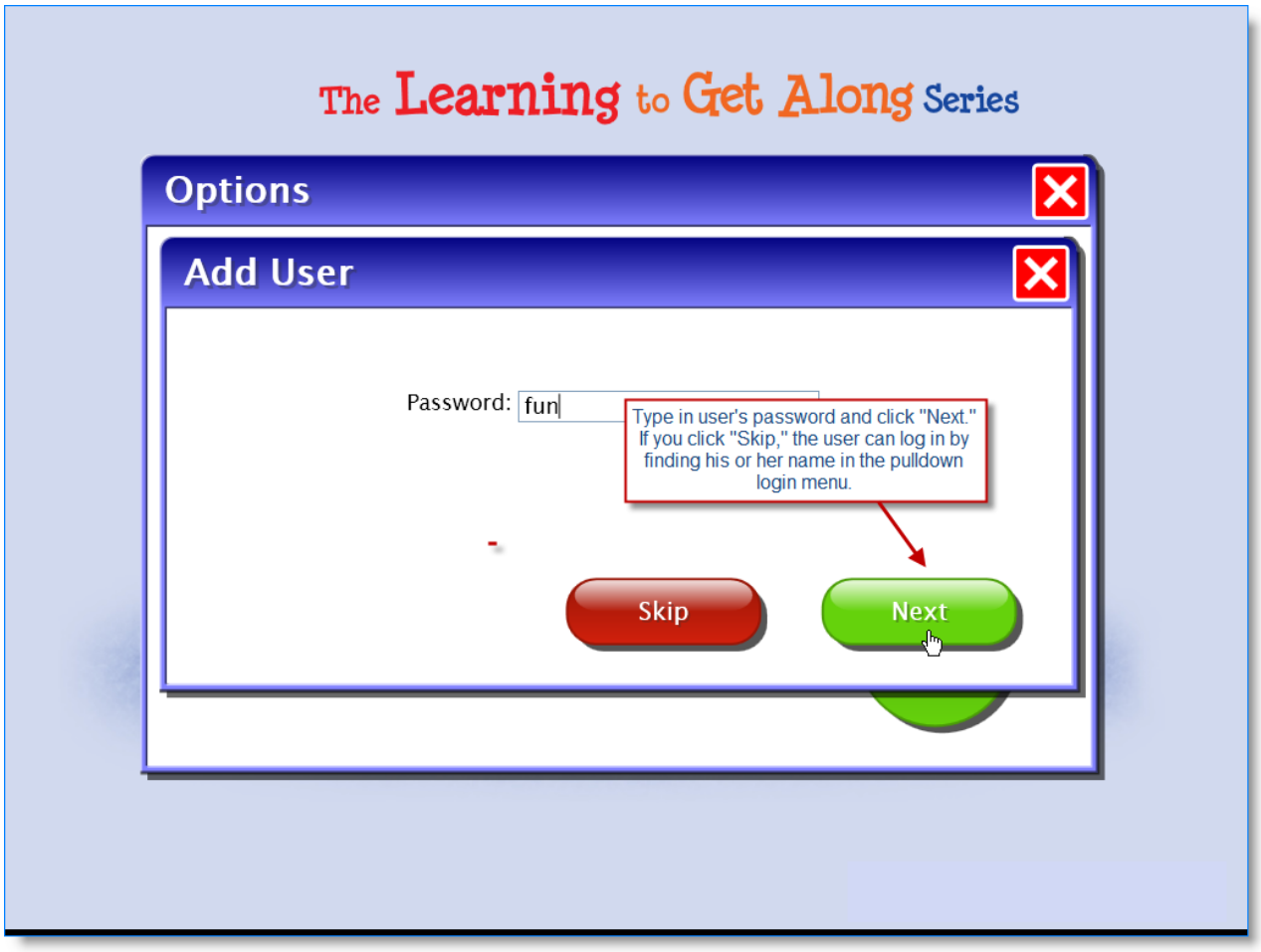


**Choose User Icon:** After choosing a password, you may also assign an image, for example a photo, to the user's name. This is also optional. If your computer is camera-enabled, you can click on "Snapshot" to create a photo for the user's icon.

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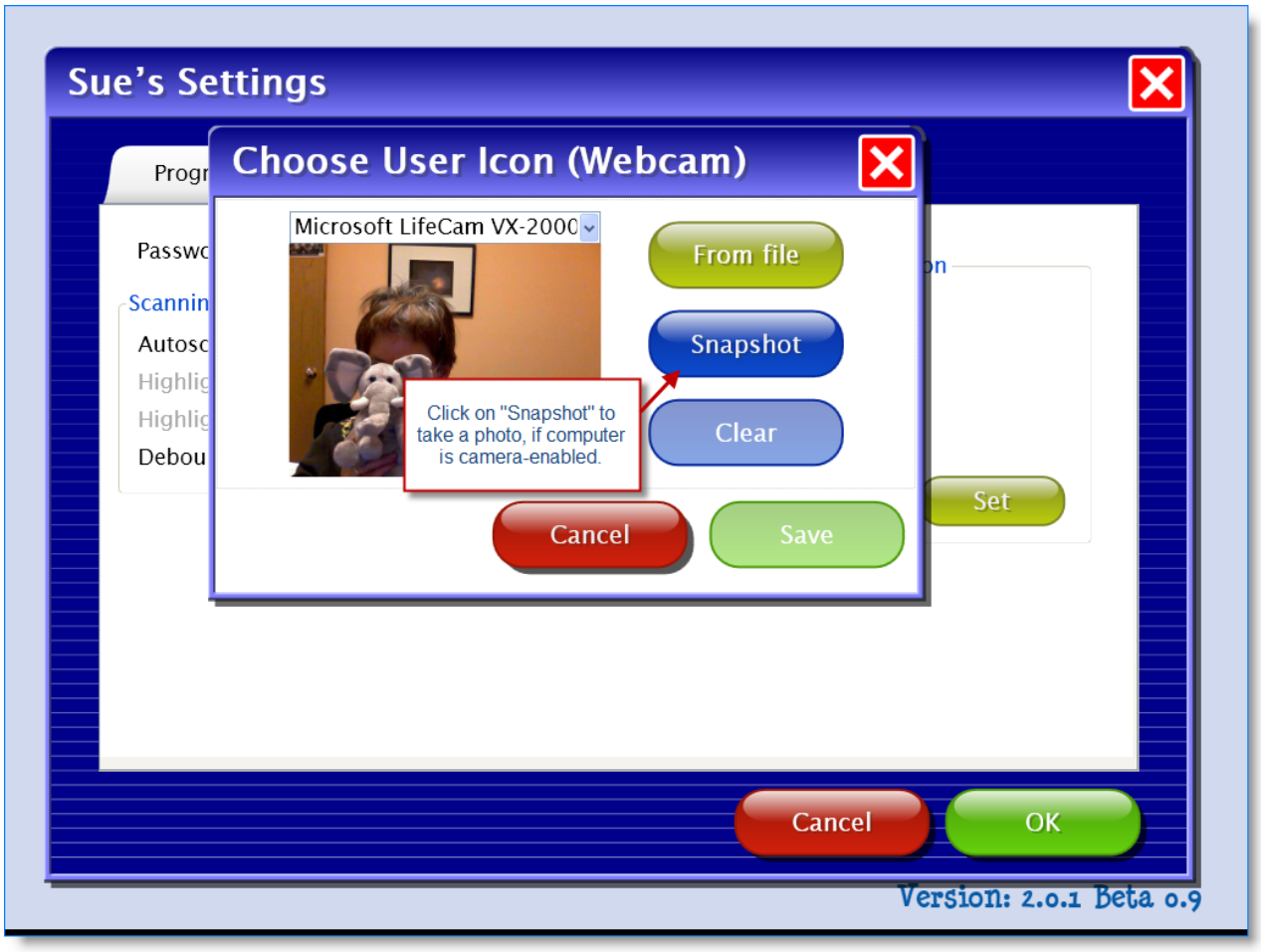


Password and Icon assignments can be added or changed later via the **Settings** button → **System** tab.

All of the users will appear in a pull-down list. To change program options for a particular user, select that user from the pull-down list, then click on the **Settings** button.

***NOTE:*** If on a Mac, you must be logged in with the name you used when creating the list of users, or you will not see the list.

**To delete a user:** Bring user's name up in drop-down list, then click **Delete**.

See Options overview for more information.

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# Seeing and Hearing the Stories

## Story Audio

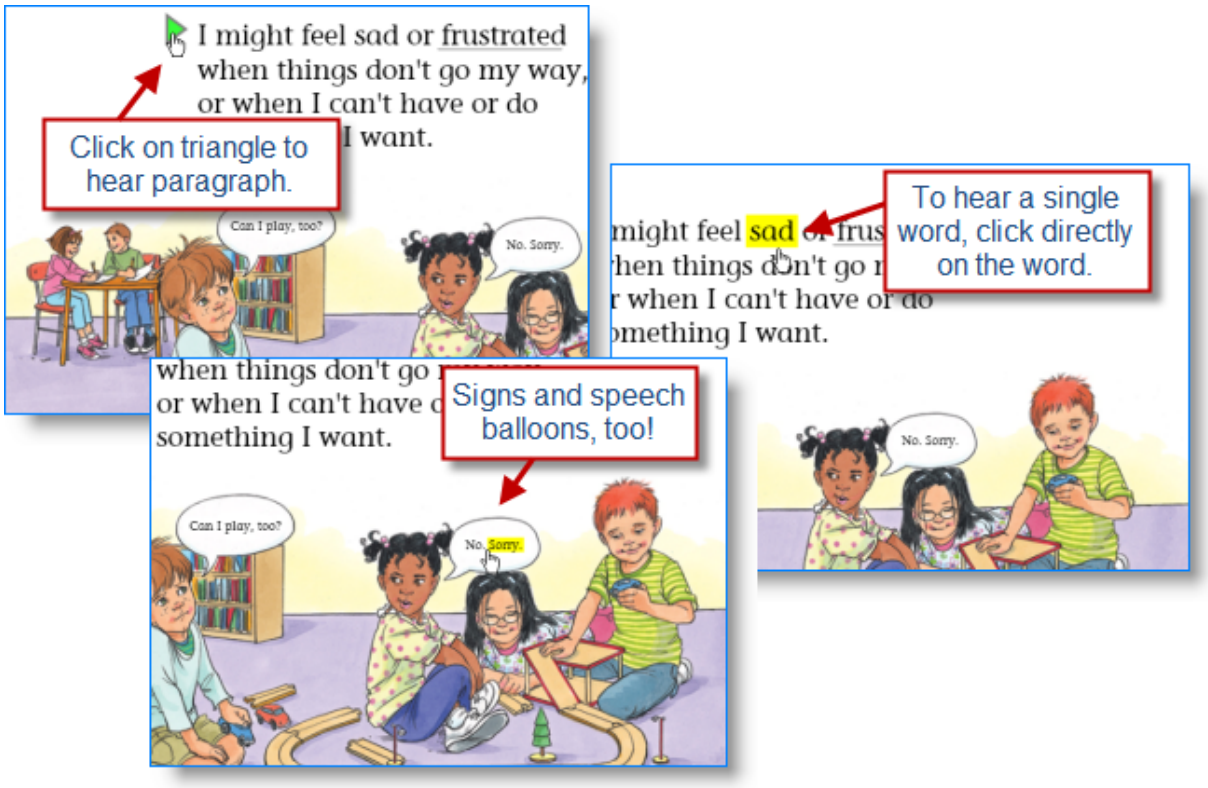
***To hear a paragraph,*** click the triangle to its left.

***To hear a single word,*** click directly on the word.

***To restart the story narration,*** click on the triangle, or double click at the point you want the narration to resume.

**Speech balloons, signs, labels,** and other words on the page are also spoken. Click directly on the words to hear them.

The mouse pointer will change from an arrow to a hand when it rolls over any readable text.




By default, spoken text begins *automatically* after each page turn. This auto read option can

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be disabled.

The text is read as natural speech, in a conversational tempo. Slower, word-by-word speech is also available.

*See:*

Narration Style to change speed of speech

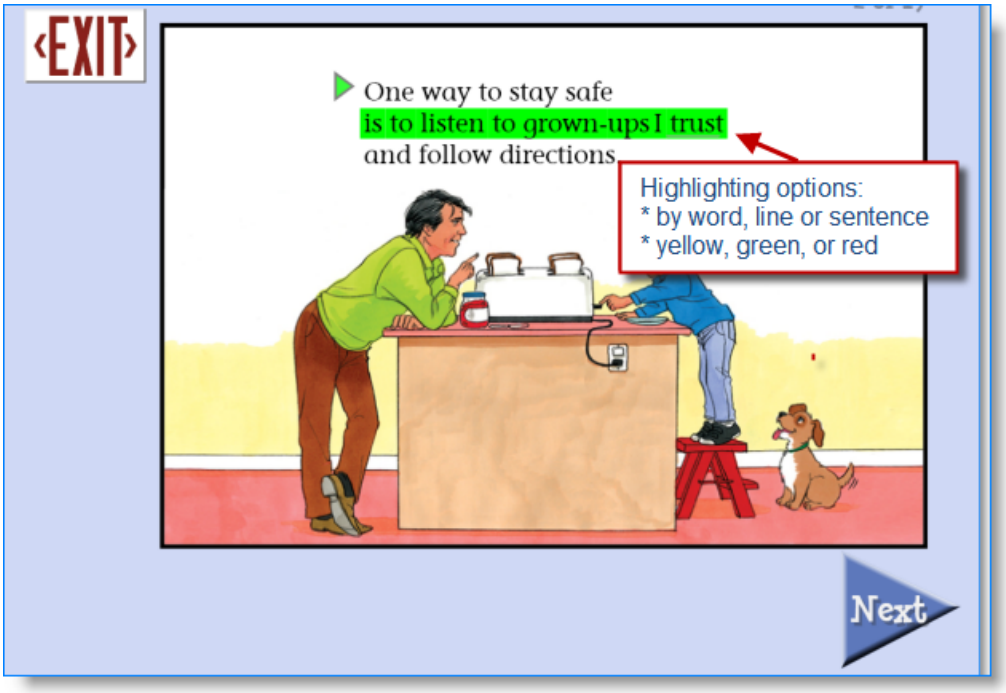
Story Options to turn off automatic narration

## Highlighting

As the story is spoken, text is highlighted one word at a time, in yellow.

Highlighting can also be by sentence, by line, or turned off, and the highlight color can be changed.

See Narration Highlighting.




## Glossary Words

**Glossary words** have a gray underline. When a glossary word is clicked, a definition appears, and the word and its definition are heard.

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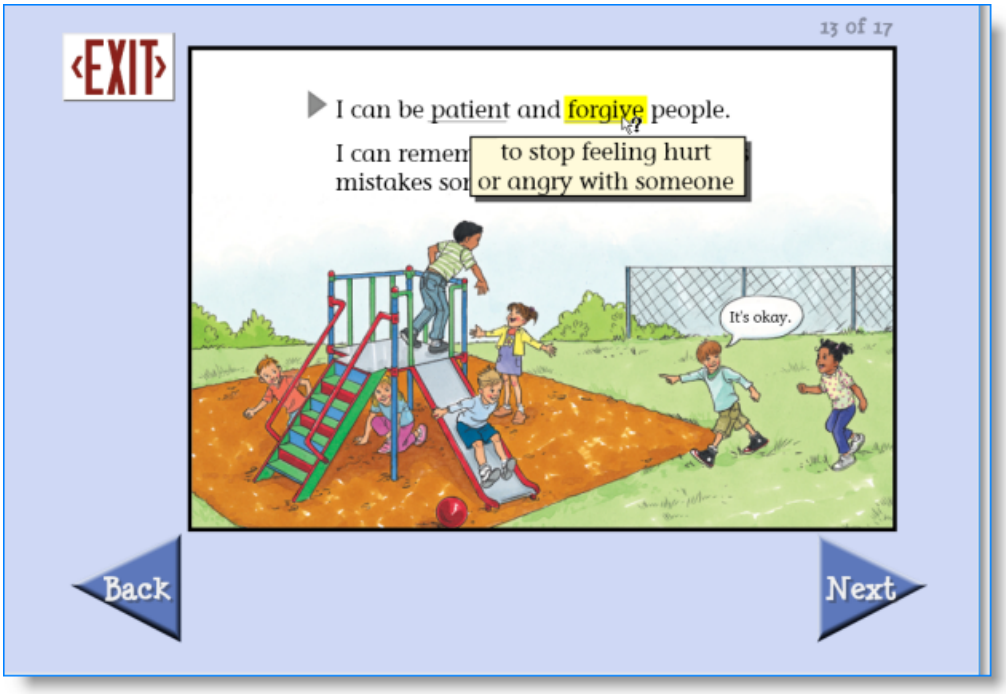
The cursor prompt looks different when the mouse moves over a defined glossary word, changing from an arrow to an arrow with a question mark.

The glossary feature can be turned off, if desired, in **Options**. See Story Options.

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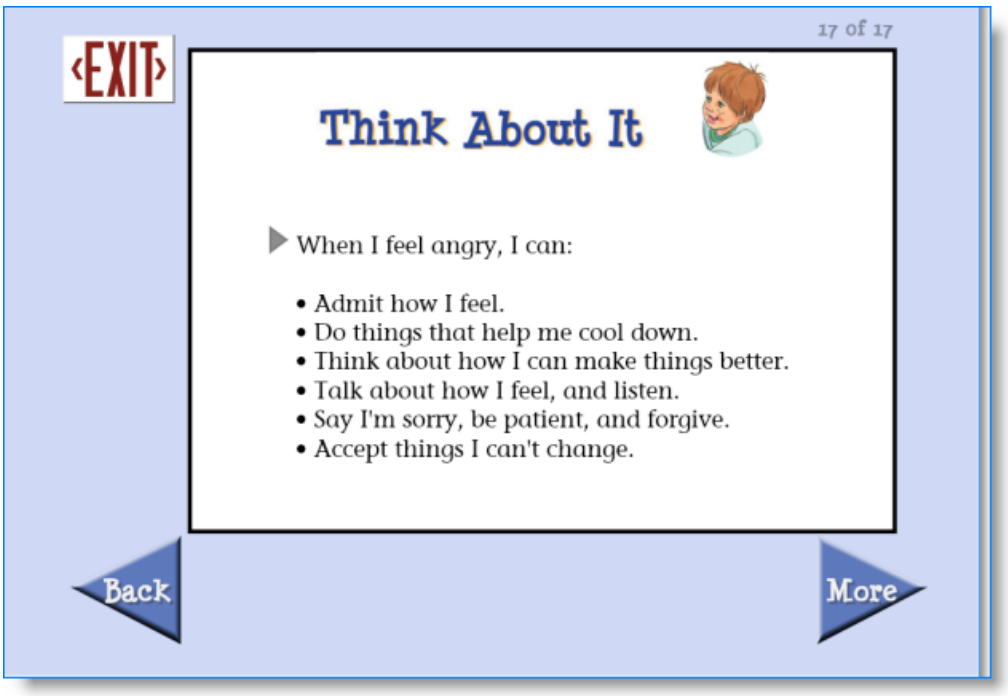
# Story Activities

## Think About It

Immediately following each story is a screen with the heading "Think About It."

This screen sums up the message of the story with a bulleted list.

There are no questions to answer on this page.




## Quiz

Each story has three multiple-choice questions. The questions are read automatically. Click the button next to each answer to hear it read.

The **My Answer** button chooses the selected answer.

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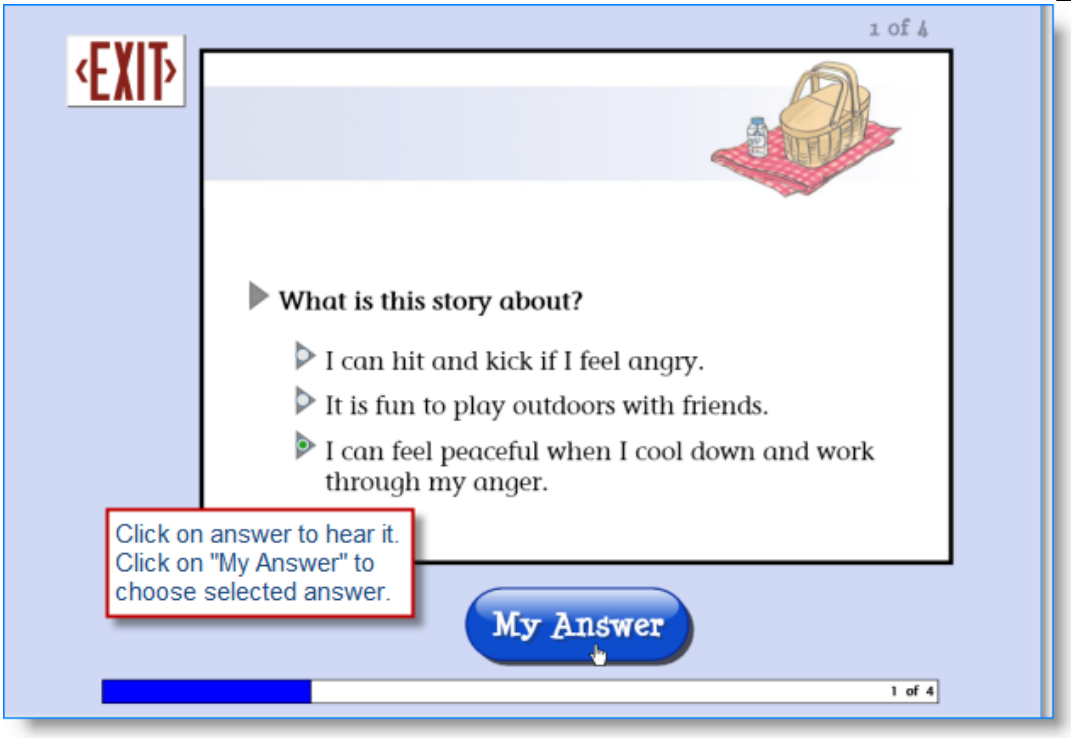
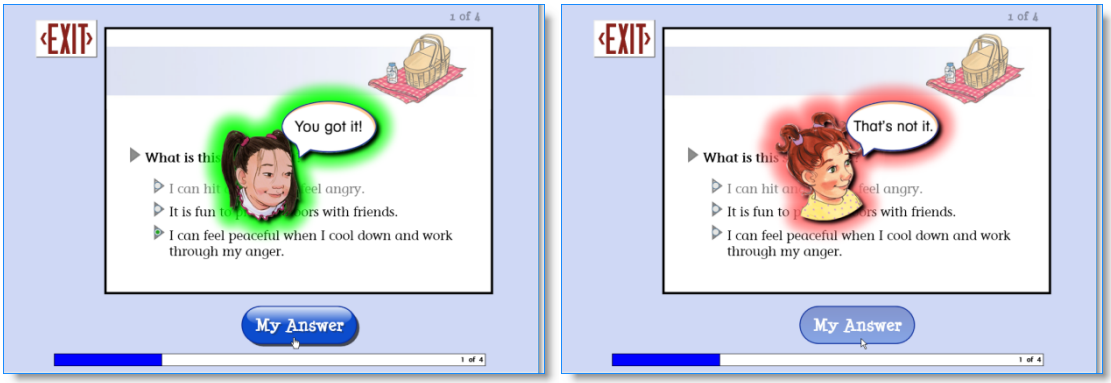



If the answer is correct, the student will see and hear a positive response for a moment, and then the screen will change to the next question. If an answer is incorrect, the student will be encouraged to try again, and then the question screen will restore with the first answer shaded out. The program will not move to the next question until the correct answer is selected.




After the final question has been answered, a new screen will appear to congratulate the student for knowing new information.

Note, the quiz can be made unavailable. See Test Options.

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# Talk About It

An optional screen following the multiple-choice section has a voice recording function, which will record the student's verbal response to the question using a microphone.

NOTE: This feature is disabled to start. It must be enabled in **Options** →**Settings** menu. To make it available for all your students, enable it while logged in as "Guest."

***To record the student's voice,*** click on the Record button. The recording time is 10 seconds and is indicated by a red progress bar.

***To stop the recording before 10 seconds,*** click on the Stop button.

***To play back the student's voice,*** click the Play button.

This feature will only be available if the computer is microphone-equipped. It can also be turned on or off for each student. See Test Options for more info.

The voice recording can be listened to in the student's Results. See Results for more info.

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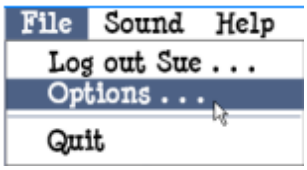
# Options

## Options Overview

**LOCATION:** Auto-hidden menu in story directory: File → Options



The **Options** menus let you add or delete users, and change settings for individual students.

In the **top level options menu**, you can:

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* Add new users. Add User

* Delete a user. Bring user's name up in drop-down list, then click **Delete**.

* Make changes to general (non-user) options. Fullscreen; Allow Guest Logins; Teacher Password.

***To make changes in a student user's options***, click on the **Settings** button.
See **settings** listed below.

***To see a student user's quiz results***, click on the **Results** button.

- **TIP:** To change default settings for all new users, select **Guest** from the pull-down menu of users, and then change the settings.
  See Factory Settings list.

**Settings that can be changed:**

Narration Style for speed of speech

Narration Highlighting for items highlighted and highlighting color

Story Options to turn on/off:

* narration starting automatically after each page turn
* page turning automatically after it has been read
* definitions of vocabulary words appearing

Test Options to turn on/off:

* quiz questions
* "Talk About It" feature

Scanning to enable automatic scanning

Sounds to turn sounds off

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# Add User

**LOCATION:** File → Options / top of screen

Click the **Add** button to add a new student user. Type in the student's name and click the **Next** button.

**Choose User Password:** After clicking the **Next** button, you'll be prompted to assign a password. This is optional and can be skipped. If you do not designate a password, the user can log in by selecting his or her name from the pull-down login menu.

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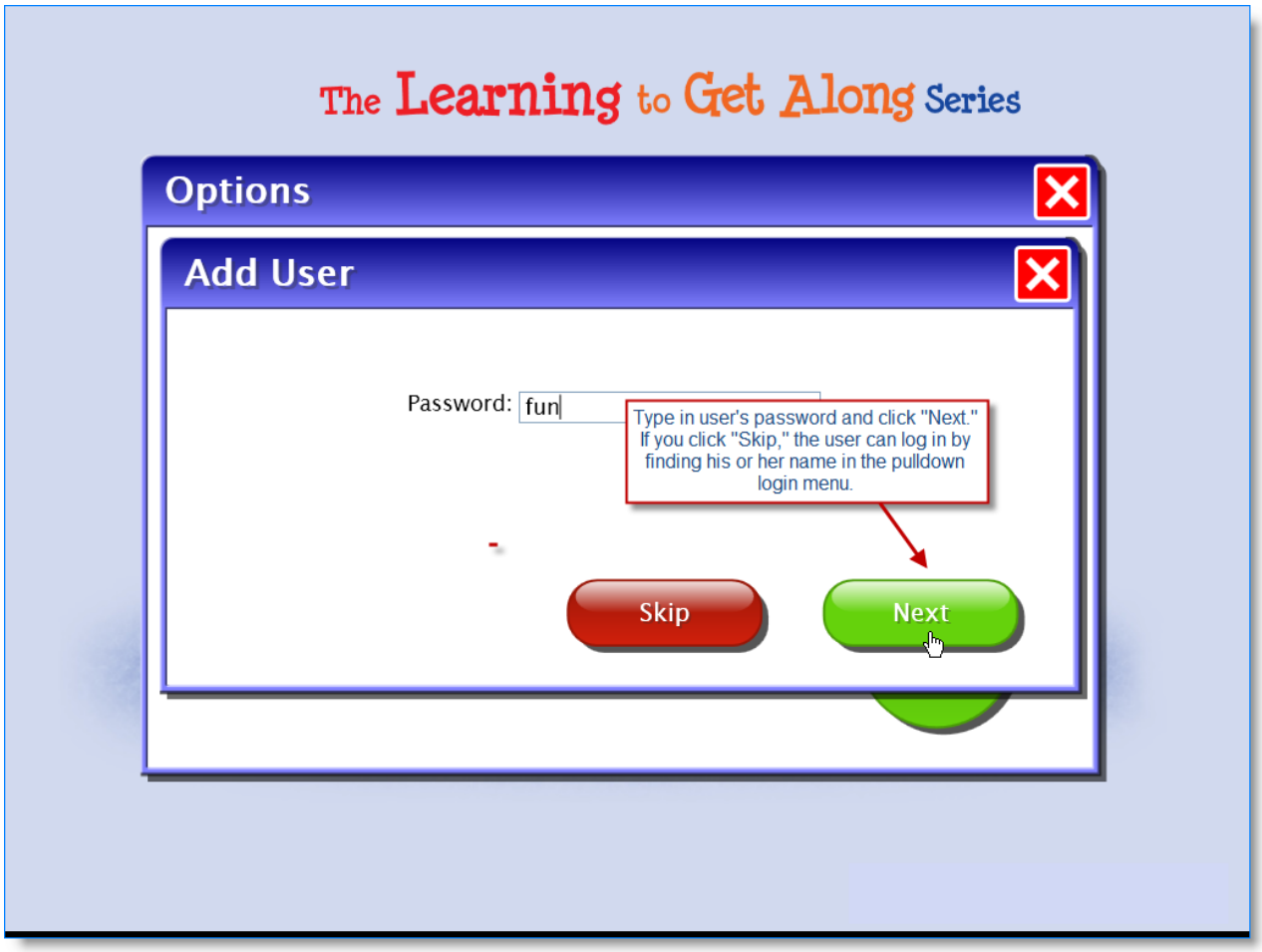


**Choose User Icon:** After choosing a password, you may also assign an image, for example a photo, to the user's name. This is also optional. If your computer is camera-enabled, you can click on "Snapshot" to create a photo for the user's icon.

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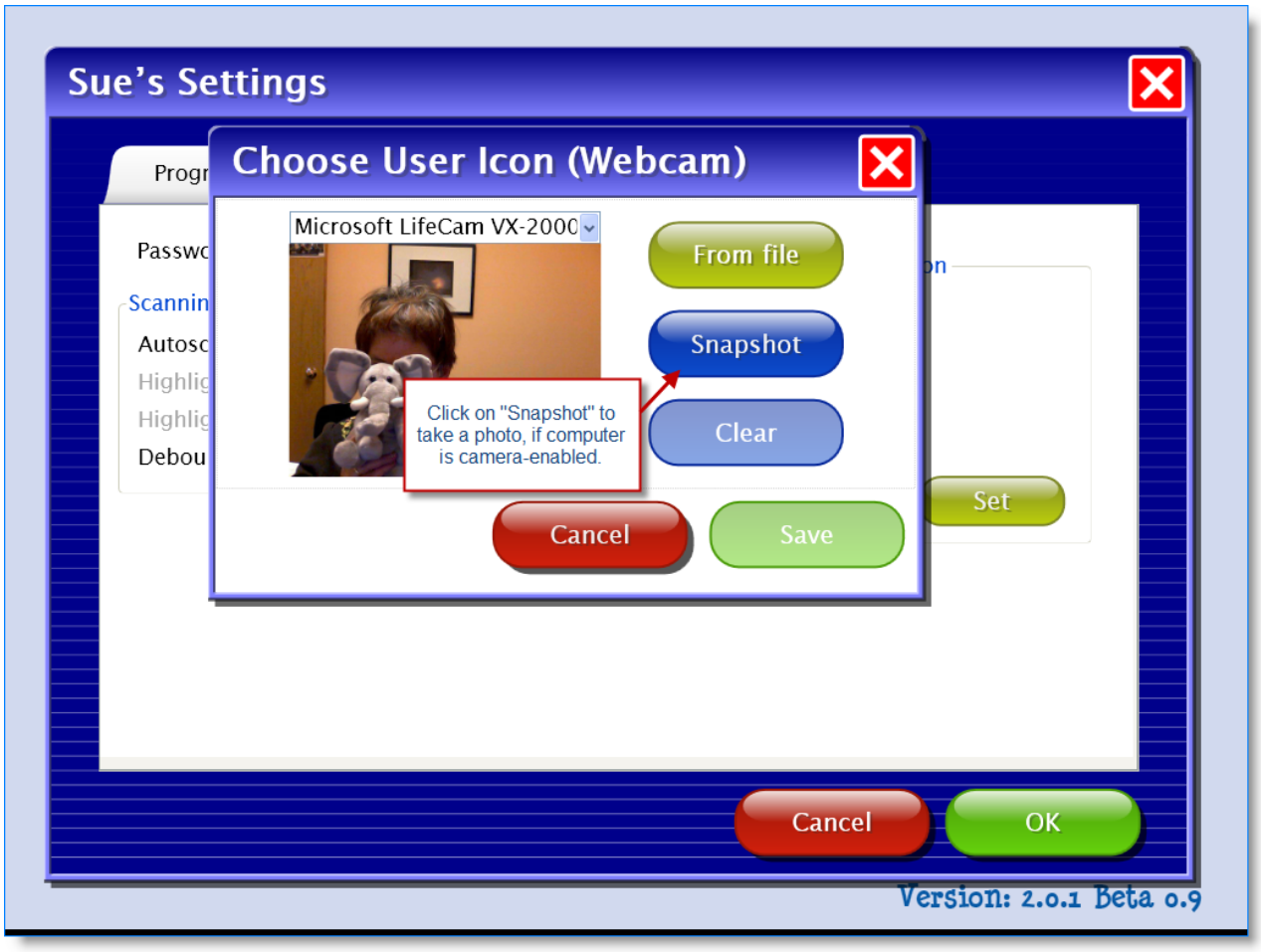


Password and Icon assignments can be added or changed later via the **Settings** button → **System** tab.

All of the users will appear in a pull-down list. To change program options for a particular user, select that user from the pull-down list, then click on the **Settings** button.

***NOTE:*** If on a Mac, you must be logged in with the name you used when creating the list of users, or you will not see the list.

**To delete a user:** Bring user's name up in drop-down list, then click **Delete**.

## Factory Settings

This is a list of the initial program settings. They can be altered for an individual user or for Guest.

NOTE: Settings for Guest are the default values when adding new users.

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Narration Style: Natural Speech

Narration Highlighting: By Word

Auto Read: checked

Auto Page Turn: unchecked

Glossary Lookups: checked

Take Test: checked

Talk About It: unchecked

Story list: all stories available

Autoscan: Disabled

Debounce: Disabled

Sounds: All three checked [music, speech, special effects]

Fullscreen: checked

Allow guest logins: checked

## Fullscreen

**LOCATION:** File → Options, at bottom of screen

If **Fullscreen** is checked, there is no menu bar and the window cannot move.

If unchecked, the window can be moved and resized. The text and pictures will not resize.

## Allow Guest Logins

**LOCATION:** File → Options, at bottom of screen

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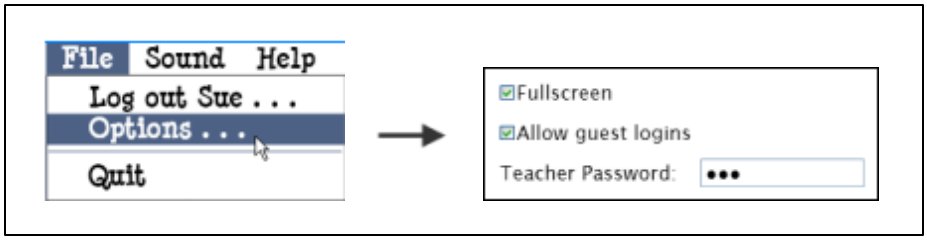


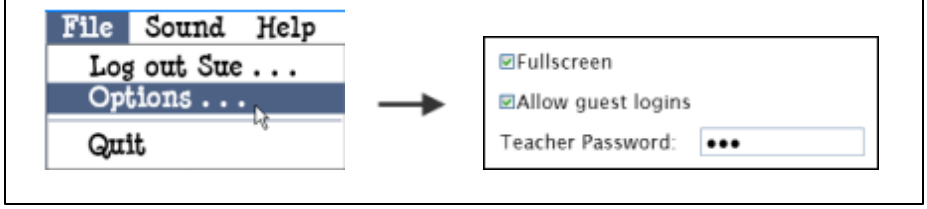

If **Allow Guest Logins** is checked, allows users to log in as "Guest."

If unchecked, only named users can log in.

Guest login is automatic if no users are added.

## Teacher Password

**LOCATION:** File → Options, at bottom of screen

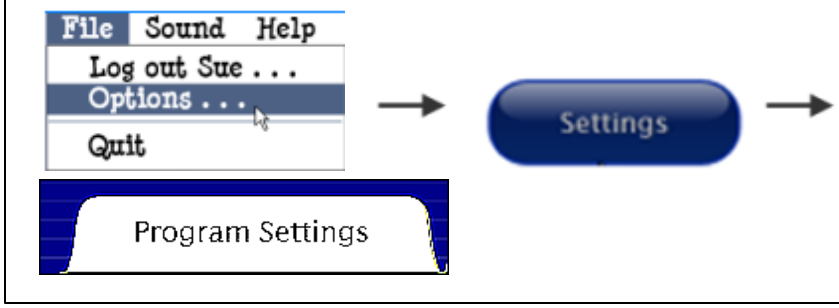



Create a new personal password, of one character or more, that can be used to access the **Options** menu.

Built-in passwords "**attainment**" and "**freespirit**" will always work.

## Program Settings tab

**LOCATION:** File → Options Settings button First of three tabs

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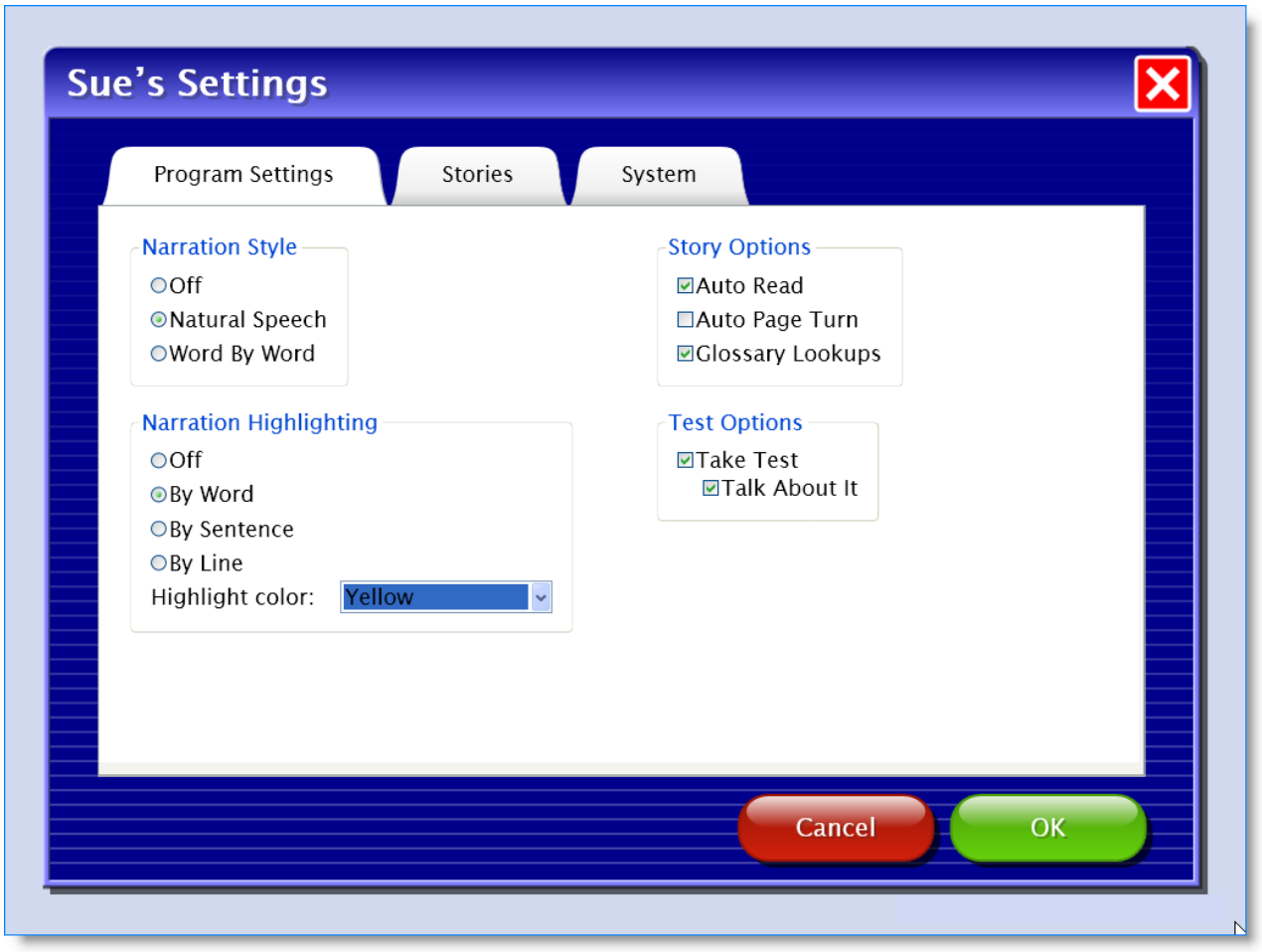
In this tab you change the settings for narration style, highlighting, auto reading and auto page turns, glossary lookups, and test options. The name of the user whose settings are changing is displayed at the top.




*See:*

[Narration Style]

[Narration Highlighting]

[Story Options]

[Test Options]

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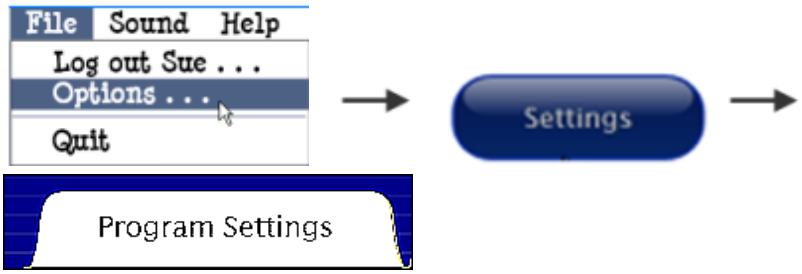
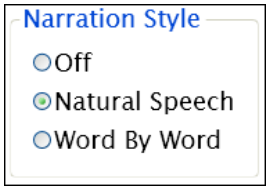
## Narration Style

**LOCATION:** File → Options Settings button Program Settings tab, 1st column

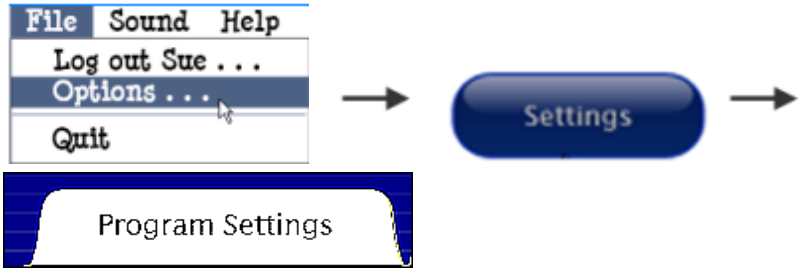


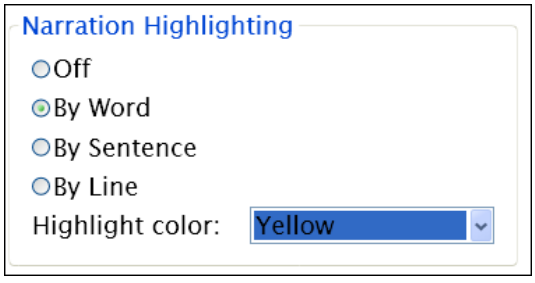




Choose between three speech options: Off, Natural Speech, and the slower Word By Word speech.

## Narration Highlighting

**LOCATION:** File → Options Settings button Program Settings tab, 1st column

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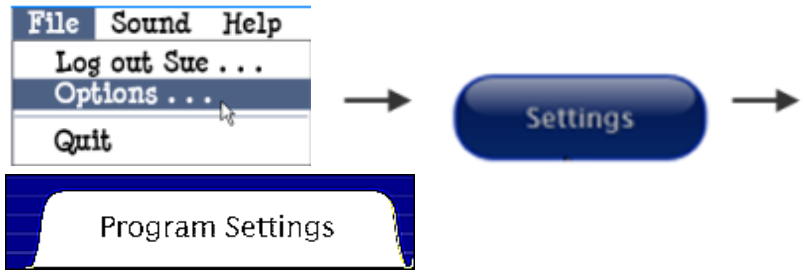
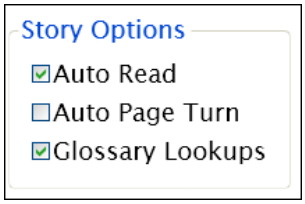
Choose between four highlighting options: Off, By Word, By Sentence, or By Line.
You can also change highlight color.

**NOTE:** Highlighting of the text goes along with audio.
If there is no story narration, there will be no highlighting.

## Story Options

**LOCATION:** File → Options Settings button Program Settings tab, 2nd column




When **Auto Read** is checked, story narration will begin a moment after page is turned, whether page is turned automatically or manually. Clicking anywhere on the page will turn auto read off, but it will start up again on the next page.

When unchecked, audio narration is triggered by clicking the arrow next to a paragraph, or by double clicking inside the story paragraph.

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When **Auto Page Turn** is checked, the page will turn automatically after the last sentence on the page has been read. It is possible to inhibit this function by clicking on the page immediately after the last sentence has been read. If so, automatic page turning will start up again on the following page.

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When unchecked, clicking the Next button will turn the page.

**Auto Read** and **Auto Page Turn** can be turned off and on independently, but are often used together.

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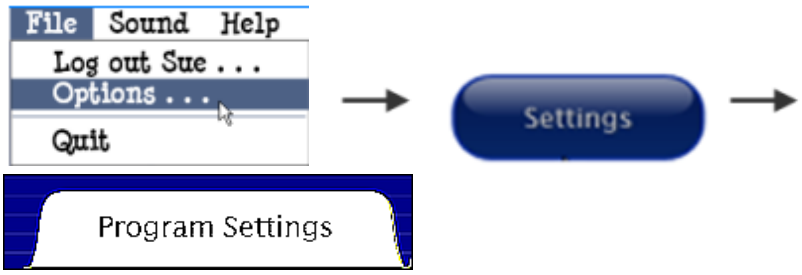
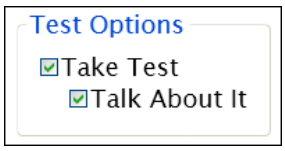
When **Glossary Lookups** is checked, vocabulary words are underlined on the first page where they appear. Underlined vocabulary words can be clicked to reveal the definition, which is also highlighted and read out loud.

When unchecked, vocabulary words are not underlined, and their definitions cannot be accessed.

## Test Options

**LOCATION:** File → Options Settings button Program Settings tab, 2nd column




If **Take Test** is checked, three multiple-choice questions follow the story and "Think About It" page.
If unchecked, the "Think About It" page completes the story.

Following each story is a quiz consisting of three multiple-choice questions, followed by "Talk About It," a voice recording feature. These may be turned on independently or together.

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**NOTE:** By default, **Talk About It** is *unchecked.*

If **Talk About It** is checked, the "Talk About It" screen following multiple-choice questions is enabled.

This feature requires a microphone to record audio, and is not available for the **Guest** user.

## Stories tab

**LOCATION:** File → Options Settings button Second tab

Story lists for each student can be customized. Check or uncheck stories to display or hide them in the student's directory. All stories are checked by default.

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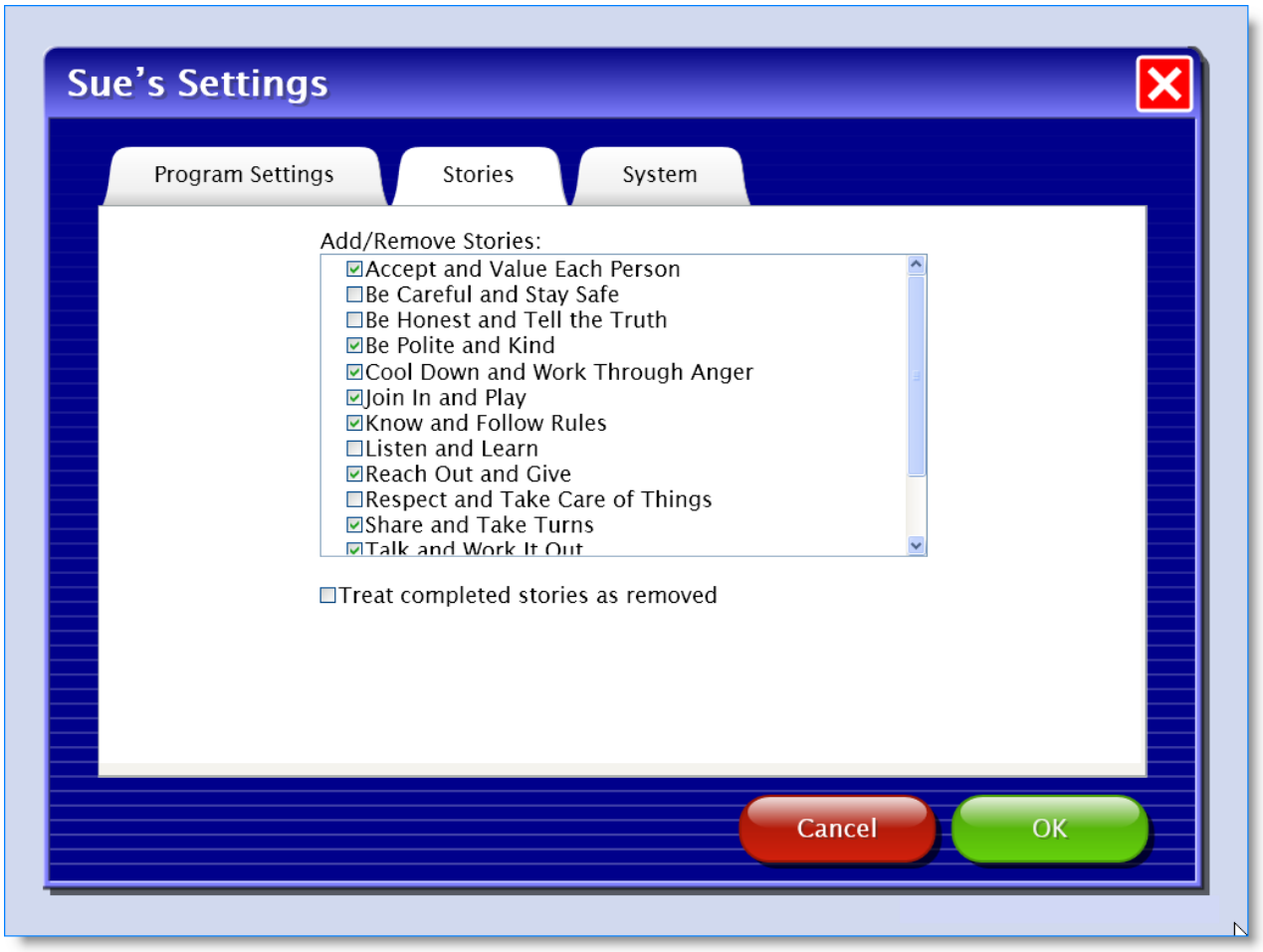


## Treat Completed Stories As Removed:

Stories are considered complete when all available pages have been viewed, whether or not quiz was done.

If checked, story icons are removed from the student's story directory.

If unchecked, completed stories are grayed out as if they are not available. However, they can still be selected to read again.

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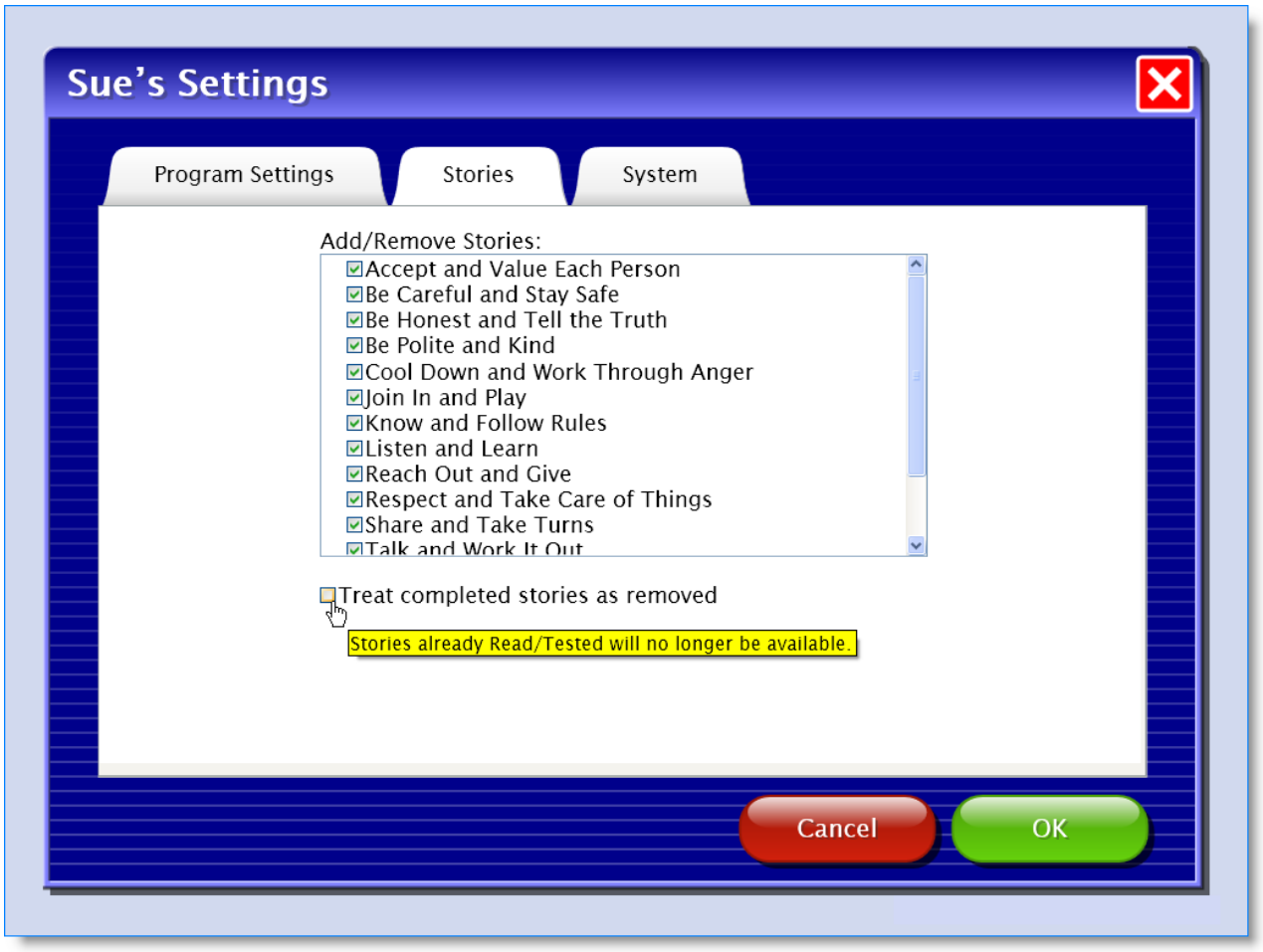


## System tab

**LOCATION:** File → Options Settings button Third tab

The System tab allows you to change a user's password, icon, scanning settings and sound settings.

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## Student Password

**LOCATION:** File → Options Settings button System tab, 1st column

Optionally assign a password for the current student user. If no password is entered, the user will be able to log in by selecting his or her name from the pulldown menu and clicking "OK."

## Scanning

**LOCATION:** File → Options Settings button System tab, 1st column

Also see Alternative Access.

**Scanning:** Choose Single Switch (automatic), Double Switch (manual), or Disabled. When "Disabled" is chosen, all of the other fields are grayed out and cannot be selected.

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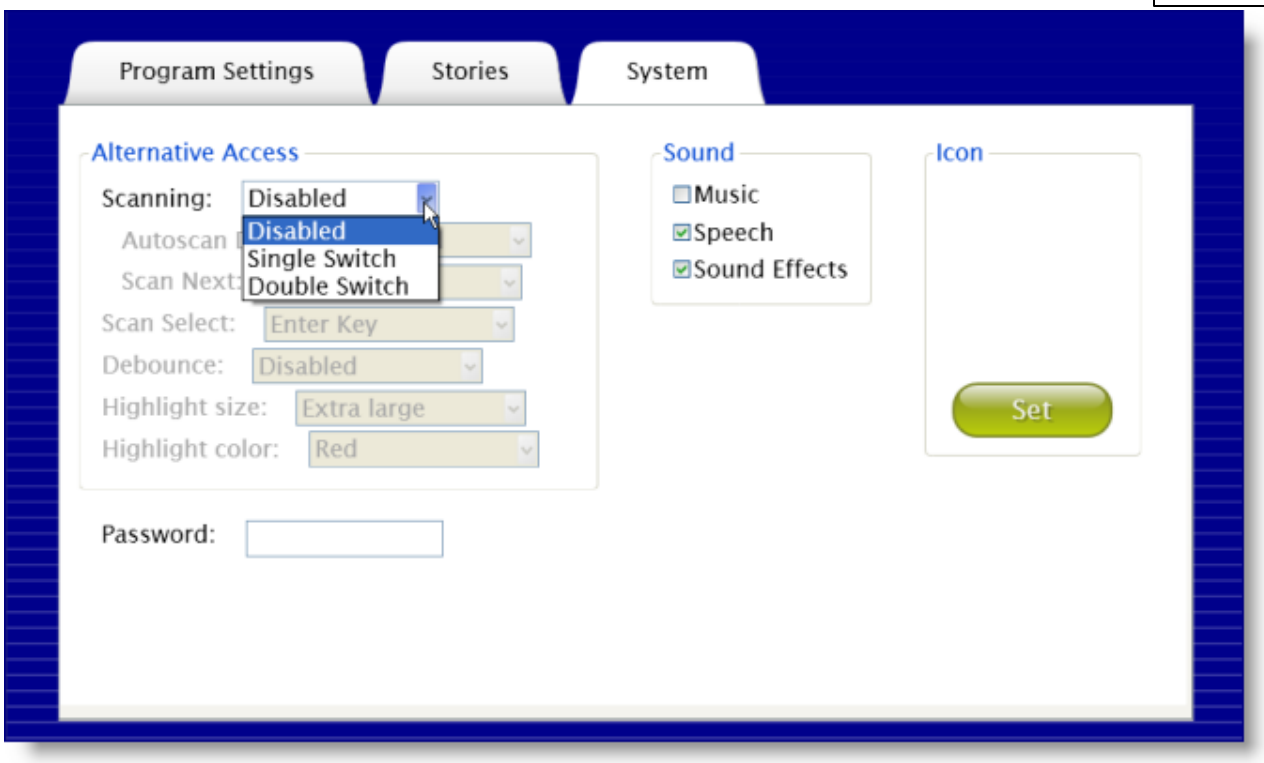
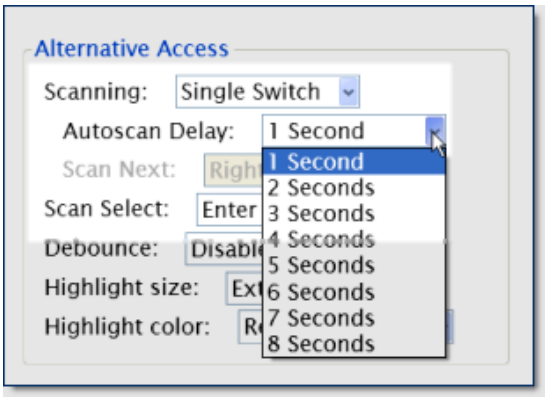



**Autoscan Delay:** Available when Single Switch is chosen. Select the length of time the cursor dwells on each selection when automatically scanning, between 1 and 8 seconds.

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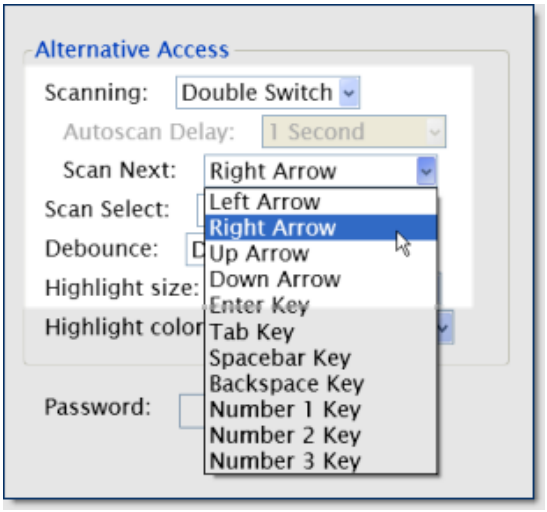
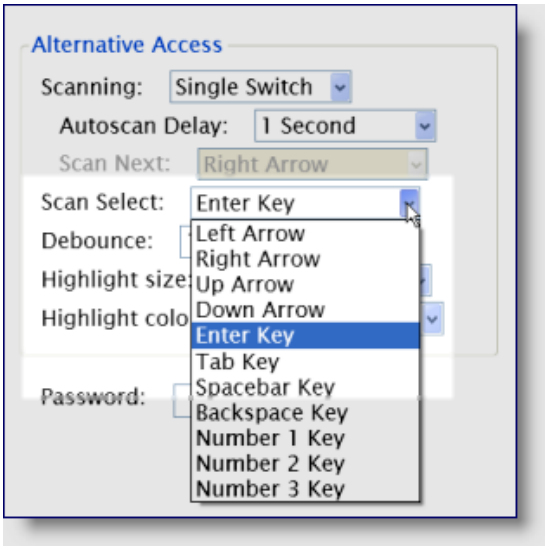
**Scan Next:** Available when Double Switch is chosen. Choose the keyboard key which will advance to the next scanned field when manually scanning. When using a switch or button, determine which key is programmed to the device.




**Scan Select:** Available for both Single Switch and Double Switch. Choose the keyboard key which will make a selection while scanning. When using a switch or button, determine which key is programmed to the device.

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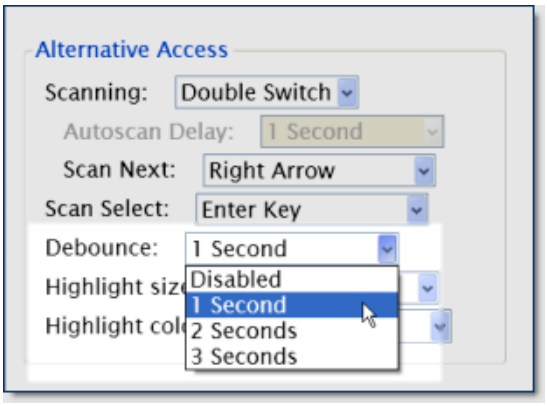
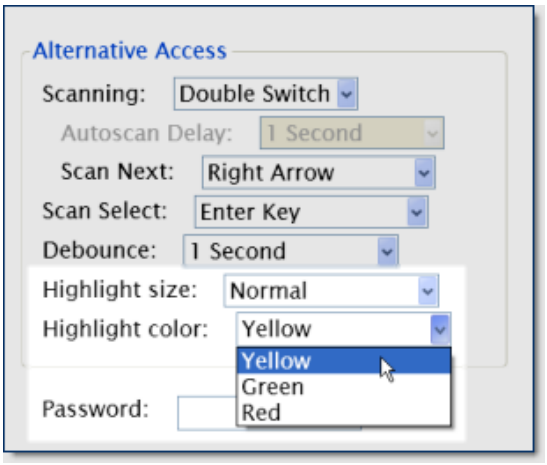
**Debounce:** Available for both Single Switch and Double Switch. Select the length of time in which repeated selection is ignored, between 1 and 3 seconds. Helps to prevent unwanted selection with palsied or hyperactive users. Debounce can be disabled if not needed.




Available for both Single Switch and Double Switch.

**Highlight size:** Select the weight of the highlight border which indicates current choice. Choose between Normal, Large and Extra Large.

**Highlight color:** Select the highlight color which indicates current choice. Choose between red, yellow, and green.




*See sample below. Extra Large Red scan selected.*

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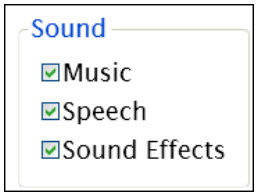
## Sounds

**LOCATION:** File → Options Settings button System tab, 2nd column




**Sound:** Theme music, narration audio, and sound effects (such as button clicks) can be independently turned on or off for any individual user.

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Sounds can also be turned off in a pull-down menu at the top of the story directory. However, they do not change the user's settings. If sounds are disabled in the **Systems** tab, they can't be enabled in the story directory's pull-down menu.

### Student Icon

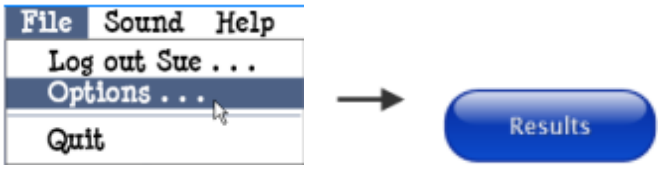
**LOCATION:** File → Options Settings button System tab, 2nd column

**Student Icon:** Optionally add, delete, or change an image that's paired with a student's name on the login screen. Create an icon from any available graphic file. If computer is camera-enabled, you can create an icon by clicking on "snapshot."

If no icon is created, only the user's name is displayed on the login screen.

## Results

**LOCATION:** File → Options Results button

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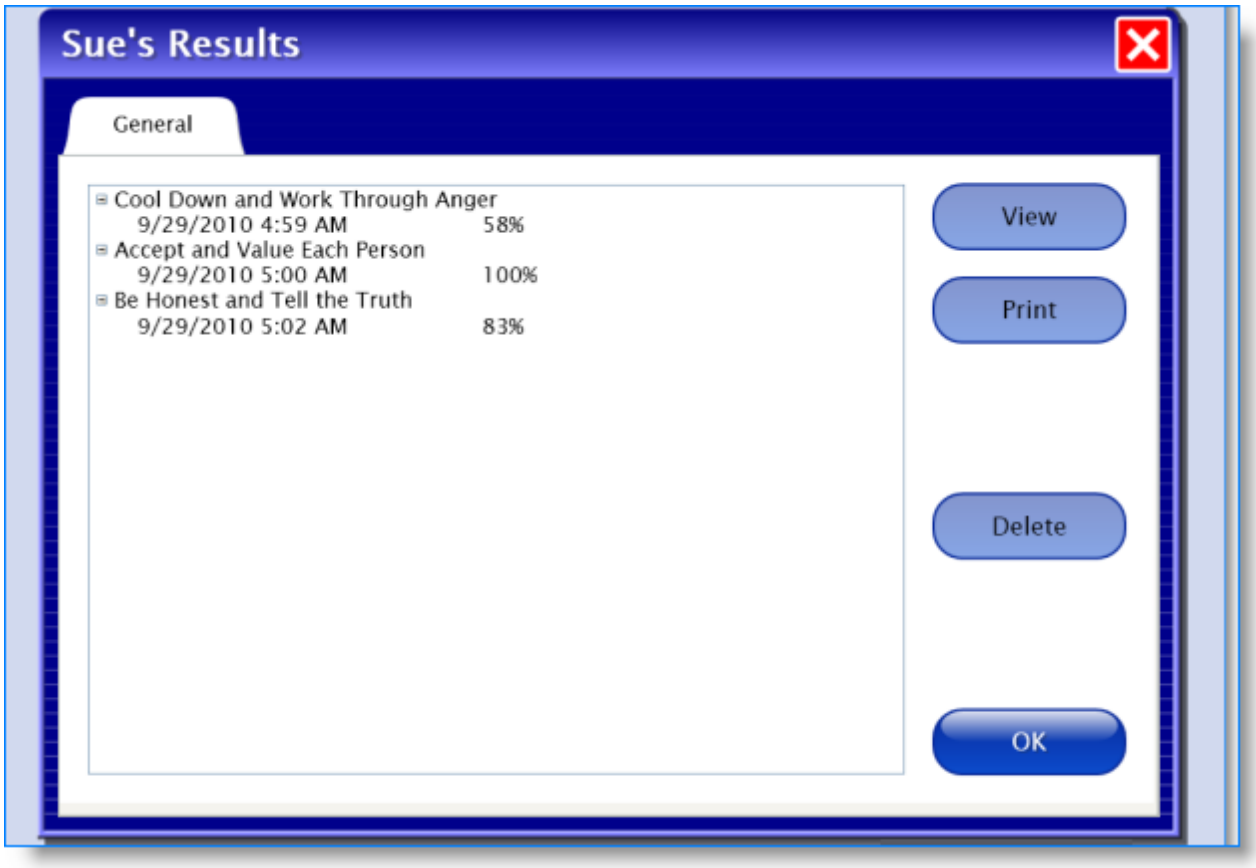
Every story that a logged-in student completes, and every test result, is recorded in the program. To view students' results, go to **File-->Options**. With user selected, click on the **Results** button.

**NOTE:** Results are never recorded for a "Guest" user.




## Stories Read

If **Take Test** is unchecked in **Options,** the **Results** button will indicate that the story was read.

## Quiz Results

To see the score, date, and time of each quiz taken: In a user's **Results** tab, click the plus sign next to a story.

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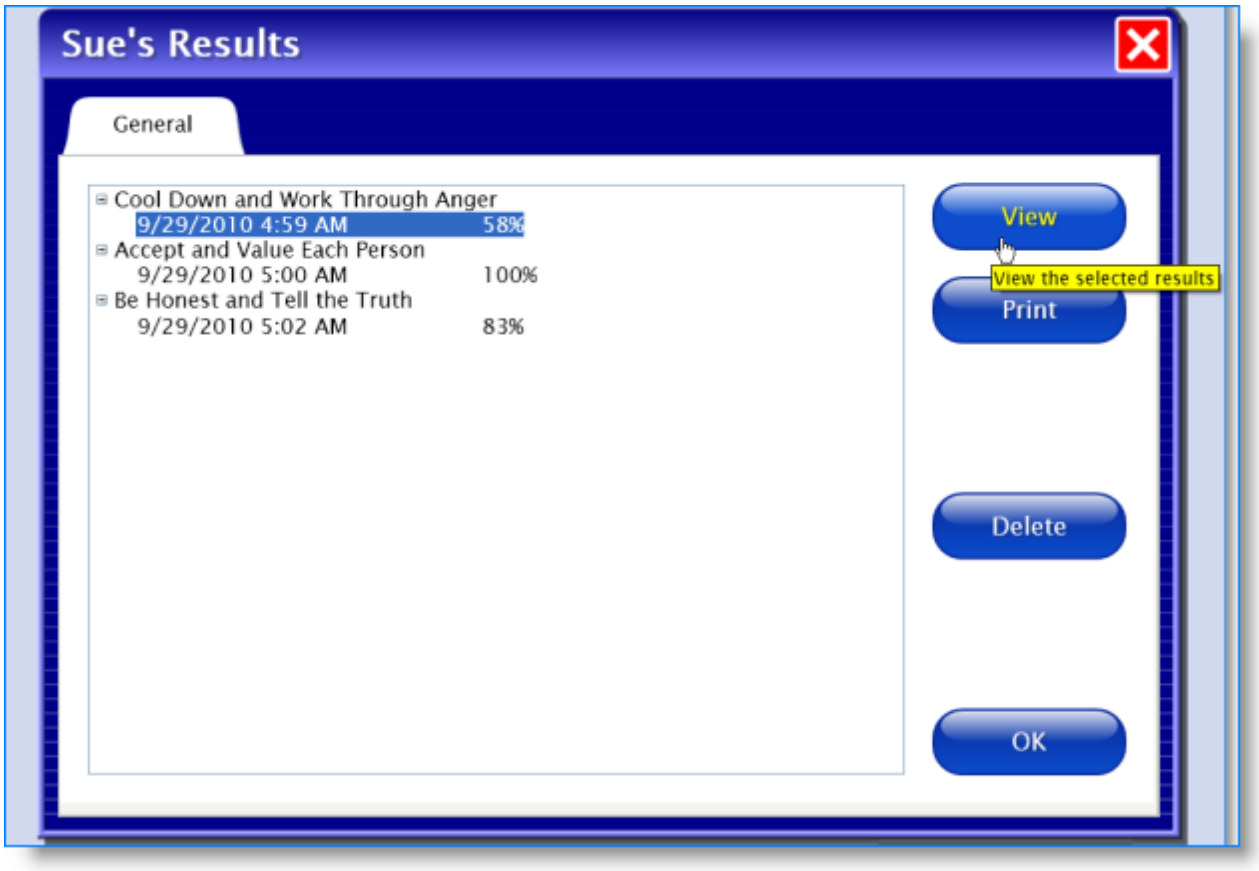


The score is based on the number of tries required to answer each question correctly. If the user takes a quiz more than once, each quiz's results will be recorded.

***Explanation of percentages:***

100% would indicate the correct answer for all three questions was selected on the first try

50% would indicate that, on average, questions were answered on the second try.

0% would indicate that for all three questions, the correct answer took three tries.

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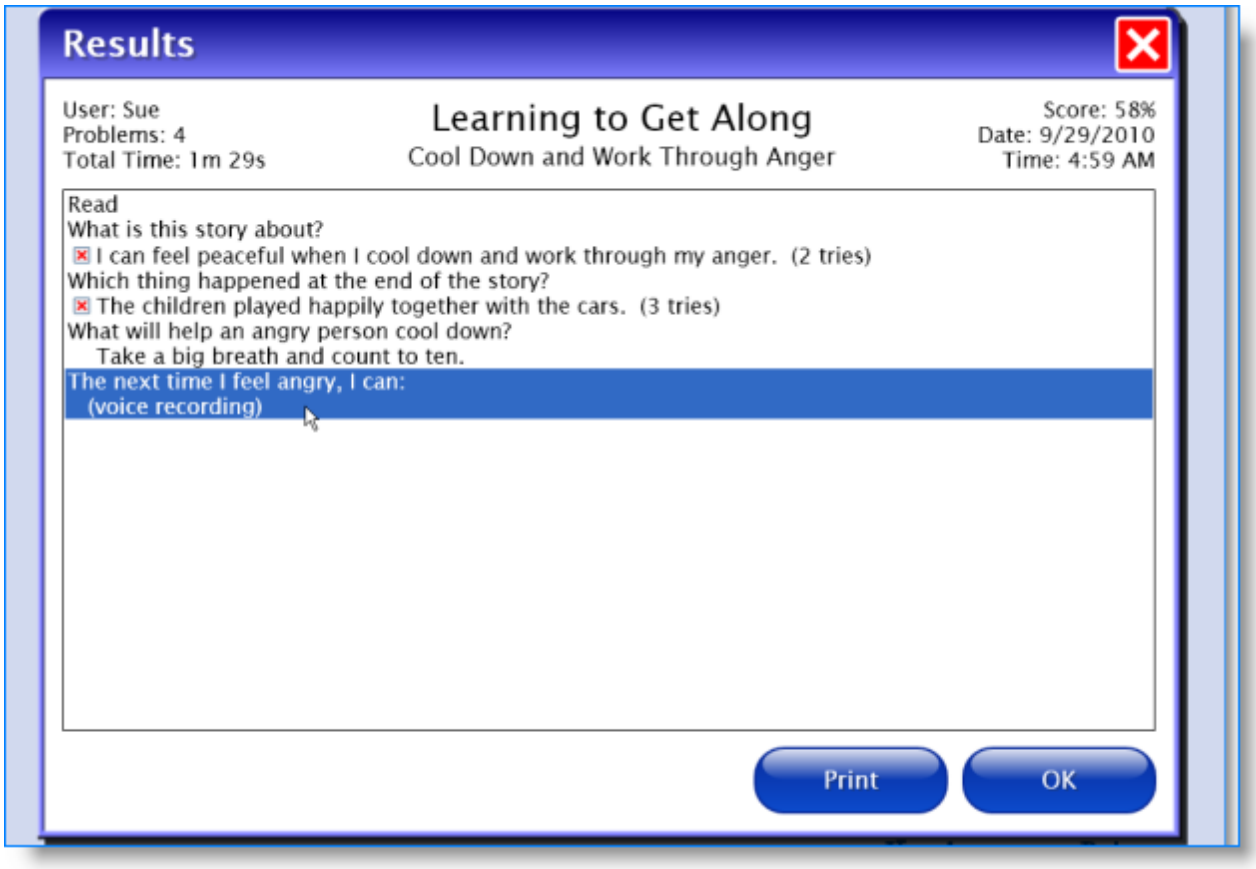


To see more detailed information: Click on a particular quiz, and then click the View button at right. A new screen will appear with each question, the number of tries it required to answer, and the correct answer in brackets. Click EXIT to go back to Results screen.

This screen can be both viewed and printed.

## Talk About It

If the user recorded an answer in the Talk About It section, that answer appears as question #4. Click on the phrase "voice recording" and then Play to hear the user's answer.

Click the Delete button to delete the selected quiz results.

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# Alternative Access

Touch Screen

Program is compatible with touch screen devices.

Intellikeys

We provide an **Intellikeys** overlay document in PDF form on the CD. You can also download this document from our website, on the "Read to Learn software" product page.

Scanning

This program supports single- or two-switch step scanning. To change scanning settings, go to **Options** menu, **Systems** tab. See Scanning for more detailed information.

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# Contact Information

The Learning to Get Along® Series

For questions and comments about the **Learning to Get Along** software, contact:

**Attainment Company, Inc.**

**1-800-327-4269 or 1-608-845-7880**

info@AttainmentCompany.com

www.attainmentcompany.com

**Click HERE for the "Learning to Get Along" page on our website.**

---

For questions and comments about the **Learning to Get Along** stories, contact:

**Free Spirit Publishing**

**1-800-735-7323**

help4kids@freespirit.com

www.freespirit.com

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# Technical Support

If you have a problem running **Learning to Get Along** software, please call **Attainment Technical Support** at the number below. If possible, have the program running with your computer nearby while we discuss solutions.

You can speed the process if you collect some basic information ahead of time:

* What was the error and type of error message, if any?

* What triggered the problem?

* Can you duplicate the problem?

* What operating system are you running?

**Tech Support** is available weekdays from 9 am–5 pm (CST)

**phone:** 1-800-327-4269 or 1-608-845-7880

**email:** info@AttainmentCompany.com

**website:** www.AttainmentCompany.com

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# System Requirements

## Windows - System Requirements:

* Windows XP SP3 or higher

* Minimum of 512MB RAM

* Microsoft .Net 3.5 SP1

**NOTE:** During installation from the Autoplay menu, if .Net v3.5 is not detected, you will be prompted to install it. .Net 3.5 SP1 is included on the CD.

## Mac - System Requirements:

* Intel processor

* OS 10.5 or higher

* Minimum of 512MB RAM

* Microsoft Silverlight

**NOTE:** During installation, if Silverlight is not detected you will be prompted to install it. The Silverlight installer is included within the program. Once Silverlight is installed the program will start.

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