LAN School Tutorial

View Students:
1. Let's you know which computers are logged in. If you click on the machine name and user name it will put it in numerical and alpha order
2. If you right click on the user name, you will see a menu
   a. **Start Screen Broadcast:** This sends your screen to everyone you select, you can select all screens by holding the CTRL key and tapping A for all. You now have total control of all screens, they cannot do anything. They will not have control until after you right click on the computer name and select **Stop Screen Broadcast.**
   b. **Rebroadcast Selected Student:** Allows one student's screen to be seen on everyone's screen. Right click on the students name or computer and click rebroadcast selected student. Click on the **X** in the far upper right hand corner.
   c. **Blank Screens of Selected Students:** This turns their screen blue and mice and keyboards won't work. Use this when you need students to listen to you rather than be on their computer. **RESTORE** returns them to their screens where nothing has been changed.
   d. **Disable Web Browsing:** Allows you to decide who can get on the Internet and who cannot providing they all have internet access. An icon appears to the left of the person or computer that cannot get on to the Internet.
   e. **Enable Web Browsing:** Right click on the computer name and click Enable Web Browsing will enable a student to browse again.
   f. **Run Program at Selected Students:** You can use this to open Internet explorer and send everyone to the same web page w/o having them type the URL. Type in the URL and click OK.
   g. **Send Text Message:** You can use CTRL-A and send everyone a pop-up Text Message. In the box type in your message or you can click **PASTE** to enter a previously used message at the bottom then click **SEND**. Double click on the person and you will see the message and also have complete control of their computer, Click **X** to give back control of the computer.
   h. **Save Screen Snapshot:** This allows you to remotely take a picture of their screen and save it without them knowing about it. Click Save Screen and in the **Save As** box, the screen is saved in C:\snapshots and the filename will be the person's login name, a date/time stamp. Click **SAVE** and then it can be printed if necessary.
   i. **Show Internet History:** This let's you see what Internet sites a student has visited since logging into the computer.

j. **Power Off Selected Student Computers:** This allows you to shut down the computers whether anyone is logged in or not.
k. **Refresh List:** About every 5 minutes click Refresh List to see if anyone has logged in or out.
l. **View All:** This allows you to see small pictures of what is on everyone's screen. As you move the curser across the screen it will give you information as to login name, machine name, selected window title, and message. They are not aware you are watching their screen