

# SynchronEyes® Classroom Management Software: A Quick Reference of Features and Functions

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With SynchronEyes software, you can manage your classroom, communicate with your students and assist individuals, all without leaving your computer.

### SynchronEyes Software Overview

Using SynchronEyes software, you can monitor and control your students' computers using the Thumbnails view, which displays real-time images of your students' desktops. You can completely customize the appearance of this view. In addition to viewing the thumbnails, you can capture snapshots of a student's screen, take control of a student's desktop, place a temporary lock on your students' computers, remotely shut down your students' computers, block Internet access, block the use of specific applications and broadcast your desktop to students.

You can also use SynchronEyes software to communicate with your class, a group of students or an individual student. You can broadcast your desktop, conduct polls, send messages to students and receive replies, send files to students, distribute interactive quizzes, and more.

### SynchronEyes Software Views

SynchronEyes teacher-station software offers five views: Thumbnails, Quiz, File Transfer, Chat and Applications.

You can manage student groups, lock students' desktops, send messages, respond to student's questions, block Internet access and conduct polls from any of these five views.

#### Thumbnails View

When you start SynchronEyes software, you'll see thumbnails (miniature images) of the connected students' desktops. These thumbnails change in real time (though slightly delayed) with every instance of student input.

A symbol in the top left corner of each thumbnail indicates the student's current status. For example, if you've locked a student's desktop, a Locked Out symbol appears. If none of the available status symbols is appropriate, the icon for the student's currently active application appears.

You can customize the appearance of the Thumbnails view by editing thumbnail names, changing thumbnail sizes, rearranging the thumbnails and refreshing the view.

The Thumbnails view also lets you monitor the class, monitor and take control of a student desktop, broadcast your desktop, broadcast a student's desktop, broadcast media files, capture an image of a student's desktop, remotely launch Web pages, and shut down, log off or restart a student's computer.

#### Quiz View

The Quiz view provides access to the Quiz Wizard. Using the Quiz Wizard template, you can create anything from a pop quiz with a handful of questions to a lengthy final exam. The Quiz Wizard also lists all the quizzes that you've created for distribution to the class.

You can create, edit or delete a quiz, add a quiz created under another Teacher ID (or in the stand-alone Quiz Wizard), import a quiz from a text file and distribute a quiz to your class or a group. You can also collect, view and save your students' answers, and view and save a summary of the quiz results.

#### File Transfer View

In the File Transfer view, you can send files to students, check if you've received any files from students, cancel a file transfer, open a sent or received file and clear a file from the list.

#### Chat View

Using SynchronEyes software, you can chat with your whole class, a specific group or selected students. The Chat view displays all the messages, including the messages between students.

#### Applications View

The Applications view gives you complete control over which applications your students can use at any time. You can also remotely launch and close applications on your students' computers.

### SynchronEyes Software Functions

Although some buttons and menu options are available in every view, some buttons and menu options are specific to a particular view. When you select a view, the toolbar buttons and the menu options automatically change to the buttons and options appropriate for that view.

#### Connect Functions

- Set up a student connection as one of three connection styles:
  - students browse for and connect to teachers
  - students connect automatically to the same Teacher ID every time
  - the teacher connects to students using customizable class lists
- Disconnect students

#### Options Functions

- Control a student's ability to disconnect
- Control a teacher aide's ability to view your class
- Set system preferences

#### Groups Functions

- Create a customized group of selected students
- Select a group and communicate with the members of the group only

#### Lock Functions

- Lock the mouse devices, keyboards and desktops of a group or an individual student
- Display a customized lock-out message

#### Internet Functions

- Block students' access to the Internet
- Block access to all Internet pages except the ones you specify (in conjunction with existing network administration restrictions)

#### Vote Functions

- Conduct a poll of your class or a group
- View the automatically tallied responses

#### Questions Functions

- Respond to students' questions

#### Observe Functions

- View thumbnails of the students' desktops
- View the status of each student's computer
- View an individual student's desktop

#### Control Functions

- Take control of a student's desktop
- Share control of a student's desktop with the student

#### Broadcast Functions

- Broadcast your desktop to the class or a group
- Broadcast a student's desktop to the class or a group
- Pass control of the broadcast to a student
- Write notes that appear on the students' desktops

#### Show Media Functions

- Broadcast a media file simultaneously to the class, group or an individual student

#### Capture Functions

- Capture an image of the student's desktop

#### Shut Down Functions

- Remotely shut down (or log off or restart) the computers of your class, a group or a selected student

## Chat Functions

- Send private messages to specific students
- Save the chat history as a text file
- Allow students to chat with each other and view their messages

## Applications Functions

- Block student access to specific applications using customized application blocking rules
- Create application blocking rules in advance, and then activate and deactivate the rules at appropriate times during a lesson
- Remotely launch or close an application on a student's computer

## File Transfer Functions

- Send files to your class, a group or selected students and customize the behavior of these files
- Receive files from your students

## Share Web Functions

- Using SynchronEyes software, remotely launch Internet Explorer and open a specific Web page on the desktops of your whole class, a group or selected students
- Using Internet Explorer, open your current Web page on the computers of your whole class

## Quiz Functions

- Create interactive quizzes
- Distribute a quiz to the class or a group
- Receive or collect completed quizzes
- View result summaries, including class averages and individual student scores
- Distribute the results to your students

## Quiz Wizard Functions

- Create questions
  - Multiple Choice
  - Question and Answer
  - Ordering
  - Matching
  - Essay
- Add images to questions
- Edit the appearance of questions
- Insert mathematical symbols into questions
- Copy and paste questions
- Change the question order
- Delete questions
- Print quizzes
- Edit quizzes in other programs
- Import quizzes from other formats

## Teacher Aide Functions

- Monitor a teacher's class at the same time as a teacher but from a different computer.
- View thumbnails of the connected students' desktops or view the desktop of an individual student.

The teacher always has total control over who can access the class at all times.

## Other Features

### Mobile Device Support

Monitor and interact with students' mobile devices

- View students' mobile device screen
- Take control of a student's mobile device
- Broadcast your desktop to the class or a group
- Broadcast a student's mobile device screen to the class or a group
- Pass control of the broadcast to a student
- Write notes that appear on students' mobile devices
- Lock the mobile devices of a group or student
- Conduct a poll of your class or a group
- Capture an image of the student's mobile device screen
- Distribute a quiz to the class or a group
- Send files to your class, a group or selected students and customize the behavior of these files
- Receive files from your students

### Authentication and Encryption

Password protection for the connection prevents unauthorized third parties from connecting, viewing, and manipulating students.

Encryption provides greater security and privacy for the communications between the teacher and students.

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