e-Plus Lab5 User Manual

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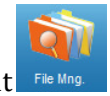
3.3.10 File Management 

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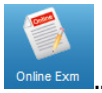
3.4.1 Online Exam 

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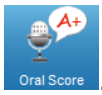
3.4.8 Oral Score 

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Chapter 1 Quick Start

1.1 Function

- **Support 18 languages** interface, directly switch by
- **Up to 24 AV channels** and able to control the progress/speed among different students according to their levels.
- **Multi- broadcasting mode** for various speed, bookmark, and editable broadcasting progresses.
- **Monitor and Observe**: Able to monitor/observe all students voice/screen as students connect to Lab5.
- **Online call**: Students can call each other to do oral practice.
- **Various teaching mode**: Screen broadcast, voice teaching, group discussion, dialogue, demonstration, monitor, E-responder, recording.
- **Screen observation**: Able to observe up to 36 students' learning condition.
- **Self-study**: Web VOD, VOD, self-exam, send file, digital recorder, online call, chat room
- **Simultaneous interpretation**: 14 languages for 1~14 interpreters translate to other students, the channel can be freely selected.
- **Exam**: Standard exam, AB paper, single/multiple question types, judge, filling, translate, writing, listening, etc.
- **Oral Exam**: Teacher can start the exam orally or through audio file to all/part students doing Q&A dialogue, reading. The file will be recorded and saved to teacher's PC after the exam stop.
- **Screen broadcast**: Support DirectDraw, Direct 3D, full screen Overlay, openGL, DX9.0, and the latest 3D teaching materials such as Cool 3D, Auto CAD, Pro-Engineer, 3D MAX…etc.
- **Course recorder**: Able to record the whole class for absent student watching online to after class.
- **Customized interface**: Teacher can rearrange the buttons of the interface by preference.
- **Program/Web limitation**: Enable and disable the limited program/web of students, avoid them distracting during the class.
- **Security (St. PC)**: Students are unable to neither exit the program nor change the installation directory. If the student disconnect to teacher, the computer will be automatically locked
- **Send file**: Able to assign homework to student
- **Messages**: Enable and disable sending messages to teacher
- **Roll call**: Check the attendance and collect the statics of students, able to export the class information
- Teacher can set student channel, password of **exit e-Plus Lab5, enable/disable process protection, lock screen when disconnection, hot key setting**.
- **Web VOD**: Teacher uploads learning materials to cloud for students access the database.

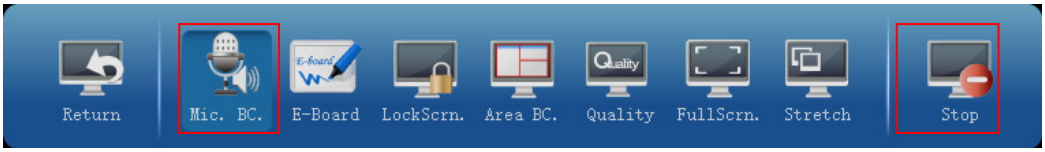
1.2 Screen Broadcast

(1) Click【Broadcast】to display teacher's screen to all students.

(2) **To appointed students:** Click the target students' icon→【Broadcast】

(3) Add teacher's microphone: Click【MIC BC.】on the sub function bar while broadcasting.

Sub function bar:



(4) Click 【Stop】to exit screen broadcast

1.3 Microphone Teaching

(1) Default is to all students

(2) **For appointed students**: Select students by clicking

(3) Click 【Teaching】to start talking

(4) Teacher's voice will through microphone to students

(5) Click the button again to exit the function

1.4 Dialogue

(1) Default is to all students

(2) For appointed students: Select students by clicking

(3) 【Dialogue】: All/appointed students are able to hear and talk to each other

(4) Click the button again to exit the function

1.5 Group Discussion

(1) Click 【Group】

(2) Select Grouping Type: Horizontal, vertical, random, teacher-defined

(3) Select file to discuss (Optional): Support Word, Excel, PowerPoint, PDF files…etc.

(4) 【Start】to start discussing

(5) Teacher can join any group

Join: Click a student from the target group

Leave: Click blank area on the layout to leave

(6) 【Stop】to finish

1.6 Multi-channel broadcast

(1) CH1~24 channels, select AV file by

(2) Default is to all students

(3) For appointed student: Select students by clicking

(4) Click to start broadcasting

(5) Click to stop broadcasting

1.7 Oral Practice

(1) Click 【Oral Pract.】

(2) Select teaching material(Optional): Support Word, Excel, PPT, jpg, etc.

(3) Audio source: Microphone, multimedia file or DVD player

(4) Click【Start】to record all students voice→【Stop】to finish recording

(5) Replay: Able to replay recorded file to teacher/student

(6) 【Collect File】: Collect the recorded files from all students

✓ Collected file can also open by clicking【File Mng.】

(Under the **Advance** function bar)

1.8 Self-study

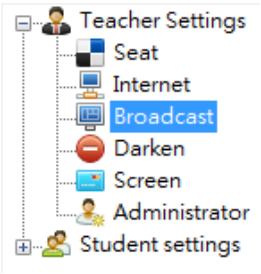
Students will under self-study mode when teacher doesn't take any actions.

Self-study mode: Web VOD, VOD, recorder, online call, chat room, etc.

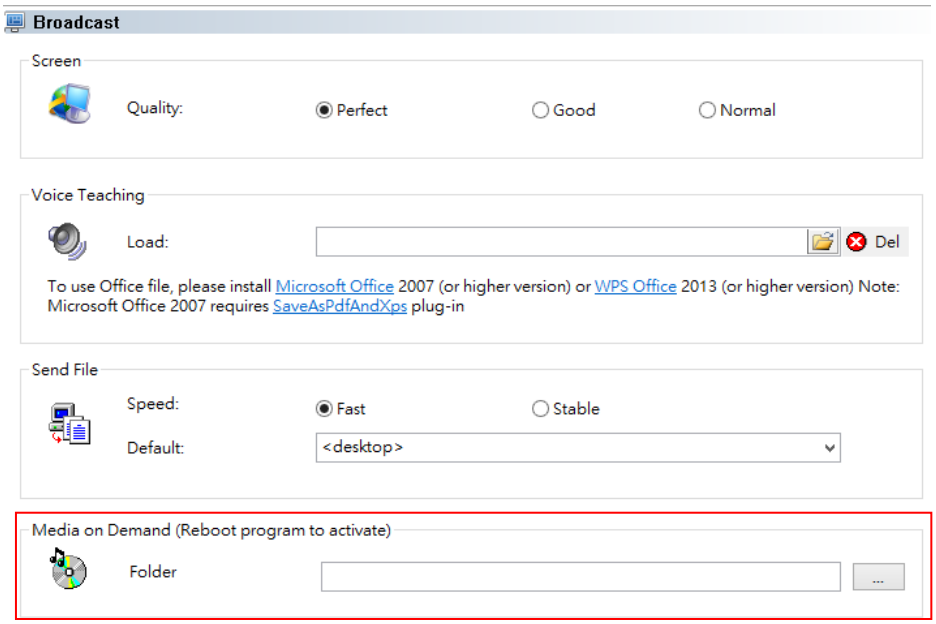
1.9 VOD Setting

Teacher needs to set the VOD path in advance for VOD function of student side

(1) Go to setting→【Teacher settings】→【Broadcast】



(2) Set a path of【Media on Demand】



****Follow Chapter3 for more details of teaching functions and operations****

Chapter 2 Installation and removal

Please install necessary software before starting up e-Plus Lab5. This chapter will introduce basic installation and configuration.

2.1 Install requirement

Hardware requirement for teacher and student PC

	Teacher PC(Recommend)	Student PC(Recommend)
CPU	Intel Core i5	Intel Core i3
MEMORY	2G or above	1G or above
HD	500G or above	250G or above
AUDIO	16-Bit Audio Card	16-Bit Audio Card
LAN	100/1000 Mbps	100/1000 Mbps
OS	Windows XP/ 7 / 8 / 10	Windows XP/ 7 / 8 / 10

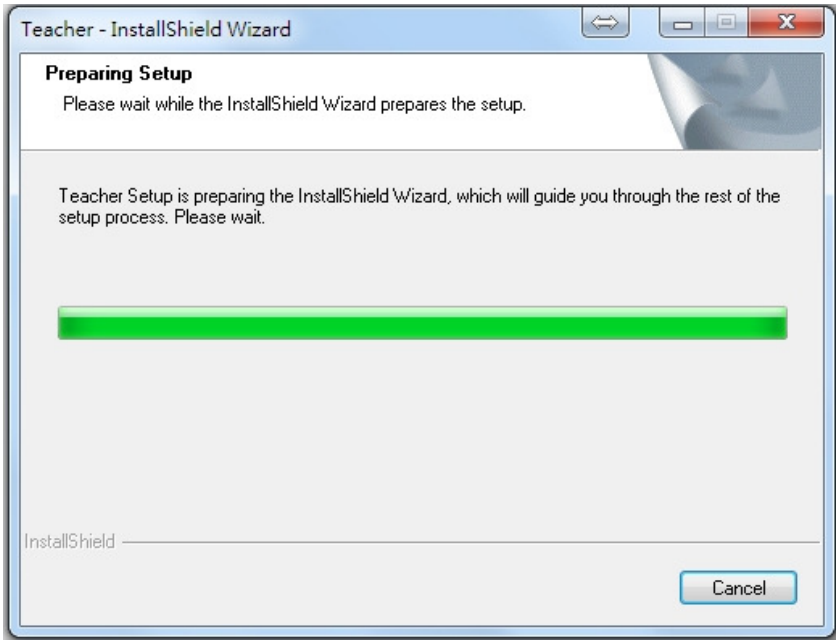
Software requirement:

Please make sure teacher and student PCs have installed Microsoft windows OS, Microsoft Windows XP/7 is recommended.

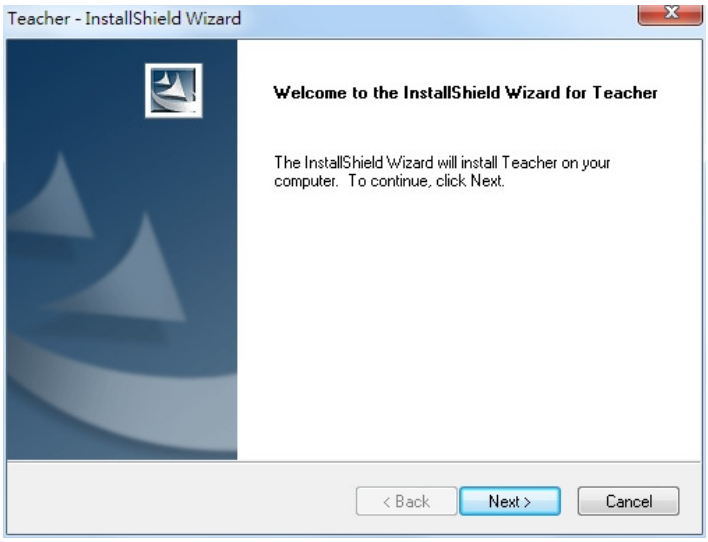
e-PLUS LAB5 package box including **User Manual*1, Installation CD*1, USB lock*1,** please contact us if anything omitted.

2.2 Install Software at Teacher PC

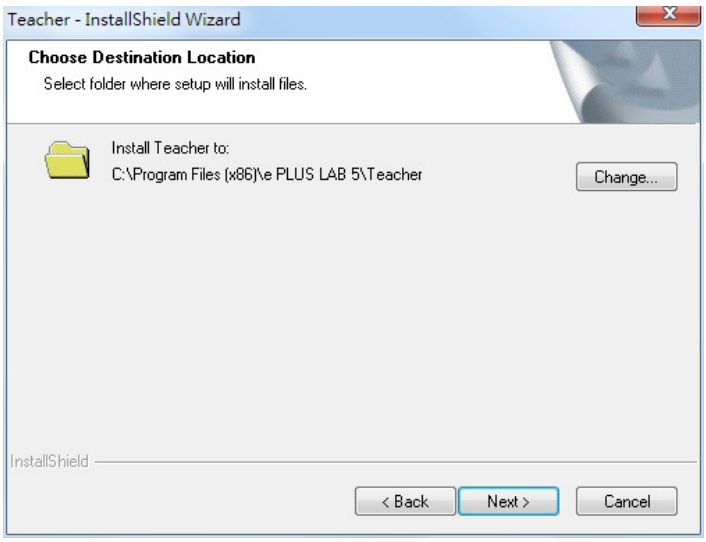
(1) Execute teacher Installation of e-Plus Lab5



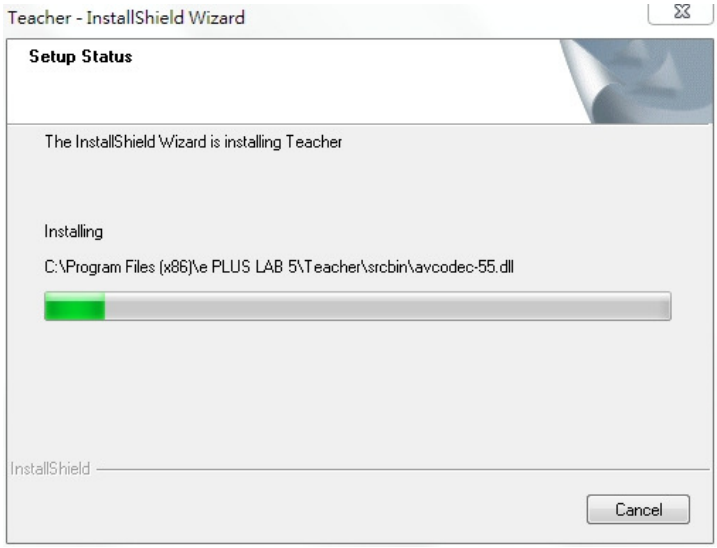
(2) Click 【Next】



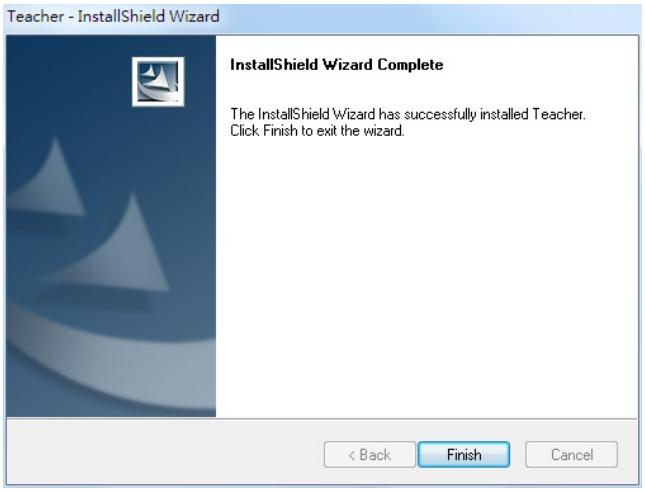
(3) Select Installation path→【Next】



(4) Starting install

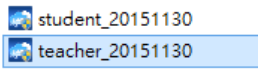


(5) Installation complete

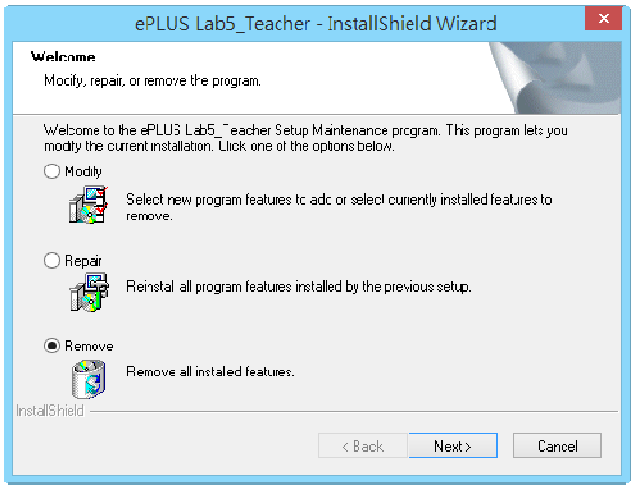


2.3 Remove Software at Teacher PC

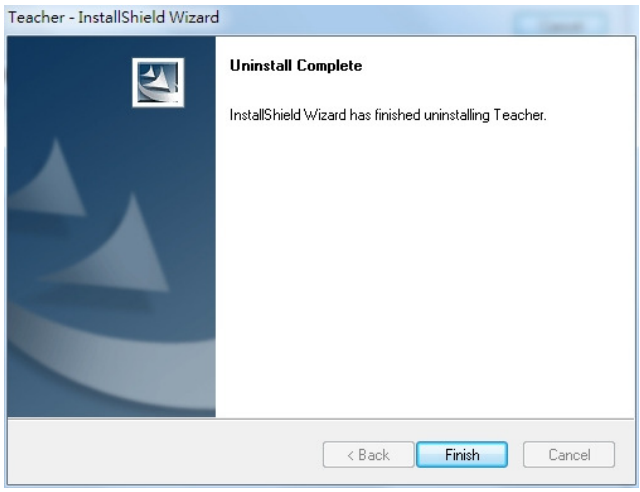
Click setup icon of teacher



(1) Select【Remove】→【Next】



(2) Complete!



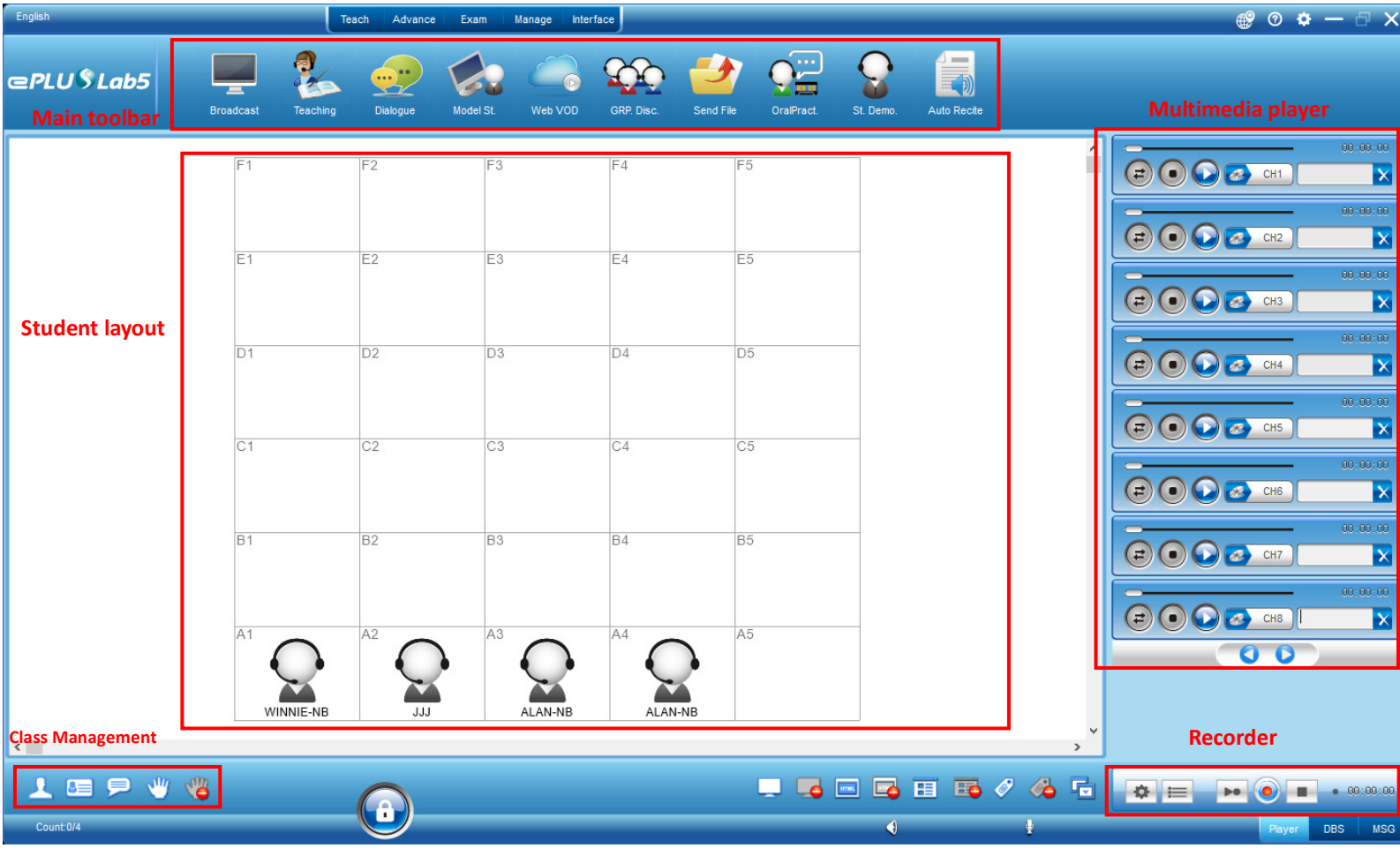
2.4 Install and removal at Student PC

The following steps are the same as Teacher P

2.5 Start e-Plus Lab5

Open e-Plus Lab5

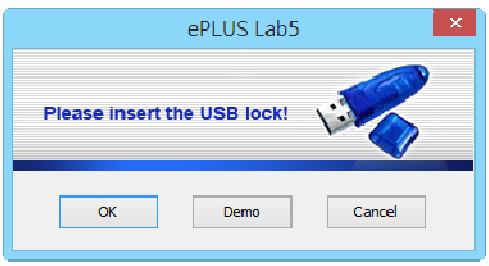
on teacher PC



(1) Select user and password → 【Login】

If the password is not setting yet, click 【Login】to enter the system

(2) If pop up the following window, please insert USB lock.



Chapter 3 Funtions and Operations

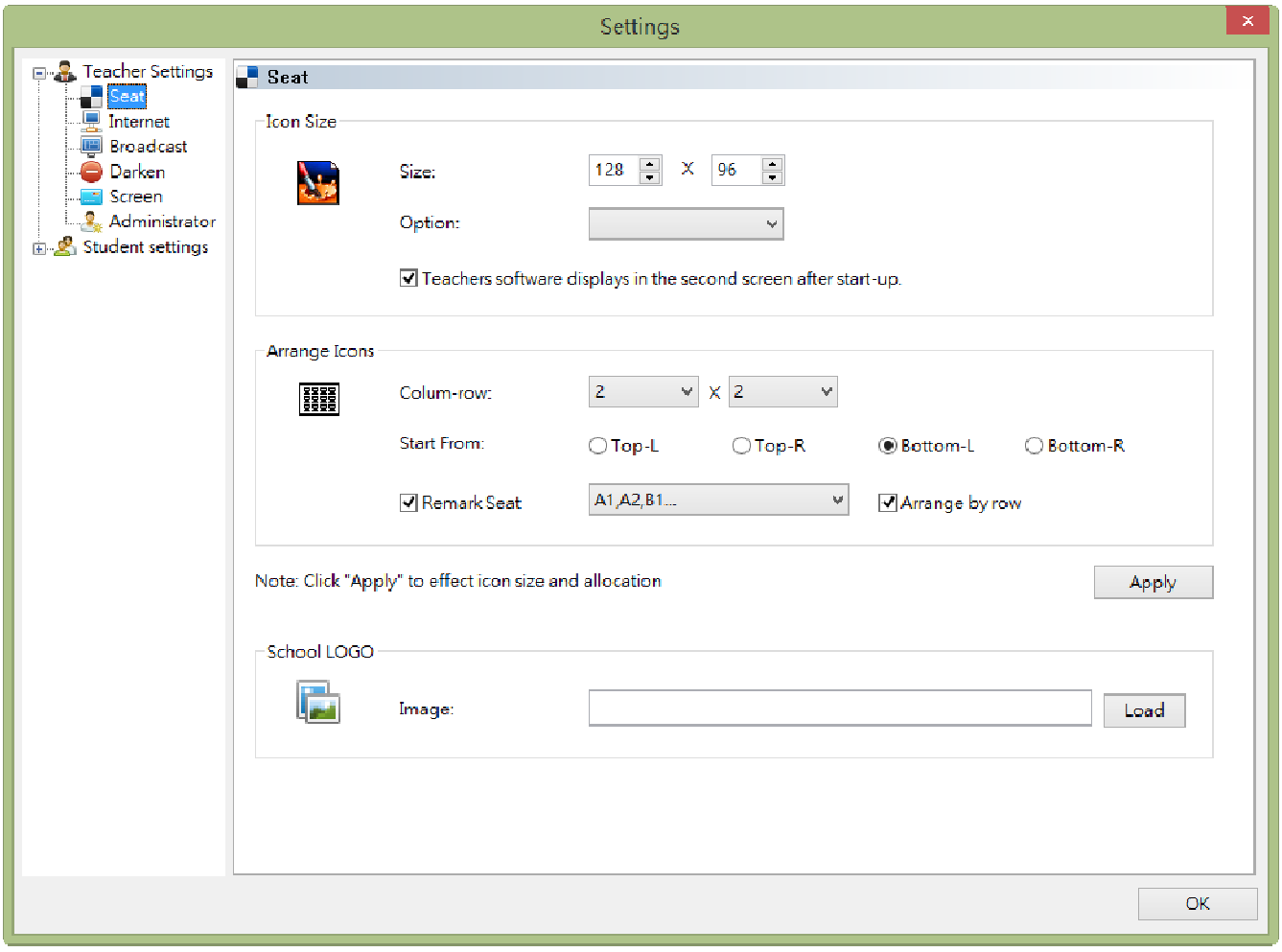
3.1 Setting

On the upper right of the interface you can see setting button : From left to right are **Language, Help, Settings, Minimum, Maximum, Exit**

(1) Language: Up to 18 languge interface

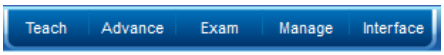
(2) Help: Reserved function

(3) Settings: Software settings of teacher PC and student PC

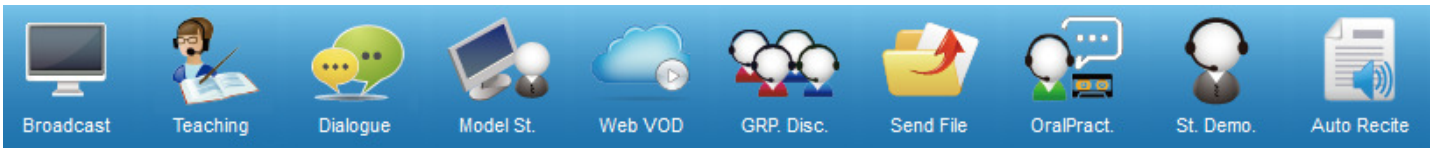


3.2 Teach

On the top of the interface has 5 diffirent functions



Teach



3.2.1 Broadcast

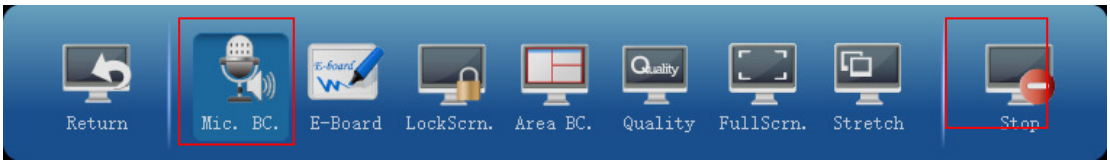
Real-time broadcast teacher's PC such as Flash, PowerPoint and so on to all students. Conduct a more vivid instruction with【E-board】by marking any picture or document with colorful marker pens.

(1) Click【Broadcast】to display teacher's screen to all students.

(2) **To appointed students:** Click the target students' icon→【Broadcast】

(3) Add teacher's microphone: Click【MIC BC.】on the sub function bar while broadcasting.

Sub function bar:



(4) Click 【Stop】to exit screen broadcast

3.2.2 Teaching

Teacher can voice teahcing to all/part students, students' screen , mouse and keyboard will be locked. (Teacher is unable to hear students' voice)

(1) Default is to all students

(2) **For appointed students**: Select students by clicking

(3) Click 【Teaching】 to start talking

(4) Teacher's voice will through microphone to students

(5) Click the button again to exit the function

3.2.3 Dialogue

Teacher interacting with all/part students, they are able to hear each others voice

(1) Default is all students

(2) For appointed students: Select students by clicking

(3) 【Dialogue】: All/appointed students are able to hear and talk to each other with teacher

(4) Click the button again to exit the function

Teacher can hear students' voice

3.2.4 Model St. (Screen only)

Appointed students' screen will demonstrate to the whole class (**Screen only**)

(1) Select students by clicking

(2) Click 【Model St.】to demonstrate

(3) Click again to exit the function

3.2.5 Web VOD

Teacher uploads teaching materials to the cloud. Uploaded materials can be used during the class or for students watching freely.

(1) Click 【Web VOD】

(2) To load Local PC's file: Select

→Click on the upper right→【Play media file】

3.2.6 Group Disccusion

Grouping students and discussing through microphones. Teacher can choose to join the group.

(1) Click 【Group Disc.】, select Grouping Type: Horizontal, vertical, random, teacher-defined.

(2) Select the number of a group, maximum to 10 students in a group

(3)Current Group means which group teacher is in

To join the group:Click a student of the target group to join

Leave group: Click blank area on the layout to leave

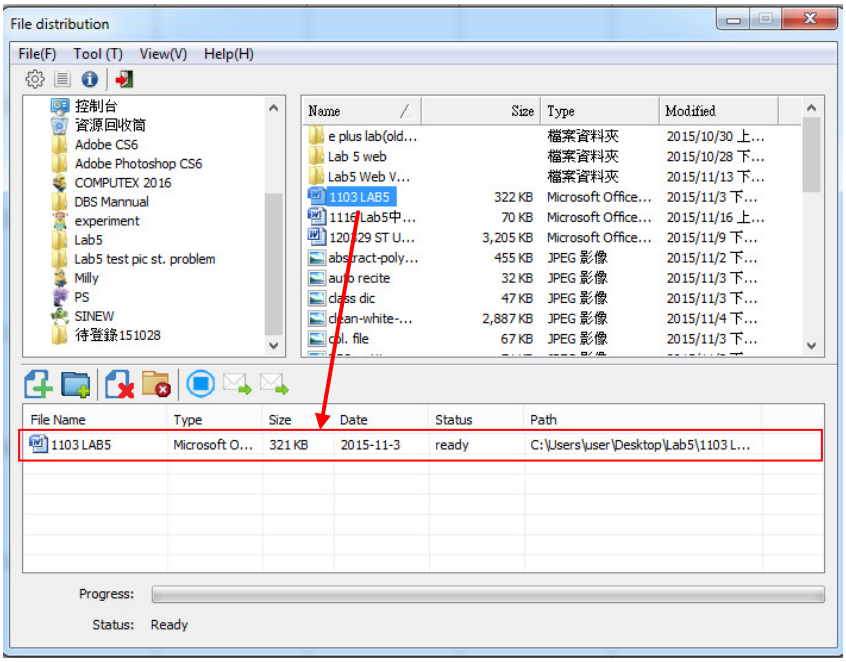
(4)【Start】: Proceed group discussion

(5)【End】: Cancel grouping

3.2.7 Send File

Send file to all/partial students, you can set sending path of student PC

(1) Select students to receive files→Click【Send File】

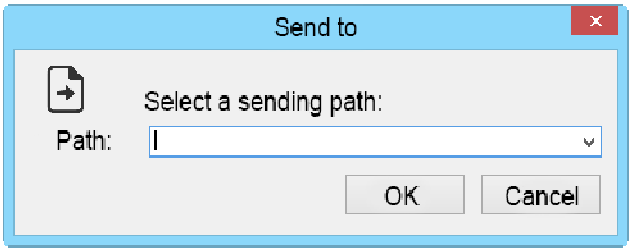


(2) Browse files/folders on the left to the sending list below by dragging, also can click to Add files, to add folders

✓ The buttons from left to right: Add files, Add folders, Remove files, Remove folders, Stop, Send, Sending path

(3) Click to send file

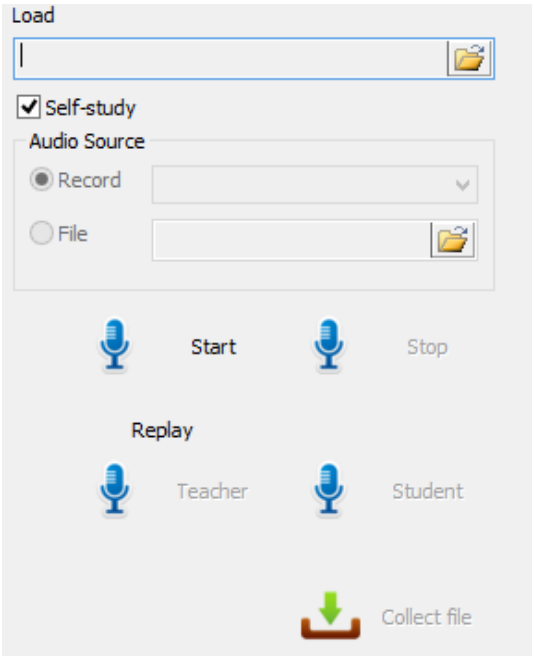
(4) You can designate the sending path by the second on the right



3.2.8 Oral Practice

Oral Practice for all/partial students, the replay function let students understand their pronunciation and learning condition.

(1) Able to load teaching materials such as PPT, Word files, etc.



(2) 【Self-study】:For students practice by themselves without listening audio source

(3) Audio source: Select audio source (microphone or other audio input)/file for students listen and practice

(4) Click【Start】recording→【Stop】to stop recording

(5) Replay: Teacher can check the recorded file

【Teacher】:Select appointed student replay to **teacher only**

【Student】: Select appointed student **replay to all**, click again to stop

(6) 【Collect File】:Collect students recorded files to teacher PC at C:\Users\Administrator\Documents\e PLUS LAB 5\admin\defaultClass\REC

3.2.9 Student Demo (Voice only)

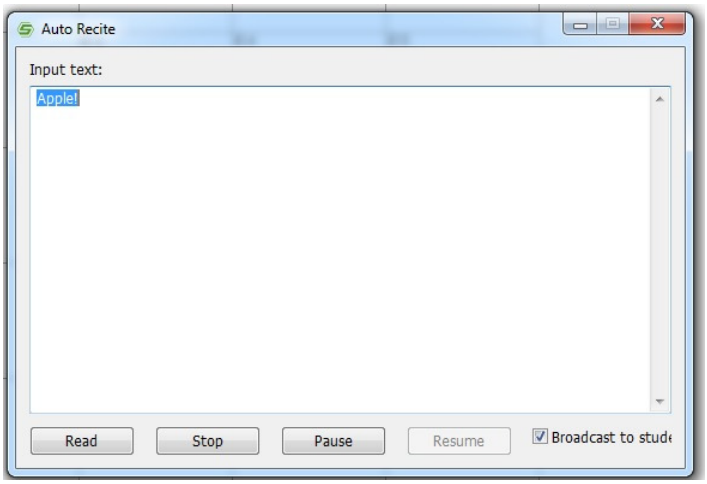
Teacher can have conversation with appointed students during the class and demonstrate their voice to all students.

(1) Select the appointed student→Click【St. Demo】

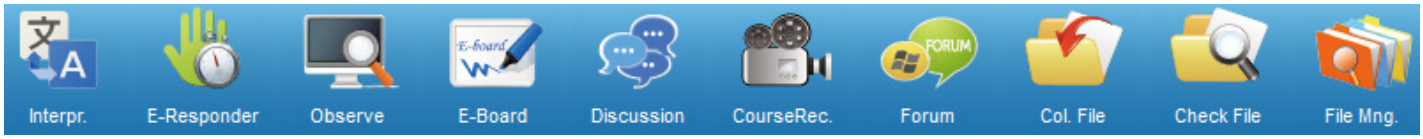
(2)Click the【St. Demo】again to exit the function

3.2.10 Auto Recite

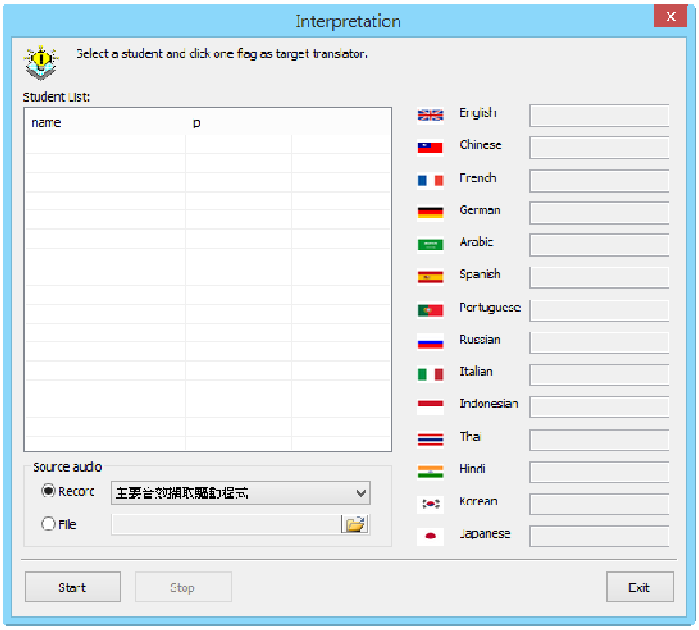
Click 【Auto Recite】will pop out the windows below: Input content→【Read】



3.3 Advance



3.3.1 Simultaneous Interpretation



(1)Designate interpreter: Select a student from student list→ Click target language(ex. English) on the right.

(2)Select MIC or File

MIC: Input microphone source

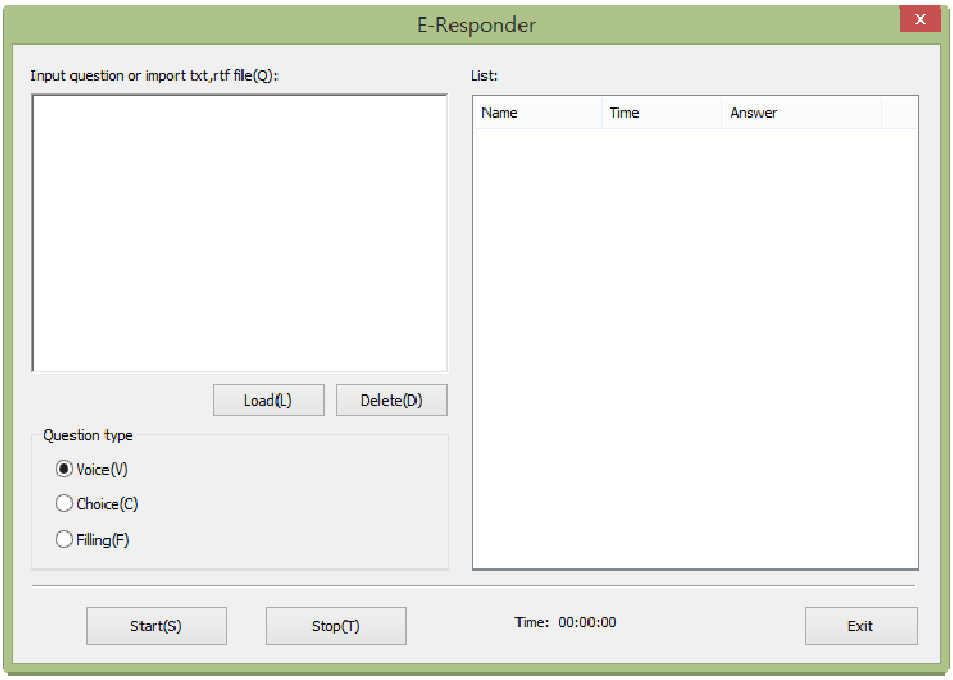
File:Audio file of teacher PC

(4)Click【Start】to translate, other students can choose channels to listen.

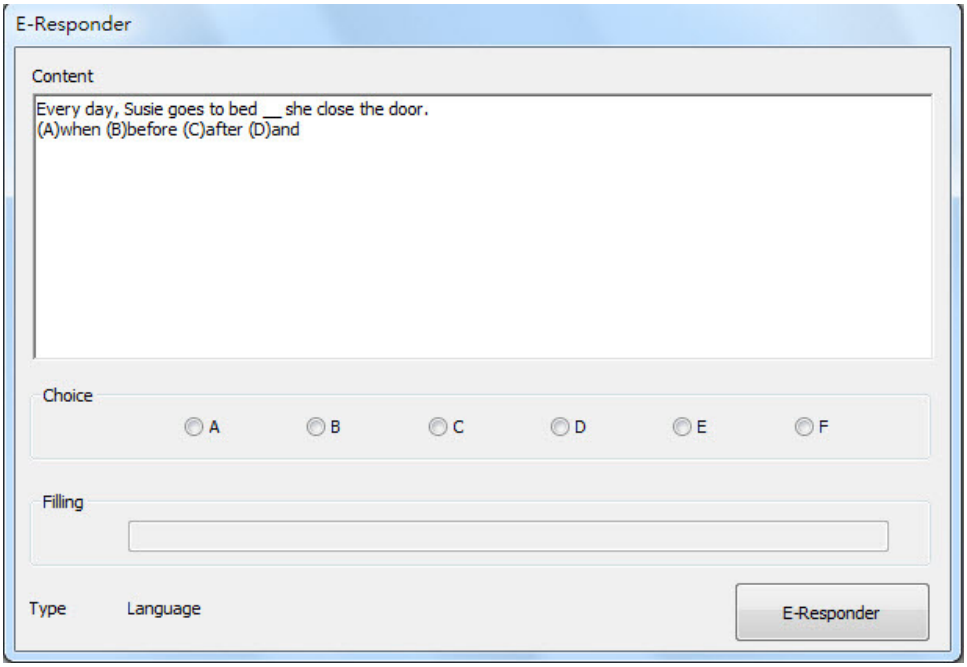
3.3.2 E-Responder

Teacher can edit different questions for students, such as voice, choice, filling

(1)Input the question →Select question type (ex. Choice)→【Start】



On student side, will pop out the question windows below: Select a answer and click【E-Responder】to submit.



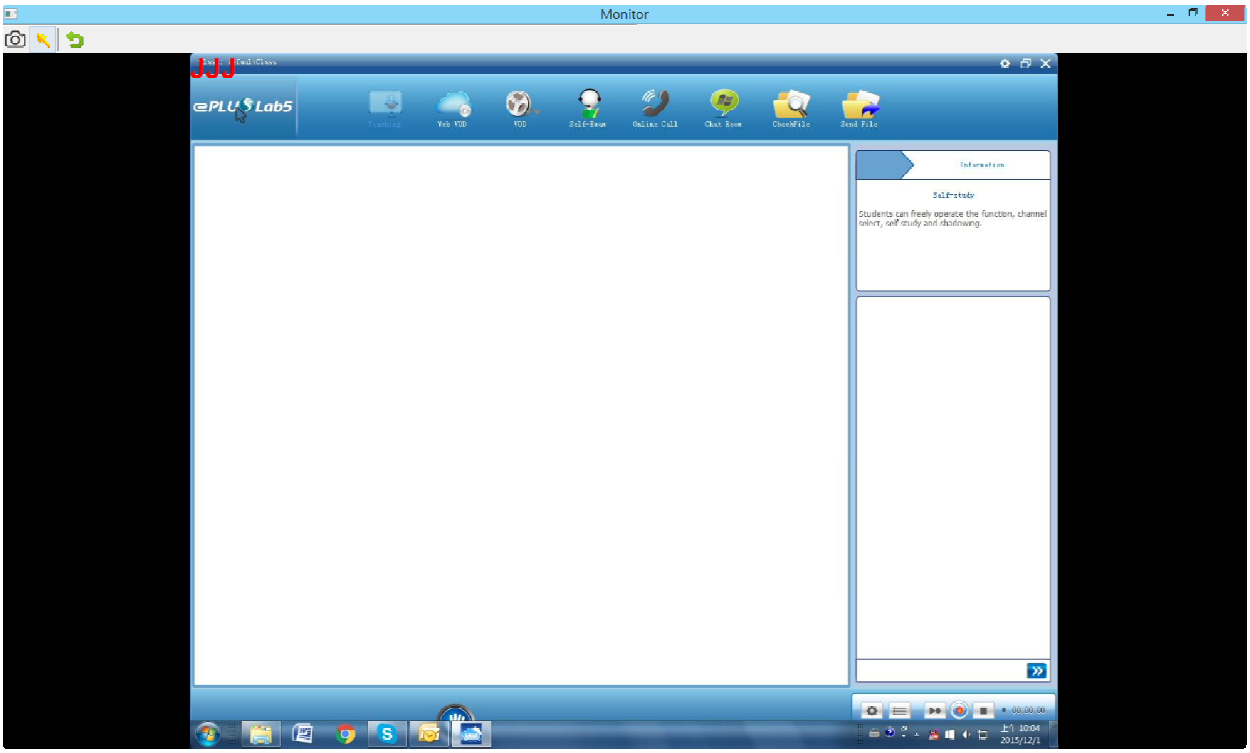
(2)【Stop】to stop E-Responder.

3.3.3 Observe

Observe all/partial students screens during class

(1) Default is observing all students

(2) Observe appointed student: Select target student by clicking→【Observe】



(3) Right click on the observing window, you will see the functions of pause, observe/control student PC

(4) On the upper left : from left to right is Screen shot/Student's Mouse control/Return

(5) Able to observe 36 students

3.3.4 E-Board

Marking pictures or documents with colorful marker, it's a useful teaching assistance.

✓ Also can combine with Projector.

Active/Hide shortcut key (Default: Shift+Scroll Lock)

Hide E-Board (You can use shortcut key to active)

Turn the screen to white/blackboard/return

Clear the screen

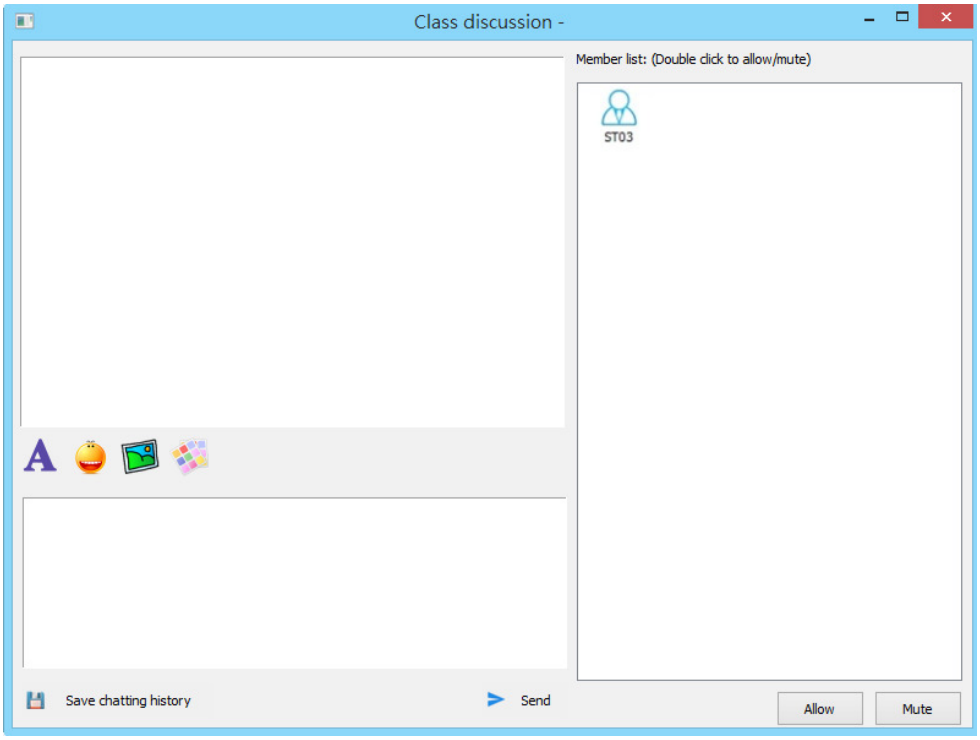
Zoom in, select and click certain area to zoom in, Esc to return.

Exit E-Board

3.3.5 Discussion

Teacher can discuss with students directly by texting, able to let appointed students hear teacher's voice.

(1)Click【Discussion】→Enter topic will pop out the windows below



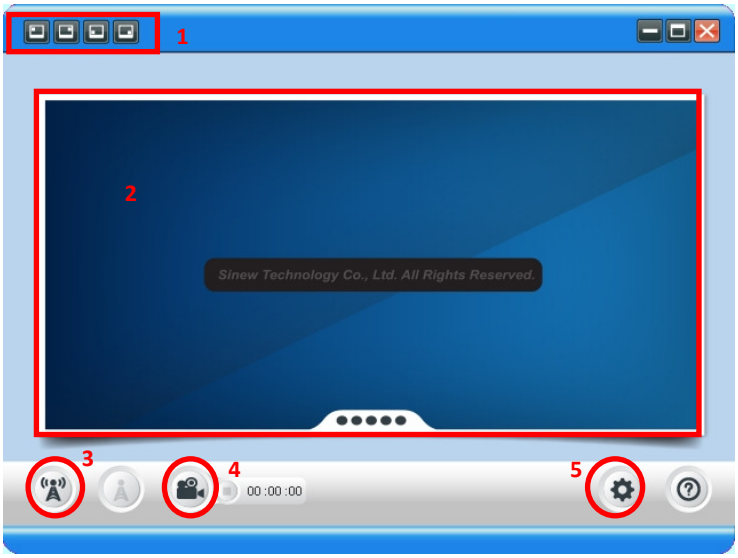
(2)Send photos: Click to attach

(3)Allow students hear teacher's voice by double clicking the target students (maximum are 4 students)

(4)Able to save history by clicking【Save】

3.3.6 Course Recorder

Able to record **screen+MIC** or **screen+PC** audio

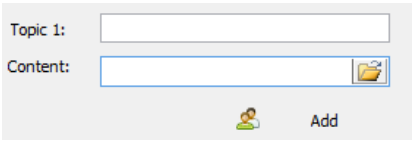


1. Adjust recorder windows position on: Upper left/right, lower left/right
2. Review the recording
3. Live broadcast button
4. Recording button
5. Settings

3.3.7 Forum

Designate students into groups and discuss different topics. Teacher can join the group and discuss with students.

(1) Click【Forum】,there are topic 1~8 to choose,【Add】to add students to the group



(2)Able to load office file, image, pdf., etc.

(3)Click【Execute】to start discussion

(4)Teacher joins the group

Join: Double click a student from target group

Leave: Click blank area on the layout to leave

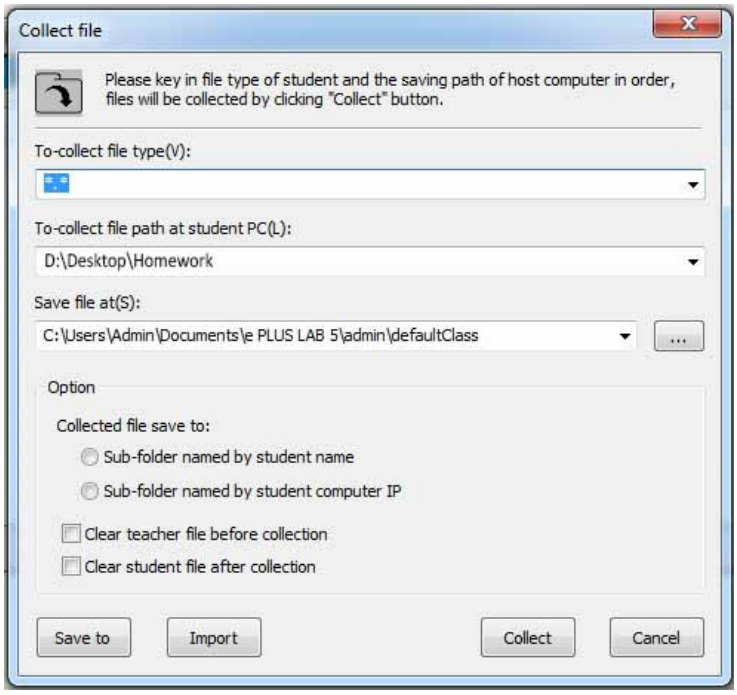
(5)【Exit】to exit the function

3.3.8 Collect File

Teacher can collect homework or any files from students, support txt, office, mp3, media files, etc.

(1)Click【Col. File】,and click

(2)Collecting setting: Click ,pop out the setting window below



a. To-Collect file type: Select the file type you want to collect from student PC, such as jpg, png, office, wav, mp3, etc.

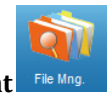
b. To-Collect file path at student PC: For example C:\Desktop\Homework

c. Save file at: Saving path of student PC

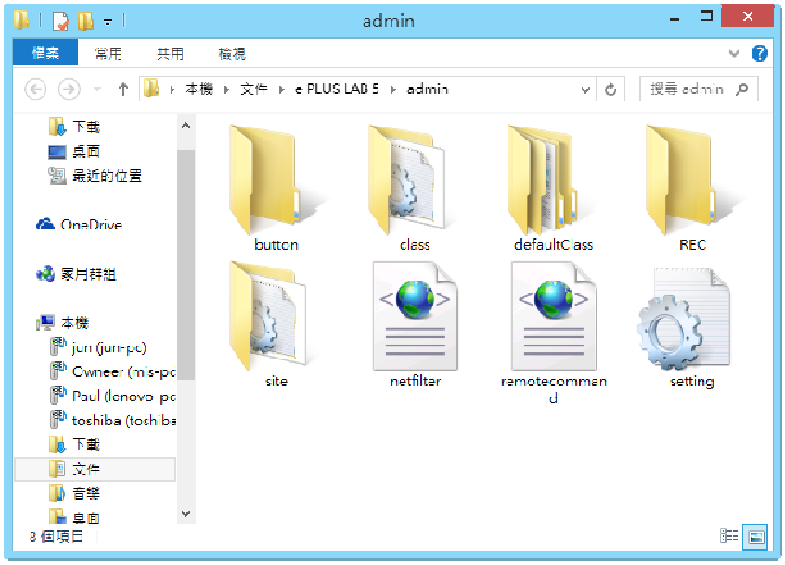
d. As the setting complete, click【Collect】

3.3.9 Check File

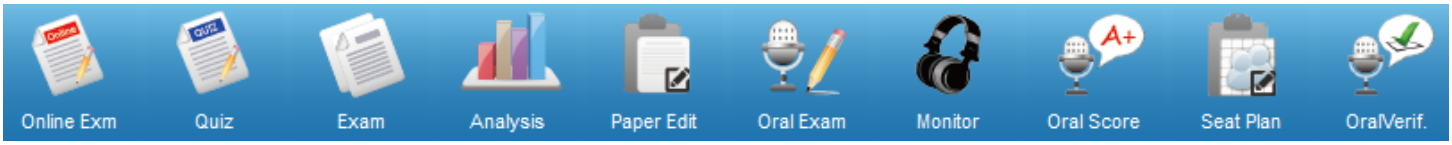
Check the collected file from student PC

3.3.10 File Management 

An easy way to open Lab 5 files of teacher PC



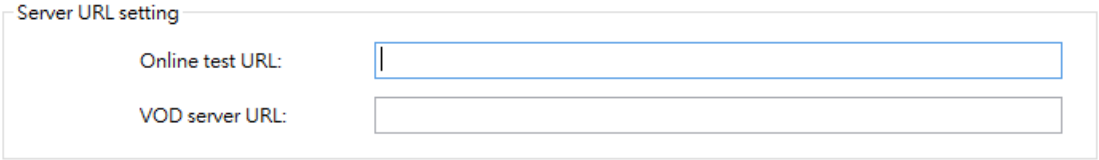
3.4 Exam



3.4.1 Online Exam

Combine with online exam system/website, go to setting first before start this function.

(1) Online Exam setting: Click on the upper right to the setting window→【Teacher】→【Internet】→Server URL setting→Input Online test URL



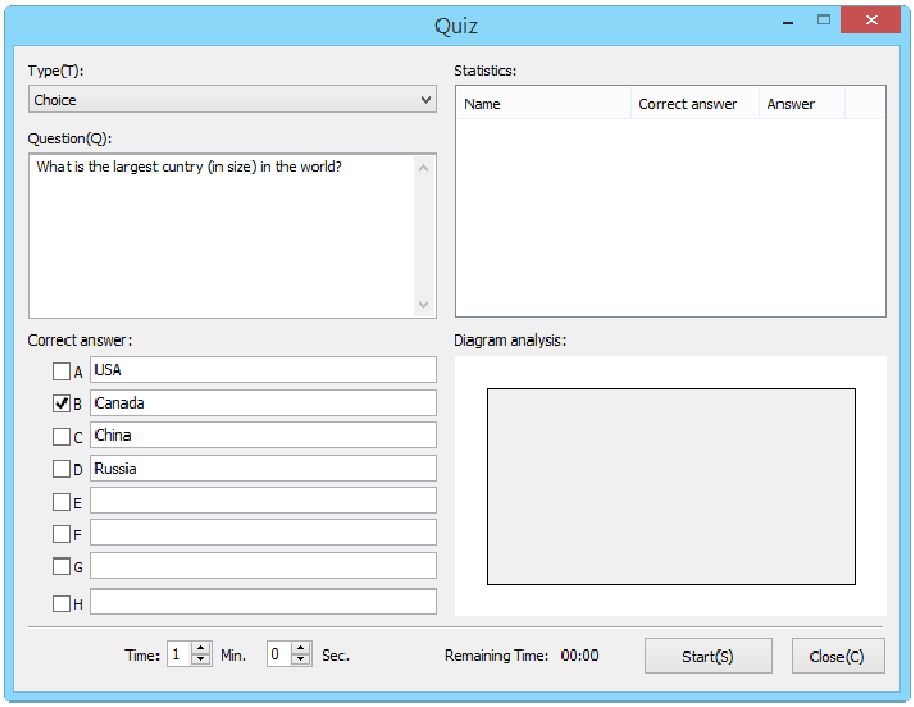
(2) Click【Online Exm】to start the function

3.4.2 Quiz

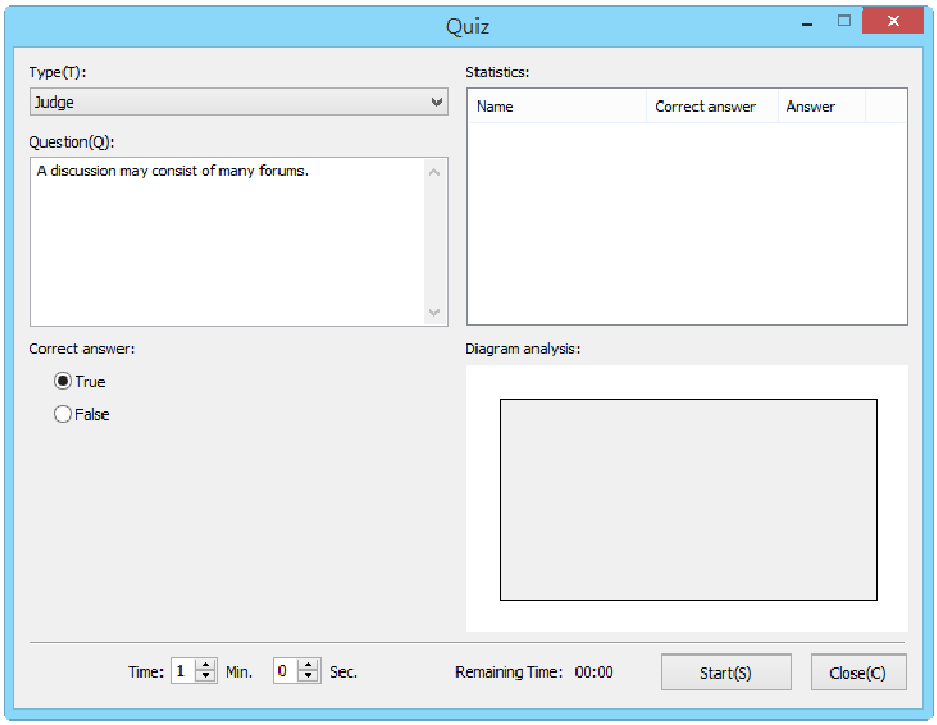
Teacher can understand students' learning condition by doing quiz, the data can be statistically analyzed.

(1) Select question type: Choice, True/False

Choice:



True/False:

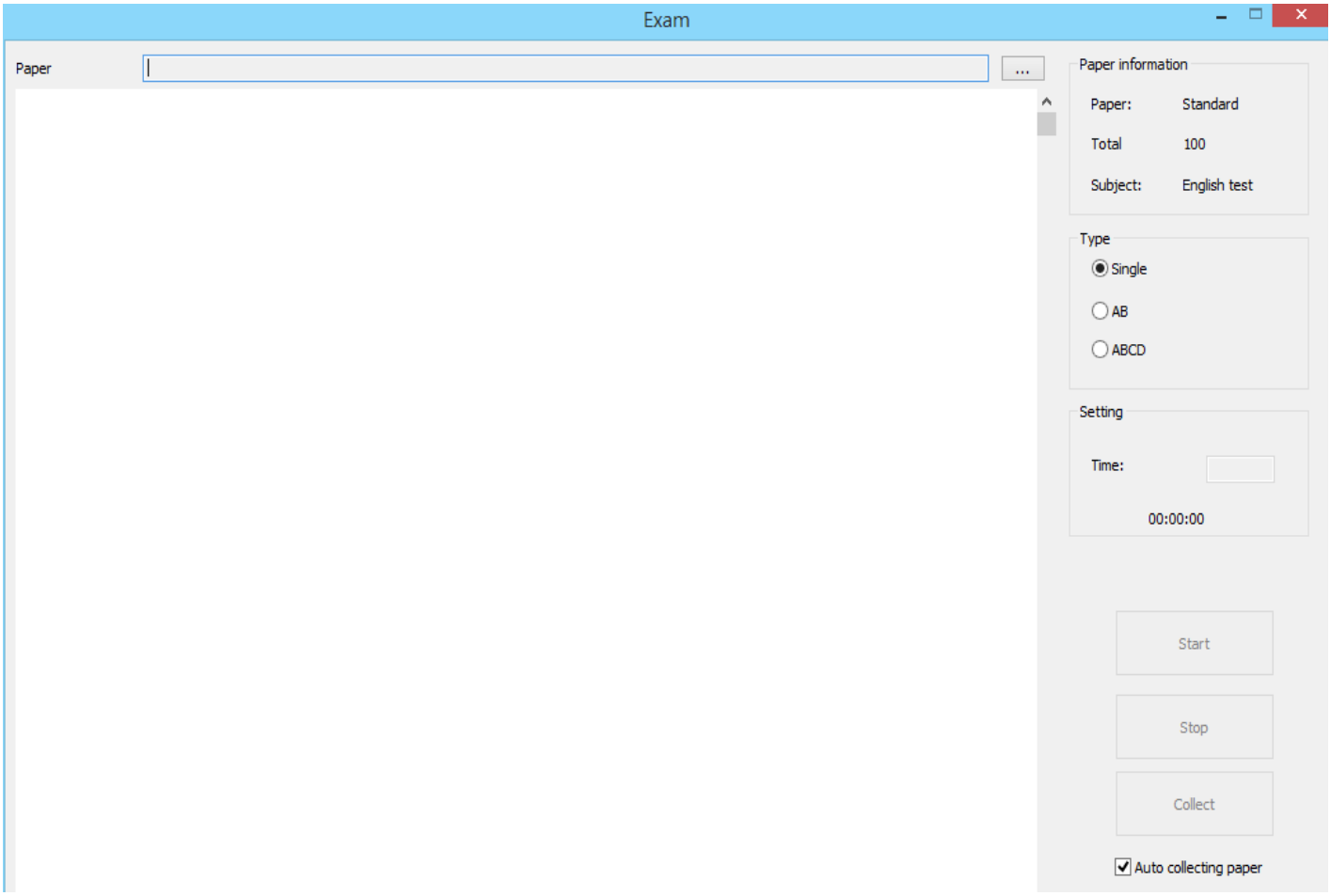


(2) Click【Start】to start the quiz

(3) After finish exam , you'll see the statistics and diagram analysis of students' answers

(4) 【Close】to exit the function

3.4.3 Exam



Load the edited paper for students to do the exam.

✓ Before the exam, you need to import the class on class management first. The system will create the data according to the class information, such as student ID/name of the imported class. Without importing class information, exam results will display only at student PC without analysis.

(1) Load edited paper by clicking

(2) Select paper type: Single/AB/ABCD

✓ Able to preview AB/ABCD paper on the upper left of the window

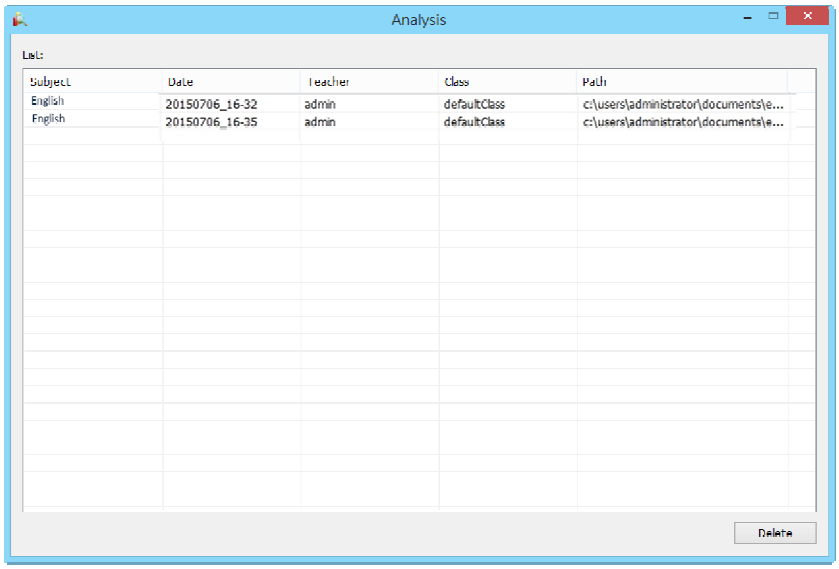
(3) Time: Exam time

(4) Click【Start】to start exam→【Stop】to finish→【Collect】

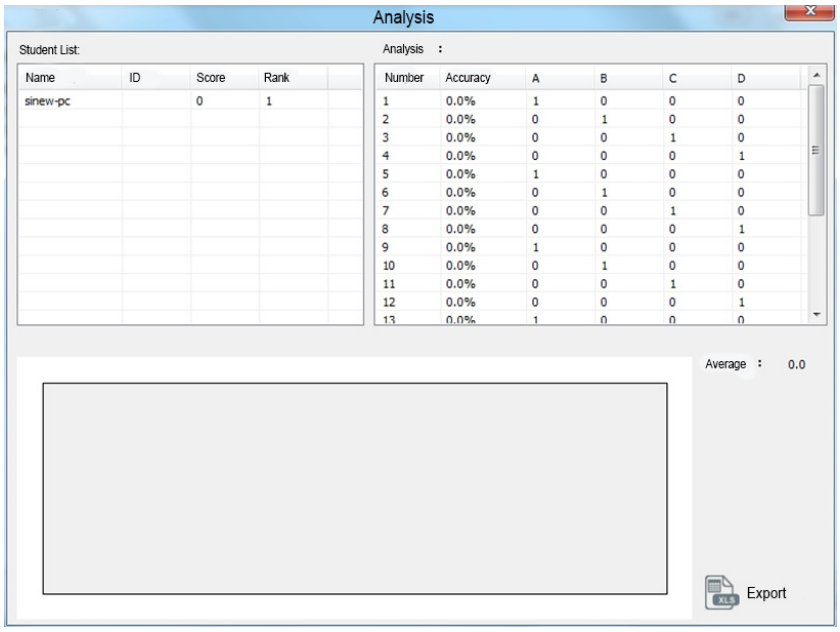
3.4.4 Analysis

Analyze exam statistics and export as excel file.

(1) Click【Analysis】will pop out the window below:



(2) Select subject and class will start analyzing.



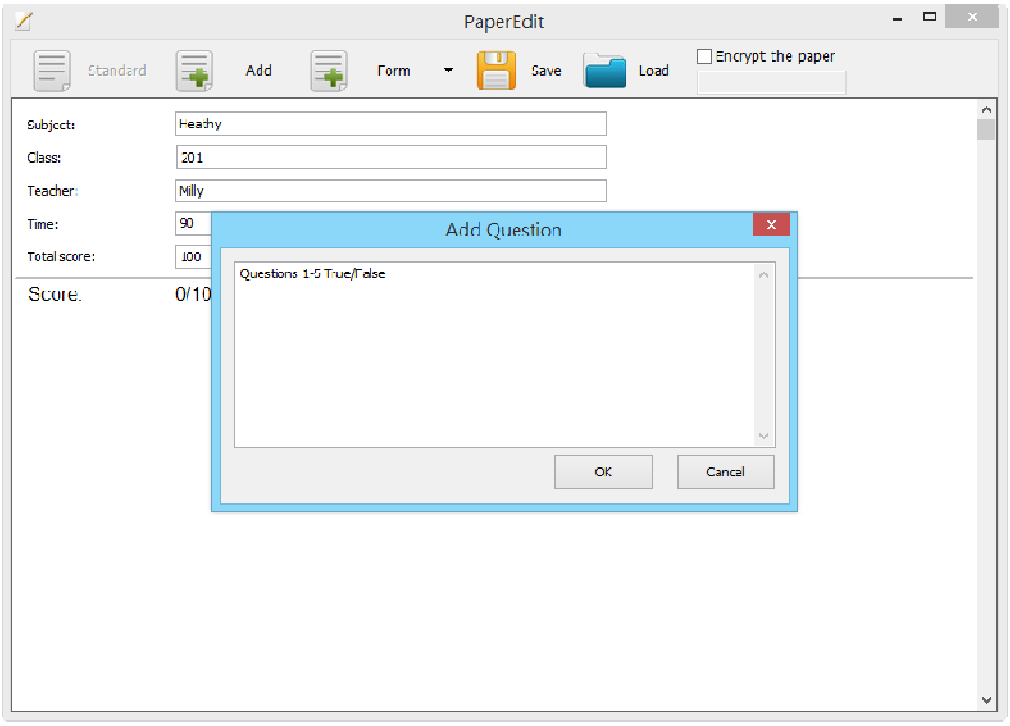
3.4.5 Paper edit

Edit exam paper for the exam function or send to students for self-exam.

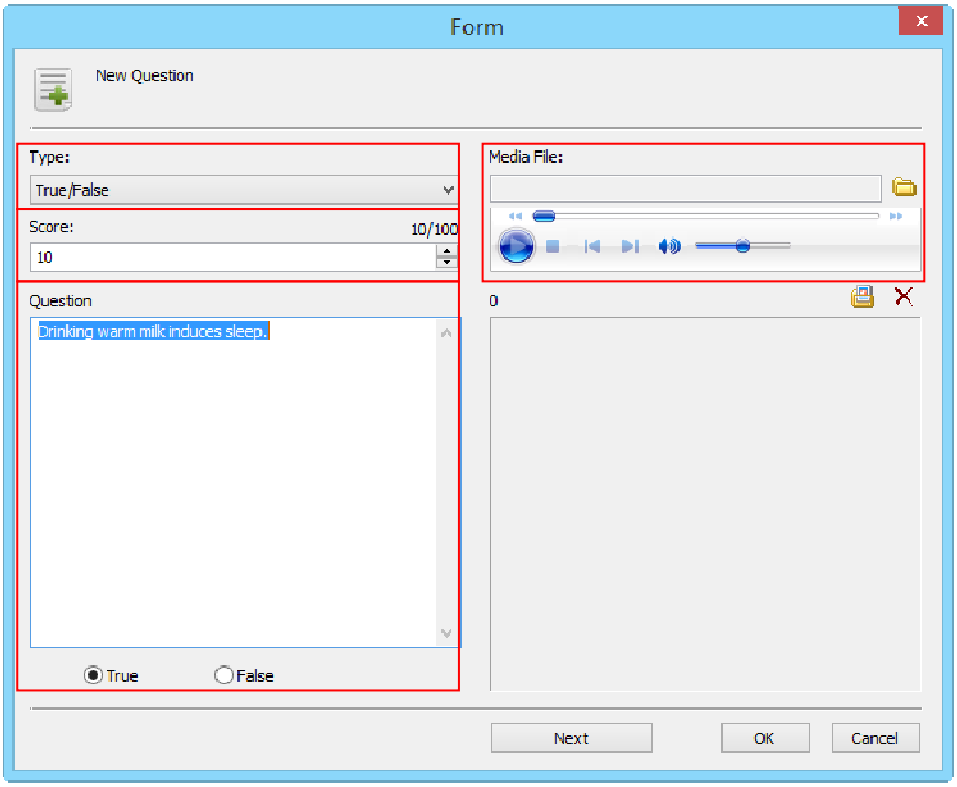
(1) Click【Paper edit】

(2) Edit and create questions by【Add】and【Form】

Add: Add questions



Form:



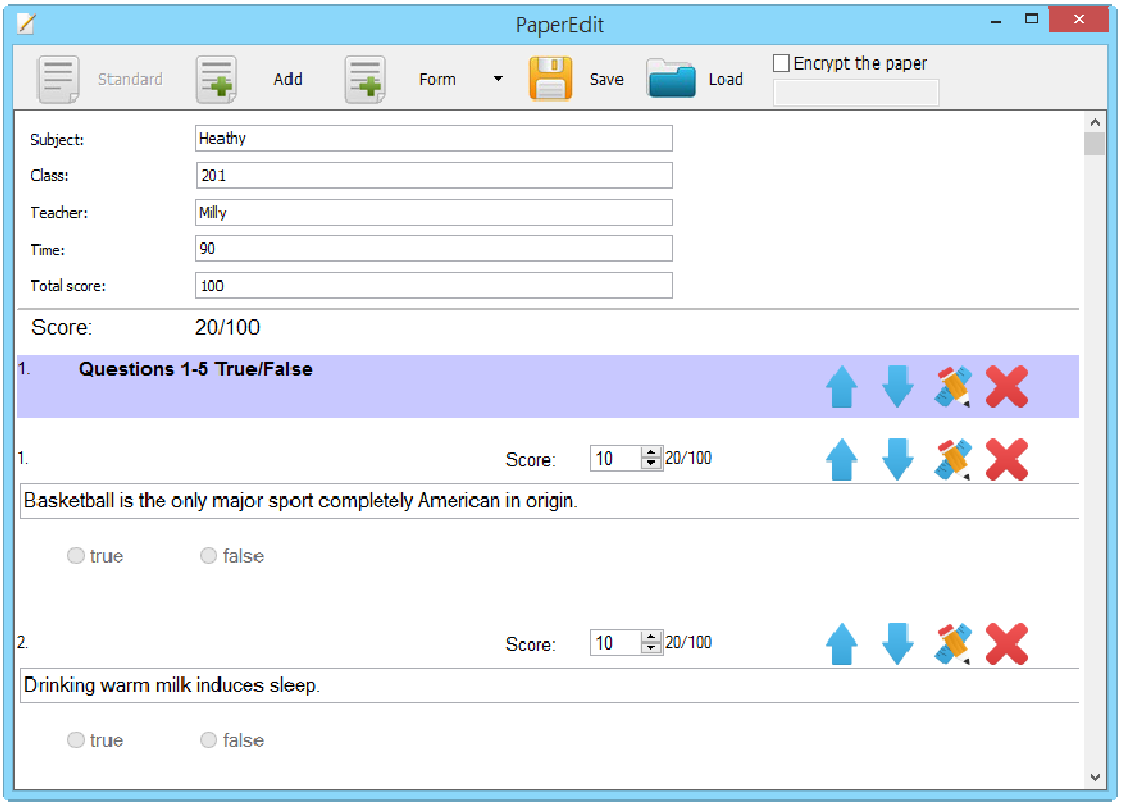
a. Select a question type: Choice, Filling, True/False, Q&A

b. Score: Set score of per question

c. Input Question

d. Also can upload media file or image

(3) Complete! Click 【Save】

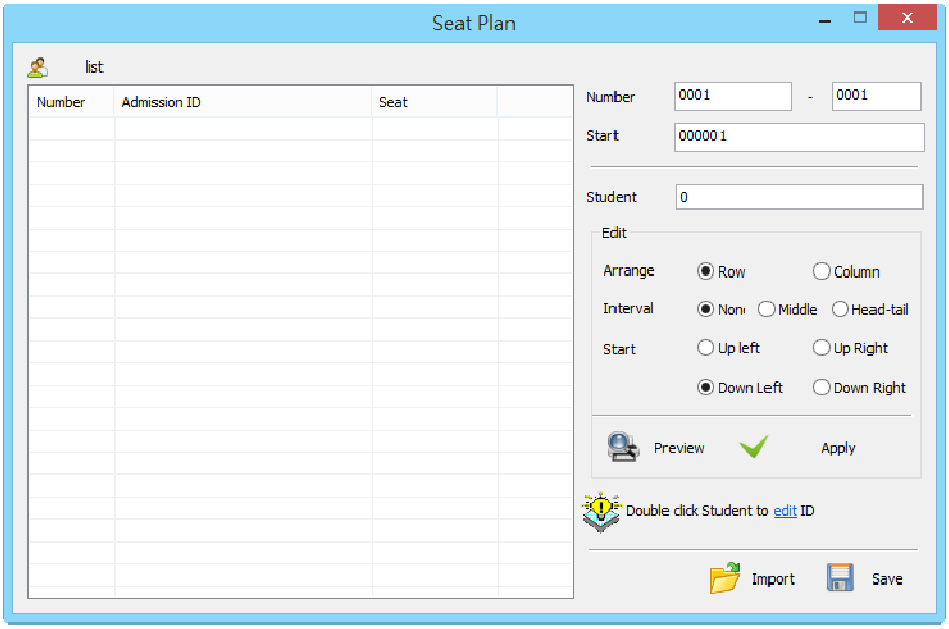


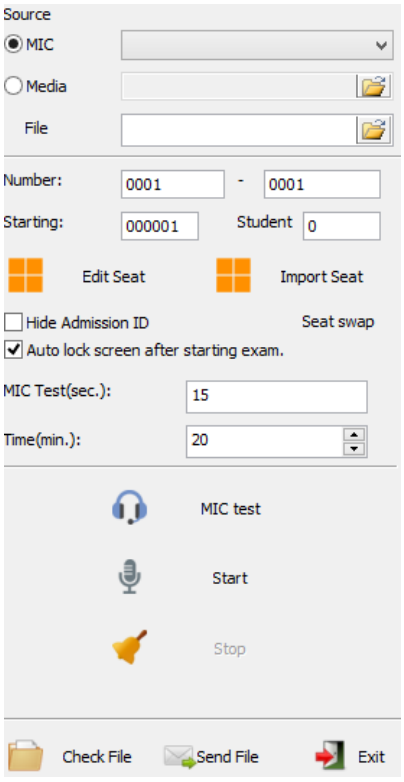
3.4.6 Oral Exam

Oral record students voice and save files relatively.

(1) Source: Media or teacher's MIC

(2) Edit seat (**Seat Plan**):





Number: It's a regular number (everyone will have the same number)

Start: The starting number of students' PC

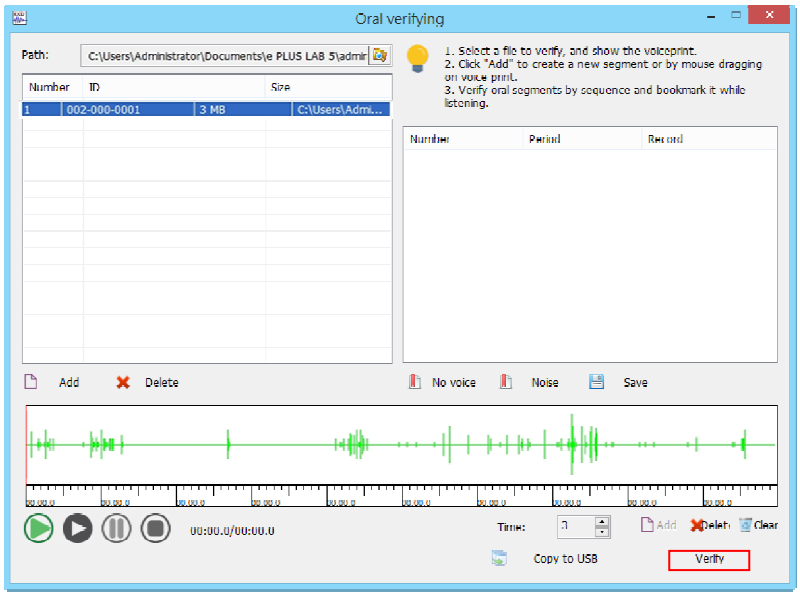
Student: Total student number

Preview: Preview the edited seat plan

(3) MIC test: **Set the testing time** and click【Start】to start testing→【Stop】

(4) After have students tested their MIC, **set the exam time** and click【Start】to start exam→【Stop】

(5) As the exam stopped, **oral verify** window will pop out automatically.



(6) Select a student on the list, you will see the voiceprint below

(7) Click Play button to listen, able to drag the voiceprint to select time period

(8) Click【Verify】, recorded files will be played by sequence

3.4.7 Monitor

Monitor **students' voice** during class

(1) Default is monitoring all students, students' voice will be listened by turns

(2) Appointed students: Select students by clicking→【Monitor】

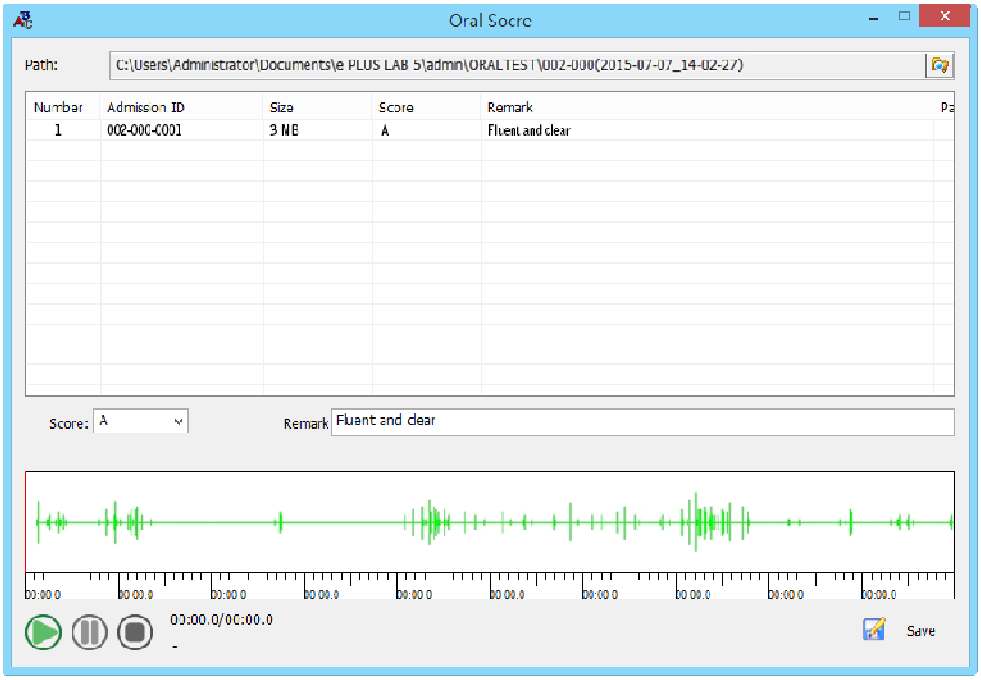
3.4.8 Oral Score

Give score and remark oral files of students'. Able to export as excel file.

(1) Load the recorded file

(2) Start playing and giving score/remark

(3) After this, click【Save】to save the file



3.4.9 Seat Plan

The operations of seat plan please follow 3.4.6 Oral Exam(page 28) —(2)

3.4.10 Oral Verify

The operations of Oral verify please follow 3.4.6 Oral Exam(page 28)—(5)

3.5 Manage

3.5.1 Boot

Remote boot St. PC

(1) Default is to boot all students' PC

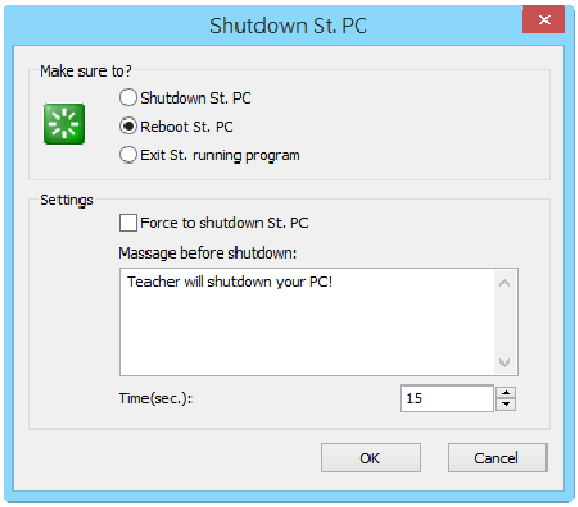
(2) Appointed students: Select appointed students by clicking→【Boot】

3.5.2 Reboot

Remote reboot St. PC

(1) Default is to reboot all students' PC

(2) Appointed students: Select appointed students by clicking→【Reboot】→【OK】

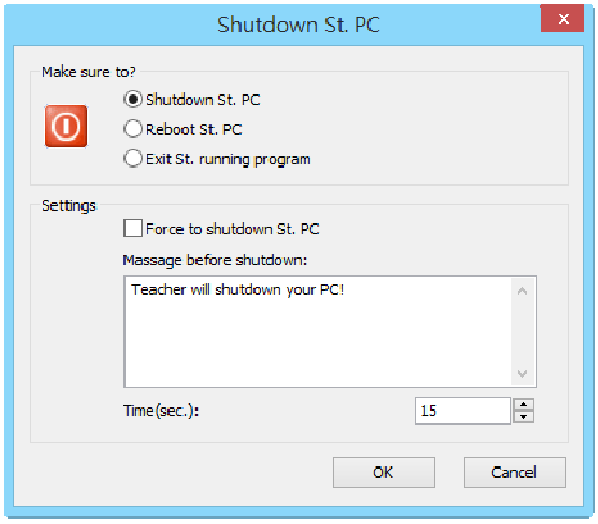


3.5.3 Shut down

Remote shutdown St. PC

(1) Default is to shutdown all students' PC

(2) Appointed students: Select appointed students by clicking→【Shutdown】→【OK】

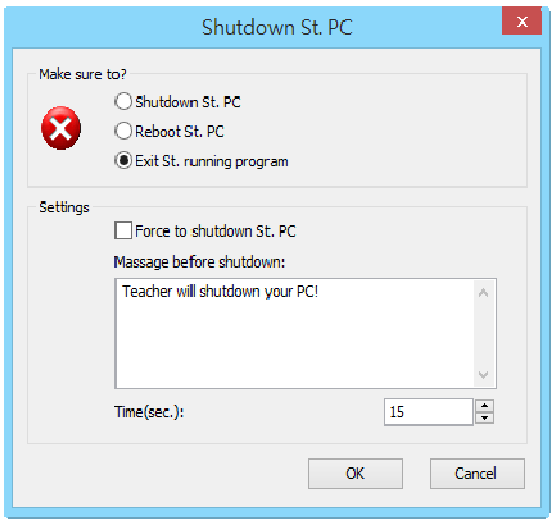


3.5.4 Exit Program

Exit every running program on students' PC

(1) Default is to exit all students'

(2) Appointed students: Select appointed students by clicking→【Exit Pgm.】→【OK】



3.5.5 Exit Students' e-Plus Lab5

(1) Default is to exit all students'

(2) Appointed students: Select appointed students by clicking→【Exit St.】

3.5.6 Execute Students' e-Plus Lab5

(1) Default is to execute all students'

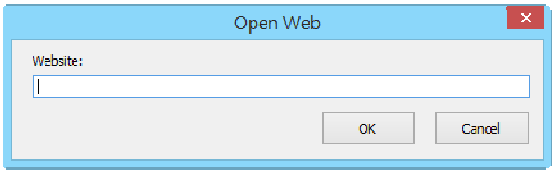
(2) Appointed students: Select appointed students by clicking→【Execute St.】

3.5.7 Open

Remote open designate website on all/partial students' PC

(1) Default is to open website at all students' PC

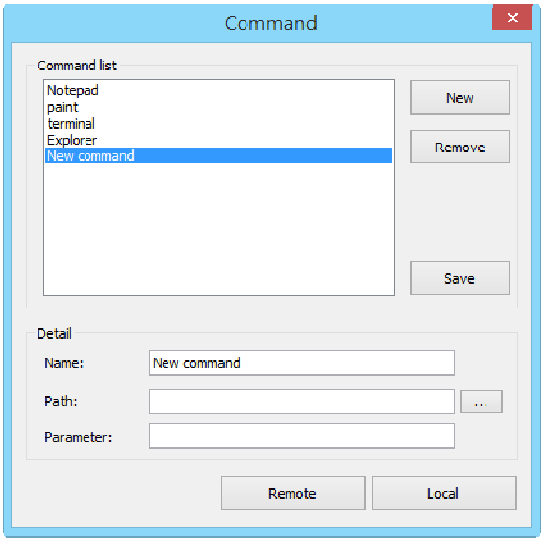
(2) Appointed students: Select appointed students by clicking→【Open Web】



(3) Input website→【OK】

3.5.8 Command

Remote open designate programs on all/partial students' PC



(1) Click【New】, "**New command**" will appear in the command list

(2) Click 【New command】, name and set the path of program→【Save】

3.5.9 Setting

Only needs to be set once, teacher will be able to remote control all/partial students

(1) Select student, click【Setting】

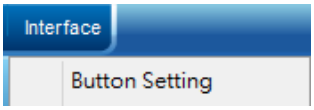
(2) Teacher can set the internet, security, volume of students' PC (Only for XP system)

3.5.10 Return

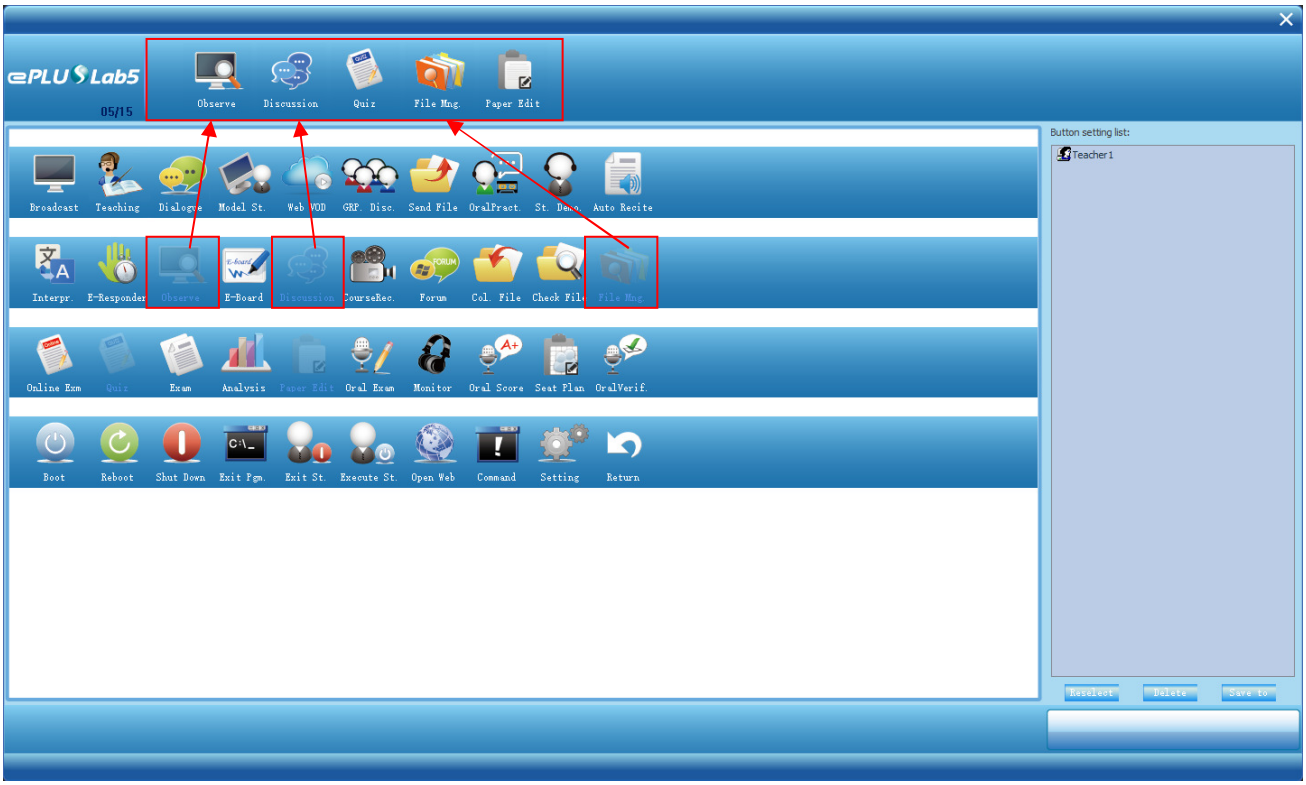
When you are running any function, click【Return】will return to the standby mode

3.6 Interface

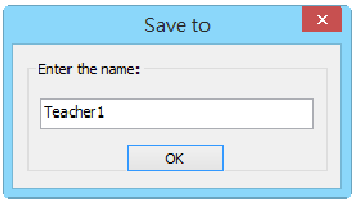
Teacher can customize function buttons, the button you use the most can be selected and create your own function bar.

(1) Click【Interface】→【Button setting】 

(2) Select the target button and drag to the top



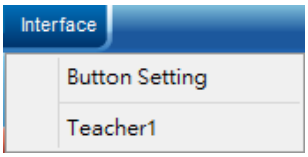
(3) Click【Save as】



(4) Your save will on the button setting list

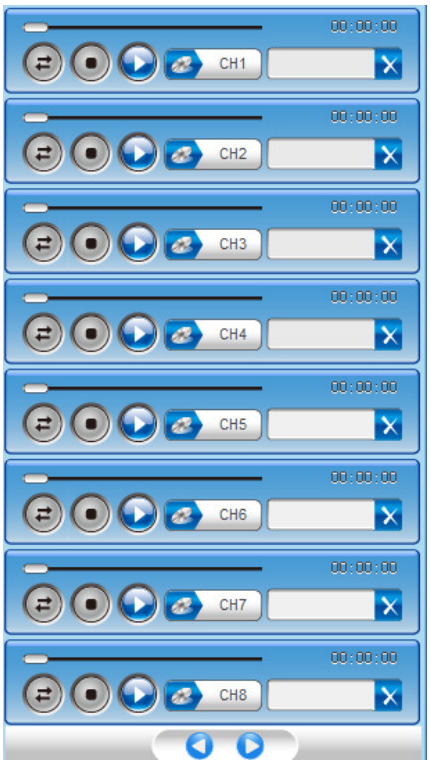
(5) After finish editing, click to exit the setting

(6) You can see your edited function bar at【Interface】→【--saving name--】



3.7 Multi-channel Teaching

Teacher can load multi-media files and broadcast to all/partial students, this function has 24 channels, each channel can distribute to different students simultaneously.



(1) Select media file by

(2) Click to broadcast

Default is to all students

Appointed students: Select target students by clicking

(3) Total are 24 channels

3.8 Hot key function

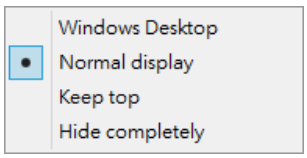
1. At the lower left of the window you can see as below:

Description:

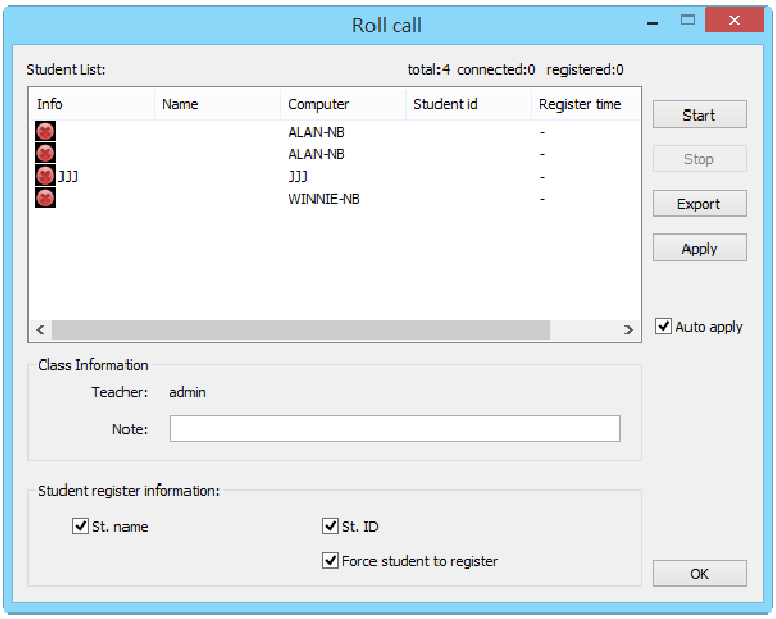
	Roll Call
	Class Management
	Allow/block sending message
	Allow/block help call
	Clear help call

2. At the lower right of the window you can see as below:

Description:

	Exit Darkening
	Darken Screen
	Allow explore Internet
	Forbid explore Internet
	Authorize student to execute program
	Block Student executing program
	Allow using USB
	Block using USB
	Student windows mode ● Windows desktop: Will hide Lab5 program on student PC, the sub-function bar will on the top of the window ● Normal display: Normal mode ● Keep top: Keep student Lab5 program on the top of the window ● Hide completely: Hide student Lab5 program 

3.8.1 Roll call



(1) Click【Start】to start roll call→【Stop】to finish

(2) Able to export as txt file by【Export】

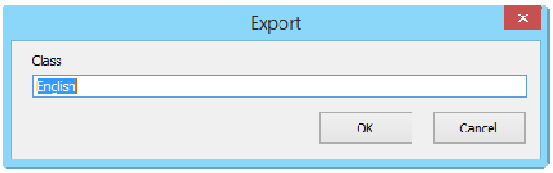
(3) Click【OK】to exit function

3.8.2 Class Management

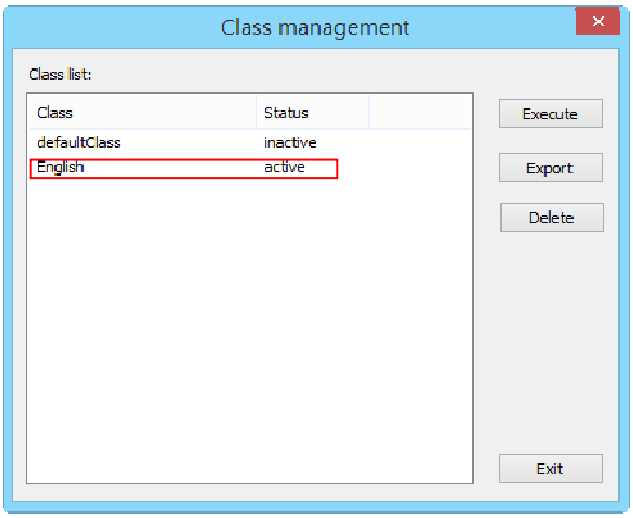
Teacher can create and save the class information

✓ Remember to **roll call first** before create the class (or the system won't save the information)

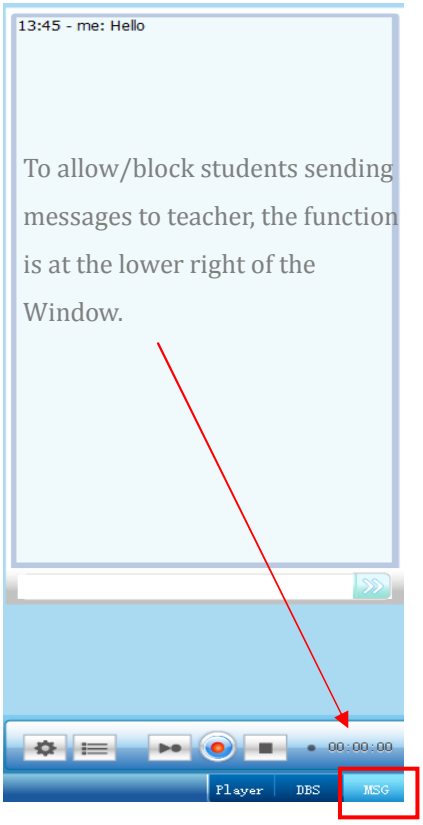
(1) Click【Export】to create new class



(2) Next time you can select the class you create and click【Execute】, the system will start according to the saved information, you can see the status is **active.**



3.8.3 Allow/block sending Message



3.8.4 Allow/block help call

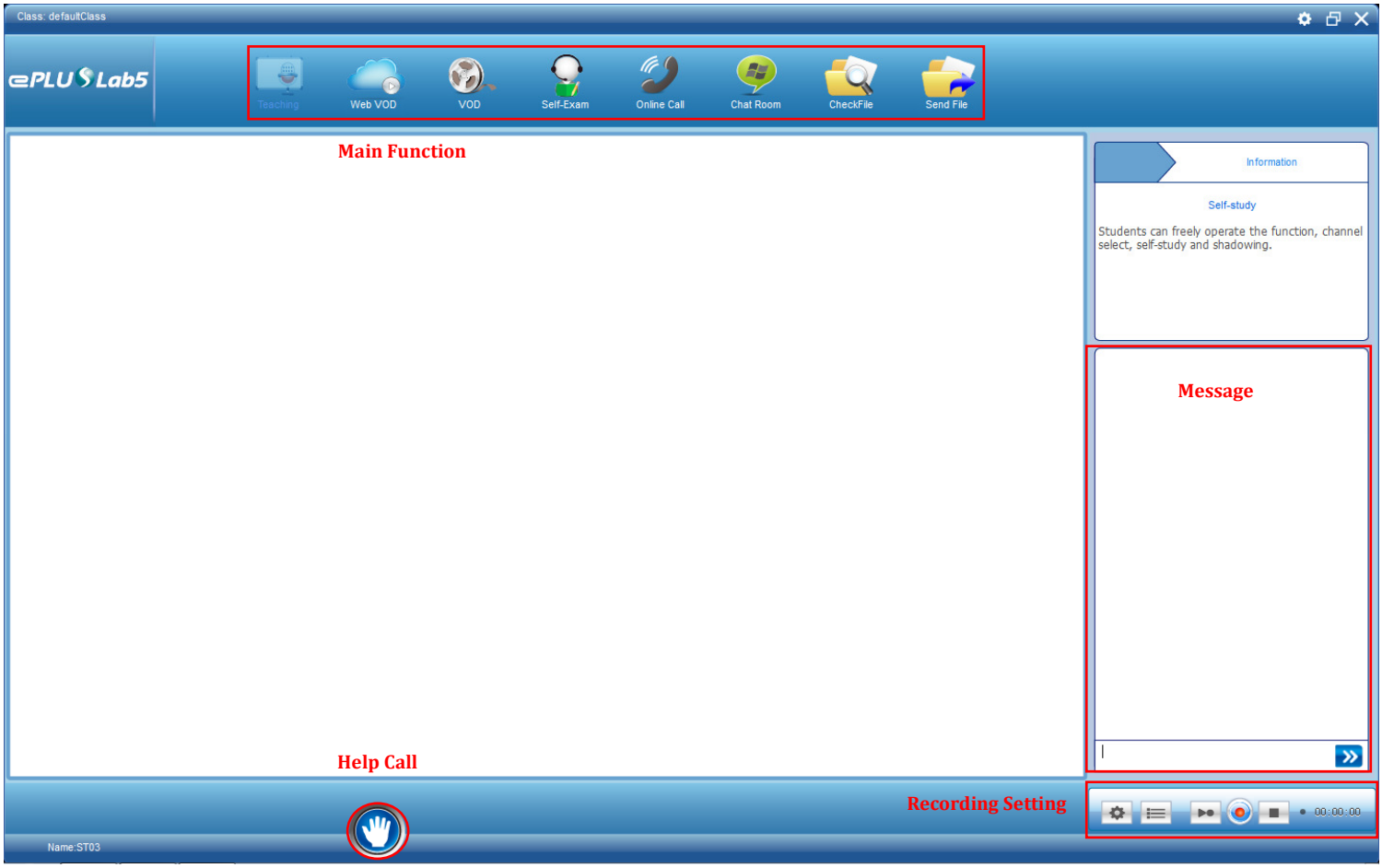
Teacher can allow/block students pressing help call when they have any questions.

3.8.5 Clear help call

Clear all the help call notification from students on layout.

Chapter 4 Students Operation

Interface

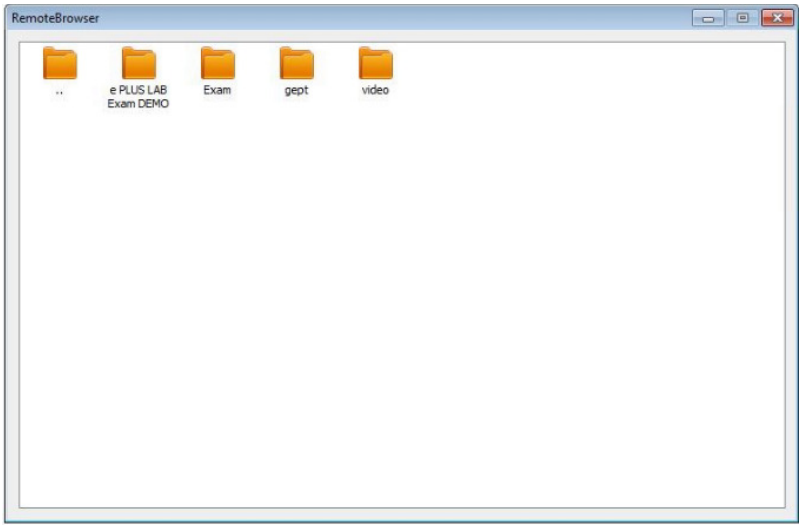


4.1 Web VOD

Teacher uploads learning materials to cloud for students' access the database freely

4.2 VOD

Students can watch/listen media files uploaded by teacher (Refer to **1.9 VOD setting** on page 8.)



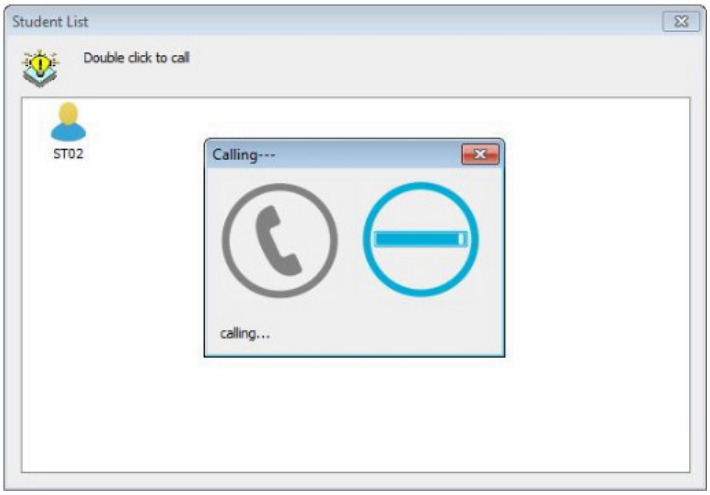
4.3 Self Exam

Student can load exam paper which sent by teacher. (Teacher needs to edit the exam paper and send to students

first—refer to [3.4.5 Paper edit](#) on page 26.)

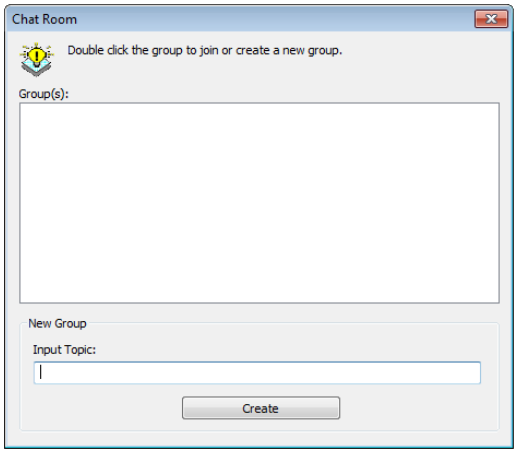
4.4 Online Call

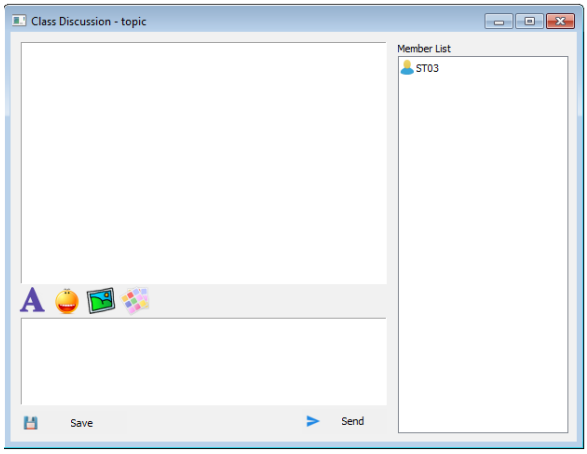
Students can call each other for oral practicing and discussing



4.5 Chat room

Students can set topics by themselves and discuss



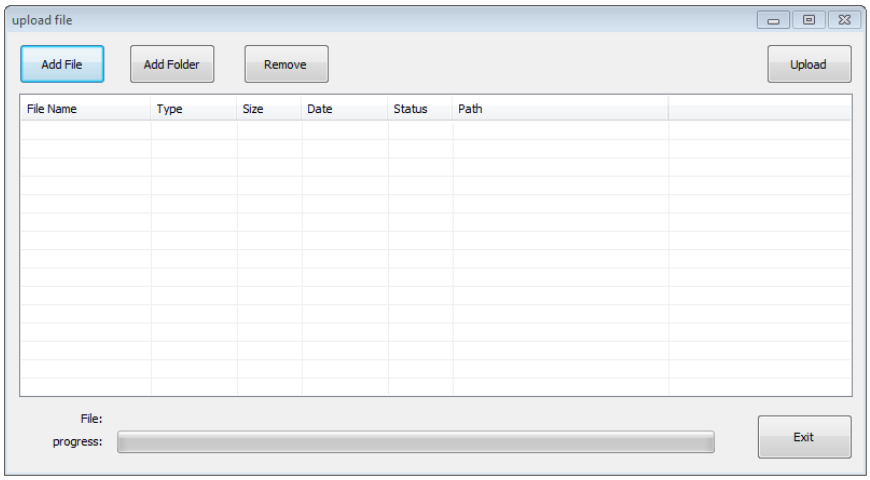


4.6 Check File

Check files sent from teacher

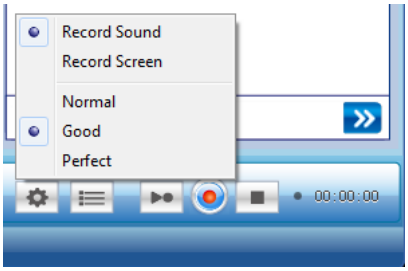
4.7 Send File

Send files to teacher

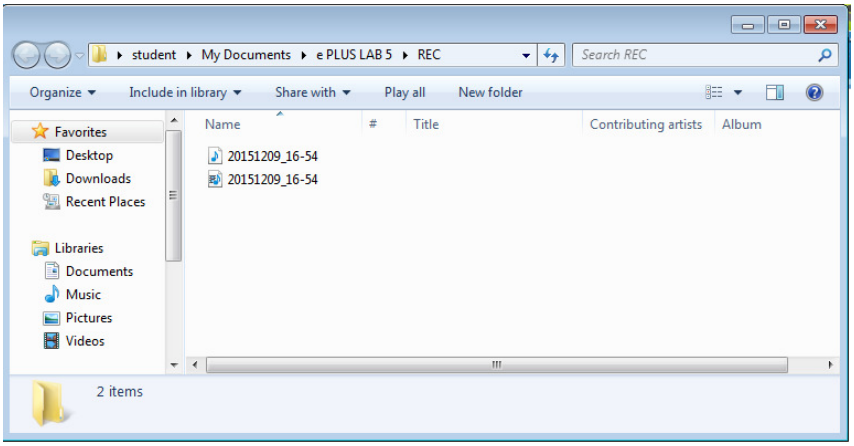


4.8 Recording

Students can record their voices or screen



Open the recorded file by



4.9 Sending Message

Students are able to send messages to teacher

4.10 Help call

When students have any questions, press help call to let teacher notices them